



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of February 9, 2017 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

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

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Dan Baumann, John Connolly, Foster Reif, Vice Mayor Ed Andrisek, 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. Any person may address the Council on any subject pertaining to City business, including all items on the agenda not listed as a Public Hearing, including the Consent Agenda and Closed Session. Limited to three (3) minutes per speaker. By law, no action may be taken at this meeting on matters raised during Public Comments not included on this agenda.

CONSENT CALENDAR

(ACTION)

The following items are considered routine and non-controversial and 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion. Members of the Public may speak on Consent Agenda items during the Public Comment period.

- 1. Minutes of January 26, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2016-17**
- 3. Approval Authorizing the Auction or Disposal of Surplus Equipment and Vehicles**
❖ (Staff Contact: Public Works Director Rose Hess)

PRESENTATIONS

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)**

4. **Results of the Avenue of Flags Motel Survey from People Helping People**
❖ (Staff Contact: City Manager Marc Bierdzinski)
5. **Mid-Year Report Regarding Activities of the Central Coast Collaborative on Homelessness**
❖ (Staff Contact: City Manager Marc Bierdzinski)
6. **Ordinance No. 17-02 – “An Ordinance of the City Council of the City of Buellton, California, Amending Section 8.04.030.C of the Buellton Municipal Code Relating to Parking of Recreational Vehicles, Trailers and Boats” (Second Reading)**
❖ (Staff Contact: City Manager Marc Bierdzinski)
7. **Discussion Regarding Audit for Private Project Accounting**
❖ (Staff Contact: City Manager Marc Bierdzinski)

CITY MANAGER’S REPORT**CLOSED SESSION ITEMS****(POSSIBLE ACTION)**

8. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Government Code Section 54956.8)
Property: Assessor’s Parcel Number 099-283-001 (480 Central Avenue) and 099-283-010 (495 Avenue of Flags)
Negotiator: Marc Bierdzinski, City Manager
Parties: City of Buellton/Leslie K Houston EGST Trust/Nancy Lee Williams, Williams Revocable Trust
Purpose: Possible Acquisition Terms and Price

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, February 23, 2017 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of January 26, 2017
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Dan Baumann, John Connolly, Foster Reif, Vice Mayor Ed Andrisek, and Mayor Holly Sierra

Staff: City Manager Marc Bierdzinski, Finance Director Carolyn Galloway-Cooper, Public Works Director Rose Hess, City Attorney Steve McEwen, Station Commander Lt. Shawn O'Grady, and City Clerk Linda Reid

REORDERING OF AGENDA

City Attorney McEwen requested the City Council add an emergency item to the agenda regarding state water allocations that arose after the meeting agenda was posted. Public Works Director Hess described the need to add the emergency item to the agenda.

MOTION:

Motion by Council Member Reif, seconded by Vice Mayor Andrisek adding the above item for discussion under Business Items.

VOTE:

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

Council Member Baumann – Yes

Council Member Connolly – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

PUBLIC COMMENTS

None

CONSENT CALENDAR

- 1. Minutes of January 12, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2016-17**
- 3. Revenue and Expenditure Reports through December 31, 2016**
- 4. Financial Report for the Second Quarter Ending December 31, 2016**

MOTION:

Motion by Council Member Baumann, seconded by Council Member Connolly approving Consent Calendar Items 1 through 4 as listed.

VOTE:

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

Council Member Baumann – Yes

Council Member Connolly – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

PRESENTATIONS

None

PUBLIC HEARINGS

- 5. Ordinance No. 17-02 – “An Ordinance of the City Council of the City of Buellton, California, Amending Section 8.04.030.C of the Buellton Municipal Code Relating to Parking of Recreational Vehicles, Trailers and Boats” (Introduction and First Reading)**

RECOMMENDATION:

That the City Council consider the introduction and first reading of Ordinance No. 17-02.

STAFF REPORT:

City Manager Bierdzinski presented the staff report.

SPEAKERS/DISCUSSION:

Mayor Sierra opened the public hearing at 6:10 p.m.

Terry Westfall, Buellton, spoke about RV parking in Buellton and asked the Council to adopt the proposed ordinance.

Lee Owens, Buellton, expressed his opposition to the proposed RV ordinance.

Amy Wolfslay, Buellton, expressed her opposition to the proposed RV ordinance and requested the Council consider grandfathering existing RV's, boats, and trailers stored in front yard areas.

Barbara Knecht, Buellton, requested the Council adopt the proposed ordinance and provided a handout for the record.

Mayor Sierra closed the Public Hearing at 6:17 p.m.

The City Council discussed the following issues:

- Number of items stored on the property
- Balancing visual aesthetics versus property rights
- Incorporating a grandfathering clause into the ordinance
- Granting exemptions to property owners on a case by case basis
- Revising the front setback to 2.5 feet from the front property line and keeping the side setback at 5 feet
- Continuing the item and scheduling a workshop

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Council Member Baumann, seconded by Council Member Connolly approving the introduction and first reading of Ordinance No. 17-02 – “An Ordinance of the City Council of the City of Buellton, California, Amending Section 8.04.030.C of the Buellton Municipal Code Relating to Parking of Recreational Vehicles, Trailers and Boats” and revising the front setback to 2.5 feet from the front property line.

VOTE:

Motion passed by a roll call vote of 4-1, with Vice Mayor Andrisek voting no.

Council Member Baumann – Yes

Council Member Connolly – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - No

Mayor Sierra – Yes

COUNCIL MEMBER COMMENTS/ITEMS

Mayor Sierra announced she had dinner at the Buellton Senior Center last week which was well attended. The Hitching Post is providing dinner for the Buellton Senior Center next month. Mayor Sierra announced the City's birthday is February 1 and invited residents to stop by City Hall in the afternoon to have cake. She announced the State of the City luncheon is scheduled for February 21 at 11:30 a.m. and she is holding office hours every Wednesday from 2:00 to 4:00 p.m. in the Planning Department.

Vice Mayor Andrisek requested that Code Enforcement be performed throughout the City on a proactive basis. Council agreed by consensus to bring this issue back for further discussion.

Vice Mayor Andrisek requested that staff agendaize discussion of removing the sign prohibiting U-turns on South Avenue of Flags. Council agreed by consensus to have staff research this issue and report back to Council.

Mayor Sierra questioned how communications are made part of the meeting record. City Clerk Reid provided an explanation of the record process.

Mayor Sierra announced she is requesting a discussion of a forensic audit of the City's private project accounting.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Vice Mayor Andrisek announced that he attended the Central Coast Water Authority (CCWA) 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 (SBCAG) and Air Pollution Control District (APCD) and provided oral reports regarding the meetings.

Council Member Connolly provided an update regarding the Valley-wide pool.

Council Member Connolly stated he had a previous meeting engagement and left the meeting at 7:00 p.m.

BUSINESS ITEMS**6. Direction on Downey Circle Water Meter Size Reduction and Costs****RECOMMENDATION:**

That the City Council consider waiving time and materials to install smaller water meters for Downey Circle property owners.

STAFF REPORT:

Public Works Director Rose Hess presented the staff report.

