

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES

Regular Meeting of July 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.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Ed Andrisek, Dave King, Elysia Lewis, Vice Mayor John Sanchez (via Zoom), and Mayor Holly Sierra

Staff: City Manager Scott Wolfe, City Clerk Linda Reid, Public Works Director Rose Hess, City Attorney Greg Murphy, Finance Director Shannel Zamora (via Zoom), Planning Director Andrea Keefer, Contract City Planner Irma Tucker, and Lt. Jeff Greene

REORDERING OF AGENDA

Mayor Sierra announced and the City Council agreed by consensus to reorder the agenda to accommodate the time certain Public Hearing regarding District-Based Elections at 6:20 p.m.

PRESENTATIONS

5. Recognizing Lieutenant Eddie Hsueh for his Service to the City of Buellton

The City Council presented retired Lieutenant Eddie Hsueh with a plaque and thanked him for his service to the City of Buellton. Mr. Hsueh thanked the Council and stated he enjoyed his time working for the City of Buellton.

Santa Barbara County Sheriff Bill Brown thanked Mr. Hsueh for his service to the Santa Barbara County Sheriff's Department and to the City of Buellton. Sheriff Brown described how Mr. Hsueh displays empathy and kindness to everyone he comes in contact with and that he is an example of good policing.

Lieutenant Jeff Greene thanked Mr. Hsueh for his service and spoke about his appreciation for Mr. Hsueh's good police work.

Deputy Mike Guynn thanked Mr. Hsueh for his service and spoke about the many community-based programs they worked to establish in the Santa Ynez Valley.

CONSENT CALENDAR

- 1. Minutes of June 24, 2021 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2020/2021**
- 3. Designation of Voting Delegate and Alternate for 2021 League of California Cities Annual Conference Business Meeting**
- 4. Authorization to Pay Bills for Fiscal Year 2021/22 Sheriff Contract Received and Due before August 12, 2021**

MOTION:

Motion by Council Member King, seconded by Council Member Lewis, approving Consent Calendar Items 1 through 4 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

PUBLIC COMMENTS

Joe Armendariz, Director of Natural Healing Center, displayed a presentation regarding the Natural Healing Center and provided handouts for the record.

Tom Widroe, Executive Director of the Santa Barbara County Taxpayers Association discussed the role of the Taxpayer's Association, indicated he will be speaking before the Council on various issues in the future, and expressed support for consideration of retail cannabis uses in Buellton.

PUBLIC HEARINGS (Time Certain - 6:20 PM)**6. Second Public Hearing to Receive Input from the Community Regarding the Creation of a District-Based Election System****RECOMMENDATION:**

That the City Council conduct the public hearing and receive input regarding district boundaries.

STAFF REPORT:

City Clerk Reid presented the staff report.

SPEAKERS/DISCUSSION:

Mayor Sierra opened the public hearing at 6:20 p.m.

Daniel Phillips, PhD, consultant with National Demographics Corporation discussed the district-based election mapping process and answered questions from the Council.

The City Council discussed the following issues:

- Census data will be released by September; current numbers are estimates
- How the law applies to current Council Members keeping their seats

Mayor Sierra closed the Public Hearing at 6:50 p.m.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

DIRECTION:

The Council agreed by consensus to hold a third public hearing on January 27, 2022, to seek public input on the content of draft district maps and sequence of elections.

COUNCIL MEMBER COMMENTS/ITEMS

Council Members Lewis thanked the owner of MOKE Experience in Solvang for allowing Council Members and their families to drive the MOKE electric vehicles during the 4th of July parade.

Mayor Sierra requested that staff agendize discussion of the State of California's voluntary 15 percent reduction in water usage, due to extreme drought conditions.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

None

BUSINESS ITEMS

7. **Resolution No. 21-12 – “A Resolution of the City Council of the City of Buellton, California, Supporting the County of Santa Barbara Phase II Community Action Plan to Address Homelessness”**

RECOMMENDATION:

That the City Council consider adoption of Resolution No. 21-12 – “A Resolution of the City Council of the City of Buellton, California, Supporting the County of Santa Barbara Phase II Community Action Plan to Address Homelessness”

STAFF REPORT:

Planning Director Keefer presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

Lucille Boss with the County of Santa Barbara Housing and Community Development spoke about the Phase Two Community Action Plan regarding Homelessness.

