



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of May 10, 2018 – 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

ROLL CALL

Council Members Ed Andrisek, Art Mercado, Vice Mayor 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. 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. Public Speakers using a translator are allotted a total of six (6) minutes to speak, unless simultaneous translation equipment is used.

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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 April 26, 2018 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
- 3. Contract Extension with Kosmont Companies for Economic Development Services**
❖ (Staff Contact: City Manager Marc Bierdzinski)

- 4. Contract Amendment to the Agreement for Animal Control Services Between the County of Santa Barbara and the City of Buellton – Fiscal Year 2018-19 and Fiscal Year 2019-20**
❖ *(Staff Contact: City Manager Marc Bierdzinski)*
- 5. Acceptance of Public Waterline Easements (Flying Flags)**
❖ *(Staff Contact: Public Works Director Rose Hess)*

PRESENTATIONS

PUBLIC HEARINGS

COUNCIL MEMBER COMMENTS/ITEMS

WRITTEN COMMUNICATIONS

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

COMMITTEE REPORTS

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

BUSINESS ITEMS

(POSSIBLE ACTION)

- 6. Discussion and Direction Regarding the City Owned Property at 480 Central Avenue**
❖ *(Staff Contact: City Manager Marc Bierdzinski)*

CITY MANAGER’S REPORT

CLOSED SESSION ITEMS

(POSSIBLE ACTION)

- 7. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
California Government Code Section 54956.9(a)
City of Buellton v. TJ Partners, LLC, et al.
Superior Court Case No. 18CV01553
- 8. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Initiation of litigation pursuant to Government Code Section 54956.9, subdivision (d)(4) (one case)

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, May 24, 2018 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of April 26, 2018
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 Ed Andrisek, Art Mercado, Vice Mayor Dave King, and Mayor Holly Sierra

Staff: City Manager Marc Bierzinski, Public Works Director Rose Hess, City Attorney Steve McEwen, Finance Director Shannel Zamora, and City Clerk Linda Reid

PUBLIC COMMENTS

Shelley Grand from Zaca Center Preschool thanked the City Council for providing non-profit funding towards operation of their school. The children provided handmade vases with flowers for each Council Member and staff.

Mary Conway thanked the City Council for protecting the health and wellbeing of young people and provided a handout for the record.

CONSENT CALENDAR

1. **Minutes of April 12, 2018 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for FY 2017-18**
3. **Financial Report for the Third Quarter Ending March 31, 2018**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
4. **Monthly Treasurer's Report for March 2018**
5. **Memorandum of Understanding to Participate in the Integrated Regional Water Management Plan (IRWMP) in Santa Barbara County**

6. Annual Report for January 1, 2017 through December 31, 2017 from Visit Santa Ynez Valley (VisitSYV)

MOTION:

Motion by Vice Mayor King, seconded by Council Member Mercado approving Consent Calendar Items 1 through 6 as listed.

VOTE:

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

Council Member Andrisek – Yes

Council Member Mercado – Yes

Vice Mayor King - Yes

Mayor Sierra – Yes

PRESENTATIONS

7. Presentation of Certificates to Recipients of the Norman and Gale Williams Buellton Education Scholarships

Mayor Sierra requested that the scholarship recipients read their essays and then she presented Madison Benson and Arrianna Martinez with the Norman and Gale Williams Buellton Education Scholarships for the 2018-2019 academic year.

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

The Council agreed by consensus to have staff investigate the existing public smoking ordinance and whether cannabis is included by default per state law.

Council Member Andrisek stated he attended the Chamber mixer at Pork Palace and said it was a great event.

Council Member Andrisek stated he attended the Quarterly Awards at Vandenberg Air Force Base.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Mercado announced that he attended the Joint-Use Committee meeting and provided an oral report for the record.

Council Member 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 the board meeting for Santa Barbara County Association of Governments (SBCAG) and provided an oral report regarding the meeting.

BUSINESS ITEMS

8. Presentation by Dr. Randal Haggard, Superintendent of the Buellton Union School District

Dr. Haggard displayed a presentation for the City Council outlining the financial status of Buellton's schools and provided a handout for the record. Dr. Haggard asked the Council to revisit the Safe Routes to School program.

The Council agreed by consensus to add the Safe Routes to School item on a future agenda for discussion.

9. Resolution No. 18-08 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Engineering and Traffic Survey (Speed Survey) for Various Locations”

RECOMMENDATION:

That the City Council consider adoption of Resolution No. 18-08.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed adding proper signage regarding speed enforcement.

MOTION:

Motion by Mayor Sierra, seconded by Council Member Andrisek approving Resolution No. 18-08 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Engineering and Traffic Survey (Speed Survey) for Various Locations”

VOTE:

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

Council Member Andrisek - Yes

Council Member Mercado – Yes

Vice Mayor King - Yes

Mayor Sierra - Yes

10. Resolution No. 18-09 – “A Resolution of the City Council of the City of Buellton, California, Approving Fiscal Year 2017/18 and 2018/19 Biennial Budget Amendment to Include SB1 Compliance Requirements”

RECOMMENDATION:

That the City Council consider adoption of Resolution No. 18-09.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

Marcillo Sarquilla, Buellton requested that Twin Oaks and Oak Tree Way be added to the next road maintenance project.

MOTION:

Motion by Vice Mayor King, seconded by Council Member Andrisek approving Resolution No. 18-09 – “A Resolution of the City Council of the City of Buellton, California, Approving Fiscal Year 2017/18 and 2018/19 Biennial Budget Amendment to Include SB1 Compliance Requirements” and that staff add Twin Oaks and Oak Tree Way to the next road maintenance project.

VOTE:

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

Council Member Andrisek - Yes

Council Member Mercado – Yes

Vice Mayor King - Yes

Mayor Sierra - Yes

11. Discussion and Direction Regarding Request for Proposals for Contract Attorney Services and Possible Appointment of Ad Hoc Committee

RECOMMENDATION:

That the City Council direct staff to develop and issue a Request for Proposals for contract attorney services and appoint two members of the City Council as an Ad Hoc Committee to work with the City Manager to develop the RFP, review proposals received and make a recommendation to the full City Council

STAFF REPORT:

City Manager Bierdzinski presented the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed providing a full list of attorney services.

DIRECTION:

The Council agreed by consensus to appoint Council Member Mercado and Council Member Andrisek to an Ad Hoc Committee to work with City Manager Bierdzinski to develop a Request for Proposals for Contract Attorney Services.

CITY MANAGER’S REPORT

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

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 7:20 p.m. The next regular meeting of the City Council will be held on Thursday, May 10, 2018 at 6:00 p.m.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 2

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: May 10, 2018

Subject: List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017/18

BACKGROUND

Staff is required to submit a check register to the City Council for approval every council meeting for the most recently completed check register (Attachment 1).

The check register for the period 4/18/2018 through 5/2/2018 has been prepared in accordance to Government Code 37202 and City Code 3.08.070. The check register lists all vendor payments for the specified period above, along with claimant's name, a brief description of the goods or service purchased, amount of demand, check number, check date and the account number(s) associated with each payment.

The total amount of checks, 4/18/2018 through 5/2/2018, and electronic fund transfers issued for the period of 4/18/2018 through 5/1/2018 was \$394,831.98.

FISCAL IMPACT

Payments made to the various vendors were consistent with the approved City's Biennial Budget for FY 2017/18 and FY 2018/19. Cash is available for the payment disbursements of the above liabilities.

RECOMMENDATION

That the City Council review and accept the check register for the period 4/18/2018 through 5/02/2018.

ATTACHMENTS

Attachment 1 – Claims

ATTACHMENT 1

CONSOLIDATED CLAIMS DISBURSEMENT

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
May 10, 2018 Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A *	A/P Packet #APPKT00745	6,986.46
	A/P Packet #APPKT00741	232,629.89
	A/P Packet #APPKT00738	58,995.85
	Total A/P Packets:	<u>\$298,612.20</u> (8 pages)

Utility Packet #UBPKT01099	97.57 (1 page)
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Total Packets:	<u>\$298,709.77</u>
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EXHIBIT B	<u>\$51,606.52</u>
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CC Payroll	4/26/2018	1,797.54
Staff Payroll	4/27/2018	42,718.15

Total Payroll:	<u>\$44,515.69</u>
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TOTAL AMOUNT OF CLAIMS:	<u>\$394,831.98</u>
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* The A/P Packets above will be approved on Council Agenda date of 05/10/2018

Checks to be signed on 05/10/2018 tie to A/P Packet #APPKT00745

Checks previously signed by staff to avoid late fees relate to:

A/P Packet # APPKT00738 and APPKT00741

Utility Packet # UBPKT01099

Payments via Electronic Fund Transfer (EFT):
From 04/18/2018 through 05/01/2018

AFLAC	4/18/2018	662.45
Board of Equalization	4/24/2018	209.00
CalPERS - Classic	4/27/2018	146.08
Payroll Tax - EDD	4/27/2018	100.96
Payroll Tax - IRS	4/27/2018	69.82
CalPERS - PEPR	4/27/2018	59.00
Bank Fee	4/30/2018	65.00
Bank Fee	4/30/2018	24.90
CalPERS - Medical	4/30/2018	19,633.44
Payroll Tax - IRS	4/30/2018	6,872.85
CalPERS - Classic	4/30/2018	6,142.08
Payroll Tax - EDD	4/30/2018	2,400.66
CalPERS - PEPR	4/30/2018	2,385.66
Bank Fee	4/30/2018	15.00
DCP-AUL	5/1/2018	12,819.62

Total

51,606.52



City of Buellton, CA

Check Report - APPKT#'s 00738, 00741 and 00745

By Payment Number

Payment Dates 04/18/2018 - 05/02/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36140	4/23/2018 22876	000960 2/16/2018 - VFD Repair	A & A PUMP & WELL SERVICE	001-552-60255		2,337.77 2,337.77
36141	4/23/2018 0546208 0546208 0546208 0546208 0546208 0546208 0546208 0546208 0546208	000820 May 2018 - Dental/Vision Premiums May 2018 - Dental/Vision Premiums	ACWA/JPIA	001-401-50400 001-402-50400 001-403-50400 001-420-50400 001-511-50400 001-558-50400 001-565-50400 005-701-50400 020-601-50400		2,489.43 421.85 90.00 54.00 244.24 337.47 441.64 144.63 377.80 377.80
36142	4/23/2018 INV0009097	011105 2/10-4/11/2018 - CYCLE TRAINING	ADRIENNE WALTER	001-511-67140		144.00 144.00
36143	4/23/2018 INV0009114 INV0009114	000028 March 2018 Mats/Towels Service March 2018 Mats/Towels Service	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		413.16 330.53 82.63
36144	4/23/2018 2115	000718 4/4/2018 - SCADA user update	AUTOSYS, INC.	005-701-60800		290.00 290.00
36145	4/23/2018 32441	000045 4/3/2018 Pump Repair/Maintenance	BC PUMP SALES & SERVICE Inc.	005-701-60250		1,275.76 1,275.76
36146	4/23/2018 INV0009105	001033 REPLACE CHECK #32816 - ISSUED 5/2	Bob Gould	001-29008		70.00 70.00
36147	4/23/2018 9121	001163 3/28/2018 - Vehicle Maintenance	BUELLTON GARAGE INC	001-511-60270		53.60 53.60
36148	4/23/2018 INV0009115	000062 3/21/2018 - Pre-Employment/Drug S	BUELLTON MEDICAL CENTER	001-410-60022		185.00 185.00
36149	4/23/2018 INV18-00048	000063 2017/2018 Qtr 4 - Custodial Services	BUELLTON UNION SCHOOL DISTRICT	001-511-60800		7,500.00 7,500.00
36150	4/23/2018 1804-516056	000076 4/6/2018 Misc Maint/Repair Items	CAL-COAST IRRIGATION, INC.	005-701-60250		98.96 98.96
36151	4/23/2018 12237262 12246323	000090 Long Term Care Long Term Care	CalPERS LONG-TERM CARE PROGRAM	001-22166 001-22166		168.50 84.25 84.25
36152	4/23/2018 100215 100216	000107 MAY 2018 - MONTHLY TRANSIT SERV MARCH 2018 - LIVE SCAN FINGER PRI	CITY OF LOMPOC	027-559-67445 001-410-60022		1,686.66 1,666.66 20.00
36153	4/23/2018 INV0009111	001145 7/1/2018-6/30/2019 MEMBERSHIP R	Costco Wholesale	001-410-60650		240.00 240.00
36154	4/23/2018 INV0009108	000140 REPLACE CHECK# 33531 ISSUED 9/23	DAN HEEDY	001-29008		50.00 50.00
36155	4/23/2018 INV0009102	011169 11/10-4/11/2018 - BEGINNING VIOLI	DIANE BYINGTON dba	001-511-67140		101.50 101.50

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36156	4/23/2018 83X00002	000598 March 2018 - Bio Solid Waste Handli	ENGEL & GRAY, INC.	005-701-60800		6,787.36 6,787.36
36157	4/23/2018 30377 30378 30403 30477 30513	000187 3/29/2018 Misc Maint/Repair Items 3/29/2018 Misc Maint/Repair Items 3/30/2018 - Misc Maint/Repair Items 4/4/2018 Misc Maint/Repair Items 4/5/2018 - Misc Maint/Repair Items	FARM SUPPLY COMPANY	005-701-60250 005-701-60250 005-701-60250 005-701-61111 020-601-60250		145.14 8.12 15.53 11.62 96.96 12.91
36158	4/23/2018 5446	000189 3/22&26/2018 Maintenance & Repai	FISHER PUMP & WELL SERVICE, INC.	020-601-60250		1,110.00 1,110.00
36159	4/23/2018 7634	000203 3/27/2018 - A/C Heater Repair	Gary Brown Service & Repair, Inc.	001-558-60800		360.00 360.00
36160	4/23/2018 INV0009099	011236 1/22-4/11/2018 - GYMNASTICS	GARY GENE JOHNSON dba	001-511-67140		1,173.00 1,173.00
36161	4/23/2018 INV0009098	001089 3/12-4/11/2018 - FLOW YO-YOGA	GINA SIGMAN	001-511-67140		72.00 72.00
36162	4/23/2018 INV0009103	001241 3/10-4/10/2018 - KUNDALINI YOGA	GIOIA MARCHESE	001-511-67140		270.00 270.00
36163	4/23/2018 INV0009107	011244 REPLACE CHECK #29597 ISSUED 5/22	HERMILA SANCHEZ	001-29008		150.50 150.50
36164	4/23/2018 INV0009110	001022 REPLACE CHECK #32726 ISSUED 4/8/	James Rauw	001-29008		100.00 100.00
36165	4/23/2018 INV0009096	000994 2/21-4/26/2018 - OAK VALLEY ROBO	JENNIFER CLINE	001-511-67135		350.00 350.00
36166	4/23/2018 C16226 C16226	000252 4/9/2018 - Vehicle Maintenance 4/9/2018 - Vehicle Maintenance	JIM VREELAND FORD	001-558-60270 020-601-60270		64.09 32.05 32.04
36167	4/23/2018 INV0009109	011308 REPLACE CHECK #32598 ISSUED 3/24	KAY D. DOMINGUEZ	001-29008		147.00 147.00
36168	4/23/2018 1707.1-007	000812 3/1-31/2018 ED Services 2017-2018	KOSMONT & ASSOCIATES, INC.	001-565-60800		655.20 655.20
36169	4/23/2018 INV0009095	011336 3/10-4/11/2018 - FLAMENCO DANCE	LAURA GARCIA dba	001-511-67140		84.00 84.00
36170	4/23/2018 INV0009104	001132 3/10-4/10/2018 - PERSONAL TRAININ	MAILE INEMAN	001-511-67140		252.00 252.00
36171	4/23/2018 INV0009101	011343 3/10-4/11/2018 - YOGA CLASS	MARIANNE MADSEN	001-511-67140		400.00 400.00
36172	4/23/2018 INV0009118	001259 4/8/2018 - REFUND - RVP SECURITY D	MIKE & KRISTINA PERKINS	001-22510		200.00 200.00
36173	4/23/2018 30189509	000669 4/2/2018 - PO sMonthly Pest Control	O'CONNOR & SONS dba	001-558-60800		105.00 105.00
36174	4/23/2018 121007	000350 4/11/2018 - Vehicle Maintenance - 2	OLIVERA'S REPAIR, INC	005-701-60270		70.87 70.87
36175	4/23/2018 389532	001258 3/27/2018 - SAFETY TRAINING	On-Site Health & Safety	020-601-60800		190.00 190.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36176	4/23/2018	000352	P G & E			19,992.58
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-410-61241		515.52
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-501-61241		249.00
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-510-61241		171.00
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-550-61241		5,193.92
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-552-61241		538.17
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-556-61241		80.47
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	001-565-61241		193.80
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	005-701-61241		6,906.32
	INV0009112	3/6-4/3/2018	ELECTRIC SERVICE	020-601-61241		6,144.38
36177	4/23/2018	000848	RAVATT, ALBRECHT & ASSOC, INC.			3,960.00
	0218-533.City	February 2018 - COB ArchDsgn Revie	001-22416		90052-070	300.00
	0218-533.Kamran	February 2018 - Arch Dsgn Review Sg	001-22416		90052-075	3,660.00
36178	4/23/2018	000438	SANTA YNEZ VALLEY HARDWARE			75.23
	INV0009116	March 2018 - Misc Maint/Repair Item	001-410-61130			15.60
	INV0009116	March 2018 - Misc Maint/Repair Item	001-552-61140			13.44
	INV0009116	March 2018 - Misc Maint/Repair Item	005-701-61140			46.19
36179	4/23/2018	000919	SILVIO L. MOTTA			387.00
	4418	4/4/2018 CC IT/Video System Mainte	001-401-60210			387.00
36180	4/23/2018	000161	STATE OF CALIFORNIA - DOJ			32.00
	296475	March 2018 - Fingerprint Screening	001-410-60022			32.00
36181	4/23/2018	000681	STATEWIDE SAFETY & SIGNS, INC.			867.64
	03009641	4/9/2018 - Road Repair Supplies	001-558-60250			867.64
36182	4/23/2018	000489	STEVE'S WHEEL & TIRE			72.46
	1-69005	4/3/2018 - Maintenance/Repair	005-701-60270			72.46
36183	4/23/2018	001236	SUZIE URICH			364.00
	INV0009094	3/10-7/11/2018 - BALLET TAP	001-511-67140			364.00
36184	4/23/2018	000833	SYV BOTANIC GARDEN FOUNDATION, INC			115.00
	INV0009106	REPLACE CHECK #32094 ISSUED 11/3	001-29008			115.00
36185	4/23/2018	001168	The DocuTeam			27.00
	0142014	3/1-31/2018 - Shredding Services	001-410-60900			27.00
36186	4/23/2018	000521	TODD PIPE & SUPPLY			490.69
	INV0009113	March 2018 - Misc Maint/Repair Item	005-701-60250			192.27
	INV0009113	March 2018 - Misc Maint/Repair Item	005-701-60250			164.28
	INV0009113	March 2018 - Misc Maint/Repair Item	020-601-60250			15.06
	INV0009113	March 2018 - Misc Maint/Repair Item	020-601-60250			119.08
36187	4/23/2018	000535	UNDERGROUND SERVICE ALERT			16.60
	320180070	March 2018 - New Tkt Chrgs/Monthl	005-701-60800			8.30
	320180070	March 2018 - New Tkt Chrgs/Monthl	020-601-60800			8.30
36188	4/23/2018	000556	VERIZON WIRELESS			604.96
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	001-410-67705			66.96
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	001-511-61290			37.11
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	001-558-67705			138.92
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	005-701-67705			120.89
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	020-601-61127			15.50
	9804953912	4/9-5/8/2018 WIRELESS PHONE SERV	020-601-67705			225.58
36189	4/23/2018	000582	VINTAGE WALK, LLC OWNERS ASSOC.			104.00
	INV0009117	April 2018 - Monthly HOA Dues - Unit	001-410-60900			104.00
36190	4/23/2018	000768	WEX BANK			2,026.89
	53722745	MARCH 2018 FUEL CHARGES	001-511-61280			508.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	53722745	MARCH 2018 FUEL CHARGES		001-558-61280		506.29
	53722745	MARCH 2018 FUEL CHARGES		005-701-61280		506.30
	53722745	MARCH 2018 FUEL CHARGES		020-601-61280		506.30
36191	4/23/2018 INV0009100	001246 3/10-4/11/2018 - TAI CHI	YOSHIE FREEMAN	001-511-67140		69.30 69.30
36192	4/25/2018 INV0009136 INV0009136	001184 March 2018 - Misc Supplies March 2018 - Misc Supplies	ALBERTSONS/SAFEWAY	001-410-61130 001-511-67140	53003-040	87.85 49.76 38.09
36193	4/25/2018 31797716	001214 May 2018 - Phone System Lease	AVAYA Financial Services	001-410-60310		384.38 384.38
36194	4/25/2018 INV0009131	000043 4/23/2018 - PARKING LAX	BARBARA KNECHT	001-511-67135		22.00 22.00
36195	4/25/2018 INV0009143	001260 4/25/2018 REFUND - Cancelled - Juni	Brenda Naranjo	001-511-67140		35.00 35.00
36196	4/25/2018 INV0009138	000868 4/19/2018 - Planning Commission M	BRIAN DUNSTAN	001-565-50010		50.00 50.00
36197	4/25/2018 225405 225455	000065 March 2018 - Lgl Srvcs - Retainer March 2018 - Lgl Srvcs - Retainer	BURKE, WILLIAMS & SORENSEN, LLP	001-404-60840 001-404-60840		11,492.85 10,275.00 1,217.85
36198	4/25/2018 21928982 21929017	000112 4/7/2018 CH - Monthly Pest Control 4/7/2018 PD/LIB - Monthly Pest Cont	CLARK PEST CONTROL	001-558-60800 001-558-60800		282.00 123.00 159.00
36199	4/25/2018 20035 20070	000655 3/23/2018 - Replace failing SAS Drive 4/1/18-3/31/2021 - Guardian Monito	COAST NETWORKX, INC.	001-410-60210 001-410-60210		1,095.62 300.62 795.00
36200	4/25/2018 786389	000118 3/18-4/17/2018 CH Overage Fees	COASTAL COPY, INC.	001-410-61130		313.89 313.89
36201	4/25/2018 INV0009134	000121 April 2018 - TOT Allocation	COC/BBA/VISITORS INFORMATION	001-410-67790		33,333.33 33,333.33
36202	4/25/2018 INV0009137	000122 4/18-5/17/2018 CC Chambers Intern	COMCAST CABLE	001-410-61292		135.71 135.71
36203	4/25/2018 105235 105235	001255 April 2018 - Delivery Srvce/Water Sa April 2018 - Delivery Srvce/Water Sa	DELIVER-IT	005-701-60800 020-601-60800		150.00 75.00 75.00
36204	4/25/2018 751626 CM751643	000248 3/27/2018 BOL#553755 Chemicals 3/27/2018 BOL# 553755 Cylinder Ret	JCI JONES CHEMICALS, INC.	020-601-61111 020-601-61111		3,008.19 3,758.19 -750.00
36205	4/25/2018 INV0009140	000869 4/19/2018 - Planning Commission M	JOE PADILLA	001-565-50010		50.00 50.00
36206	4/25/2018 170523-005 170523-005	000258 5/23/2017 UB Envelopes 5/23/2017 UB Envelopes	JOHN P. SUREY dba	005-701-61130 020-601-61130		1,232.75 616.37 616.38
36207	4/25/2018 18-440	000296 2018 Update - Longtin's California La	LOCAL GOVERNMENT PUBLICATIONS	001-565-60250		143.56 143.56
36208	4/25/2018 INV0009141	001225 4/19/2018 - Planning Commission M	MARCILO SARQUILLA	001-565-50010		50.00 50.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36209	4/25/2018 CF12648	000324 4/6/2018 - Misc WTP Maint/Repair It	MISCO WATER CO.	020-601-60250		3,944.67 3,944.67
36210	4/25/2018 INV0009139	001187 4/19/2018 - Planning Commission M	PATTY J HAMMEL	001-565-50010		50.00 50.00
36211	4/25/2018 117445 117445 117445	000382 April 2018 Misc Supplies April 2018 Misc Supplies April 2018 Misc Supplies	PROCARE JANITORIAL SUPPLY, INC.	001-552-61140 001-558-61140 005-701-61140		521.42 307.64 182.50 31.28
36212	4/25/2018 A104180052	000706 ->3/31/2018 Satellite Sim Card #8816	SATCOM GLOBAL, INC.	001-410-60014		50.62 50.62
36213	4/25/2018 18-248 18-253	000450 3/10/2018 SCORE Bike race May 2018 - Contract Services	SB CO SHERIFF'S DEPARTMENT	001-501-60800 001-501-60800		143,322.28 1,706.28 141,616.00
36214	4/25/2018 INV0009133	000454 4/18/2018 - REFUND - Security/Dama	SCOR CARDIAC CYCLISTS CLUB, INC.	001-22418		1,793.72 1,793.72
36215	4/25/2018 INV0009132 INV0009132 INV0009132 INV0009132	000978 3/17-4/14/2018 Misc Office Supplies 3/17-4/14/2018 Misc Office Supplies 3/17-4/14/2018 Misc Office Supplies 3/17-4/14/2018 Misc Office Supplies	Staples Credit Plan	001-402-61130 001-410-61130 001-420-61130 001-565-61130		715.44 26.70 157.03 376.67 155.04
36216	4/25/2018 025-219223 025-219223	000862 1/1-3/31/2018 - UB Transaction Fees 1/1-3/31/2018 - UB Transaction Fees	TYLER TECHNOLOGIES, INC.	005-701-60210 020-601-60210		14.70 7.35 7.35
36217	4/25/2018 CM0000076 INV0009135	000894 March 2018 - SYVTBID Admin Fees March 2018 SYVTBID Fees	VISITSYV	001-44250 001-22160		29,493.10 -601.90 30,095.00
36218	4/25/2018 INV654006 INV654006 INV654006 INV654006 INV654006 INV654006 INV654006 INV654006 INV654006	001207 March 2018 - FSA/AFLAC Admin Fees March 2018 - FSA/AFLAC Admin Fees	WAGeworks INC.	001-401-50400 001-402-50400 001-403-50400 001-420-50400 001-511-50400 001-558-50400 001-565-50400 005-701-50400 020-601-50400		127.00 21.69 10.85 10.85 18.52 12.25 14.55 9.45 14.42 14.42
36219	4/25/2018 INV0009142	001261 2018 Mail Code RE90BE - Renewal	Water Environment Federation (WEF)	001-558-60650		320.00 320.00
36220	4/25/2018 68269776	001063 5/1-5/31/2018 CH Copier Lease	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81
36221	4/25/2018 86754	000881 4/23/2018 Rancom Urine Drug Test	WESTERN AEROMEDICAL CONSORTIUM	001-410-67370		69.00 69.00
36224	5/2/2018 INV0009172	000105 3/25-4/25/2018 Irrigation Srvc 595 2	CITY OF BUELLTON	001-552-61211		660.26 660.26
36225	5/2/2018 20165	000655 5/1-31/2018 - GUARDIAN MONITORI	COAST NETWORKX, INC.	001-410-60210		795.00 795.00
36226	5/2/2018 INV0009165	000122 4/29-5/28/2018 - WWTP - Business I	COMCAST CABLE	005-701-60210		236.01 236.01

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36227	5/2/2018	001264	DEBORAH FISHER			140.00
	INV0009169	6/30/2018 - REFUND- CANCEL PARK		001-22510		100.00
	INV0009169	6/30/2018 - REFUND- CANCEL PARK		001-44020		40.00
36228	5/2/2018	001125	Harry Poor			390.00
	INV0009166	5/1/2018 - REPLACE LOST CHK#2969		001-29008		390.00
36229	5/2/2018	001265	JESSE PRECIADO			280.00
	INV0009170	6/5/2018 - REFUND - CANCEL PARK R		001-22510		200.00
	INV0009170	6/5/2018 - REFUND - CANCEL PARK R		001-44020		80.00
36230	5/2/2018	000700	MAILFINANCE, INC.			975.29
	N7116184	5/27-8/26/2018 - Postage Lease Pay		001-410-60310		975.29
36231	5/2/2018	001225	MARCILO SARQUILLA			319.75
	INV0009167	4/3/2018 - REIMBURSEMENT-2018 P		001-565-60710		319.75
36232	5/2/2018	001187	PATTY J HAMMEL			412.68
	INV0009138	4/3-6/2018 LOCC-PLANNING COMMI		001-565-60710		412.68
36233	5/2/2018	000848	RAVATT, ALBRECHT & ASSOC, INC.			1,115.00
	0318-533	March 2018 - COB ArchDsgn Review-		001-22416	90049-070	42.50
	0318-533	March 2018 - COB ArchDsgn Review-		001-22416	90054-070	467.50
	0318-533.Kamran	March 2018 - ArchDsgn Review Sggst		001-22416	90052-075	605.00
36234	5/2/2018	001263	SUSAN SANCHEZ			100.00
	INV0009168	4/21/2018 - REFUND - PARK DEPOSIT		001-22510		100.00
36235	5/2/2018	000507	THE GAS COMPANY			13.34
	INV0009164	3/26-4/24/2018 - COC - Gas Service		001-510-61230		13.34
36236	5/2/2018	001266	TODD SPARKES			718.00
	INV0009171	5/10/2018 - REBATE - LANDSCAPE PR		001-558-74100		718.00
36237	5/2/2018	000904	US BANK EQUIPMENT FINANCE			831.13
	356225268	4/20-5/20/2018 Planning - Coper Lea		001-565-60310		482.34
	356225268	4/20-5/20/2018 Planning - Coper Lea		001-565-61130		348.79
Payment Total:						298,612.20

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	262,409.53
005 - Sewer Fund	18,113.05
020 - Water Fund	16,422.96
027 - Local Transportation Fund	1,666.66
Grand Total:	298,612.20

Account Summary

Account Number	Account Name	Payment Amount
001-22160	SYVTBID Payable	30,095.00
001-22166	Long-Term Care Deducti	168.50
001-22416	Developer Deposit	5,075.00
001-22418	Special Event Deposit	1,793.72
001-22510	Park/Damage Charge	600.00
001-29008	Unclaimed Funds	1,022.50
001-401-50400	Medical Benefit	443.54
001-401-60210	Computer Maintenance	387.00
001-402-50400	Medical Benefit	100.85
001-402-61130	Office Supplies	26.70
001-403-50400	Medical Benefit	64.85
001-404-60840	Contract Services-Legal	11,492.85
001-410-60014	Emergency Operations	50.62
001-410-60022	Recruitment Expense	237.00
001-410-60210	Computer Maintenance	1,890.62
001-410-60310	Equipment Rental	1,700.48
001-410-60650	Membership & Publicati	240.00
001-410-60900	Miscellaneous/CalPERS	131.00
001-410-61130	Office Supplies	536.28
001-410-61241	Utilities - Electric	515.52
001-410-61292	Internet Access/ Websit	135.71
001-410-67370	H/R Expense	69.00
001-410-67705	Telephone	66.96
001-410-67790	Visitors Bureau	33,333.33
001-420-50400	Medical Benefit	262.76
001-420-61130	Office Supplies	376.67
001-44020	Park Reservation Fees	120.00
001-44250	Miscellaneous	-601.90
001-501-60800	Contract Services	143,322.28
001-501-61241	Utilities - Electric	249.00
001-510-61230	Utilities - Gas	13.34
001-510-61241	Utilities - Electric	171.00
001-511-50400	Medical Benefit	349.72
001-511-60270	Maintenance-Vehicles	53.60
001-511-60800	Contract Services	7,500.00
001-511-61280	Fuel-Vehicles	508.00
001-511-61290	Telephone/Internet	37.11
001-511-67135	Buellton Rec Program Tr	372.00
001-511-67140	Buellton Recreation Pro	3,002.89
001-550-61241	Utilities - Electric	5,193.92
001-552-60255	Maintenance/Repair-Gol	2,337.77
001-552-61140	Operational Supplies	321.08
001-552-61211	Utilities - Water	660.26
001-552-61241	Utilities - Electric	538.17
001-556-61241	Utilities - Electric	80.47
001-558-50400	Medical Benefit	456.19
001-558-60250	Maintenance / Repair	867.64
001-558-60270	Maintenance - Vehicles	32.05
001-558-60650	Membership & Publicati	320.00

Account Summary

Account Number	Account Name	Payment Amount
001-558-60800	Contract Services	1,077.53
001-558-61140	Operational Supplies	182.50
001-558-61280	Fuel - Vehicles	506.29
001-558-67705	Telephone	138.92
001-558-74100	Improvements	718.00
001-565-50010	Planning Commission Sal	200.00
001-565-50400	Medical Benefit	154.08
001-565-60250	Maintenance / Repair	143.56
001-565-60310	Equipment Rental	482.34
001-565-60710	Travel & Training	732.43
001-565-60800	Contract Services	655.20
001-565-61130	Office Supplies	503.83
001-565-61241	Utilities - Electric	193.80
005-701-50400	Medical Benefit	392.22
005-701-60210	Computer Maintenance	243.36
005-701-60250	Maintenance / Repair	1,766.54
005-701-60270	Maintenance - Vehicles	143.33
005-701-60800	Contract Services	7,243.29
005-701-61111	Chemicals / Analysis	96.96
005-701-61130	Office Supplies	616.37
005-701-61140	Operational Supplies	77.47
005-701-61241	Utilities - Electric	6,906.32
005-701-61280	Fuel - Vehicles	506.30
005-701-67705	Telephone	120.89
020-601-50400	Medical Benefit	392.22
020-601-60210	Computer Maintenance	7.35
020-601-60250	Maintenance / Repair	5,201.72
020-601-60270	Maintenance - Vehicles	32.04
020-601-60800	Contract Services	273.30
020-601-61111	Chemicals / Analysis	3,008.19
020-601-61127	Tools	15.50
020-601-61130	Office Supplies	616.38
020-601-61241	Utilities - Electric	6,144.38
020-601-61280	Fuel - Vehicles	506.30
020-601-67705	Telephone	225.58
027-559-67445	Lompoc- Wine Country	1,666.66
	Grand Total:	298,612.20

Project Account Summary

Project Account Key	Payment Amount	
None	293,499.11	
53003-040	38.09	
90049-070	42.50	
90052-070	300.00	
90052-075	4,265.00	
90054-070	467.50	
	Grand Total:	298,612.20



UBPKT01099 - Refunds 01 UBPKT01098 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
04-15900-001	PARK, STEVE	4/27/2018	36222	50.86			50.86	Generated From Billing
04-16800-001	SCHLEY, DANIEL	4/27/2018	36223	43.71			43.71	Generated From Billing
Total Refunds: 2				Total Refunded Amount:	94.57			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	94.57
Revenue Total:	94.57

General Ledger Distribution

Posting Date: 04/27/2018

Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND			
020-10000	Claim On Pooled Cash	-94.57	Yes
020-22420	Unapplied Credits	94.57	
020 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10001	Pooled Cash - General Checking	-94.57	
999-27000	Due To Other Funds	94.57	Yes
999 Total:		0.00	
Distribution Total:		0.00	

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: Marc Bierdzinski, City Manager

Meeting Date: May 10, 2018

Subject: Contract Extension with Kosmont Companies for Economic Development Services

BACKGROUND

Kosmont Companies' (Kosmont) contract expires on June 30, 2018. Staff would like to extend the contract for Fiscal Year 2018-19 and has included for the City Council's consideration a Fifth Amendment to the City's existing Agreement with Kosmont Companies as Attachment 1.

During the current fiscal year, the budget for Kosmont was \$35,000. To date, Kosmont has only expended \$18,631. The projects they have worked on included:

- Economic analysis of the 480 Central property
- Completion of the Development Opportunity Reserve (DOR) portion of the Avenue of Flags Specific Plan
- Coordination with developers on the economic aspects for properties along the Avenue of Flags

Exhibit A to Attachment 1 is Kosmont's work plan and budget for Fiscal Year 2018-19. As you will note, we have dropped the contract amount to \$27,500, a reduction of \$7,500 from the prior fiscal year. The 2018-19 Fiscal Year budget already has funds budgeted for these services.

The primary goals in Fiscal Year 2018-19 are the following tasks:

- Update the Citywide Market Analysis & Economic Development Strategy that was last updated in 2016
- Assist in implementing the Avenue of Flags Specific Plan
- Other economic development activities as directed by the City, including Chamber/Visitors Bureau support

Staff believes the relationship with Kosmont has been beneficial to the City and the Chamber/Visitors Bureau and would recommend extension of the contract.

FISCAL IMPACTS

If approved, \$27,500 for Fiscal Year 2018-19 would remain in the adopted budget for the services outlined in Exhibit A to Attachment 1.

RECOMMENDATION

That the City Council direct the City Manager to approve the Fifth Amendment to the Kosmont Companies contract (Attachment 1) for \$27,500 for Fiscal Year 2018-19.

ATTACHMENTS

Attachment 1 – Fifth Amendment to Agreement with Exhibit A (April 23, 2018 Work Plan)

FIFTH AMENDMENT TO AGREEMENT
between
CITY OF BUELLTON
and
KOSMONT & ASSOCIATES, INC., DBA KOSMONT COMPANIES

This **FIFTH AMENDMENT TO AGREEMENT** (the “Amendment”) is made and entered into this 10th day of May 2018, by and between the City of Buellton, a Municipal corporation (“City”), and Kosmont & Associates, Inc., a California Corporation, DBA Kosmont Companies (“Consultant”).

1. RECITALS

A. On July 27, 2013, the City and Consultant entered into that Agreement to provide economic development services to the City from June 27, 2013 to June 30, 2014 (the “Agreement”); and,

B. On April 10, 2014, the City and Consultant entered into a First Amendment to the Agreement (First Amendment) to provide economic development services to the City from July 1, 2014, to June 30, 2015; and

C. On April 28, 2015, the City and Consultant entered into a Second Amendment to the Agreement (Second Amendment) to provide economic development services to the City from July 1, 2015, to June 30, 2016; and

D. On April 14, 2016, the City and Consultant entered into a Third Amendment to the Agreement (Third Amendment) to provide economic development services to the City from July 1, 2016, to June 30, 2017; and

E. On April 27, 2017, the City and Consultant entered into a Fourth Amendment to the Agreement (Third Amendment) to provide economic development services to the City from July 1, 2017, to June 30, 2018; and

F. The City and Consultant desire to amend the Agreement to extend the term, scope of services, and payment to Consultant for services performed.

2. AMENDMENT

In consideration of the mutual covenants and recitals contained in the Agreement and this Amendment, which are incorporated herein, City and Consultant agree as follows:

1. Section 1 of the Agreement is hereby amended to read as follows:

“SECTION 1. TERM OF AGREEMENT.

Subject to the provisions of SECTION 19 "TERMINATION OF AGREEMENT" of this AGREEMENT, the term of this AGREEMENT shall be for a period of July 1, 2018 to June 30, 2019. Such term may be extended upon written agreement of both parties to this AGREEMENT.

2. The Work Plan included with the original Agreement is hereby amended to read as set forth in Exhibit A, attached hereto and incorporated by this reference.

3. Except as expressly modified herein, all the terms referenced in this Amendment shall have the same meaning as the terms defined in the Agreement.

4. Except as expressly modified by this Amendment, all terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the City and Consultant have executed the Fifth Amendment as of the day and year first noted above.

KOSMONT & ASSOCIATES, INC, DBA KOSMONT COMPANIES

By: _____

Title: _____

By: _____

Title: _____

CITY OF BUELLTON

Marc Bierdzinski, City Manager

Approve as to Form

Stephen A. McEwen, City Attorney

Attest:

Linda Reid, City Clerk

Exhibit A – April 23, 2018 Work Plan



Memorandum

To: Marc P. Bierdzinski, City Manager, City of Buellton

From: Ken K. Hira, Executive Vice President, Kosmont Companies
Joseph Dieguez, Senior Vice President, Kosmont Companies

Date: April 23, 2018

Subject: **Work Plan for Economic Development Services**

III. BACKGROUND

Kosmont Companies ("Kosmont") was originally retained in July 2013 by the City of Buellton to provide economic development services, including the preparation of an Economic Development Strategy and Implementation Plan ("E.D. Plan"). Pursuant to direction from the City Council and Economic Development Task Force, Kosmont has since collaborated with City staff and the Chamber of Commerce on the implementation of the E.D. Plan, including outreach and recruitment of targeted retailers, businesses, and developers in connection with development opportunity sites within the City. Kosmont has additionally collaborated with City staff and third party planning and architecture firms on the preparation of the Avenue of Flags Specific Plan ("Specific Plan") including Development Opportunity Reserve™ (DOR™), adopted in October 2017. Kosmont has also provided various economic analyses on an as-needed basis as directed by the City.

The City has expressed interest in retaining Kosmont for continued economic development advisory and implementation services into the next fiscal year (through June 30, 2019), and Kosmont proposes the following Work Plan accordingly.

II. WORK PLAN OUTLINE

Task 1: Update of Citywide Market Analysis & Economic Development Strategy

Kosmont will prepare an update to the Citywide Economic & Demographic Profile, Market Analysis, and Economic Development Strategy, originally prepared in September 2013 and last updated in April 2016. Kosmont anticipates that there may be an in-person meeting / presentation associated with this Task.

Task 2: As-Needed Economic Development Services

At the City's request, Kosmont is available to perform additional economic development services not included in Task 1, such as:

- Continued implementation of the E.D. Plan via marketing / outreach to retailers, businesses, developers, hotels, and private investment for potential opportunity sites
- Developer request for qualifications / proposals (RFQ/P) preparation / distribution
- Pro forma evaluation / financial feasibility analysis
- Fiscal impact and economic benefit analysis
- Negotiations and public-private transaction structuring
- Pursuit and execution of potential economic incentives, funding sources, and/or financing structures in the context of potential public-private transactions, such as DOR™, special districts (e.g., parking districts, business improvement districts, enhanced infrastructure financing districts), site specific tax revenue pledges, and/or other tools
- Other economic development tasks.

III. BUDGET AUTHORIZATION

The compensation for Tasks 1 and 2 is estimated below for professional services (hourly) fees at Consultant’s billing rates as shown on Attachment A.

<i>Task</i>	<i>Estimated Budget</i>
1. Update of Market Analysis & Economic Development Strategy	\$15,000
2. As-Needed Economic Development Services	\$12,500
Estimated Total Professional Services (Hourly) Fees	\$27,500

Task budgets may be re-allocated between tasks as deemed appropriate by Consultant in order to adequately provide services to City. Budget may be increased by City request at any point in time.

Kosmont requests that City generate an Agreement to authorize this Work Plan and Budget for execution by City and Kosmont. Thank you.

ATTACHMENT A

Kosmont Companies 2018 Public Agency Fee Schedule

Professional Services

President & CEO	\$345.00/hour
Executive Vice President	\$325.00/hour
Partner/Senior Vice President/Senior Consultant	\$305.00/hour
Vice President/Associate	\$195.00/hour
Project Analyst/Project Research	\$165.00/hour
Assistant Project Analyst/Assistant Project Manager	\$125.00/hour
GIS Mapping/Graphics Service	\$ 95.00/hour
Clerical Support	\$ 60.00/hour

• Additional Expenses

In addition to professional services (labor fees):

- 1) An **administrative fee** for in-house copy, fax, phone and postage costs will be charged, which will be computed at four percent (4.0 %) of monthly Kosmont Companies professional service fees incurred; **plus**
- 2) **Out-of-pocket expenditures**, such as travel and mileage, professional printing, and delivery charges for messenger and overnight packages will be charged at cost.
- 3) If Kosmont retains **Third Party Vendor(s)** for Client (with Client's advance approval), fees and cost will be billed to Client at 1.1X (times) fees and costs.
- 4) Consultant's **attendance or participation at any public meeting** requested by Client will be billed at the professional services (hourly) fees as shown on this Attachment A.

• Charges for Court/Deposition/Expert Witness-Related Appearances

Court-related (non-preparation) activities, such as court appearances, depositions, mediation, arbitration, dispute resolution and other expert witness activities, will be charged at a court rate of 1.5 times scheduled rates, with a 4-hour minimum.

Rates shall remain in effect until December 31, 2018.

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 P. Bierdzinski, City Manager

Meeting Date: May 10, 2018

Subject: Contract Amendment to the Agreement for Animal Control Services between the County of Santa Barbara and the City of Buellton – Fiscal Year 2018-19 and Fiscal Year 2019-20

BACKGROUND

The County Animal Control Services contract expires on June 30, 2018. The County has submitted a letter (Attachment 1) with the sixth contract amendment. Attachment 2 is the Contract Amendment for Animal Control Services between the County of Santa Barbara and the City of Buellton for the Regulation, Control, and Enforcement of Animal Control Ordinances within the City of Buellton for Fiscal Years 2018-19 and 2019-20. The County is only proposing a 1.5% increase for each fiscal year. The 1.5% increase is below the current CPI and the contract fixes the City’s cost for two years. During the last budget process that adopted a two-year budget, staff estimated a 2% increase in animal control services. Therefore, the 1.5% increase will not require the allocation of additional funds.

The Agreement provides that the County’s Division of Animal Services shall perform both field and shelter services including, but not limited to, impounds, shelter boarding, euthanasia, injured animal care, dead animal pick-up and disposal, code enforcement, and twenty-four hour emergency service requests.

In FY 2018-19, there is an increase of \$590 (from \$39,349 to \$39,939) for the cost of various services provided by the Division of Animal Services. For FY 2019-20, the increase would be \$599 (from \$39,939 to \$40,538). The City cannot provide the same level of services for the amount charged through the Agreement. All other terms and conditions remain the same as in the Agreement for Animal Control Services for the last fiscal year. The services provided by the County have been satisfactory in providing animal control services within the City of Buellton.

FISCAL IMPACT

The cost for the services is \$39,939 for Fiscal Year 2018-19 and \$40,538 for Fiscal Year 2019-20. Adequate funds have already been appropriated in the Fiscal Year 2018-19 budget and no amendment is necessary. The amount of \$40,538 will be budgeted in the next biennial budget for Fiscal Year 2019-20.

RECOMMENDATION

That the City Council approve the sixth amendment and authorize the City Manager to sign the sixth contract amendment for Fiscal Years 2018-19 and 2019-20.

ATTACHMENTS

- Attachment 1 – Letter from Animal Control
- Attachment 2 – Contract Amendment to the Agreement for Animal Control Services between the County of Santa Barbara and the City of Buellton for Fiscal Years 2018-19 and 2019-20



Animal Services Administration

548 W. Foster Road ♦ Santa Maria, CA 93455
805/934-6953 ♦ FAX 805/934-6599

Van Do-Reynoso, MPH, PhD *Director*
Suzanne Jacobson, CPA *Chief Financial Officer*
Susan Klein-Rothschild, MSW *Deputy Director*
Douglas Metz, DPM, MPH *Deputy Director*
Polly Baldwin, MD, MPH *Medical Director*
Charity Dean, MD, MPH *Health Officer*

Jan E. Glick, MS *Director of Animal Services*

April 20, 2018

Marc Bierdzinski, City Manager
City of Buellton
PO Box 1819
Buellton, California 93427



Re: Animal Services Agreement Amendment FY 2018-2020

Dear Marc:

I trust things are going well in Buellton. The purpose of this letter is to update you on current events with County Animal Services and to discuss and propose the city contract fee for animal control services for Fiscal Year 2018-2019 and Fiscal Year 2019-2020.

The Public Health Department recognizes that the contract cities are facing budget challenges similar to the challenges for the County. The County is taking measures to control costs and has embarked on a five year plan entitled Renew 22 to shape the direction we will take over the next five years. This will be a phased process and has already begun.

The largest increases in the Animal Services program budget for Fiscal Year 2018-2019 are in Worker's Compensation insurance, liability insurance and retirement costs. Unfortunately, these increases are outside of our ability to control. With these considerations in mind, we are proposing a flat 1.5% increase to our city contracts for FY 2018-2019 and a flat 1.5% increase for FY 2019-2020.

Animal Services has made significant program improvements in recent years and these are briefly described in the summary entitled *Animal Services Continuous Improvement*, included with this letter. Additionally, our model of public/private partnerships helps reduce program costs while saving additional animal lives. These partnerships are described in the handout entitled *Animal Services Partnerships WIN-WIN-WIN*.

For Fiscal Year 2018-2019 the Public Health Department has again designated one time funding to subsidize the Animal Services program. The proposed funding sources for the upcoming year are approximately 25% consumer fees, 28% General Fund, 35% city contracts and 12% one-time funding.

Animal Services is proposing a modification of shelter hours and improvements in customer service. Our shelters will be open Tuesday through Saturday, with one late evening, while closed Sundays and Mondays for the general public. These hours enable us to provide full staffing on open shelter days and better serve our customers, especially with one late evening and on Saturdays. Field services staff and activities will continue to be available seven days a week and we will accommodate pet owners reclaiming lost animals on Mondays. The current business days are Monday through Saturday, with less than full coverage on some days. Proposed new schedule is:

Open for office operations and kennel visitation:

- Tuesday through Friday from 9:00 a.m. to 4:45 p.m. with one evening open to 7pm
- Saturday from 10:00 a.m. to 3:45 p.m.

The Public Health Department has proposed a two year amendment for the animal services contract with the City of Buellton for the upcoming Fiscal Year's 2018-2019 and 2019-2020. The calculation for Year 1 is based on a 1.5% increase to the current contract, and no adjustment for the increase in city population; the amount for Year 2 is 1.5% over the Year 1 amount.

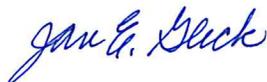
Proposed:

- Year 1 Fiscal Year 2018-2019 \$39,939
- Year 2 Fiscal Year 2019-2020 \$40,538

We truly appreciate the partnerships with the cities for animal control services and want to provide the best service possible. We look forward to working with the City of Buellton in the upcoming years. I include an original amendment and two original signature pages for the City to execute.

Feel free to call me at 934-6953, to discuss the contract renewal, any questions you may have or any other animal related issues. If you would like more information on your city's calculation, I will do my best to provide that. If you would like for me to attend the Council meeting when this amendment is on the agenda, let me know and I will be sure to get it on my calendar.

Best Regards,



Jan E. Glick, MS
Animal Services Director



Van Do-Reynoso, MPH, PhD Director
Suzanne Jacobson, CPA Chief Financial Officer
Susan Klein-Rothschild, MSW Deputy Director
Douglas Metz, DPM, MPH Deputy Director
Polly Baldwin, MD, MPH Medical Director
Charity Dean, MD, MPH Health Officer

Jan E. Glick, MS Director of Animal Services

Animal Services Continuous Improvement Process



Santa Barbara County contracted with the American Humane Association for an Animal Services Program Assessment in 2015. The goal was to obtain recommendations for current best practices and program improvements while benefitting from an impartial review of the program to help with planning for the future. As a result of the program assessment and recommendations, the Animal Services program received additional funding from the County General Fund to support implementation of program enhancements.

Resources and Staffing

Additional resources resulted in new positions to improve services including:

- Operations Manager
- Registered Veterinary Technician
- Contract Director of Shelter Medicine
- Contract Behavior/Enrichment Coordinator
- Animal Control Officer/ Dispatcher
- Kennel Attendant from extra help to regular position

New Practices and Updated Approaches

- Developed a philosophy and new approach in the Shelter Medicine Veterinary Team which guides medical care and interventions to good outcomes.
- Implemented rounds at all three shelters to assure timely action and tracking of each animal's progress.
- Increased the level of medical care available to sick and injured animals, including diagnostic testing and veterinary consultation.
- Initiated a new, friendlier approach to animal adoption that is conversational, utilizes adoption interest surveys and is based on match-making resulting in increased adoptions.
- Implemented the SAFER™ (Safety Assessment for Evaluating Rehoming) behavior assessment method for dogs at all 3 sites, a consistent method to evaluate behavior.
- Created behavior plans for individual animals to enhance adoptability and reduce length of stay.
- Enhanced outreach and animal transfer efforts to non-profit partners.
- Expanded the use of Chameleon software to provide electronic medical records and increased utilization of the capabilities of the software.
- Initiated new foster protocols to track foster animals and ensure foster placement availability
- Collaborated on strategies to address overpopulation in community cats

Policy Updates and Review Process

- Developed a defined process for initiation of new policies or revisions to existing policies encouraging stakeholder participation and input.
- Created new euthanasia protocols and an Animal Welfare Panel for team decision-making and ensuring all options are considered.
- Revised and updated the Animal Services Policies and Procedures manual for all staff.
- Revised the Owner Requested Euthanasia policy to support life where possible.

Ongoing improvements in animal care, medical treatment and policy consistency and a resulting increase in the Live Release Rate are just some of the positive results over the past three years. The Animal Services Team which consists of staff, volunteers and the many partners to the organization has seen a culture shift and a revived commitment to continuous improvement as integral to the culture.



Van Do-Reynoso, MPH, PhD *Director*
Suzanne Jacobson, CPA *Chief Financial Officer*
Susan Klein-Rothschild, MSW *Deputy Director*
Douglas Metz, DPM, MPH *Deputy Director*
Polly Baldwin, MD, MPH *Medical Director*
Charity Dean, MD, MPH *Health Officer*

Jan E. Glick, MS *Director of Animal Services*

Animal Services Partnerships Model = WIN- WIN- WIN



Santa Barbara County Animal Services is very fortunate to have vibrant partnerships with contract cities and the Chumash Tribe of Santa Ynez Indians, shelter-based non-profit organizations, and many committed individuals and other non-profit organizations dedicated to the welfare of animals.

Contract Partners

There are eight city and tribe partners which contract for animal care and control services with the County. Six of the eight incorporated cities and the tribe have full service contracts which provide for 24/7 response, field services and animal sheltering services. One city contract includes for sheltering services only. This model of service provision allows for three regional community animal shelters and an economy of scale. The cities and tribe are vital partners in the Animal Services program in Santa Barbara County

Shelter –Based Partners

There are four non-profit organizations whose missions directly tie to assisting the animals cared for by Santa Barbara County Animal Services. These organizations work directly with shelter animals or provide resources to care for animals within the three County shelters. The types of assistance each provides may include direct animal care, veterinary medical care, volunteer management, adoption counseling, lost and found services, capital projects and much more. CAPA (Companion Animal Placement Assistance) has been dedicated to assisting the LaPAWS Lompoc Animal Shelter for over 30 years. ASAP (Animal Shelter Assistance Program) is based at the Santa Barbara Shelter and cares for over 1,000 cats each year including daily care, medical and behavior treatment. BUNS (Bunnies Urgently Needing Shelter) has cared for the rabbits and Guinea pigs at the Santa Barbara Shelter and does all of the daily husbandry, enrichment and adoption counseling along with educational programs about care for companion rabbits and Guinea pigs. The Santa Barbara County Animal Care Foundation was formed in 2002 to serve as a philanthropic partner and the organization helps with capital projects (the first one being the Santa Maria Animal Center), medical care, outreach and education, including a summer camp program and many special projects. These partners truly bring added value to the program and have been vital to the accomplishment of a high standard of care and live release rate.

Volunteers

Volunteers are vital members of our team at all three of our community animal shelters. Volunteers help with animal care, adoptions, lost and found, administrative assistance, medical care and assisting in spay and neuter clinics, with special events, fostering animals and much more. There is a new approach to the integration of volunteers in operations, working side-by-side with staff, which has enhanced these partnerships.

Non-Profit Partners

Animal Services also has partnerships with a variety of non-profit animal welfare organizations for animal transfers, provision of medical care, animal behavior modification and training, disaster response and collaboration on promotions and events. We formed the Responsible Pet Ownership Alliance which is comprised of organizations that provide affordable or free spay and neuter surgeries for owned pets within our communities and includes the three local humane societies.

The Animal Services Partnership Model contributes to the quality of life for people and animals in Santa Barbara County. By establishing and nurturing these relationships, Animal Services manages and minimizes the cost of animal control services, ultimately benefitting our contract cities, the tribe, and the taxpayers. We are committed to sustaining and furthering collaborative efforts in order to ensure public safety and quality care for animals.

SIXTH AMENDMENT TO AGREEMENT

between

COUNTY OF SANTA BARBARA

and

CITY OF BUELLTON

for

ANIMAL CONTROL SERVICES

Effective July 1, 2018

WHEREAS, the County of Santa Barbara, a political subdivision of the State of California (hereafter COUNTY), and the City of Buellton, a municipal corporation in Santa Barbara County (hereafter CITY), entered into an Agreement for Animal Control Services (hereafter Agreement), which became effective on July 1, 2011; and

WHEREAS, the County and City (collectively referred to as "parties") have amended the Agreement on five prior occasions (such amendments shall be referred to individually as the First Amendment, Second Amendment, Third Amendment, Fourth Amendment and Fifth Amendment); and

WHEREAS, the parties desire to further amend the Agreement to extend the term and adjust the compensation payable to COUNTY for services performed under the Agreement; and

WHEREAS, this Sixth Amendment incorporates the terms and conditions set forth in the Agreement, First Amendment, Second Amendment, Third Amendment, Fourth Amendment, and Fifth Amendment except as modified by this Sixth Amendment.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, COUNTY and CITY hereby agree to amend the Agreement as follows:

1. **Definitions.** Capitalized terms used in this Sixth Amendment, to the extent not otherwise defined herein shall have the same meanings as in the Agreement and subsequent amendments.
2. **Amendments.**

The Agreement is amended as follows:

3. NOTICES.

Any notice or consent required or permitted to be given under this Agreement shall be given to the respective parties in writing, by first class mail, postage prepaid, delivered as follows:

To COUNTY: Director of Animal Services
548 W. Foster Road
Santa Maria, CA 93455

To CITY: City Manager
City of Buellton
107 W. Highway 246
P.O. Box 1819
Buellton, CA 93427

or at such other address or to such other person that the parties may from time to time designate. Notices and consents under this section, which are sent by mail, shall be deemed to be received five (5) days following their deposit in the U.S. mail.

5. **TERM.** The term of this Agreement shall be from July 1, 2018, through June 30, 2020.
6. **COMPENSATION OF COUNTY.** For services rendered from the COUNTY-operated shelter in Lompoc between July 1, 2018 and June 30, 2019, CITY shall pay COUNTY \$39,939, billed in four equal quarterly payments of: \$9,984.25. For services rendered from the COUNTY-operated shelter in Lompoc between July 1, 2019 and June 30, 2020, CITY shall pay COUNTY \$40,538, billed in four equal quarterly payments of: \$10,134.50. Quarterly payments to COUNTY shall be made within thirty (30) days of receipt of invoice. Invoices shall be delivered to the CITY address specified in Section 3, NOTICES of Agreement.

10. REGULAR BUSINESS HOURS AND COUNTY HOLIDAYS.

Specific hours may change pending approval of shelter hours. However, the shelter will be open to the public no less than the following hours:

- 10.1 Open for office operations and kennel visitation:
 - Tuesday through Friday from 9:00 a.m. to 4:45 p.m.
 - Saturday from 10:00 a.m. to 3:45 p.m.

3. **Counterparts.** This Sixth Amendment may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

Sixth Amendment to Agreement for Animal Control Services between the **County of Santa Barbara** and the **City of Buellton**.

IN WITNESS WHEREOF, the parties hereto have executed this Sixth Amendment to be effective July 1, 2018.

COUNTY OF SANTA BARBARA

ATTEST:

Mona Miyasato
County Executive Officer
Clerk of the Board

By: _____
Deputy Clerk

COUNTY OF SANTA BARBARA:

By: _____
Chair, Board of Supervisors

Date: _____

RECOMMENDED FOR APPROVAL:

Van Do-Reynoso, MPH, PhD

By: _____
Department Head

APPROVED AS TO ACCOUNTING FORM:

Theodore A. Fallati, CPA
Auditor-Controller

By: _____
Deputy

APPROVED AS TO FORM:

Michael C. Ghizzoni
County Counsel

By: _____
Deputy County Counsel

APPROVED AS TO FORM:

Risk Management

By: _____
Risk Management

APPROVED:

Jan E. Glick, MS
Director of Animal Services
Public Health Department

By: _____

Sixth Amendment to Agreement for Animal Control Services between the **County of Santa Barbara** and the **City of Buellton**.

IN WITNESS WHEREOF, the parties hereto have executed this Sixth Amendment to be effective July 1, 2018.

CITY OF BUELLTON

By: _____
Marc Bierdzinski, City Manager

Date: _____

ATTEST:

By: _____
Linda Reid, City Clerk

APPROVED AS TO FORM:

By: _____
Stephen A. McEwen, City Attorney

Sixth Amendment to Agreement for Animal Control Services between the **County of Santa Barbara** and the **City of Buellton**.

IN WITNESS WHEREOF, the parties hereto have executed this Sixth Amendment to be effective July 1, 2018.

CITY OF BUELLTON

By: _____
Marc Bierdzinski, City Manager

Date: _____

ATTEST:

By: _____
Linda Reid, City Clerk

APPROVED AS TO FORM:

By: _____
Stephen A. McEwen, City Attorney

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: May 10, 2018

Subject: Acceptance of Public Waterline Easements (Flying Flags)

BACKGROUND

On March 20, 2014, the Planning Commission approved Resolution No. 14-04 for the Flying Flags Negative Declaration and Time Extension for the Final Development Plan. During the approval process, it was determined that the public waterline easements would be required for dedication. The project required extension and partial relocation of the public water main to serve the project site. The requirements were incorporated into the project's Conditions of Approval.

The developer has prepared the Grant of Easements for the public dedications. The public waterline easement legal description and exhibit are provided as Attachment 1.

All improvements have been completed and accepted. Staff has reviewed the legal documents and finds they are accurate and consistent with the improvement plans.

FISCAL IMPACT

The listing of this agenda item in itself will not have any fiscal impact on the City.

RECOMMENDATION

That the City Council accept the Grant of Easement dedication for public waterlines.

ATTACHMENTS

Attachment 1 – Grant of Easement – Waterline

Recording Requested by:
CITY OF BUELLTON
When Recorded Mail to:
City of Buellton
P.O. Box 1819
Buellton, CA 93427

APN: 137-200-085

No Fee Per Government Code 6103

GRANT OF EASEMENT (WATER)

FPA FLYING FLAGS ASSOCIATES, L.P., a California limited partnership, (hereinafter referred to as "Grantor") hereby grants to the City of Buellton, a municipal corporation within the County of Santa Barbara, State of California, and its successors and assigns (hereinafter referred to as "Grantee"), an easement and right-of-way for water purposes, together with the right to lay, construct, use, operate, maintain, reconstruct, alter, add to, repair, replace and remove underground pipelines, and appurtenances thereto, for the purpose of conveying water through, over, under and across the real property hereinafter described, together with the right to excavate and refill ditches and trenches for said pipelines and appurtenances, and the further right to vegetate or revegetate, remove trees, bushes, undergrowth and other obstructions interfering with the location, construction or maintenance of said pipelines and appurtenances in, on, over, under, across and along that certain property in the City of Buellton, County of Santa Barbara, State of California, described as follows:

See attached legal description, Exhibit "A"

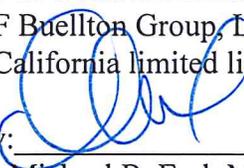
Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, deep rooting trees, earth fill or other structures including walls or fences with continuous footings on the above described real property.

Grantee, and its contractors, agents and employees shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed

by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

It is understood that each undersigned Grantor grants only that portion of the above described land in which said Grantor has an interest.

Grantor: EXECUTED this 13 day of APRIL, 2018.

FPA Flying Flags Associates, L.P.
a California limited partnership
By its General Partner:
GF Buellton Group, LLC
a California limited liability company
By: 
Michael B. Earl, Manager

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California)

County of Orange)

On April 13, 2018, before me, N. Mauriello, Notary Public, personally appeared MICHAEL B. EARL, who proved to me on the basis of satisfactory evidence to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



EXHIBIT A

Legal Description

Waterline Easement

A 10 foot wide waterline easement, being on a portion of Parcel 1, of Parcel Map 14,012 recorded August 8, 1991 in Book 47, at Page 28 of Parcel Maps, in the office of the County Recorder in the County of Santa Barbara, State of California, the centerline of which is more particularly described as follows:

Commencing at the most westerly corner of said Parcel 1, thence northeasterly along the northerly line of Parcel 1 North 60 degrees 13 minutes 17 seconds East, 583.93 feet to the True Point of Beginning;

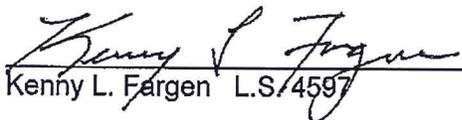
Thence leaving the said northerly line of Parcel 1 South 38 degrees 50 minutes 09 seconds East, 336.95 feet to the beginning of a tangent curve concave southwesterly and having a radius of 145.00 feet;

Thence along said curve through a central angle of 22 degrees 07 minutes 54 seconds and an arc length of 56.01 feet;

Thence North 75 degrees 29 minutes 28 seconds East, 15.53 feet to a point which bears South 21 degrees 28 minutes 54 seconds West, 289.79 feet from the southerly terminus of line labeled "South 39 degrees 02 minutes 44 seconds East, 213.85 feet" per said Parcel Map, said point being the Point of Terminus.

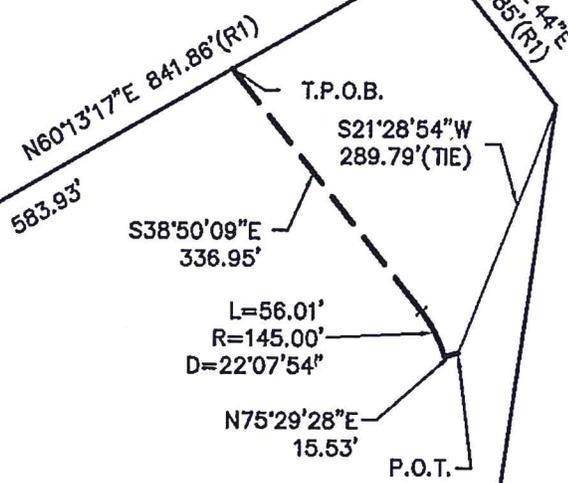
The sidelines of said strip to be shortened or prolonged to terminate at the northerly line of said Parcel 1.

(See attached Exhibit B made a part hereof)

 10-18-16
Kenny L. Fargen L.S. 4597 date

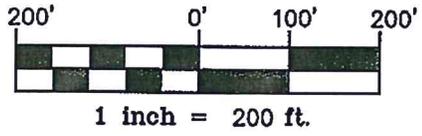


PARCEL 2
47 PM 28



HWY 101

PARCEL 1
47 PM 28



LEGEND

- T.P.O.B. TRUE POINT OF BEGINNING
- P.O.C. POINT OF COMMENCEMENT
- (R1) DENOTES RECORD DATA PER 47 PM 28
- P.O.T. POINT OF TERMINUS



2624 AIRPARK DRIVE
 SANTA MARIA, CA 93455
 PHONE: 805-934-5727
 FAX: 805-934-3448
 DATE: 12-28-15

EXHIBIT B

A 10 FOOT WIDE WATERLINE EASEMENT, BEING ON A PORTION OF PARCEL 1, AS SHOWN ON A MAP RECORDED IN BOOK 47, AT PAGE 28 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

WATER EASEMENT .DWG

CERTIFICATE OF ACCEPTANCE
AND CONSENT TO RECORDATION OF
EASEMENT GRANT DEED

This is to certify that the interest in real property conveyed by the Easement Grant Deed dated _____ from FPA Flying Flags Associates, L.P. to the City of Buellton, a municipal corporation of the State of California, is hereby accepted by the undersigned City Clerk on behalf of the City Council, pursuant to the action of the City Council at its meeting of _____ and the grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

City of Buellton

by _____
City Clerk

Legal Description

Waterline Easement

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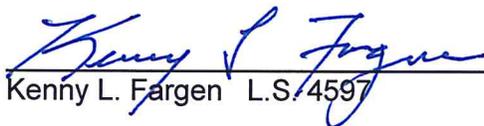
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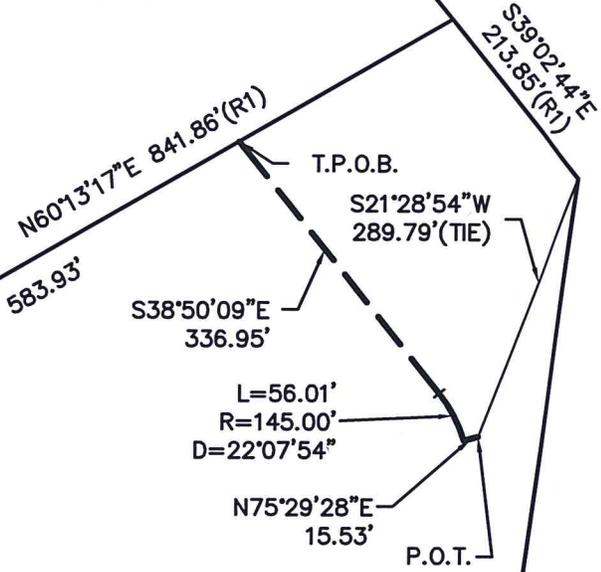
The sidelines of said strip to be shortened or prolonged to terminate at the northerly line of said Parcel 1.

(See attached Exhibit B made a part hereof)

 10-18-16
Kenny L. Fargen L.S. 4597 date

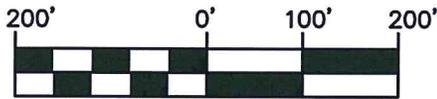
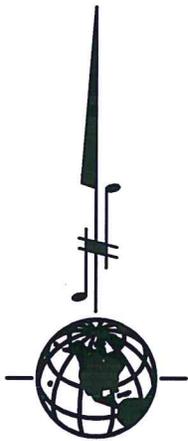


PARCEL 2
47 PM 28



HWY 101

PARCEL 1
47 PM 28



1 inch = 200 ft.

LEGEND

- T.P.O.B. TRUE POINT OF BEGINNING
- P.O.C. POINT OF COMMENCEMENT
- (R1) DENOTES RECORD DATA PER 47 PM 28
- P.O.T. POINT OF TERMINUS



2624 AIRPARK DRIVE
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 PHONE: 805-934-5727
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WATER EASEMENT .DWG

Recording Requested by:
CITY OF BUELLTON
When Recorded Mail to:
City of Buellton
P.O. Box 1819
Buellton, CA 93427

APN: 137-200-086

No Fee Per Government Code 6103

GRANT OF EASEMENT (WATER)

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See attached legal description, Exhibit "A"

Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, deep rooting trees, earth fill or other structures including walls or fences with continuous footings on the above described real property.

Grantee, and its contractors, agents and employees shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed

by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

It is understood that each undersigned Grantor grants only that portion of the above described land in which said Grantor has an interest.

Grantor: EXECUTED this 13 day of April, 2018.

FPA Flying Flags Associates, L.P.
a California limited partnership
By its General Partner:
GF Buellton Group, LLC
a California limited liability company

By: [Signature]
Michael B. Earl, Manager

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California)

County of Orange)

On April 13, 2018, before me, N. Mauriello, Notary Public, personally appeared MICHAEL B. EARL, who proved to me on the basis of satisfactory evidence to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)



EXHIBIT A

Legal Description

Waterline Easement

A 10 foot wide waterline easement, being on a portion of Parcel 2 of Parcel Map 14,102, recorded August 8, 1991 in Book 47, at Page 28 of Parcel Maps, in the office of the County Recorder in the County of Santa Barbara, State of California, the centerline of which is more particularly described as follows:

Commencing at the most southwesterly corner of said Parcel 2, thence northeasterly along the southerly line of Parcel 2, North 60 degrees 13 minutes 17 seconds East, 501.43 feet, thence leaving the said southerly line North 29 degrees 46 minutes 43 seconds West, 16.39 feet to an angle point on the centerline of a waterline easement recorded January 5, 1989 as Instrument No. 89-00874, said angle point being the northeast terminus of the course labeled "South 60 degrees 18 minutes 41 seconds West a distance of 443.0 feet" as described on said Instrument and the True Point of Beginning;

Thence North 60 degrees 47 minutes 30 seconds East, 80.02 feet to a point hereon known as Point A;

Thence North 60 degrees 47 minutes 30 seconds East, 78.57 feet;

Thence North 59 degrees 37 minutes 28 seconds East, 142.97 feet;

Thence North 06 degrees 19 minutes 58 seconds East, 32.09 feet;

Thence North 38 degrees 27 minutes 25 seconds West, 26.55 feet;

Thence North 39 degrees 03 minutes 02 seconds West, 128.54 feet;

Thence North 30 degrees 28 minutes 34 seconds East, 12.08 feet to a point on the easterly line of said Parcel 2, said point bears South 39 degrees 02 minutes 44 seconds East, 35.85 feet from the northerly terminus of line labeled "South 39 degrees 02 minutes 44 seconds East, 239.96 feet" as shown on said Parcel Map.

Together with a 10 foot wide waterline easement, the centerline of which is more particularly describes as follows:

Beginning at Point A, thence South 38 degrees 50 minutes 09 seconds East, 15.79 feet to the southerly line of said Parcel 2, said point bears North 60 degrees 13 minutes 17

seconds East 583.93 feet measured along said southerly line from the Point of Commencement.

The sidelines of said strips to be shortened or prolonged to terminate at the northeast and southeast lines of said Parcel 2.

(See attached Exhibit B made a part hereof)

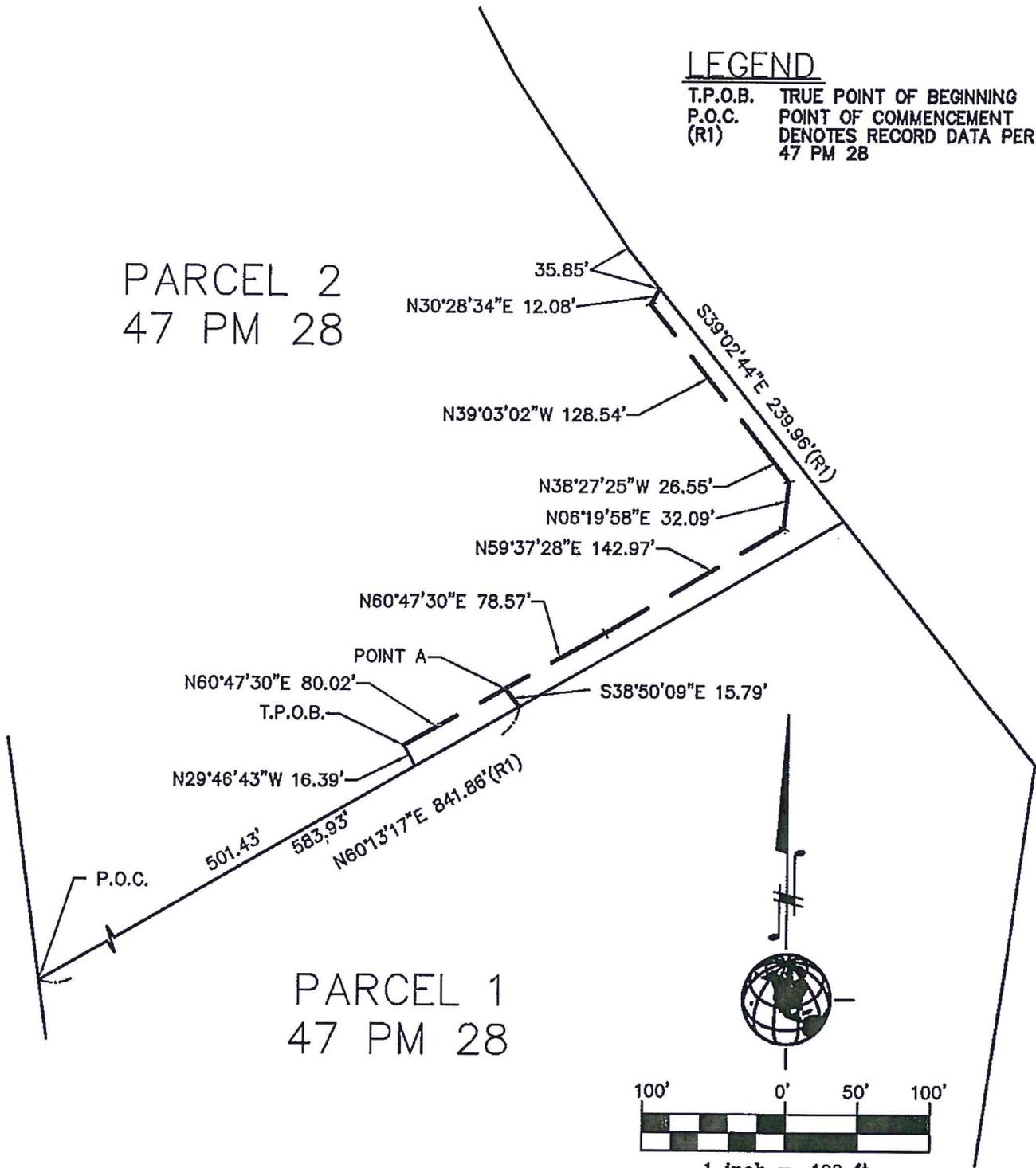
Kenny L. Fargen *10-18-16*
Kenny L. Fargen L.S. 4597 date



LEGEND

T.P.O.B. TRUE POINT OF BEGINNING
 P.O.C. POINT OF COMMENCEMENT
 (R1) DENOTES RECORD DATA PER
 47 PM 28

PARCEL 2
 47 PM 28



PARCEL 1
 47 PM 28



2624 AIRPARK DRIVE
 SANTA MARIA, CA 93455
 PHONE: 805-934-5727
 FAX: 805-934-3448
 DATE: 12-28-15

WATER EASEMENT .DWG

EXHIBIT B

A 10 FOOT WIDE WATERLINE EASEMENT, BEING ON A PORTION OF PARCEL 2, AS SHOWN ON A MAP RECORDED IN BOOK 47, AT PAGE 28 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

CERTIFICATE OF ACCEPTANCE
AND CONSENT TO RECORDATION OF
EASEMENT GRANT DEED

This is to certify that the interest in real property conveyed by the Easement Grant Deed dated _____ from FPA Flying Flags Associates, L.P. to the City of Buellton, a municipal corporation of the State of California, is hereby accepted by the undersigned City Clerk on behalf of the City Council, pursuant to the action of the City Council at its meeting of _____ and the grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

· City of Buellton

by _____
City Clerk

EXHIBIT A

Legal Description

Waterline Easement

A 10 foot wide waterline easement, being on a portion of Parcel 2 of Parcel Map 14,102, recorded August 8, 1991 in Book 47, at Page 28 of Parcel Maps, in the office of the County Recorder in the County of Santa Barbara, State of California, the centerline of which is more particularly described as follows:

Commencing at the most southwesterly corner of said Parcel 2, thence northeasterly along the southerly line of Parcel 2, North 60 degrees 13 minutes 17 seconds East, 501.43 feet, thence leaving the said southerly line North 29 degrees 46 minutes 43 seconds West, 16.39 feet to an angle point on the centerline of a waterline easement recorded January 5, 1989 as Instrument No. 89-00874, said angle point being the northeast terminus of the course labeled "South 60 degrees 18 minutes 41 seconds West a distance of 443.0 feet" as described on said Instrument and the True Point of Beginning;

Thence North 60 degrees 47 minutes 30 seconds East, 80.02 feet to a point hereon known as Point A;

Thence North 60 degrees 47 minutes 30 seconds East, 78.57 feet;

Thence North 59 degrees 37 minutes 28 seconds East, 142.97 feet;

Thence North 06 degrees 19 minutes 58 seconds East, 32.09 feet;

Thence North 38 degrees 27 minutes 25 seconds West, 26.55 feet;

Thence North 39 degrees 03 minutes 02 seconds West, 128.54 feet;

Thence North 30 degrees 28 minutes 34 seconds East, 12.08 feet to a point on the easterly line of said Parcel 2, said point bears South 39 degrees 02 minutes 44 seconds East, 35.85 feet from the northerly terminus of line labeled "South 39 degrees 02 minutes 44 seconds East, 239.96 feet" as shown on said Parcel Map.

Together with a 10 foot wide waterline easement, the centerline of which is more particularly describes as follows:

Beginning at Point A, thence South 38 degrees 50 minutes 09 seconds East, 15.79 feet to the southerly line of said Parcel 2, said point bears North 60 degrees 13 minutes 17

seconds East 583.93 feet measured along said southerly line from the Point of Commencement.

The sidelines of said strips to be shortened or prolonged to terminate at the northeast and southeast lines of said Parcel 2.

(See attached Exhibit B made a part hereof)

Kenny L. Fargen *10-18-16*
Kenny L. Fargen L.S. 4597 date



Recording Requested by:
CITY OF BUELLTON
When Recorded Mail to:
City of Buellton
P.O. Box 1819
Buellton, CA 93427

APN: 137-200-086

No Fee Per Government Code 6103

GRANT OF EASEMENT (WATER)

RTA BUELLTON HOTEL, LLC, a Delaware limited liability company, (hereinafter referred to as "Grantor") hereby grants to the City of Buellton, a municipal corporation within the County of Santa Barbara, State of California, and its successors and assigns (hereinafter referred to as "Grantee"), an easement and right-of-way for water purposes, together with the right to lay, construct, use, operate, maintain, reconstruct, alter, add to, repair, replace and remove underground pipelines, and appurtenances thereto, for the purpose of conveying water through, over, under and across the real property hereinafter described, together with the right to excavate and refill ditches and trenches for said pipelines and appurtenances, and the further right to vegetate or revegetate, remove trees, bushes, undergrowth and other obstructions interfering with the location, construction or maintenance of said pipelines and appurtenances in, on, over, under, across and along that certain property in the City of Buellton, County of Santa Barbara, State of California, described as follows:

See attached legal description, Exhibit "A"

Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, deep rooting trees, earth fill or other structures including walls or fences with continuous footings on the above described real property.

Grantee, and its contractors, agents and employees shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed

by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

It is understood that each undersigned Grantor grants only that portion of the above described land in which said Grantor has an interest.

Grantor: EXECUTED this 13 day of APRIL, 2018.

RTA BUELLTON HOTEL, LLC
a Delaware limited liability company

By: [Signature]
Michael B. Earl, Vice President

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

State of California)

County of Orange)

On April 13, 2018, before me, N. Mauriello, Notary Public, personally appeared MICHAEL B. EARL, who proved to me on the basis of satisfactory evidence to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)

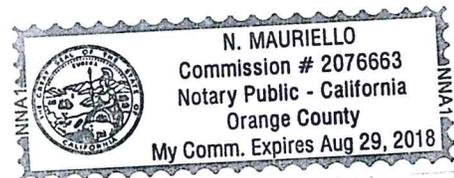


EXHIBIT A

Legal Description

Waterline Easement

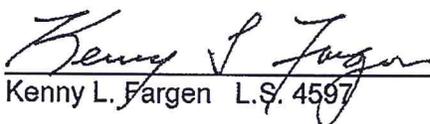
A 10 foot wide waterline easement, being on a portion of the property described in 2016-0015812 of official records in the County of Santa Barbara, State of California, the centerline of which being more particularly described as follows:

Commencing at an angle point in the easterly line of Parcel 2 of Parcel Map 14,012, recorded August 8, 1991 in Book 47, at Page 28 of Parcel Maps of said County, said angle point being the northerly terminus of the line labeled "South 39 degrees 02 minutes 44 seconds East as shown on said Parcel Map; thence along the northeasterly line of said Parcel 2, South 39 degrees 02 minutes 44 seconds East, 35.85 feet to the True Point of Beginning;

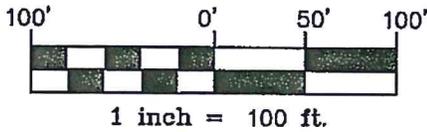
Thence leaving said northeasterly line North 30 degrees 26 minutes 40 seconds East, 35.60 feet to the Point of Terminus.

The sidelines of said strip to be shortened or prolonged to terminate at the said northeasterly line of Parcel 2.

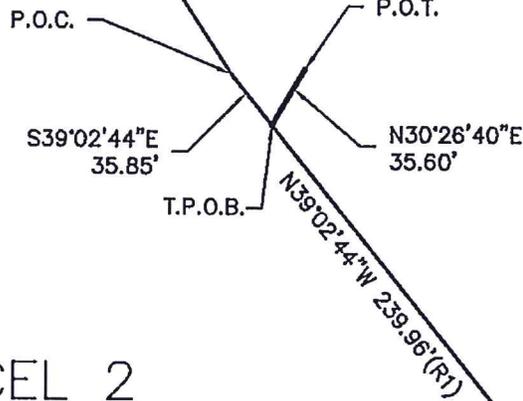
(See attached Exhibit B made a part hereof)

 10-18-16
Kenny L. Fargen L.S. 4597 date





3.295 ACRES
2016-0015812
OF O.R.



PARCEL 2
47 PM 28

PARCEL 1
47 PM 28

HWY 101

LEGEND

- P.O.C. POINT OF COMMENCEMENT
- T.P.O.B. TRUE POINT OF BEGINNING
- P.O.T. POINT OF TERMINUS
- (R1) DENOTES RECORD DATA PER 47 PM 28



2624 AIRPARK DRIVE
SANTA MARIA, CA 93455
PHONE: 805-934-5727
FAX: 805-934-3448
DATE: 12-28-15

EXHIBIT B

A 10 FOOT WIDE EASEMENT FOR WATERLINE PURPOSES,
BEING ON A PORTION OF THE PROPERTY DESCRIBED IN
2016-0015812 OF OFFICIAL RECORDS IN THE COUNTY OF
SANTA BARBARA, STATE OF CALIFORNIA

water easement2 .DWG

CERTIFICATE OF ACCEPTANCE
AND CONSENT TO RECORDATION OF
EASEMENT GRANT DEED

This is to certify that the interest in real property conveyed by the Easement Grant Deed dated _____ from RTA Buellton Hotel, LLC to the City of Buellton, a municipal corporation of the State of California, is hereby accepted by the undersigned City Clerk on behalf of the City Council, pursuant to the action of the City Council at its meeting of _____ and the grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

City of Buellton

by _____
City Clerk

EXHIBIT A

Legal Description

Waterline Easement

A 10 foot wide waterline easement, being on a portion of the property described in 2016-0015812 of official records in the County of Santa Barbara, State of California, the centerline of which being more particularly described as follows:

Commencing at an angle point in the easterly line of Parcel 2 of Parcel Map 14,012, recorded August 8, 1991 in Book 47, at Page 28 of Parcel Maps of said County, said angle point being the northerly terminus of the line labeled "South 39 degrees 02 minutes 44 seconds East as shown on said Parcel Map; thence along the northeasterly line of said Parcel 2, South 39 degrees 02 minutes 44 seconds East, 35.85 feet to the True Point of Beginning;

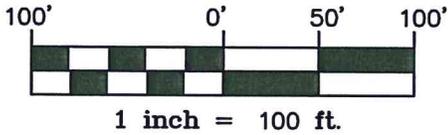
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The sidelines of said strip to be shortened or prolonged to terminate at the said northeasterly line of Parcel 2.

(See attached Exhibit B made a part hereof)

 10-18-16
Kenny L. Fargen L.S. 4597 date





3.295 ACRES
2016-0015812
OF O.R.

P.O.C.

P.O.T.

S39°02'44"E
35.85'

N30°26'40"E
35.60'

T.P.O.B.

N39°02'44"W 239.96'(R1)

PARCEL 2
47 PM 28

HWY 101

LEGEND

- P.O.C. POINT OF COMMENCEMENT
- T.P.O.B. TRUE POINT OF BEGINNING
- P.O.T. POINT OF TERMINUS
- (R1) DENOTES RECORD DATA PER 47 PM 28

PARCEL 1
47 PM 28



2624 AIRPARK DRIVE
SANTA MARIA, CA 93455
PHONE: 805-934-5727
FAX: 805-934-3448
DATE: 12-28-15

EXHIBIT B

A 10 FOOT WIDE EASEMENT FOR WATERLINE PURPOSES,
BEING ON A PORTION OF THE PROPERTY DESCRIBED IN
2016-0015812 OF OFFICIAL RECORDS IN THE COUNTY OF
SANTA BARBARA, STATE OF CALIFORNIA

water easement2 .DWG

CITY OF BUELLTON
City Council 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: May 10, 2018

Subject: Discussion and Direction Regarding the City-Owned Property at
480 Central Avenue

BACKGROUND

In January of this year, the City Council directed staff to investigate the use of 480 Central Avenue as a public parking lot. This included a parking layout and construction cost estimate along with parking revenue case studies prepared by Kosmont Companies (Kosmont). Attached are the following documents:

- Attachment 1 – An economic analysis of a 19 space parking lot prepared by Kosmont
- Attachment 2 – A conceptual parking lot layout
- Attachment 3 – A cost estimate for constructing the parking lot

Kosmont provided the following research on parking revenues from other cities.

There are plenty of case studies across the state, but among the most relevant examples we saw:

1. *City of Solvang*
 - a. *Parking in-lieu fee: \$12,376 one-time fee (alternative for developers to providing on-site parking)*
 - b. *(Free parking on streets and lots)*

2. *City of San Luis Obispo*
 - a. *Parking in-lieu fee: \$19,070 one-time fee*
 - b. *Monthly meter permits for \$40 / month*
 - c. *(Above is separate from street meters, metered lots, structures, residential street permits)*

3. *City of Santa Barbara*
 - a. *Monthly lot permits range from \$40-\$70 / month in their commuter lots to \$100-\$160 / month in their downtown lots*
 - b. *(Above is separate from street meters, metered lots, structures, residential street permits)*
4. *Isla Vista Recreation & Park District (Goleta, CA)*
 - a. *Monthly lot permits for \$100 / month (District-owned lots)*

The approach of the parking in-lieu fee is to encourage new development and be more economical for a developer than building parking on-site, but to be high enough so that the City is adequately compensated. The monthly permit rates (similar to meter and structured parking rates) are market based, and typically higher for dense, more pedestrian-oriented areas. As in the case of San Luis Obispo, there is no reason why both (or other) approaches can't be implemented at the same time (once there is sufficient demand).

The parking in-lieu fee has some similarity (versus monthly metering) to our potential DOR-approach, but instead of paying a one-time parking in-lieu fee, a Developer would instead actually fund/construct the City's desired infrastructure improvement(s), as an example.

In Attachment 1, Kosmont used a \$50 monthly charge per space. The yearly income would be \$11,400 to the City. The \$50 per space charge represents an 8.5% return on the site improvement costs.

Attachment 2 shows a suggested parking layout with 19 spaces. It also provides a walkway and privacy fence for the residences to the south. Access would be from the existing alley. The total construction cost is estimated at \$280,000 (Attachment 3). Preparation of bid plans would cost approximately \$27,900.

RECOMMENDATION

That the City Council provide direction to staff regarding adding the 480 Central property to the Fiscal Year 2018-19 Capital Improvement Program as a parking lot.

ATTACHMENTS

- Attachment 1 – Parking Economic Analysis
- Attachment 2 – Conceptual Parking Lot Layout
- Attachment 3 – Parking Lot Cost Estimate

Project Description

Public Parking		Community Benefit Commentary
Public Parking	19 spaces	Potential lease revenue to City and/or utilization in DOR program, providing off-site parking for Avenue commercial uses

Notes:

0.26 acre parcel (11,300 SF)

Zoned RM-16 (multifamily residential - 16 DU / acre)

Parking could alternatively be utilized within DOR program where Avenue property developer pays for parking improvements on 480 Central in exchange for reduction in on-site parking requirement



The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis.

160111 Sepulveda Blvd. #362, Manhattan Beach, CA 90266 | (424) 297-1070 | www.kosmont.com

Long-Term Parking Revenues

Potential Parking Revenues	
Estimated Annual Gross Fiscal Impact to City	\$11,400
30-Year Nominal Total	\$542,360
30-Year Present Value (6% discount rate)	\$219,408



The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis.

1601 N. Sepulveda Blvd. #362, Manhattan Beach, CA 90265 | (424) 297-1070 | www.kosmont.com

Annual Parking Revenue Analysis

Potential parking available on Site	19 spaces
Potential monthly charge per space to Avenue businesses	\$50
Total monthly parking revenue	\$950
Potential Annual Parking Revenue	\$11,400

Notes:

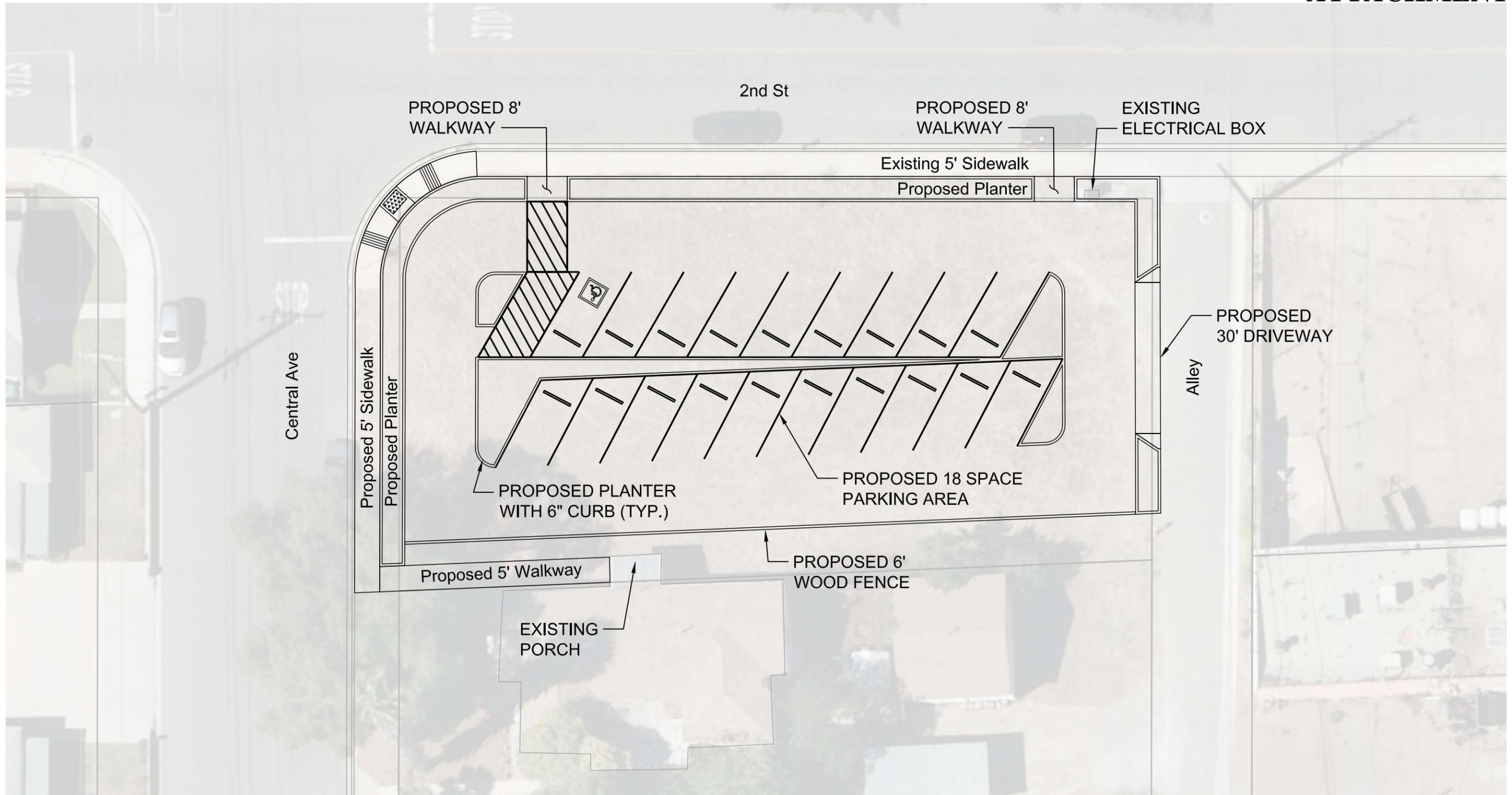
Parking could alternatively be utilized within DOR program where Avenue property developer pays for parking improvements on 480 Central in exchange for reduction in on-site parking requirement

\$50 per space per month represents ~8.5% return on site improvements costs for parking



The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis.

160171, Sepulveda Blvd. #362, Manhattan Beach, CA 90265 | (424)297-1070 | www.kosmont.com

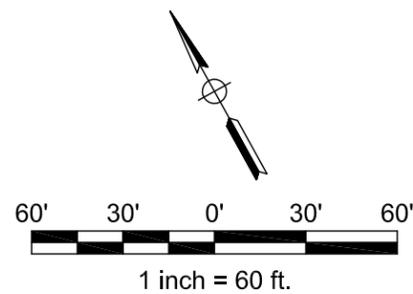


P:\CIBUE Buellton\BC000\AOF Specific Plan\CAD\480 Central Parking Lot\480 Central Parking Lot.dwg

Fri 30 Jun 17 03:59:42 PM



201 Industrial Way
Buellton, CA 93427
Phone: 805-688-5200
www.mnsengineers.com



18	STANDARD SPACES
1	ADA SPACE
19	TOTAL SPACES

CITY OF BUELLTON
Concept Parking Lot at 480 Central Ave

WORK ORDER NO.
BC000
SHEET **1**
OF **1** SHEETS

ENGINEER'S ESTIMATE CITY OF BUELLTON Concept Parking Lot at 480 Central Ave

BID SCHEDULE

ENGINEER'S ESTIMATE

ITEM	ITEM DESCRIPTION	UNIT	EST QTY
1	Mobilization, Bonds & Insurance	LS	1
2	Project Safety & Traffic Control Plan	LS	1
3	Stormwater Management	LS	1
4	Clearing and Grubbing	LS	1
5	Earthwork	CY	1,300
6	Adjust Utility Box	EA	5
7	Remove PCC Curb and Gutter	LF	40
8	Install PCC Driveway Approach	SF	135
9	Install PCC Curb and Gutter	LF	40
10	Install PCC Sidewalk	SF	920
11	Install PCC Curb	LF	1,030
12	Install Crushed Aggregate Base	TN	340
13	Install AC Pavement (Type A)	TN	260
14	Install Pavement Markings	SF	300
15	Install Landscaping	LS	1
16	Install Wood Fence	LF	160

UNIT PRICE	ITEM TOTAL
\$30,000.00	\$30,000.00
\$4,000.00	\$4,000.00
\$6,000.00	\$6,000.00
\$7,000.00	\$7,000.00
\$35.00	\$45,500.00
\$200.00	\$1,000.00
\$40.00	\$1,600.00
\$30.00	\$4,050.00
\$65.00	\$2,600.00
\$15.00	\$13,800.00
\$50.00	\$51,500.00
\$100.00	\$34,000.00
\$200.00	\$52,000.00
\$8.00	\$2,400.00
\$5,000.00	\$5,000.00
\$120.00	\$19,200.00

Add 5% Contingency:

\$13,982.50

TOTAL BID SCHEDULE ESTIMATE :

\$279,650.00