SPEAKERS/DISCUSSION:

Valerie Van Mullem, Buellton, discussed the importance of having operable fire sprinklers for the houses on Downey Circle and requested the City Council consider reducing their water meter fee.

Janet Hill, Buellton, requested that the City Council charge the residents for the three-quarter inch water meter rate rather than the one-inch rate.

The City Council discussed the following issues:

- Amount of time involved to change the water meters
- City's liability from reducing water meter sizes
- Residents should hire a fire flow expert to analyze the downsizing of the water meters
- City would install small water meters and waive installation charge if residents agree to sign appropriate waivers

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Council Member Baumann, seconded by Mayor Sierra authorizing staff to waive time and materials to install smaller water meters for Downey Circle property owners if residents sign appropriate waivers.

VOTE:

Motion passed by a roll call vote of 3-0-1.

Council Member Baumann – Yes

Council Member Reif – Abstain

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

7. Mid-Year Progress Report from the Buellton Visitors Bureau for the Period July 2016 through December 2016

RECOMMENDATION:

That the City Council receive the mid-year progress report from the Buellton Visitors Bureau.

STAFF REPORT:

City Manager Bierdzinski presented the staff report.

SPEAKERS/DISCUSSION:

Kathy Vreeland, Executive Director of the Buellton Chamber of Commerce and Visitors Bureau discussed the mid-year progress report in depth.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

EMERGENCY ITEM

8. Approval of Participation Agreement and Binding Agreement with Central Coast Water Authority (CCWA) for Water Exchange Program

RECOMMENDATION:

Authorize staff to execute the Participation Agreement and Binding Agreement with CCWA for Water Exchange Program.

STAFF REPORT:

Public Works Director Hess explained the State Water Allocation Agreements and the process for the water exchange with CCWA and provided documents for the record.

SPEAKERS/DISCUSSION:

Ron Anderson, Buellton, expressed his support for the water storage agreements.

The City Council discussed the state requirements regarding State Water.

MOTION:

Motion by Council Member Reif, seconded by Council Member Baumann authorizing staff to execute the Participation Agreement and Binding agreement with CCWA.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member Baumann – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

CITY MANAGER’S REPORT

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

CLOSED SESSION ITEMS

- 9. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Government Code section 54956.9, subdivision (d) (2) (one case)

The City Council met in closed session to discuss anticipated litigation. No reportable action was taken.

- 10. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Government Code Section 54956.8)
Property: Assessor’s Parcel Number 099-283-001 (480 Central Avenue) and 099-283-010 (495 Avenue of Flags)
Negotiator: Marc Bierdzinski, City Manager
Parties: City of Buellton/Leslie K Houston EGST Trust/Nancy Lee Williams, Williams Revocable Trust
Purpose: Possible Acquisition Terms and Price

The City Council met in closed session to discuss possible property acquisition. No reportable action was taken.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 8:30 p.m. The next regular meeting of the City Council will be held on Thursday, February 9, 2017 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 **February 9, 2017** Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A *	A/P Packet #APPKT00430	40,799.68 (2 pages)
	A/P Packet # APPKT00427	297,640.04 (2 pages)
	A/P Packet #APPKT00423	75,144.38 (2 pages)

Total Packets:	<u>\$413,584.10</u>
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EXHIBIT B	<u>\$11,783.66</u>
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Staff Payroll	1/20/2017	39,048.89
Council Payroll	1/26/2017	1,819.12
Special Payroll	1/30/2017	308.05

Total Payroll:	<u>\$41,176.06</u>
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TOTAL AMOUNT OF CLAIMS:	<u><u>\$466,543.82</u></u>
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* The A/P Packets above will be approved on Council Agenda date of 02/09/2017
 Checks to be signed on 02/09/17 tie to A/P Packet #APPKT00430
 Checks previously signed by staff to avoid late fees relate to:
 A/P Packets #APPKT00423 and APPKT00427

Payments via Electronic Fund Transfer (EFT):
From 01/17/2017 through 01/31/2017

AFLAC	1/18/2017	609.03
Payroll Tax - IRS	1/23/2017	8,074.43
Payroll Tax - EDD	1/23/2017	2,320.45
Bank Fees	1/24/2017	12.00
Bank Fees	1/25/2017	12.00
Payroll Tax - EDD (Qtrly)	1/27/2017	532.01
Payroll Tax - IRS	1/30/2017	96.84
Payroll Tax - EDD	1/30/2017	23.20
Bank Fees	1/31/2017	88.70
Bank Fees	1/31/2017	15.00

Total

11,783.66



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Checking-General Checking						
000509	ALAN NEEDHAM dba	02/01/2017	Regular	0.00	17,220.00	34100
000625	ATLAS PERFORMANCE INDUSTRIES,	02/01/2017	Regular	0.00	106.21	34101
000122	COMCAST CABLE	02/01/2017	Regular	0.00	171.13	34102
000122	COMCAST CABLE	02/01/2017	Regular	0.00	233.55	34103
000142	DANIEL FITZGERALD dba	02/01/2017	Regular	0.00	960.00	34104
000172	ECHO COMMUNICATIONS	02/01/2017	Regular	0.00	87.65	34105
001040	FRONTIER COMMUNICATIONS	02/01/2017	Regular	0.00	1,762.70	34106
000203	GARY BROWN dba	02/01/2017	Regular	0.00	382.75	34107
000353	MICHAEL J. BOGESS dba	02/01/2017	Regular	0.00	80.00	34108
000379	POSTMASTER	02/01/2017	Regular	0.00	570.00	34109
001122	SANTA YNEZ VALLEY MARRIOTT	02/01/2017	Regular	0.00	10,000.00	34110
000132	SB CO ANIMAL SVCS, HEALTH & REC	02/01/2017	Regular	0.00	9,159.25	34111
000507	THE GAS COMPANY	02/01/2017	Regular	0.00	66.44	34112

Bank Code General Checking Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	16	13	0.00	40,799.68
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	16	13	0.00	40,799.68

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	2/2017	40,799.68
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			40,799.68