Valerie Kissell, CEO, People Helping People, spoke about homelessness in the Santa Ynez Valley.

The City Council discussed the importance of allocating funding to prevent homelessness by treated the underlying conditions that cause homelessness.

MOTION:

Motion by Council Member Lewis, seconded by Council Member Andrisek, adopting Resolution No. 21-12 – “A Resolution of the City Council of the City of Buellton, California, Supporting the County of Santa Barbara Phase II Community Action Plan to Address Homelessness”

VOTE:

Motion passed by a roll call vote of 4-1, with Council Member King voting no.

Council Member Andrisek – Yes

Council Member King – No

Council Member Lewis – Yes

Vice Mayor Sanchez - Yes

Mayor Sierra – Yes

8. 50% Progress Report – Draft Update of 2005 Community Design Guidelines**RECOMMENDATION:**

That the City Council provide direction to staff for moving forward with finalizing the updates to the 2005 Community Design Guidelines based upon the 50% progress work effort.

STAFF REPORT:

Contract City Planner Tucker presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council requested that no board and batten siding be included in the new design guidelines.

DIRECTION:

The Council agreed by consensus to direct staff to work with Ravatt & Associates to bring back the 100% draft 2021 Community Design Guidelines for final adoption.

9. Preparation of Traffic Impact Analysis Guidelines; Consideration of Professional Services Agreement with KOA Corporation**RECOMMENDATION:**

That the City Council authorize preparation of the Traffic Impact Analysis Guidelines and direct the City Manager to enter into an agreement with KOA Corporation for the services outlined in Attachment 1, in an amount not to exceed \$56,200.

STAFF REPORT:

Contract City Planner Tucker presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed whether Traffic Impact Analysis Guidelines are required and how to get the information without contracting for this service.

MOTION:

Motion by Council Member Lewis, seconded by Council Member King, authorizing preparation of the Traffic Impact Analysis Guidelines and directing the City Manager to enter into an agreement with KOA Corporation for the services outlined in Attachment 1, in the amount not to exceed \$56,200.

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

10. Consideration of First Amendment to City Manager Employment Agreement and Discussion of Salary Adjustment for City Manager for Fiscal Year 2021-22**RECOMMENDATION:**

That the City Council consider a salary adjustment for the City Manager for Fiscal Year 2021-22 and any other contract amendments as appropriate, direct staff to make the changes and the Mayor to sign the First Amendment to City Manager Employment Agreement.

STAFF REPORT:

City Attorney Murphy presented the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the following issues:

- City Manager Wolfe stated that best contract amendments for him include forgiveness of his Housing Assistance Loan by \$10,000 and extending the loan repayment for another five years
- Approving the 2 percent Cost of Living Adjustment (COLA)
- Amending the City Manager's Medical Expense Reimbursement Plan (MERP) by increasing the monthly payment from \$750 to \$800

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Council Member Lewis, seconded by Council Member King authorizing a 2 percent COLA for City Manager Wolfe for Fiscal Year 2021-22, forgiveness of the Housing Assistance Loan by \$10,000 and extending the repayment period to match the term of the contract extension (June 30, 2026), amending the MERP agreement by increasing the monthly payment from \$750 to \$800, and authorizing the Mayor to sign the First Amendment to City Manager Employment Agreement.

VOTE:

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

Council Member Andrisek – Yes

Council Member King – Yes

Council Member Sanchez – Yes

Vice Mayor Mercado – Yes

Mayor Sierra – Yes

CITY MANAGER’S REPORT

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

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 8:20 p.m. The next regular meeting of the City Council will be held on Thursday, August 12, 2021 at 6:00 p.m. The Council meeting of July 22 has been cancelled.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk