

# CITY OF BUELLTON

## CITY COUNCIL MEETING MINUTES

Regular Meeting of April 8, 2021

City Council Chambers, 140 West Highway 246  
Buellton, California

### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present via Zoom:** Council Members Ed Andrisek, Dave King, Elysia Lewis, Vice Mayor Sanchez, and Mayor Sierra

**Staff:** City Manager Scott Wolfe, Public Works Director Rose Hess, City Clerk Linda Reid, City Attorney Greg Murphy (via Zoom), Finance Director Shannel Zamora (via Zoom), and Planning Director Andrea Keefer (via Zoom)

### REORDERING OF AGENDA

None

### PUBLIC COMMENTS

Annie Yakutis, Buellton, spoke about organizing a community garden on the City owned property located at Second Street and Central Avenue and shared some photos of other community gardens.

Michael Baker, Chief Executive Officer United Boys & Girls Clubs of Santa Barbara County provided an update as to their activities over the past year to serve families and kids in the community.

## CONSENT CALENDAR

1. **Minutes of March 25, 2021 City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2020/2021**
3. **Acceptance of City of Buellton Transportation Development Act (TDA) Fund Financial Statements for Years Ended June 30, 2020 and June 30, 2019 with Independent Auditor's Report**

### **MOTION:**

Motion by Council Member King, seconded by Vice Mayor Sanchez, approving Consent Calendar Items 1 through 3 as listed.

### **VOTE:**

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

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Lewis – Yes

Vice Mayor Sanchez - Yes

Mayor Sierra – Yes

## PRESENTATIONS

4. **Proclamation Recognizing National Donate Life Month**

Mayor Sierra read the proclamation recognizing April 2021 as National Donate Life Month and thanked Scott Burns for his dedication to this cause.

## PUBLIC HEARINGS

None

## COUNCIL MEMBER COMMENTS/ITEMS

Council Member Andrisek stated we are fortunate to have great volunteers in the Santa Ynez Valley who contribute their time and efforts to support the community, especially Connie Cody, Editor of Inside the Santa Ynez Valley Magazine and Dawn and Patrick Farrier, owners of Creation Station Fabric and Quilt Shop.

Mayor Sierra thanked the Parks and Recreation Department for hosting the Easter egg hunt on April 3. Mayor Sierra thanked Council Members for attending the Santa Ynez Valley Botanic Garden ribbon cutting on March 27.

Mayor Sierra invited everyone to view the art pieces displayed on the Avenue of Flags and stated she looks forward to the Walk into Wildfire presentation on April 24 at Jonata Middle School from 1:00 to 4:00 p.m. More information can be found on the City's website at [www.cityofbuellton.com](http://www.cityofbuellton.com).

## **WRITTEN COMMUNICATIONS**

None

## **COMMITTEE REPORTS**

Council Member Andrisek announced that he attended the Central Coast Water Authority (CCWA) board meeting and provided an oral report for the record.

## **BUSINESS ITEMS**

### **5. Fiscal Year 2021-22 & 2022-23 Requests for Funding from Outside Agencies**

#### **RECOMMENDATION:**

That the City Council consider funding requests from outside agencies.

#### **STAFF REPORT:**

Finance Director Zamora presented the staff report.

#### **SPEAKERS/DISCUSSION:**

The City Council discussed how to fund outside agencies for Fiscal Year 2021-22 & 2022-23.

#### **MOTION:**

Motion by Mayor Sierra, seconded by Council Member King approving a funding cap of \$36,000 for outside agencies for Fiscal Year 2021-22 and adding a 2% increase to the funding allocations for Fiscal Year 2022-23.

#### **VOTE:**

Motion passed by a roll call vote of 3-2, with Council Member Lewis and Vice Mayor Sanchez voting no.

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Lewis - No

Vice Mayor Sanchez – No

Mayor Sierra – Yes

Valerie Kissell, representing Santa Ynez Valley People Helping People (PHP), addressed the City Council and explained PHP's non-profit funding request.

Lauren Coiro, representing the Foodbank of Santa Barbara County, addressed the City Council and explained the Foodbank's non-profit funding request.

Diana O'Connell, representing the Santa Ynez Valley Fruit and Vegetable Rescue, addressed the City Council and explained her organization's non-profit funding request.

Jennifer Morrell and Theresa Reilly, representing NatureTrack, addressed the City Council and explained her organization's non-profit funding request and provided a handout for the record.

Leanna Watson, representing Zaca Center Preschool, addressed the City Council and explained her organization's non-profit funding request and provided a handout for the record.

The City Council discussed funding for each of the outside agencies and provided their individual allocations for each agency. The average allocations for Fiscal Year 2021-22 are as follows:

- Santa Ynez Valley People Helping People - \$8,400
- Foodbank of Santa Barbara County - \$7,850
- Santa Ynez Valley Fruit and Vegetable Rescue - \$5,550
- NatureTrack - \$2,300
- Zaca Center Preschool - \$7,900
- California Organization for Public Safety, Inc. - \$4,000

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Mayor Sierra, seconded by Council Member King approving the outside agency funding amounts as referenced above for Fiscal Year 2021-22 and adding a 2% increase to the funding allocations for Fiscal Year 2022-23.

**VOTE:**

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

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Lewis - Yes

Vice Mayor Sanchez – Yes

Mayor Sierra – Yes

**6. Discussion Regarding Sidewalk/Landscaping on Highway 246 at Thumbelina Drive**

**RECOMMENDATION:**

That the City Council consider potential improvements for Highway 246 and Thumbelina Drive and direct staff accordingly.

**STAFF REPORT:**

Public Works Director Hess presented the staff report.

**SPEAKERS/DISCUSSION:**

The City Council discussed the following issues:

- Adding a temporary fence rather than extending the existing concrete wall
- Installing cedar fencing rather than redwood for cost savings
- Why the remaining tree was left uncut
- Removing the tree stumps and using decomposed granite for a sidewalk rather than concrete
- Sealing the cedar fence to help preserve the wood
- Building the fence and submitting an application to Caltrans to add a sidewalk, curb and gutter, and remove the last remaining tree along Highway 246 at Thumbelina Drive

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Council Member King, seconded by Council Member Lewis approving a budget allocation of \$38,000 to install a new fence and remove the tree stumps along Highway 246 at Thumbelina Drive and have staff submit an application to Caltrans to add a sidewalk, curb and gutter, and remove the last remaining tree.

**VOTE:**

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

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Lewis - Yes

Vice Mayor Sanchez – Yes

Mayor Sierra – Yes

**7. Authorization to Reclassify Positions in the Public Works Department, Adopt Associated Job Descriptions, and New Salary Schedule**

**RECOMMENDATION:**

That the City Council consider authorizing reclassification of Public Works positions, adopt the proposed job descriptions, and new salary schedule.

**STAFF REPORT:**

H.R. Director Reid presented the staff report.

**SPEAKERS/DISCUSSION:**

The City Council discussed advertising to hire a Chief Plant Operator as soon as possible and bringing this issue back for Council discussion at a future meeting.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**MOTION:**

Motion by Council Member Lewis, seconded by Council Member King authorizing the reclassification of the Parks Foreman to Facilities Supervisor/Utility Fieldworker and Facilities Maintenance to Facilities Foreman/Utility Fieldworker and adding a new class of Chief Plant Operator – Wastewater; adopt the associated job descriptions; adopt the proposed salary schedule for these new/reclassified positions, as well as the Maintenance and Utility Fieldworker I, Staff Assistant/Planning Technician, and the Youth Recreation Coordinator positions, effective July 1, 2021; and directing staff to adjust the upcoming budget accordingly.

**VOTE:**

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

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Lewis - Yes

Vice Mayor Sanchez – Yes

Mayor Sierra – Yes

**CITY MANAGER'S REPORT**

City Manager Wolfe provided an informational report to the City Council.

**CLOSED SESSION ITEMS****8. Closed Session Pursuant to Government Code Section 54956.9(d)(4)  
Potential Initiation of Litigation**

The City Council met in closed session to discuss Item 8. No reportable action was taken.

**ADJOURNMENT**

Mayor Sierra adjourned the regular meeting at 9:16 p.m. The next regular meeting of the City Council will be held on Thursday, April 22, 2021 at 6:00 p.m.

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Holly Sierra  
Mayor

ATTEST:

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Linda Reid  
City Clerk