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Checking-General Checking						
000303	ART MERCADO	01/31/2017	Regular	0.00	100.00	34064
000035	ASSOC TRANSPORTATION ENGINEER	01/31/2017	Regular	0.00	10,100.00	34065
000718	AUTOSYS, INC.	01/31/2017	Regular	0.00	2,085.00	34066
000753	BEN T. JOHNSON, dba	01/31/2017	Regular	0.00	3,500.00	34067
000868	BRIAN DUNSTAN	01/31/2017	Regular	0.00	50.00	34068
000065	BURKE, WILLIAMS & SORENSEN, LLF	01/31/2017	Regular	0.00	12,108.61	34069
000088	CCI CENTRAL, INC.	01/31/2017	Regular	0.00	234.36	34070
000105	CITY OF BUELLTON	01/31/2017	Regular	0.00	137.23	34071
000655	COAST NETWORK, INC.	01/31/2017	Regular	0.00	307.99	34072
000121	COC/BBA/VISITORS INFORMATION	01/31/2017	Regular	0.00	33,333.33	34073
000122	COMCAST CABLE	01/31/2017	Regular	0.00	138.86	34074
000140	DAN HEEDY	01/31/2017	Regular	0.00	100.00	34075
000187	FARM SUPPLY COMPANY	01/31/2017	Regular	0.00	147.53	34076
000193	FIRST NATIONAL BANK OF OMAHA	01/31/2017	Regular	0.00	9,164.70	34077
	Void	01/31/2017	Regular	0.00	0.00	34078
000654	HENRY L. HUDSON dba	01/31/2017	Regular	0.00	59.26	34079
000813	HOME DEPOT CREDIT SERVICES	01/31/2017	Regular	0.00	811.47	34080
000239	INTAND CORPORATION	01/31/2017	Regular	0.00	1,437.60	34081
001118	Janice Galarneau	01/31/2017	Regular	0.00	20,170.95	34082
000252	JIM VREELAND FORD	01/31/2017	Regular	0.00	132.87	34083
000869	JOE PADILLA	01/31/2017	Regular	0.00	100.00	34084
001119	Jonata-Oak Valley PTSA	01/31/2017	Regular	0.00	425.00	34085
000280	LEE CENTRAL COAST NEWSPAPERS	01/31/2017	Regular	0.00	137.67	34086
001113	Morgen McLaughlin	01/31/2017	Regular	0.00	100.00	34087
000352	P G & E	01/31/2017	Regular	0.00	24,478.96	34088
000380	PRAXAIR DISTRIBUTION, INC.	01/31/2017	Regular	0.00	145.03	34089
000390	QUINN COMPANY	01/31/2017	Regular	0.00	918.03	34090
000405	RINCON CONSULTANTS, INC.	01/31/2017	Regular	0.00	5,222.75	34091
001116	SANTA YNEZ VALLEY STAR	01/31/2017	Regular	0.00	1,664.00	34092
000132	SB CO ANIMAL SVCS, HEALTH & REG	01/31/2017	Regular	0.00	140.00	34093
000450	SB CO SHERIFF'S DEPARTMENT	01/31/2017	Regular	0.00	141,711.00	34094
000833	SYV BOTANIC GARDEN FOUNDATIOI	01/31/2017	Regular	0.00	500.00	34095
000521	TODD PIPE & SUPPLY	01/31/2017	Regular	0.00	65.49	34096
000529	TRANSFIRST HEALTH & GOVERNMEI	01/31/2017	Regular	0.00	147.54	34097
001102	TRI COUNTY OFFICE FURNITURE	01/31/2017	Regular	0.00	7,775.26	34098
000894	VISITSYV	01/31/2017	Regular	0.00	19,989.55	34099

Bank Code General Checking Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	48	35	0.00	297,640.04
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	48	36	0.00	297,640.04

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	1/2017	297,640.04
			<u>297,640.04</u>



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Checking-General Checking						
000820	ACWA/JPIA	01/25/2017	Regular	0.00	2,371.23	34028
011105	ADRIENNE WALTER	01/25/2017	Regular	0.00	36.00	34029
000839	A-OK POWER EQUIPMENT INC. dba	01/25/2017	Regular	0.00	157.42	34030
000028	ARAMARK UNIFORM SERVICES INC	01/25/2017	Regular	0.00	413.16	34031
000718	AUTOSYS, INC.	01/25/2017	Regular	0.00	2,601.57	34032
000753	BEN T. JOHNSON, dba	01/25/2017	Regular	0.00	25,480.00	34033
000090	CalPERS LONG-TERM CARE PROGRA	01/25/2017	Regular	0.00	84.25	34034
000107	CITY OF LOMPOC	01/25/2017	Regular	0.00	1,666.66	34035
000655	COAST NETWORK, INC.	01/25/2017	Regular	0.00	3,123.00	34036
000118	COASTAL COPY, INC.	01/25/2017	Regular	0.00	131.32	34037
000137	CWEA TRI-COUNTIES SECTION	01/25/2017	Regular	0.00	172.00	34038
000172	ECHO COMMUNICATIONS	01/25/2017	Regular	0.00	63.00	34039
000598	ENGEL & GRAY, INC.	01/25/2017	Regular	0.00	6,999.86	34040
000965	FASTRAK SOFTWARES, INC	01/25/2017	Regular	0.00	149.00	34041
000203	GARY BROWN dba	01/25/2017	Regular	0.00	110.00	34042
011244	HERMILA SANCHEZ	01/25/2017	Regular	0.00	45.50	34043
000237	IRON MOUNTAIN	01/25/2017	Regular	0.00	47.37	34044
000395	JOSE RAFAEL RUIZ dba	01/25/2017	Regular	0.00	1,750.00	34045
011300	KAREN PALMER	01/25/2017	Regular	0.00	10.50	34046
000812	KOSMONT & ASSOCIATES, INC.	01/25/2017	Regular	0.00	1,540.50	34047
011343	MARIANNE MADSEN	01/25/2017	Regular	0.00	216.00	34048
000342	NIELSEN BUILDING MATERIALS,INC	01/25/2017	Regular	0.00	72.61	34049
000669	O'CONNOR & SONS dba	01/25/2017	Regular	0.00	105.00	34050
000350	OLIVERA'S REPAIR, INC	01/25/2017	Regular	0.00	303.33	34051
000032	READY REFRESH BY NESTLE	01/25/2017	Regular	0.00	124.55	34052
000424	S Y R W C D	01/25/2017	Regular	0.00	5,936.24	34053
000989	SANDEE KESSLER	01/25/2017	Regular	0.00	165.00	34054
000706	SATCOM GLOBAL, INC.	01/25/2017	Regular	0.00	49.89	34055
000465	SP MAINTENANCE SERVICES, INC.	01/25/2017	Regular	0.00	2,821.00	34056
000681	STATEWIDE SAFETY & SIGNS, INC.	01/25/2017	Regular	0.00	656.16	34057
000862	TYLER TECHNOLOGIES, INC.	01/25/2017	Regular	0.00	148.10	34058
000904	US BANK EQUIPMENT FINANCE	01/25/2017	Regular	0.00	483.45	34059
000556	VERIZON WIRELESS	01/25/2017	Regular	0.00	557.16	34060
000677	WALLACE GROUP	01/25/2017	Regular	0.00	16,253.66	34061
001063	Wells Fargo Vendor Fin Serv	01/25/2017	Regular	0.00	149.77	34062
001063	Wells Fargo Vendor Fin Serv	01/25/2017	Regular	0.00	150.12	34063

Bank Code General Checking Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	43	36	0.00	75,144.38
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	43	36	0.00	75,144.38

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	1/2017	75,144.38
			<u>75,144.38</u>

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: February 9, 2017

Subject: Approval Authorizing the Auction or Disposal of Surplus
Equipment and Vehicles

BACKGROUND

The City has one vehicle that has passed its useful life and was replaced in December 2016. This vehicle has repair needs that far exceed the vehicle's current value – a 2003 Ford F-150. In addition, the City has several pieces of old furniture that have been replaced. These include two desks, three bookcases, filing cabinets, credenza and chairs. If the Council declares these items to be surplus, they will be sold on a public auction site, www.publicsurplus.com. This online auction site is utilized by many public agencies across the country as a means to sell surplus items. There is no cost to the City to auction surplus items. The items will be listed for a period of 20 days. Unsold items will be donated to a local non-profit organization.

FISCAL IMPACT

Any revenue generated from the surplus will be deposited in the appropriate General, Water, or Waste Water Funds.

RECOMMENDATION

That the City Council approve the auction or disposal of surplus equipment and vehicles shown on Attachment 1.

ATTACHMENT

Attachment 1 - Surplus List (2/9/17)



Two Bookshelves



Desk



Filing Cabinet



Book Case



Desk with return



Desk with return



2003 Ford F-150 (VIN # 1FTRF17253KA63512)



Credenza



Office Chair



Desk

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Marc Bierdzinski, City Manager

Meeting Date: February 9, 2017

Subject: Results of the Avenue of Flags Motel Survey from People Helping People

BACKGROUND

Dean Palius, Executive Director of People Helping People (PHP), will provide a report on a resident survey of the motels along the Avenue of Flags. The PowerPoint presentation is included as Attachment 1.

The City Council authorized and funded this survey by PHP as part of the Fiscal Year 2016-17 budget. The purpose of the survey was to determine who was living in the motel units which would then allow PHP, the Central Coast Collaborative on Homelessness (C3H), and others to determine what assistance might be needed to help these persons.

FISCAL IMPACTS

No fiscal impacts at this time.

RECOMMENDATION

That the City Council receive the report from PHP and provide comments and direction.

ATTACHMENT

Attachment 1 – PowerPoint from PHP

ATTACHMENT 1

Survey of Buellton “Non-Transient” Motel Residents

October 2016

Purpose of Survey

- * In August 2016, Santa Ynez Valley People Helping People met with City staff to discuss a survey of residents who reside in motels along Avenue of the Flags.
- * Purpose was to obtain a demographic and socioeconomic status of motel residents.
- * Survey was designed by Santa Ynez Valley People Helping People, in conjunction with the Central Coast Collaborative on Homelessness, and approved by City Staff.

Survey Design

Methodology

- * PHP identified 5 motels in the target area to conduct interviews
- * Letters were sent to management explaining project and flyers distributed at sites
- * Only one motel declined to participate

Survey Design

Methodology

- * Survey was designed to be conducted via short face-to-face interviews
- * Short and limited in scope
- * Questions to be non-invasive to elicit response

Survey Design (cont.)

Implementation

- * PHP staff asked the questions and entered them electronically into database
- * Varied day/time of data collection
- * Collection carried out by bilingual staff
- * Collection occurred over 2 weeks, by two different staff

Context

U.S. Department of Housing and Urban Development (HUD) Terms:

- * *Overcrowded Housing*: Can be measured person-per-room (PPR), persons-per-bedroom (PPB), or unit square footage-per-person (USFPP).

HUD Measure	
Person-per-Room	1
Person-per-Bedroom	2
Square foot-per-person	175

Context (cont'd)

According to UCLA's California Center for Population Research:

- * Negative impacts on health, safety, and wellbeing
- * Lack of privacy/space creates stress on all members of house
- * For children especially, negative impacts reach into academic performance and have been shown to result in lower socioeconomic status in adulthood.
 - * Lack of quiet, comfortable space makes studying difficult
 - * Sleep less due to varied schedules of adults, resulting in difficulty concentrating, impacts on mood and behavior
 - * Higher probability of catching illness, means more missed school

Context (cont'd.)

U.S. Department of Housing and Urban Development (HUD) Terms:

- * *Substandard Housing*: Generally, property that is in violation of (California) state or local health and safety codes as determined by city or county regulatory agencies.

Context (cont'd)

Per CA Department of Consumer Affairs on Landlord responsibilities (Legal Guide LT-8), habitability includes:

- * Effective waterproofing and weather protection of roof and exterior walls, including unbroken windows and doors.
 - * Plumbing facilities in good working order, including hot and cold running water, connected to a sewage disposal system.
 - * An electrical system, including lighting, wiring and equipment, in good working order.
 - * Clean and sanitary buildings, grounds and appurtenances (for example, a garden or a detached garage) which are free from debris, filth, rubbish, garbage, rodents and vermin.
 - * A working toilet, wash basin, and bathtub or shower. The toilet and bathtub/shower must be in a room that is ventilated, and that allows for privacy.
 - * A kitchen with a sink, which cannot be made of an absorbent material (for example, wood).
 - * Natural lighting in every room through windows or skylights. Unless there is a ventilation fan, the windows must be able to open at least halfway.
 - * Working smoke detectors in all units of multi-unit buildings, such as duplexes and apartment complexes. Apartment complexes also must have smoke detectors in common stairwells.
- These are minimum requirements. Other conditions may make the rented property not habitable. For example, the rented property may not be habitable if it does not substantially comply with building and housing code standards that materially affect tenants' health and safety.

Impacts of Substandard Housing

For all members, health, safety, stress, and general wellbeing are compromised when in a chronically stressful environment.

- * While negative impacts persist with adults, studies have shown children fare much worse:
 - * In a national study of 2,400 low-income children poor housing quality was the most consistent and strongest predictor of emotional and behavioral problems (Coley, et.al., 2013)
 - * Researchers found that while affordability is critical in stable housing, *quality* has the largest impact when it comes to the growth and development of children.

“Worst Case” Housing Needs

Per HUD, “Worst Case” households:

- * Categorized as ‘very-low income’
- * Do not receive rental or housing assistance
- * Spend 50% or more of their monthly household income on rent, and or
- * Live in severely substandard housing

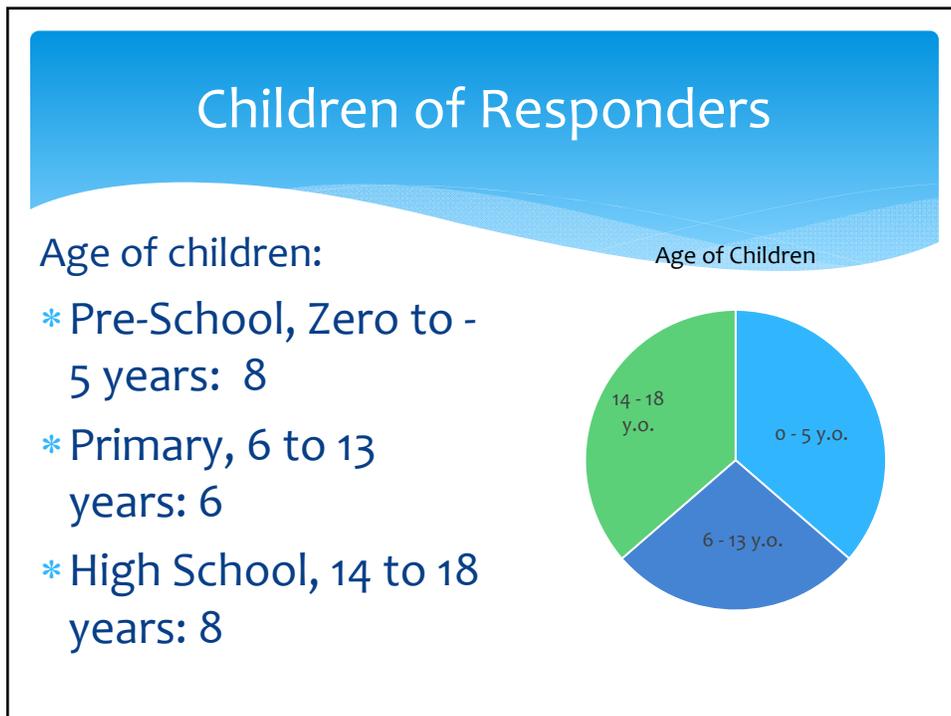
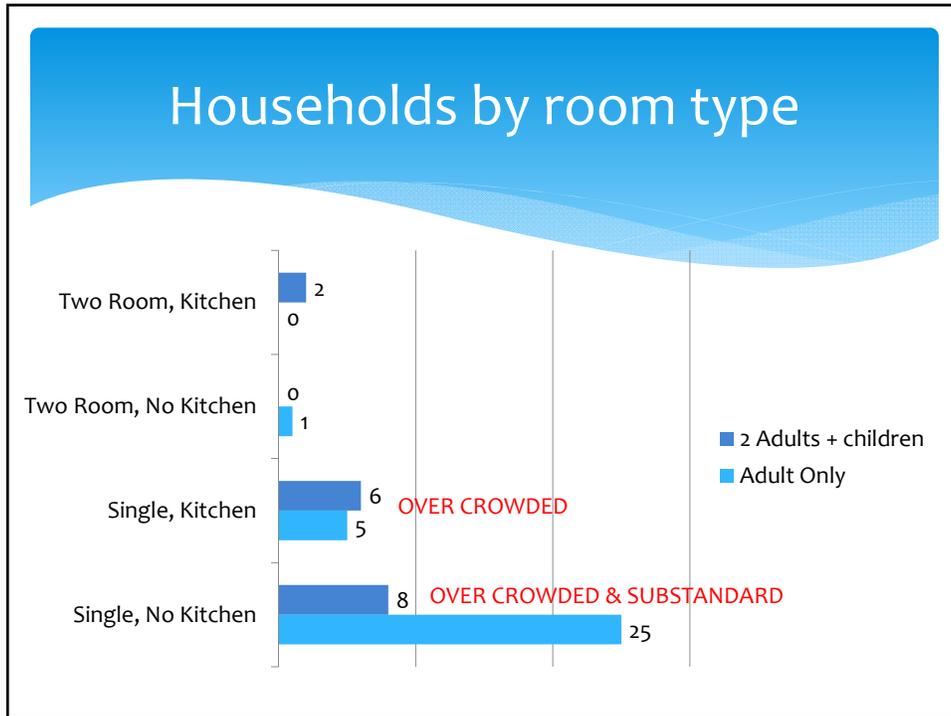
80% of households contacted in this survey would meet federal standards for being considered “Worst Case” Households

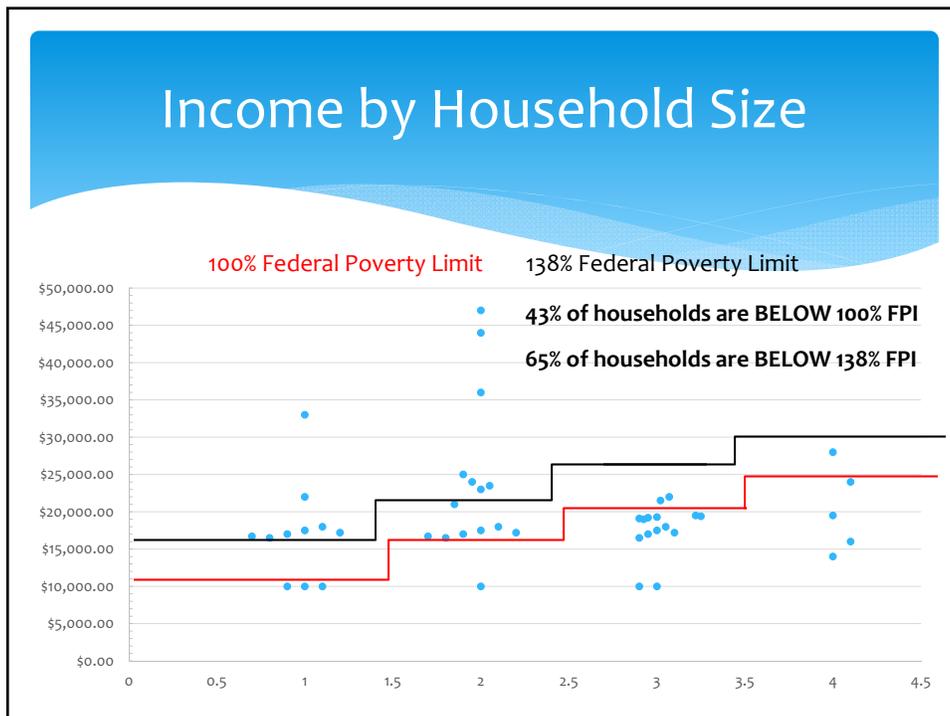
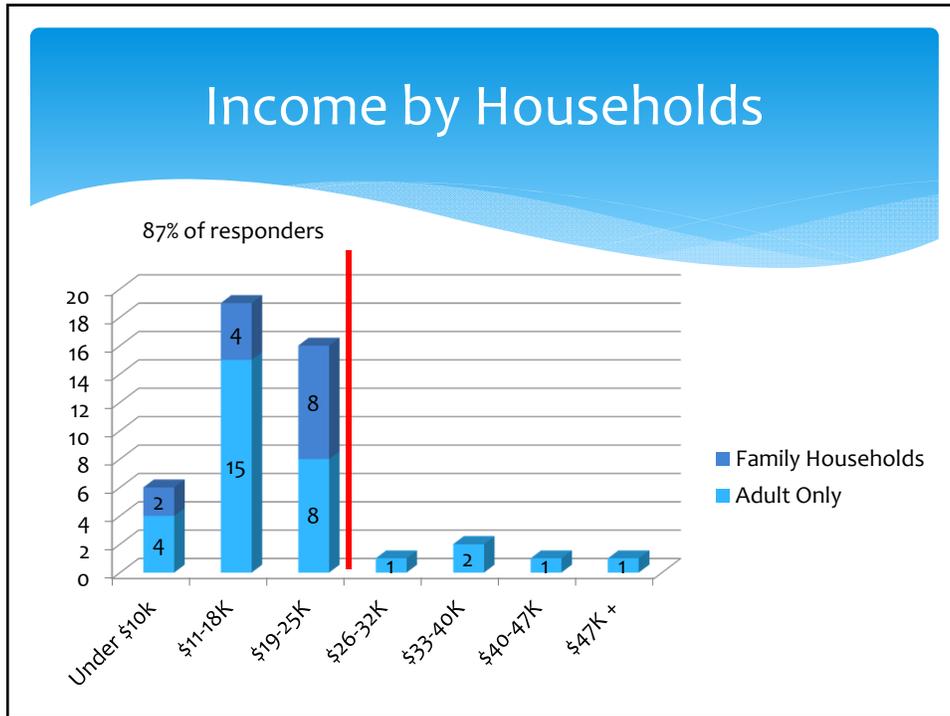
Survey Results

- * 48 Unique Households
- * Covered 110 total individuals
 - * 88 Adults
 - * 22 Children

Response by Location

- * Farm House – 15 households
- * Santa Ynez Apartments - 18
- * Sleepy Hollow - 14
- * San Marcos - 1





Average Rental Rates – City of Buellton

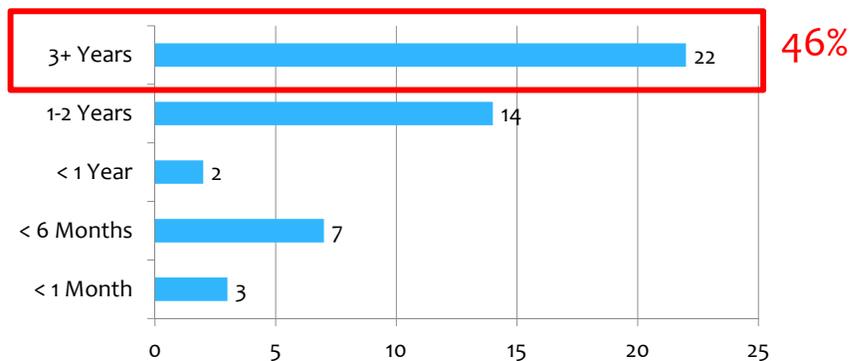
Median Gross Rent for Buellton - \$1,287*

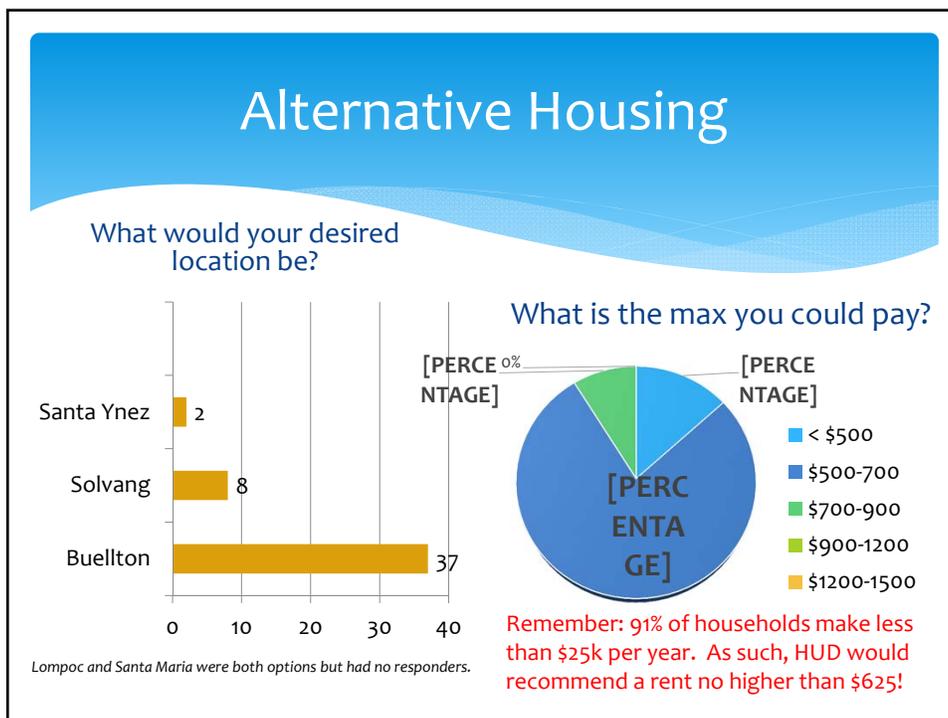
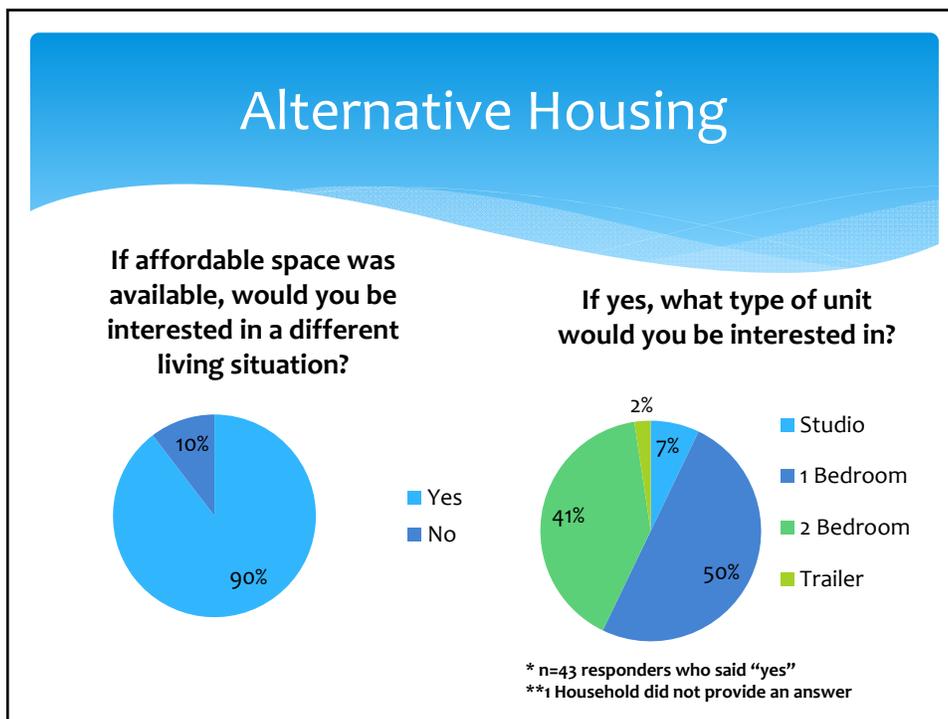
- * Annual cost of rent is \$15,444
 - * To afford a median 1-2 bedroom rental would require an annual household income of \$51,480 (30% HH Income)
 - * For most respondents cost of median rent would equal anywhere from 60-100% of annual income
- What could they afford according to the Department and Urban Development?
- * Based on 40% of respondents who make \$11-18K per year: \$275-\$450 per month
 - * Based on 33% of respondents who make \$19-25K per year: \$475- \$625 per month

This economic reality is why respondents have been forced into substandard housing

*Rental rates per bestplaces.net in October 2016

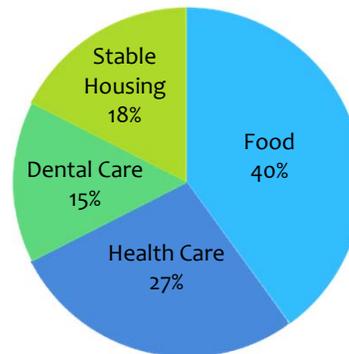
Average Length of Stay





Request for Other Assistance

What other issues do you need assistance on?



Key Findings

- * 87% of surveyed residents are in extreme poverty
- * All residents state they needed additional basic needs services
- * 83% of households have at least one working adult
- * 75% of those surveyed are permanent/long-term residents (1-3 years). Yet, 90% of respondents want to change/improve their current living conditions
- * 77% of respondents want to continue to reside in the community

Key Findings

SHORT TERM NEEDS:

- * Access to food
 - * For children especially, access to food during summer months
- * Access to medical care and insurance, including dental

LONG TERM NEEDS:

- * Stable, local, affordable 1-2 bedroom housing that allows individuals/families to meet HUD household income to rent affordability guidelines

Next Steps

Short Term:

- * Establish school-based breakfast and summer food program for students on free and reduced lunch – which will encompass children of responders.
- * Create partnership with Foodbank, Albertsons, or yet to be determined entity (Senior Center to prepare?) to deliver or make available healthy, ready-made meals to motel residents.
- * Establish additional secured funding source to provide enhanced case management to motel residents to oversee health screening, and the procurement and utilization of quality medical and dental care.

Next Steps

Long Term:

- * Create partnership with City public/private leadership and affordable housing experts to determine the feasibility, type, and scope of any potential housing projects in the City; work to ensure current Buellton residents are served through proposed development.
- * Research zoning policy on existing unit usage.
- * Develop proposed project.

QUESTIONS?

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Marc Bierdzinski, City Manager

Meeting Date: February 9, 2017

Subject: Mid-Year Report Regarding Activities of the Central Coast Collaborative on Homelessness

BACKGROUND

Chuck Flacks, Executive Director of the Central Coast Collaborative on Homelessness (C3H), will provide a mid-year report on the activities of C3H. A letter from Mr. Flacks is included as Attachment 1.

FISCAL IMPACTS

The City contributed \$569 to C3H in Fiscal Year 2016-17. C3H has asked for a 10% increase, or \$605, for upcoming Fiscal Year 17-18.

RECOMMENDATION

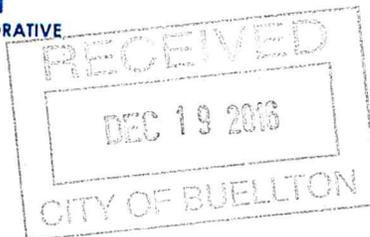
That the City Council receive the mid-year report from C3H and budget \$605 in the Fiscal Year 2017-18 Budget.

ATTACHMENT

Attachment 1 – December 16, 2016, letter from C3H

Purpose Statement:

C3H will harness all resources available to reduce the number of people experiencing homelessness, as well as minimize the impacts of homelessness in Santa Barbara County.



December 16, 2016

The Honorable Mayor Holly Sierra
Members of the City Council
City of Buellton
140 W. Hwy. 246
Buellton, CA 93427

Dear Mayor Sierra and Councilmembers:

As Executive Director of the Central Coast Collaborative on Homelessness, I write with gratitude for the ongoing support and engagement of the City of Buellton with our work at C3H. The work of the elected officials and city staff in supporting our efforts has been extraordinary -- indeed, C3H would not exist without your financial support and staff working at every level. The leadership of Mayor Sierra on the Policy Council has guided our work and helped to channel our efforts toward effective solutions. Similarly, the support of City staff, and numerous community members have enabled us to marshal city and County resources more effectively and efficiently.

What We Have Achieved in the 2016-2017 Fiscal Year

This year has been a time of growth and more active engagement with our homeless residents across the county. Our strategy shifted from broad-based collective impact work, to hands-on results-oriented regional approaches in each city -- here are some highlights specifically for the City of Buellton and the Santa Ynez Valley:

- **Santa Ynez Valley**
 - Established a regular meeting with People Helping People to discern greatest needs in the Santa Ynez Valley
 - Developed a plan with People Helping People and the City of Buellton to outreach to motels on Ave of Flags -- Census completed and data shared with the City of Buellton -- 4 motels; 48 households; 110 individuals; 87% extreme poverty; “short term” “long term” needs presented
- **Data**
 - Introduced a data-sharing system (Vertical Change) to connect all regions of the County and track measurable outcomes
 - Updated our CoC-approved Coordinated Entry survey, the Vulnerability Index Survey Prioritization Decision Assistance Tool (VI-SPDAT), and created a mobile app version
 - Created a common form to simplify applying for low income housing wait lists in the field

These milestones are an indication of our commitment to ending homelessness in Santa Barbara County and the Santa Ynez Valley in particular. We are working with all stakeholders in all regions to streamline efforts, leverage existing resources, and bring new capacity and expertise to areas long-neglected and under-served.

Funding Request -- a 10% increase from all funders

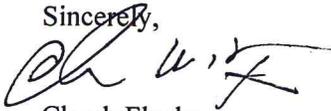
By coordinating services and stakeholders across the county, by taking the leadership of efforts to provide more direct outreach and support to those who have fallen through the cracks of the continuum of

services, and by actively housing the chronically homeless, **C3H is filling gaps in services that none have filled before.** We provide something unique and vital to our community. In addition to this request, C3H seeks funding from the County, both Housing Authorities, the cities of Carpinteria, Goleta, Lompoc, Santa Barbara and Santa Maria, and from Cottage Hospital and Dignity Health. The 2017-2018 preliminary proposed budget (attached) is \$410,000. We ask that the City of Buellton provide a 10% increase over the amount that it provided last year -- \$605.

Your support will enable gaps to be filled, and maintain a unique collaboration among all stakeholders to find solutions that will, if sustained, end homelessness in our community.

Thank you for your consideration of this request.

Sincerely,



Chuck Flacks
Executive Director

cc: Marc Bierdzinski, City Manager

Attachment

**Fiscal Year 2018 Proposed Budget
July 1, 2017 - June 30, 2018**

Revenues	Proposed Budget 2017-2018
County of Santa Barbara	99,000
County HCD for Point in Time Count	0
City of Santa Barbara	100,355
Housing Authority of the City of S.B.	27,500
Housing Authority of the County of S.B.	27,500
City of Santa Maria	26,400
City of Lompoc	17,600
City of Goleta	5,500
City of Carpinteria	2,750
City of Buellton	605
Cottage Hospital Foundation	27,500
Dignity Health	27,500
Private Foundation Support	42,110
Donations	5,500
Total Revenue	\$409,820
Expenditures	Proposed Budget 2017-2018
Staffing	
Executive Director	87,344
Director of Regional Coordinator	64,102
Regional Coordinator	53,560
Team Leader	42,848
Merit Increase Pool	5,150
P/R Taxes & Benefits	68,175
Staff Subtotal	\$321,179
Services & Supplies	
Supplies	1,288
COT Expenses	5,150
Rent -- 2016-2017 First Time	8,652
Postage	103
Printing/Publication	515
Transportation	10,300
Conferences, Meetings, Staff Development	4,120
Furniture/Equipment	2,575
Advertising/Web/Outreach	3,130
Vertical Change	25,750
Point in Time Count - VISPDAT	0
Services & Supplies Subtotal	\$61,583
Indirect Costs (United Way)	\$19,138
Additional Indirect Costs (Payroll)	\$7,920
Total Expenses	\$409,820
Total Revenue	\$409,820
Budget Excess/Shortfall to Reserves	\$0

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Marc Bierdzinski, City Manager

Meeting Date: February 9, 2017

Subject: Ordinance No. 17-02 – “An Ordinance of the City Council of the City of Buellton, California, Amending Section 8.04.030.C of the Buellton Municipal Code Relating to Parking of Recreational Vehicles, Trailers, and Boats” (Second Reading)

BACKGROUND

The City Council introduced and held the first reading of Ordinance No. 17-02 on January 26, 2017. The City Council directed staff to modify the ordinance to allow a 2.5 foot setback from the front property line. Attached Ordinance No. 17-02 reflects this change.

RECOMMENDATION

Staff recommends that the City Council consider the adoption of Ordinance No. 17-02 - “An Ordinance of the City Council of the City of Buellton, California, Amending Section 8.04.030.C of the Buellton Municipal Code Relating to Parking of Recreational Vehicles, Trailers, and Boats” by title only and waive further reading.

ATTACHMENT

Ordinance No. 17-02

ORDINANCE NO. 17-02

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, AMENDING SECTION 8.04.030.C OF THE BUELLTON MUNICIPAL CODE RELATING TO PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND BOATS

WHEREAS, the City would like to amend the locational restrictions for parking recreational vehicles, boats, and trailers on private property; and

WHEREAS, all legal prerequisites have occurred prior to adoption of this Ordinance.

THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the City Council finds the following:

A. Record. Prior to rendering a decision on any aspect of the proposed ordinance amendments, the City Council considered the following:

1. All public testimony, both written and oral, received in conjunction with that certain public hearing conducted by the City Council on January 26, 2017 (“Public Hearing”).
2. All oral, written and visual materials presented by City staff in conjunction with the Public Hearing.
3. The following informational documents which, by this reference, are incorporated herein.
 - a. That certain written report submitted to the City Council dated January 26, 2017 (the “Staff Report”).

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

1. A notice was published in a legal section of a newspaper on January 12, 2017 (the “Public Notice”), a minimum of ten (10) days in advance of the Public Hearing conducted on January 26, 2017.

2. The Public Notice was posted in two public locations on January 12, 2017, a minimum of 10 days in advance of the Public Hearing.

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

SECTION 2. The following sections of the Buellton Municipal Code are hereby amended, in words and figures, as follows:

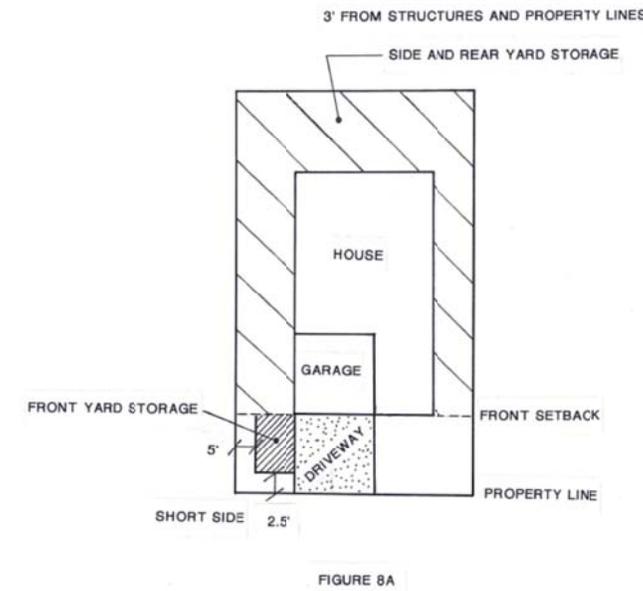
“8.04.030 Public nuisances designated

C. **Improper Parking of Recreational Vehicles, Boats and Trailers.** Improper parking of a recreational vehicle, boat or trailer, as set forth in this subsection, shall constitute a public nuisance. In all zones in the city, a recreational vehicle, as defined in Section 19.12.020, boat, or a trailer, as defined in Section 19.12.020, may be parked or stored only in the following manner:

1. A recreational vehicle, boat, or trailer may be parked or stored in any enclosed structure as long as the structure otherwise conforms to the zoning requirements of the particular zone where located.

2. **Residential Property.** No more than two recreational vehicles, boats, or trailers may be parked or stored outside of an enclosed structure on a residentially zoned lot. The following locational restrictions shall apply:

- a. Two recreational vehicles, boats, or trailers may be parked or stored in the side or rear yard of the property provided that such recreational vehicles, boats, or trailers are screened behind a six-foot high wall or fence, no closer than three feet to any building, structure, and property line (see Figure 8A), and parked or stored on a pad composed of concrete, pavers, compacted base, or gravel.



b. One recreational vehicle, boat, or trailer may be parked or stored in the front setback area as follows:

i. If the property has a three-car garage and driveway, the third car portion of the driveway can be used for parking or storage of the recreational vehicle, boat, or trailer; or

ii. An addition to the driveway to the garage may be used for parking or storage of a recreational vehicle, boat, or trailer on the short side of the property as shown in Figure 8A. The parking or storage area can be no closer than five feet to the side property line and two and a half feet to the front property line (Figure 8A). The parking or storage pad shall be composed of concrete or pavers. Compacted base or gravel is not permitted.

c. The driveway may be used for temporary parking for loading and unloading for a period not exceeding 72 hours.

3. Commercial/Industrial Property. No registered owner, legal owner, driver, renter, and/or lessee of any recreational vehicle, boat, or trailer shall park or store, or allow the recreational vehicle, boat, or trailer to be parked or stored, on any unpaved surface within the yard or setback areas of any commercial, industrial or vacant lot. The surface upon which a recreational vehicle, boat, or trailer is parked or stored shall provide adequate vehicle support together with dust, weed, and erosion control for the driveway, parking area and area underneath the recreational vehicle, boat, or trailer.

4. No part of the recreational vehicle, boat, or trailer may extend over the public sidewalk or parkway.

5. A recreational vehicle, boat, or trailer shall not be parked or stored in a manner that constitutes a safety hazard or poses a danger to any person.

6. All storage of recreational vehicles, boats, and trailers shall conform to this ordinance within six months of its adoption.”

SECTION 3: If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance irrespective of the fact that any one or more sections, subsections, subdivision, sentences, clauses, phrases or portions thereof be declared invalid or unconstitutional.

SECTION 4: The City Clerk: (i) shall certify as to the passage of this Ordinance and shall cause the same to be published as required by law; (ii) is hereby authorized and directed to make typographical, grammatical and similar corrections in the final text of the Ordinance so long as such corrections do not constitute substantive changes in context; and (iii) cause the Buellton Municipal Code to be reprinted by adding the language contained within Section 2 of this Ordinance.

PASSED, APPROVED, AND ADOPTED this _____ of February, 2017.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk