CITY COUNCIL REGULAR MEETING

JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY

TUESDAY, MAY 6, 2025

5:30 PM

AGENDA
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY

City Council Regular Meeting - Tuesday, May 6, 2025
5:30 PM

THIS MEETING WILL BE HELD VIRTUALLY AND IN PERSON, IS COMPLIANT WITH ASSEMBLY BILL ("AB") 2449, SIGNED INTO LAW ON SEPTEMBER 13, 2022, WHICH AMENDS GOVERNMENT CODE SECTION 54953 TO PROVIDE AUTHORITY FOR PUBLIC AGENCIES TO CONTINUE TO HOLD VIRTUAL MEETINGS AND REMAIN IN COMPLIANCE WITH THE BROWN ACT (GOV. CODE §§ 54950 ET SEQ.).
TO PARTICIPATE IN THE ZOOM COUNCIL WEBINAR LIVE:

https://us02web.zoom.us/j/88349100938

Webinar ID: 883 4910 0938

To participate telephonically by calling the number below:
(669) 900-6833

Webinar ID: 883 4910 0938#

If prompted to enter a participant ID, press #

TO PARTICIPATE IN PERSON:
City Hall Council Chamber
1 Pendergrass Way
Sand City, CA

How to submit written Public Comments:
If any member of the public would like to provide written comments at the meeting, please do as set forth below.

Written: All comments received before 8:00 am the day of the meeting will be posted on the City's website as "Correspondence" under the relevant agenda item and provided to the City Council members at the meeting. Please email your comments to: cityclerk@sandcityca.org.

Read Aloud During the Meeting: Email your comments to cityclerk@sandcityca.org. When the Mayor opens the public comment period for the relevant agenda item; please indicate the agenda item and title in your email subject line. If you want your comment read aloud, prominently write "Read Aloud at Meeting" at the top of the email and your comments will be read into the record (not to exceed three minutes at staff's cadence).

DURING EACH MEETING, members of the public may participate by calling and speaking live during the designated time(s), subject to time limits that may be imposed pursuant to the Brown Act at the number provided above. Please use the "raise your hand" option on Zoom, and the City Clerk will call on your name.

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1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, AND CITY MANAGER

4. COMMUNICATIONS

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency. The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

5. CONSENT CALENDAR

The Consent Agenda consists of routine items for which City Council approval can be taken with a single motion and vote. A Council member may request that any item be placed on the Regular Agenda for separate consideration.

5A. Approve the City Council Special Meeting and Regular Meeting Minutes for April 15, 2025
Draft Minutes

5B. Approve a Mural on the East Wall of the Salvation Army Building - 800 Scott Street (APN 011-186-027)
Staff Report
Application

5C. Approve a Resolution Authorizing a Two-Year Service Agreement for Financial Auditing Services by CliftonLarsonAllen, LLP for Fiscal Year 2024-2025 and Fiscal Year 2025-2026 at a Cost not to Exceed $119,000
Staff Report
Resolution
CLA Cost Proposal

5D. Acceptance of City/Successor Agency Financial Reports from February 2025
Staff Report
Sand City Cash Receipt Report
Sand City Check Report
Sand City Successor Agency Revenue Report

6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

7. PRESENTATION

7A. CalAm Facility Update: Josh Stratton

8. PUBLIC HEARING

8A. First Reading of an Ordinance of the City of Sand City Adding Chapter 15-09 to Designate the Fire Hazard Severity Zone(s)
Staff Report
Fire Hazard Severity Map
Draft Ordinance

9. NEW BUSINESS

9A. Approve a Resolution Approving Special Event Permit 25-02 or the Bicycle Criterium on July 20, 2025 in the West End District
Staff Report
Traffic Control Plan
Resolution

10. COMMENTS BY COUNCILMEMBERS ON ITEMS OF INTEREST TO SAND CITY

11. ADJOURNMENT

The current agenda is available in PDF format on our website at:
www.sandcity.org

If you have a request for a disability-related modification or accommodation, including auxiliary aids or services, which will allow you to participate in a Sand City public meeting, please call the City Clerk at (831) 394-3054 extension 220, or give your written request to the City Clerk at 1 Pendergrass Way, Sand City, CA 93955 at least 48 hours prior to the scheduled meeting to allow the City Clerk time to arrange for the requested modification or accommodation.

AGENDA ITEM
5A.

Approve the City Council Special Meeting and Regular Meeting Minutes for April 15, 2025

MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY

City Council Special Meeting - Tuesday, April 15, 2025 4:00 PM

As allowed by Assembly Bill AB 2449, this meeting was conducted in person and by teleconference.

Mayor Carbone called the meeting to order at 4:03 PM.

1. ROLL CALL

Present: Mayor Carbone
Councilmember Adams
Councilmember Diaz
Councilmember Sofer

Absent: Vice Mayor Blackwelder

Staff: City Manager Vibeke Norgaard
City Attorney Adam Lindgren
City Clerk Kerry Lindstrom

2. COMMUNICATIONS

No public comment.

3. CLOSED SESSION

No public comment.

City Council/Successor Agency Board to adjourn to Closed Session regarding:

3A. Conference with labor negotiators pursuant to Government Code Section 54957.6. Negotiators: Vibeke Norgaard, City Manager, Adam Lindgren, City Attorney, and Che Johnson, Attorney. Employee Organization: Police Officers Association

3B. Conference with labor negotiators pursuant to Government Code Section 54957.6. Negotiators: Vibeke Norgaard, City Manager and Adam Lindgren, City Attorney. Employees: Unrepresented Employees Negotiation

3C. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with California Government Code Section 54957.1

City Attorney Adam Lindgren reported the Council received updates and provided direction. No reportable action was taken.

4. ADJOURNMENT

Council adjourned the meeting at 4:46 PM.

_____
Kerry Lindstrom, City Clerk

MINUTES
JOINT SAND CITY COUNCIL AND SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY

City Council Regular Meeting - Tuesday, April 15, 2025
5:30 PM

As allowed by Assembly Bill AB2449, this meeting was conducted in person and by teleconference.

Mayor Carbone called the meeting to order at 5:30 PM.

1. ROLL CALL

Present: Mayor Carbone
Councilmember Adams
Councilmember Diaz
Councilmember Sofer

Absent: Vice Mayor Blackwelder

Staff: City Manager Vibeke Norgaard
City Attorney Adam Lindgren
Finance Manager Jennifer Pope
Planning Services, Brian Foucht
City Clerk Kerry Lindstrom

2. PLEDGE OF ALLEGIANCE

Councilmember Sofer led the Pledge of Allegiance.

3. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, AND CITY MANAGER

Mayor Carbone announced:

- A written Mayor's report will be provided at the next City Council meeting.
- The MST SURF! line was approved and received funding. A groundbreaking ceremony will be soon.

City Manager Vibeke Norgaard announced:

- The State issued a new Fire Hazard Severity Zone map for the City of Sand City. Local agencies are required to designate the Fire Hazard Severity Zones by ordinance and will be brought to Council at a later date.
- Special shout out to Fred Meneses for obtaining a storm water certificate from the American Public Works Association. This helps the City meet training requirements for the storm water permit.
- For the month of February, the Desal Plant produced zero acre feet due to a motor failure in well number 2. Josh Stratton will attend the next City Council meeting and provide an update to Council.

4. COMMUNICATIONS

Public comment received from Brian Clark.

5. CONSENT CALENDAR

No public comment received.

Upon motion by Councilmember Diaz and seconded by Councilmember Sofer, Council voted 4-0-1, Vice Mayor Blackwelder absent, to approve the Consent Calendar.

5A. Approved the City Council Special Meeting and Regular Meeting Minutes for February 24, 2025.

5B. Held a second reading and adopted Ordinance SC 25-02 approving the second amendment to the development agreement by and between the City of Sand City and DBO Development No. 30, LLC relating to the development commonly known as the South of Tioga Project.

5C. Approve a Resolution Approving SP 25-001 to Allow the Establishment of a Solar Panel Array in the Rear Yard of 501 California Avenue; (APN 011-189-017); Brandt. ***Item 5C was pulled and moved to "Consideration of Items Pulled From the Consent Calendar" and became Item 6A.***

5D. Received 2024 General Plan and Housing Element Annual Progress Reports.

5E. Approved Resolution SC 25-13 authorizing contract services with Foster & Foster Actuaries and Consultants to perform actuarial valuation services for Fiscal Year Ending June 30, 2025, and CalPERS cost-sharing plans in an amount not to exceed $25,600.

5F. Accepted the City/Successor Agency Financial Reports from January2025.

6. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

6A. Approve a Resolution Approving SP 25-001 to Allow the Establishment of a Solar Panel Array in the Rear Yard of 501 California Avenue; (APN 011-189-017); Brandt

Councilmember Sofer recused due to a conflict of interest living within 500' of 501 California Avenue (APN 011-189-017).

Public comment received from Brian Clark.

Upon motion by Councilmember Diaz and seconded by Councilmember Adams, Council voted 3-0-1-1, Vice Mayor Blackwelder absent and Councilmember Sofer recused, to approve Resolution SC 25-12 approving SP 25-001 to allow the establishment of a solar panel array in the rear yard of 501 California Avenue (APN 011-189-017.

7. PRESENTATION

7A. West End Celebration Update: Event Santa Cruz

No public comment received.

Received West End Celebration Update from Event Santa Cruz, Matthew

Swinnerton and Nadja De Maeseneer.

8. PUBLIC HEARING

None.

9. NEW BUSINESS

9A. Approve a Resolution Approving Conditional Use Permit CUP 25-001 to Establish Coffee Roastery and Bakery Uses Including Deliveries, Storage, Production, Packaging, Wholesale Distribution and Exterior, Ancillary Retail Sale of Finished Products via a Walkup Window; Site Plan Approval for Ancillary Parking, Loading, Trash Storage, and Private Plaza Improvements; 1793 Catalina Street (APN 011-243-004) Applicant/Owner: Greg and Sandy Wilson

Public comment received from Brian Clark, Luis Jimenez, Greg Wilson, and Jon Rasmussen.

Upon motion by Councilmember Sofer and seconded by Councilmember Diaz, Council voted 4-0-1, Vice Mayor Blackwelder absent, to approve Resolution SC 25-14 approving Conditional Use Permit CUP 25-001 to establish coffee roastery and bakery uses including deliveries, storage, production, packaging, wholesale distribution and exterior, ancillary retail sale of finished products via a walkup window; site plan approval for ancillary parking, loading, trash storage, and private plaza improvements; 1793 Catalina Street (APN 011-243-004) Applicant/Owner: Greg and Sandy Wilson.

9B. Approve a Resolution Approving the City's Fiscal Year 2024-25 General Employees Salary Schedule

Public comment received from Brian Clark.

Upon motion by Councilmember Sofer and seconded by Councilmember Diaz, Council voted 4-0-1, Vice Mayor Blackwelder absent, to approve Resolution SC 25-15 approving the City’s Fiscal Year 2025-25 General Employees Salary Schedule.

9C. Approve a Resolution Adopting the Proposed Five-Year Capital Improvement Plan for Fiscal Years 24-25 Through 28-29 and Approve the Capital Improvement Budget for Fiscal Year 24-25

Public comment received from Brian Clark.

Upon motion by Councilmember Sofer and seconded by Councilmember Diaz, Council voted 4-0-1, Vice Mayor Blackwelder absent, to approve Resolution SC 25-16 adopting the proposed five-year Capital Improvement Plan for Fiscal Years 24-25 through 28-29 and approve the Capital Improvement Budget for Fiscal Year 25-25.

9D. Discussion and Direction Regarding the Sand City we.Mural Festival 2025

Public comment from Brian Clark.

Upon motion by Councilmember Sofer and seconded by Councilmember Adams, Council voted 4-0-1, Vice Mayor Blackwelder absent, directed staff to:

1. Fund a 2025 commissioned mural by artist Leon Keer on the Graniterock property if Graniterock agrees; and
2. Have a backup option, instead of a mural festival, do a Maintenance year in 2025, curating the existing murals and developing materials to promote them.

10. COMMENTS BY COUNCILMEMBERS ON ITEMS OF INTEREST TO SAND CITY

- Mayor Carbone and Councilmember Sofer attended the Civic Well Conference in Yosemite.
- Councilmember Adams attended the groundbreaking ceremony of the Campus Town Project in the City of Seaside.

11. ADJOURNMENT

Council adjourned the meeting at 7:57 PM.

_____

Kerry Lindstrom, City Clerk

AGENDA ITEM
5B.

Approve a Mural on the East Wall of the Salvation Army Building - 800 Scott Street (APN 011-186-027)

City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Councilmembers
FROM: Vibeke Norgaard, City Manager; Brian Foucht, Contract Planner (EMC)
SUBJECT: Recommendation Regarding Mural on East Wall of Salvation Army Building; 800 Scott Street (APN 011-186-027)
DATE: May 6, 2025

BACKGROUND/DISCUSSION:
Captain Ashley Koebel of the Salvation Army (Applicant) has submitted an application for the City's review of a mural for the Sabu Shake Sr and Family Good Samaritan Center at 800 Scott Street in Sand City. (Att. 1). ON April 29, 2025, the Arts Committee reviewed the application and is recommending to the Council that they approve the mural.

The City's Art Policy (May 2020) governs murals on private property. The Art Policy section governing murals not sponsored by the City (section 6.B states) that any Sand City private property owner wishing to install a mural at his/her own expense, but which will be visible from any public place within the City, shall submit a written description of the proposed mural to the City Manager, including the following information ("Application"):

a. Proposed location of the artwork, including which wall on the location.
b. Photo, plans, model or other visual representation of proposed artwork.
c. Description of the artwork, including dimensions, and color.
d. Name of Artist and if possible, Artist's biography.
e. Documented approval by building owner.

The proposed mural, entitled "*Blessings From Above*" (Attachment 1) will be 167' L x 26' H, covering the majority of the east wall on Shake Avenue in three sections. The artist is Nick "Ninja Picasso" Burns, a multi-disciplinary visual and performing artist from Greenville SC that uses the tag NJAP (N* Jah P) meaning "Not Just a painting." Nick began his career at the early age of 5 playing drums at a Baptist church and drawing on the back of sermon programs. As a young kid, he was inspired by the 80s films *Breakin'* and *Beat Street* and later became a caricature artist and teaching performance artist in Greenville for 15 years. Nick's art journey started in 2012, but became his full-time passion in 2018 after gaining a residency in West Greenville.
https://artcentergreenville.org/studio-artists/nick-burns/

The City's Planning Department has reviewed the Application in consideration of any applicable City ordinances (e.g., sign and design review requirements).

Zoning Ordinance Requirements

It is not possible to calculate the surface area to be used in determining the acceptable size for the mural pursuant to Sand City Municipal Code 18.66.040(A). Therefore, given the artistic nature of the mural, the City Manager has determined that size limitations referenced in Municipal Code Section 18.66.040(A) do not apply to this project.

Mural Design and Content

The planning department notes the following with respect to design concepts and graphical narrative.

Mural Size 167' x 26'

Sand City Municipal Code 18.66.010 defines a "Sign" as "…*any structure, symbol, display, device or painting on or in any other manner making representation on or attached to the land, building(s), structure(s) or part thereof. Such structures, displays, symbols, devices or paintings include but are not limited to letters, numbers, words, illustrations, decorations, emblems, trademarks and lights…".*

It is not possible to calculate the surface area to be used in determining the acceptable size for the mural pursuant to Sand City Municipal Code 18.66.040(A). Therefore, given the artistic nature of the mural the City Manager has determined that size limitations referenced in Municipal Code Section 18.66.040(A) do not apply to this application.

Mural Graphical Narrative

The arts policy requires that the Arts Committee review the Application and any recommendations from City Planning Department "to ensure the proposed mural does not include subject matter that is apparent representation of violence, inappropriate nudity, denigration of individuals or cultures, or desecration of significant cultural symbols." The following are notes prepared by the artist expressing themes consistent with images presented:

Mural Section A

"Large, brand standard painted shield (with white background for visibility) Group of volunteers assisting in Food Box preparation and distribution Clothing on washline (sic), represent clothing services provided to unhoused."

Background: The white background was added to honor the national brand standard around the shield. The rest of the painted background is an ocean view, which includes clouds and birds representative of the local scenery (sic) at the Good Samaritan location

in Sand City, CA. Addtionally (sic), the geometric designs are added for artistic continuity between multiple frames.

Mural Section B

Sabu Shake Sr. is depicted in this rendering. He is known for his charity in Monterey County and beyond. The Good Samaritan Center was previously renamed "The Sabu Shake Sr. and Family Good Samaritan Center to honor his legacy and the continued charity of his sons (Chris Shake and JR Shake) in providing vast annual support to the Monterey Peninsula Corps and its programs. Sabu Sr is depicted holding out a plate full of food because he is known for making his business in the restaurant industry but even more than that he is known for having always provided free plates of food for those in greatest need. His name, birth and dates of passing are included.

Background: the oceanic view continues with more birds, clouds and the sunrise, again indicative of the tremendous beauty of this locality.

Mural Section C

Clothing and steam continues the image of laundry services provides (sic) at the Center, already seen in Section A;

Envelopes represent the mailing services that the center provides, clients with no home address can receive mail at this location);

Showerhead represents shower services provided. From a distance, the water can be mistaken as a rainy part of the scenic background;

Faith is a large part of Sabu Shake Sr.'s legacy. The image of the person in prayer is representative of the power of faith that is behind every service offered.

The Planning Department advises that that the mural graphical narrative does not include subject matter that is apparent representation of violence, inappropriate nudity, denigration of individuals or cultures, or desecration of significant cultural symbols.

CEQA:
The proposed project is categorically exempt from CEQA pursuant to CEQA Guideline Section 15301 – Existing Facilities as the project is a minor alteration of the existing building involving no increase in intensity of use or expansion of the existing use.

FISCAL IMPACT:
No fiscal impact.

RECOMMENDATION:
Staff recommends that the Council approve the mural represented in Attachment 1.

ATTACHMENTS:

1. Application – mural program

William Booth
Founder

Lyndon Buckingham
General

Commissioner Doug Riley
Territorial Commander

Major Darren Norton
Major Mary Norton
Divisional Leaders

Captain Ashley Koebel
Captain J. Koebel
Corps Officers

Advisory Board
Tammy R. Jones – Chair
Frederica Jones– Vice Chair
Robert Jensen - Treasurer

Morley Brown | Life Member
Kenneth Brown
Vera Coleman
Jackie Craghead
Wayne Downey
Ramsin Ganji
John Laughton
Douglas Lee
Judy Proud
Daniel Silverie III
Christine Sinnott
Florence Speck
Brenda Thomas
Yvonne Thomas
Amy Treadwell
Ruthie Watts
Ron Weitzman
Kennedy White

MONTEREY PENINSULA CORPS

Sand City, City Manager

1 Pendergrass Way

Sand City, CA 93955

Re: Private Property Mural Proposal

Vibeke Norgaard,

Thank you for your previous instruction on submitting requests for the installation of a mural on private property. This letter serves as such as request for The Salvation Army's property at 800 Scott Street, Sand City 93955.

The Salvation Army's Sabu Shake Sr & Family Good Samaritan Center provides services to those experiencing homelessness and other low income individuals within the Peninsula.

After considering taking part in the Sand City Mural Festival, an incredible supporter, Chris Shake, offered to donate a private mural that reflected the services provided at our location.

The requested information is included below:

a. Proposed location of the artwork, including which wall on the location.

    800 Scott Street

    Sand City, CA 93955

    East Wall

b. Photo, plans, model or other visual representation of proposed artwork.

    See Attachment

c. Description of the artwork, including dimensions, and color.

    See Attachment

d. Name of Artist and if possible, Artist's biography.

    Nick "Ninja Picasso" Burns is a multi-disciplinary visual and performing artist from Greenville SC that uses the tag NJAP (N* Jah P) meaning "Not Just a painting." Nick began his career at the early age of 5 playing drums at a baptist church and drawing on the back of sermon programs. As a young kid, he was inspired by the 80s films *Breakin'* and *Beat Street* and later became a caricature artist and teaching performance artist in Greenville for 15 years. Nick's art

journey started in 2012, but became his full-time passion in 2018 after gaining a residency in West Greenville.

https://artcentergreenville.org/studio-artists/nick-burns/

e. Documented approval by building owner.

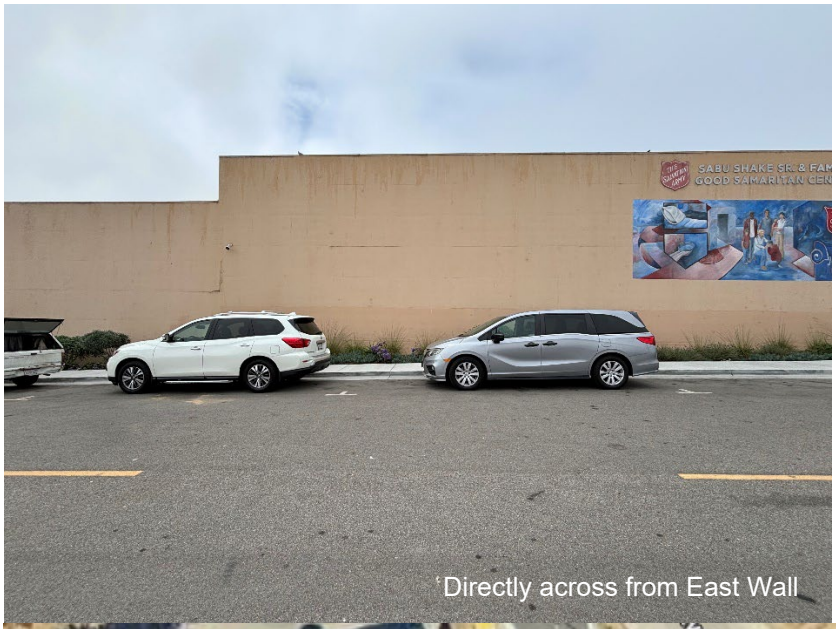
This letter serves as approval by building owner.

In Great Hope,

Ashley Koebel, Captain

The Salvation Army is a 501 (c) (3) nonprofit organization, EIN # 94-1156347.

North to South View of Wall



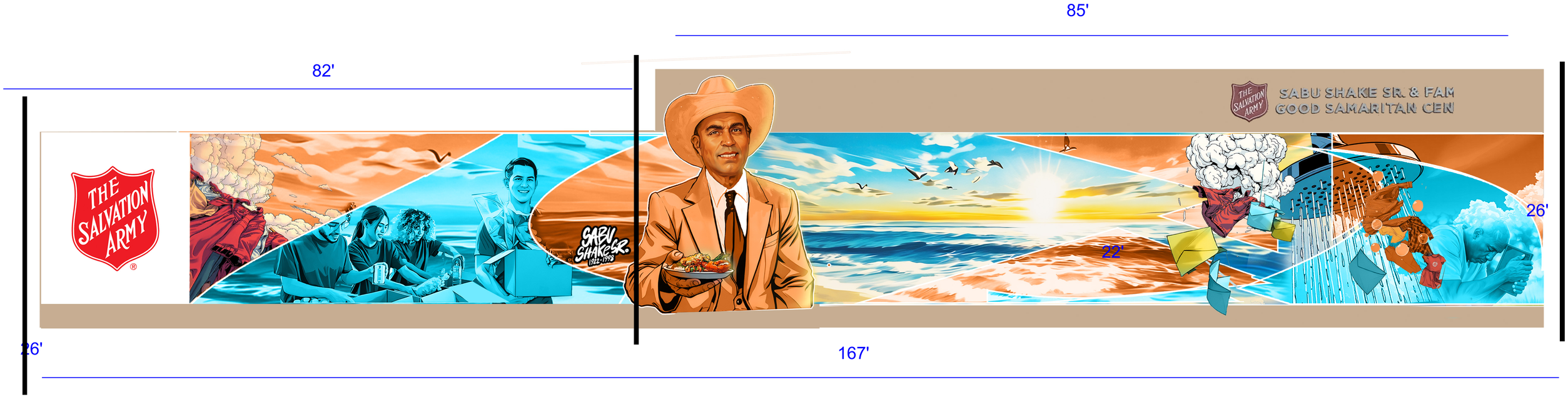
Directly across from East Wall

Aerial view of building

The proposed mural will take up the majority of the east wall on the 800 Scott Street Property. The attached photos show the location of the Property and the proposed wall for the mural.

Wall measurements are included in the mock up provided. The actual artwork will take the entire length of the wall but the height will remain consistent to keep the mural level (the ground at the wall is not level and incresaes and decreases due to sloping).

Blessings from Above
Final Concept
Artist: Ninja Picasso



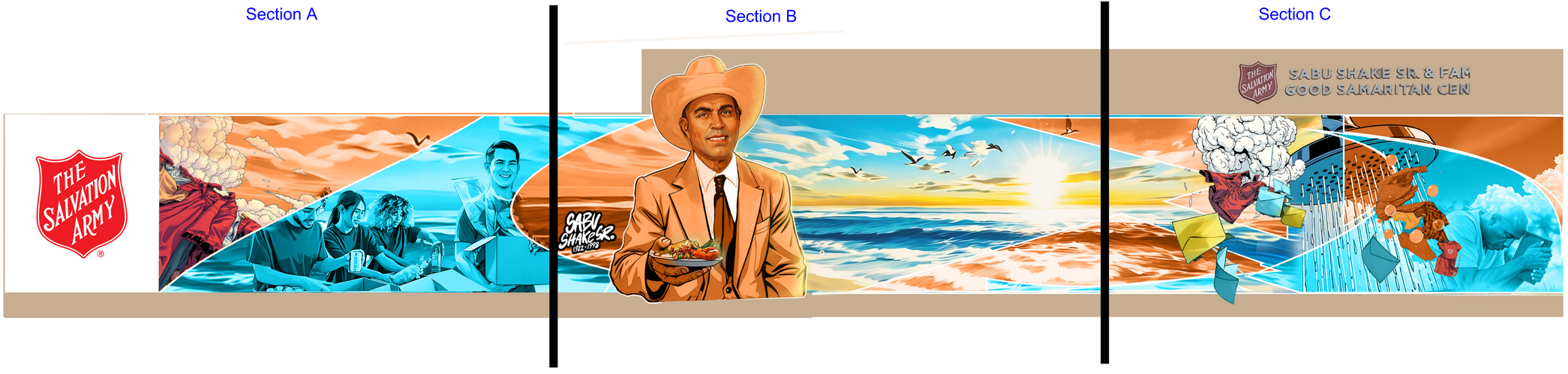
Blessings from Above
Final Concept
Artist: Ninja Picasso

Blessings from Above
Final Concept
Artist: Ninja Picasso

Section A

Section B

Section C



Section A

Large, brand standard painted shield (with white background for visibility)

Clothing on washline, represent clothing services provided to unhoused

Group of volunteers assisting in Food Box preparation and distribution

Backgrounds: The white background was added to honor the national brand standard around the shield. The rest of the painted background is an ocean view, which includes clouds and birds representative of the local scenerey at the Good Samaritan location in Sand City, CA. Addtionally, the geometric designs are added for artistic continuity between multiple frames.

Section B

Sabu Shake Sr. is depicted in this rendering. He is known for his charity in Monterey County and beyond. The Good Samaritan Center was previously renamed "The Sabu Shake Sr. and Family Good Samaritan Center to honor his legacy and the continued charity of his sons (Chris Shake and JR Shake) in providing vast annual support to the Monterey Peninsula Corps and its programs. Sabu Sr is depicted holding out a plate full of food because he is known for making his business in the restaurant industry but even more than that he is known for having always provided free plates of food for those in greatest need. His name, birth and dates of passing are included.

Background: the oceanic view continues with more birds, clouds and the sunrise, again indicative of the tremendous beauty of this locality.

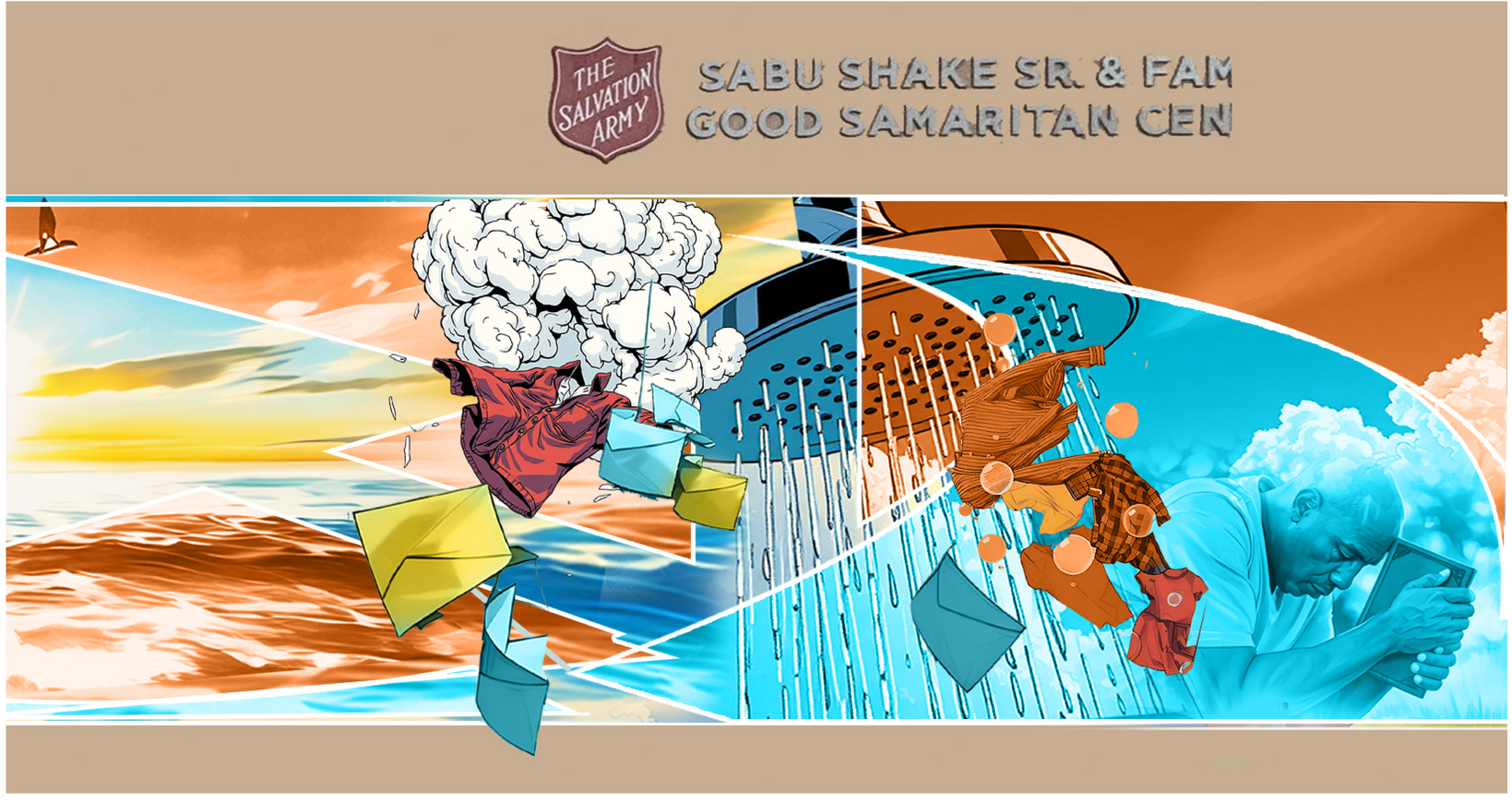
Section C

Clothing and steam continues the image of laundry services provides at the Center, already seen in Section A.

Envelopes represent the mailing services that the center provides (clients with no home address can receive mail at this location)

Showerhead represents shower services provided. From a distance, the water can be mistaken as a rainy part of the scenic background.

Faith is a large part of Sabu Shake Sr.'s legacy. The image of the person in prayer is representative of the power of faith that is behind every service offered.



Background: The image of the ocean background finds its culmination in clouds and rain. Hence "blessings from above" is the title the artist chose. Note: the original metal signage will remain, while the previous, smaller mural is covered.

AGENDA ITEM
5C.

Approve a Resolution Authorizing a Two-Year Service Agreement for Financial Auditing Services by CliftonLarsonAllen, LLP for Fiscal Year 2024-2025 and Fiscal Year 2025-2026 at a Cost not to Exceed $119,000

City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council Members
FROM: Jennifer Pope, Finance Manager
SUBJECT: Agreement with CliftonLarsonAllen, LLP, for Annual Audit Services for Fiscal Year 24/25 and 25/26.
DATE: May 6, 2025

BACKGROUND/DISCUSSION:
In compliance with the Sand City Municipal Code Title 3, Chapter 3.36, Section 160, the City of Sand City is required to obtain the services of a qualified independent auditor to perform an annual audit of the City and Successor Agency financial activities along with providing audited financial statements.

CliftonLarsonAllen (CLA), LLC is a well-established CPA firm that works with multiple state and local agencies and has performed the City's audit and prepared the City financial statements for the past three years. Upon request, the City received a proposal from CLA for two additional years of auditing services.

See below for detailed scope of services.

Professional Services Fees	Fiscal Year 2024-2025	Fiscal Year 2025-2026
City Audit	$45,000	$45,000
TAMC Measure X Audit	$5,500	$5,500
GANN AUP	$1,500	$1,500
Annual Street Report	$3,000	$3,000
SCO Financial Transactions Report	$4,500	$4,500
Total	$59,500	$59,500

The finance staff for the City of Sand City has reviewed the scope of work and found the services to be provided are acceptable and necessary to perform the required audit and state and county reporting for FY 24/25 and FY 25/26

CEQA:
This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:
The total cost of the two-year contract is $119,000 (account 10-5410-03). The cost for FY 24/25 is $59,500 and this amount will be included in the FY 25-26 budget that will be brought to City Council for approval in June 2025.

RECOMMENDATION:
Staff is satisfied with the services performed by CliftonLarsonAllen, LLC and recommends approval of a two-year contract allowing CLA, LLP to perform an audit on behalf of the City and the Successor Agency.

ATTACHMENTS:
1. Resolution
2. CLA Cost Proposal

CITY OF SAND CITY
RESOLUTION SC ___, 2025

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY AUTHORIZING A TWO-YEAR SERVICE AGREEMENT FOR FINANCIAL AUDITING SERVICES BY CLIFTONLARSONALLEN, LLP FOR FISCAL YEAR 2024-2025 AND FISCAL YEAR 2025-2026 AT A COST NOT TO EXCEED $119,000

WHEREAS, the City of Sand City is required to obtain the services of a qualified independent auditor to perform an annual audit of the City and Successor Agency's financial activities; and

WHEREAS, CliftonLarsonAllen, LLP has performed an audit on behalf of the City and the Successor Agency (formerly the Redevelopment Agency), for the past three years and has submitted a proposal for a two-year agreement dated April 10, 2025, to perform an audit and prepare financial statements for Fiscal Year 2024-2025 and Fiscal Year 2025-2026; and

WHEREAS, the City Council has been satisfied with the expertise, accuracy, and completeness of the work performed by CliftonLarsonAllen, LLP; and

WHEREAS, the finance staff for the City of Sand City has reviewed the proposal attached hereto as Exhibit A and found that the services to be provided are satisfactory and necessary to perform the required audit for Fiscal Year 2024-2025 and Fiscal Year 2025-2026 and to prepare the required state and county reports.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City that:

1. The attached proposal from CliftonLarsonAllen, LLP is hereby approved;

2. Said authorization is conditioned upon the contractor performing the service at a cost not to exceed $119,000 as specified in the attached April 10, 2025, proposal;

3. Any additional work that may be required or requested of CliftonLarsonAllen, LLP will be billed at the standard hourly rates as listed in the proposal to include costs associated with proper accounting and audit procedures under the Governmental Accounting Standards Board;

4. The City Manager is authorized and directed to enter into a service agreement with CliftonLarsonAllen, LLP, Certified Public Accountants, to perform the scope of services outlined in Exhibit A for the City of Sand City;

5. CliftonLarsonAllen, LLP will maintain a current Sand City Business License.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 6th day of May 2025, by the following vote:

AYES:
NOES:

ABSENT:
ABSTAIN:

APPROVED:

_____
Mary Ann Carbone, Mayor

ATTEST:

_____
Kerry Lindstrom, City Clerk

April 10, 2025

Cost Proposal to provide professional audit services to:

City of Sand City, California

Prepared by:
Richard Gonzalez, CPA, Principal
rich.gonzalez@CLAconnect.com
Direct 916-677-5760

CLAconnect.com

CPAS | CONSULTANTS | WEALTH ADVISORS

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See CLAglobal.com/disclaimer.
Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

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CliftonLarsonAllen LLP
CLAconnect.com

April 10, 2025

Vibeke Norgaard, City Manager
City of Sand City
1 Sylvan Park
Sand City, CA 93955

Dear Ms. Vibeke:

Thank you for inviting us to propose our services to you and the City Council. We look forward to the opportunity to continue providing services to City of Sands City (the City). The enclosed proposal responds to your request for audit and other professional services for the years ended June 30, 2025 and 2026.

We are confident that our extensive experience serving similar governmental entities, including the City, bolstered by our client-oriented philosophy and depth of resources, will make CLA a top qualified candidate to fulfill the scope of your engagement. The following differentiators are offered for the City's consideration:

- ***Industry-specialized insight and resources*** – As one of the nation's leading professional services firms, and one of the largest firms who specialize in regulated industries, CLA has the experience and resources to assist the City with their audit needs. In addition to your experienced local engagement team, the City will have access to one of the country's largest and most knowledgeable pools of regulated industry resources.

- ***Strong methodology and responsive timeline*** – In forming our overall audit approach, we have carefully reviewed the RFP and other information made available and considered our experience performing similar work for other municipalities, as well as currently providing these services to the City. Our local government clients are included amongst the more than 4,200 governmental organizations we serve nationally. Our staff understands your complexities not just from a compliance standpoint, but also from an operational point of view. The work plan also minimizes the disruption of your staff and operations and provides a blueprint for timely delivery of your required reports.

- ***Communication and proactive leadership*** – The City will continue to benefit from a high level of hands-on service from our team's senior professionals. We can provide this level of service because, unlike other national firms, our principal-to-staff ratio is similar to smaller firms – allowing our senior level professionals to be involved and immediately available throughout the entire engagement process. Our approach helps members of the engagement team stay abreast of key issues at the City and take an active role in addressing them.

- ***A focus on providing consistent, dependable service*** – We differ from other national firms in that our corporate practice focuses on the needs of non-SEC clients, thus allowing us to avoid the workload compression typically experienced by firms that must meet public companies' SEC filing deadlines. CLA is organized into industry teams, affording our clients with specialized industry-specific knowledge

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supplemented by valuable local service and insight. Therefore, the City will enjoy the service of members of our state and local government services team who understand the issues and environment critical to governmental entities.

- ***We know you!*** We know and understand the City. By providing services to you in the past, we have established an understanding of your organization. The work we've performed provides your project with momentum before we begin the engagement. We don't have to spend a lot of time up front learning about your core operations, we know them well.

We want to continue serving you and we have the qualifications to deliver quality, timely work. Throughout this proposal, we take you on a journey outlining how we'll work together and the value you can come to appreciate when we exceed expectations.

Please contact me if I can provide additional information on our firm or our proposal.

Sincerely,

CliftonLarsonAllen LLP

Richard Gonzalez, CPA, Principal
916-677-5760 | rich.gonzalez@CLAconnect.com

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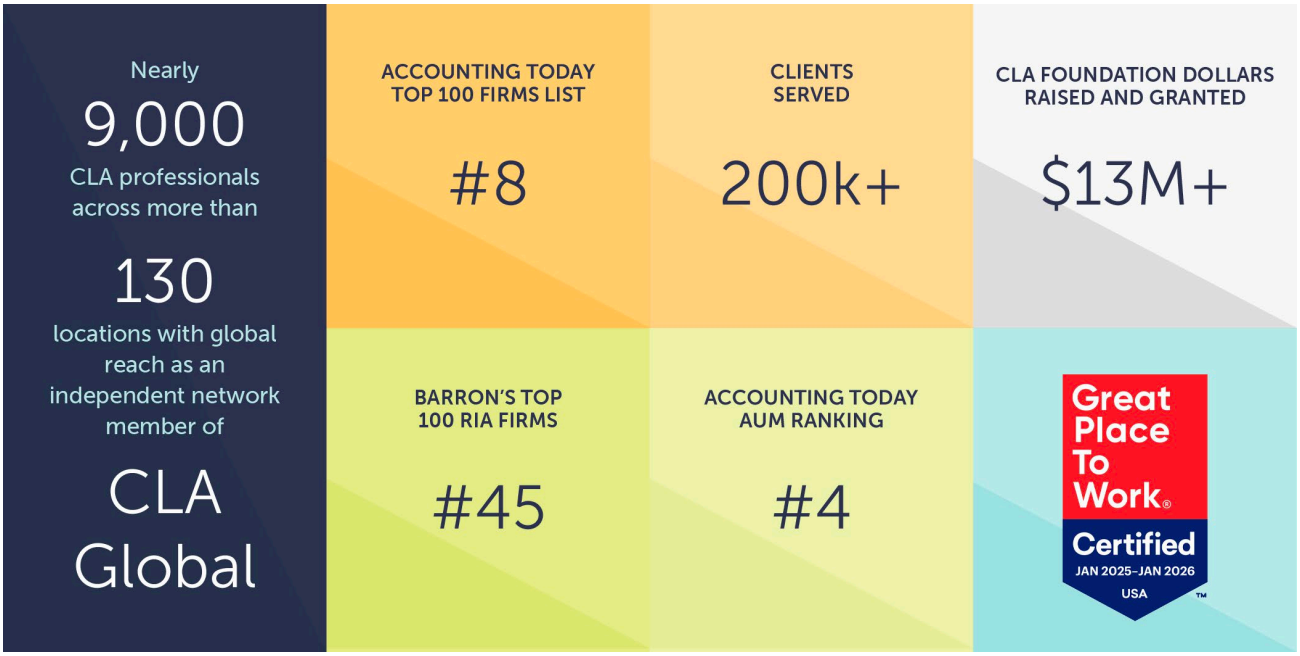
Firm Qualifications and Experience

Size of the firm

It takes balance.™ With CLA by your side, you will find everything you need in one firm. Professionally or personally, big or small, we can help you discover opportunities and bring balance to get you where you want to go.



As a professional services firm with nearly 9,000 professionals in 130 locations, we exist to create opportunities … for you, our people, and our communities through industry-focused wealth advisory, digital, audit, tax, consulting, and outsourcing services. We do this when we live the CLA Promise — a promise to know you and help you.

Size of firm's governmental audit staff

With more than 600 professionals dedicated to our state and local government practice, CLA has one of the largest governmental audit and consulting practices in the country and brings extensive experience providing a variety of such services to state and local government entities. Our state and local government team serves more than 4,200 governmental engagements nationwide, including numerous cities, counties, municipalities, states and state agencies, and school boards. In addition, we perform single audits for hundreds of organizations annually (1,681 according to the most recent Federal Audit Clearinghouse data), ranking top in the nation for the number of single audits performed by any CPA firm.

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State and local government experience

You can benefit from a close personal connection with a team of professionals devoted to governments. Our goal is to become familiar with all aspects of your operations — not just the information needed for the year-end audit so that we can offer proactive approaches in the areas that matter most to you:

- Finding new ways to operate more effectively and efficiently
- Responding to regulatory pressures and complexities
- Maintaining quality services in the face of changing budgetary priorities
- Providing transparent, accurate, and meaningful financial information to stakeholders, decision-makers, and your constituents

We understand the legislative changes, funding challenges, compliance responsibilities, and risk management duties that impact you. Our experienced government services team can help you navigate the challenges of today, all while seamlessly strategizing for the future.

Deep industry connections

CLA actively supports industry education as a thought leader and industry speaker. We focus on supporting the educational needs of the industry through nationally sponsored trade events. Our team of professionals is sought after, both as educators and as experienced speakers who are invited to speak and teach at major professional events by leading trade associations, including those shown here.

We are also actively involved in and/or are members of the following professional organizations:

- American Institute of Certified Public Accountants (AICPA)
- AICPA's State and Local Government Expert Panel
- AICPA's Government Audit Quality Center (GAQC)
- Government Finance Officers Association (GFOA)
- Special Review Committee for the GFOA's Certificate of Achievement for Excellence in Financial Reporting (Certificate) Program

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- Association of Government Accountants

Our involvement in these professional organizations, combined with various technical services we subscribe to, allows us to be at the forefront of change in the constantly changing government environment. We take our responsibility for staying current with new accounting pronouncements, auditing standards, other professional standards and laws and regulations seriously.

Insight to strengthen your organization

When you're ready to go beyond the numbers to find value-added strategies, we offer resources to help you respond to challenges and opportunities including:

- National webinars — Access complimentary professional development opportunities for your team.
- Articles and white papers — Stay current on industry information as issues arise.

Curious: *We care, we listen, we get to know you.*

Support at every turn

With dedicated services specific to state and local governments, you have access to guidance on all aspects of your operations.

- Audit, review, and compilation of financial statements
- Compliance audits (HUD, OMB Single Audits)
- Cybersecurity
- Enterprise risk management
- Forensic accounting, auditing, and fraud investigation
- Fraud risk management
- Grant compliance
- Implementation assistance for complex Governmental Accounting Standards Board (GASB) statements
- Internal audit
- Outsourced business operations
- Performance auditing
- Purchase card (p-card) monitoring and analytics
- Risk assessments
- Strategic, financial, and operational consulting
- Telecom management services
- Business opportunity assessments
- System optimization and selection

California government experience

CLA is a leading provider of government audit and consulting services in California. We serve more than 130 California municipalities, special purpose governments, and school districts, including more than 20 California counties. As such, we understand the complexities within California governments, grant funding, and the specific federal and state compliance requirements of that funding. Inherently, with the size of CLA's government practice, we are continually consulting other governments and professionals to stay current on constant changes and local issues that may affect the City.

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Quality control procedures and peer review report

In the most recent peer review report, dated November 2022, we received a rating of pass, which is the most positive report a firm can receive. We are proud of this accomplishment and its strong evidence of our commitment to technical excellence and quality service. The full report is provided on the following page. ***This quality control review included a review of specific government engagements.***

In addition to an external peer review, we have implemented an intensive internal quality control system to provide reasonable assurance that the firm and our personnel comply with professional standards and applicable legal and regulatory requirements. Our quality control system includes the following:

- A quality control document that dictates the quality control policies of our firm. In many cases, these policies exceed the requirements of standard setters and regulatory bodies. Firm leadership promotes and demonstrates a culture of quality that is pervasive throughout the firm's operations. To monitor our adherence to our policies and procedures, and to foster quality and accuracy in our services, internal inspections are performed annually.
- Quality control standards as prescribed by the AICPA. The engagement principal is involved in the planning, fieldwork, and post-fieldwork review. In addition, an appropriately experienced professional performs a risk-based second review of the engagement prior to issuance of the reports.
- Hiring decisions and professional development programs designed so personnel possess the competence, capabilities, and commitment to ethical principles, including independence, integrity, and objectivity, to perform our services with due professional care.
- An annual internal inspection program to monitor compliance with CLA's quality control policies. Workpapers from a representative sample of engagements are reviewed and improvements to our practices and processes are made, if necessary, based on the results of the internal inspection.
- Strict adherence to the AICPA's rules of professional conduct, which specifically require maintaining the confidentiality of client records and information. Privacy and trust are implicit in the accounting profession, and CLA strives to act in a way that will honor the public trust.
- A requirement that all single audit engagements be reviewed by a designated single audit reviewer, thereby confirming we are in compliance with the standards set forth in the *Uniform Guidance*.

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Cherry Bekaert LLP
Your Guide Forward

Report on the Firm's System of Quality Control

To the Principals of CliftonLarsonAllen LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of CliftonLarsonAllen LLP (the "Firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants ("Standards").

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards, may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The Firm is responsible for designing and complying with a system of quality control to provide the Firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the Firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; and examinations of service organizations (SOC 1® and SOC 2® engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of CliftonLarsonAllen LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies)* or *fail*. CliftonLarsonAllen LLP has received a peer review rating of *pass*.

Cherry Bekaert LLP

Cherry Bekaert LLP
Charlotte, North Carolina
November 18, 2022

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Proposed work plan

Per our discussions we have designed a plan that meets your needs and key deadlines. In our planning meeting, we'll discuss this timeline with you in greater detail and adjust as appropriate.

Audit Segment	Staff Level Responsible	May/ June	July/ Aug	Oct/ Nov	Dec
Phase I – Planning & Strategy					
Entrance conference	Principal / Manager	X			
Preliminary risk assessment and initial audit plan	Principal / Manager	X			
Phase II – System Evaluation					
Understanding of the City's internal controls	Manager / Senior		X		
Perform walkthroughs and internal control testing	Senior / Staff		X		
Evaluate information system controls	Manager / Senior		X		
Final risk assessment and comprehensive audit plan	Principal / Manager		X		
Phase III – Testing & Analysis					
Financial Statement substantive testing and analytical procedures	Senior / Staff			X	
Exit Conference	Manager / Senior			X	
Phase IV – Reporting					
Drafting audit reports and required communications	Manager / Senior				X
Detail reviews	Principal / Manager				X
Communications with management and Finance Committee	Principal / Manager				X
Finalization of reports and required communications	Principal / Manager				X
Ongoing					
Frequent check-in meetings with the City's Finance Department	Engagement Team	X	X	X	X

Reliable: *Look for us to respond in hours, not days. We strive to deliver service that exceeds your expectations.*

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Price Quote

Service	2024 – 2025	2025 – 2026
City Audit	$ 45,000	$ 45,000
TAMC Measure X	5,500	5,500
GANN AUP	1,500	1,500
Annual Street Reports	3,000	3,000
SCO Financial Transactions Report	4,500	4,500
Total	**$59,500**	**$59,500**

Our fixed-fee quote is designed with an understanding that:

- The City personnel will provide documents and information requested in a timely fashion.
- The operations of your organization do not change significantly and do not include any future acquisitions or significant changes in your business operations.
- There are not significant changes to the scope, including no significant changes in auditing, accounting, or reporting requirements.

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AGENDA ITEM
5D.

Acceptance of City/Successor Agency Financial Reports from February 2025

City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council/Successor Agency Board Members
FROM: Jennifer Pope, Finance Manager
SUBJECT: February 2025 Financial Report
DATE: May 6, 2025

BACKGROUND/DISCUSSION:
Attached are monthly financial reports for the City of Sand City and the Sand City Successor Agency of the former Redevelopment Agency.

A. City of Sand City Reports

a. Cash Receipt Report, February 2025 (Attachment 1)
Revenue total - **$321,713**

b. Check Report, February 2025 (Attachment 2)
Expenditure total - **$632,530**

B. Sand City Successor Agency for the former Redevelopment Agency Reports

a. Revenue Report, February 2025
Revenue total - **$0**

b. Check Report, February 2025 (Attachment 3)
Expenditures total - **$189,695**

Transfers
Transfers are shown in the Cash Receipt Report; they are transfers from one bank account to another and should not be considered as revenue or expenditure.

Date	Source	Amount	Description

There were no transfers in February 2025.

CEQA:
This action does not constitute a "project" as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

FISCAL IMPACT:
There is no fiscal impact with receiving this report.

RECOMMENDATION:
Receive the report.

ATTACHMENTS:

1. Sand City Cash Receipt Report
2. Sand City Check Report
3. Sand City Successor Agency Revenue Report

City of Sand City

Cash Receipt Report

By Transaction Code

Date Range: 2/1/2025 - 2/28/2025

Transaction Code	Receipt Number	Receipt Date	Transaction Description	Applied Amount
BL01	R00000273	2/19/2025	Business License	1,584.10
2103	R00000283	2/20/2025	Gas Tax 2103	253.70
2105	R00000283	2/20/2025	Gas Tax -2105 31	187.33
2106	R00000283	2/20/2025	Gas Tax 2106 32	484.02
2107	R00000283	2/20/2025	Gax Tax- 2107 33	255.87
BUI01	R00000247	2/14/2025	Building Permit 4115	300.00
CAB01	R00000281	2/20/2025	Cable Franchise	1,084.00
CAB01	R00000282	2/20/2025	Cable Franchise	219.04
COPS	R00000274	2/19/2025	COPS Grant	8,333.33
CRI01	R00000278	2/19/2025	Criminal PC1463/City Fines	155.68
CUP01	R00000246	2/14/2025	Conditional Use Permit	1,400.00
ENG01	R00000287	2/20/2025	Engineering Fees	870.00
MSTSF	R00000255	2/19/2025	MST SURF Project Reimbursement	71,816.18
MSTSF	R00000279	2/20/2025	MST SURF Project Reimbursement	61,403.72
P172	R00000278	2/19/2025	1/2 Tax Police/Prop 172	36.56
PAR02	R00000243	2/5/2025	Sand City Parking	40.00
PAR02	R00000250	2/14/2025	Sand City Parking	75.00
PAR02	R00000252	2/14/2025	Sand City Parking	40.00
PLA01	R00000236	2/3/2025	Plan Check Fee 4165	448.83
POL01	R00000251	2/14/2025	Police Report 4560	10.00
POST	R00000284	2/20/2025	POST Reimbursement	232.96
PTT01	R00000278	2/19/2025	County/Property Tax	1,913.45
REAP1	R00000272	2/19/2025	REAP Project	5,676.95
REN01	R00000275	2/19/2025	Rental Income	1,699.59
REV	R00000278	2/19/2025	County/Rev & Recovery	24.32
SIG01	R00000248	2/14/2025	Sign Permit & Master Sign Program	378.00
TAMCX	R00000277	2/19/2025	TAMC Measure X for Streets	11,936.62
TOT01	R00000262	2/19/2025	TOT Tax	116.40
TOT01	R00000266	2/19/2025	TOT Tax	179.40
TOT01	R00000288	2/25/2025	TOT Tax	1,031.52
TOT01	R00000257	2/19/2025	TOT Tax	329.52
TOT01	R00000258	2/19/2025	TOT Tax	172.92
TOT01	R00000259	2/19/2025	TOT Tax	442.38

Transaction Code	Receipt Number	Receipt Date	Transaction Description		Applied Amount
TOT01	R00000260	2/19/2025	TOT Tax		506.11
UUT	R00000267	2/19/2025	Utility Users Tax		115.21
UUT	R00000268	2/19/2025	Utility Users Tax		54.04
UUT	R00000269	2/19/2025	Utility Users Tax		2.98
UUT	R00000270	2/19/2025	Utility Users Tax		256.00
UUT	R00000271	2/19/2025	Utility Users Tax		111.51
IRWM	R00000276	2/19/2025	IRWM Grant Reimbursement- Catalina St		1,383.75
POC01	R00000278	2/19/2025	County/Proof of Corr		6.60
COA02	R00000265	2/19/2025	Coastal Conservancy Grant		146,195.78
SQU01	R00000249	2/14/2025	Square Fees		(49.83)
SQU01	R00000253	2/14/2025	Square Fees		(0.14)
			Total Cash Register Activity	**$**	**321,713.40**

Check Report

City of Sand City

By Check Number

Date Range: 02/01/2025 - 02/28/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Mechanics - General-Mechanics Bank - General Pooled Cash						
esc02	Event Santa Cruz	02/06/2025	Regular	0.00	16,250.00	40342
USB02	US Bank- Corporate Trust Services	02/06/2025	Regular	0.00	12,864.62	40343
CSD01	California State Disburse Unit	02/06/2025	Regular	0.00	269.00	40344
4LE01	4Leaf, Inc.	02/10/2025	Regular	0.00	9,357.00	40345
A&R01	A & R Plumbing, Inc	02/10/2025	Regular	0.00	1,487.17	40346
ALH01	Alhambra	02/10/2025	Regular	0.00	143.34	40347
ALT01	Alternator & Starter Exchange, Inc.	02/10/2025	Regular	0.00	137.90	40348
CAL01	California American Water	02/10/2025	Regular	0.00	1,053.64	40349
CAL15	California Consulting, Inc	02/10/2025	Regular	0.00	4,500.00	40350
CLA03	CliftonLarsonAllen, LLP	02/10/2025	Regular	0.00	16,420.00	40351
COM11	Comcast	02/10/2025	Regular	0.00	206.49	40352
COR05	Corodata Records Management	02/10/2025	Regular	0.00	56.45	40353
DEL02	Del Rey Oaks Car Wash	02/10/2025	Regular	0.00	23.95	40354
SOF02	Elizabeth A. Sofer	02/10/2025	Regular	0.00	3.64	40355
ELS01	ELS Architecture and Urban Design	02/10/2025	Regular	0.00	1,995.00	40356
FIR03	First Alarm Security and Patrol, Inc	02/10/2025	Regular	0.00	1,411.53	40357
BAR01	Foster & Foster, Inc	02/10/2025	Regular	0.00	19,500.00	40358
GHD01	GHD, Inc	02/10/2025	Regular	0.00	5,411.50	40359
HAR06	Harris & Associates, Inc	02/10/2025	Regular	0.00	23,768.75	40360
HDL02	HDL Companies, LLC.	02/10/2025	Regular	0.00	90.00	40361
HDL03	Hinderliter, De Llamas & Assoc.	02/10/2025	Regular	0.00	1,386.00	40362
HOM01	Home Depot Credit Service	02/10/2025	Regular	0.00	298.21	40363
SEC02	ID Concepts, LLC	02/10/2025	Regular	0.00	27.30	40364
LCW01	Liebert Cassidy Whitmore	02/10/2025	Regular	0.00	753.22	40365
MEY01	Meyers Nave, Corporation	02/10/2025	Regular	0.00	59,394.79	40366
MBT01	Monterey Bay Technologies, Inc.	02/10/2025	Regular	0.00	5,636.85	40367
MCM01	Monterey County Mayor's Association	02/10/2025	Regular	0.00	1,621.53	40368
MCW01	Monterey County Weekly	02/10/2025	Regular	0.00	1,866.00	40369
MON20	Monterey Signs	02/10/2025	Regular	0.00	546.25	40370
OFF03	ODP Business Solutions	02/10/2025	Regular	0.00	319.88	40371
PET01	Petty Cash- Cashed by Shannon Norton	02/10/2025	Regular	0.00	99.21	40372
PRO01	ProExhibits	02/10/2025	Regular	0.00	3,978.91	40373
TWM01	Robert Thompson	02/10/2025	Regular	0.00	2,950.00	40374
SAF02	Safeguard Business Systems	02/10/2025	Regular	0.00	174.81	40375
SHA03	Shamrock Office Solutions	02/10/2025	Regular	0.00	130.74	40376
STU02	Sturdy Oil Company	02/10/2025	Regular	0.00	1,086.97	40377
TYL03	Tyler Business Forms	02/10/2025	Regular	0.00	336.33	40378
TYL02	Tyler Technologies, Inc.	02/10/2025	Regular	0.00	7,514.00	40379
V&V01	V & V Manufacturing, Inc.	02/10/2025	Regular	0.00	1,034.64	40380
HEA001	Health Equity	02/10/2025	Regular	0.00	10,128.77	40381
ZUM01	Zumar Industries, Inc.	02/10/2025	Regular	0.00	1,871.39	40382
SUN02	Sun Life Financial	02/12/2025	Regular	0.00	933.92	40383
ART04	Arts Council for Monterey County	02/13/2025	Regular	0.00	1,500.00	40384
HAR06	Harris & Associates, Inc	02/13/2025	Regular	0.00	72,250.00	40385
WHI01	Whitson Engineers	02/13/2025	Regular	0.00	3,575.00	40386
4LE01	4Leaf, Inc.	02/26/2025	Regular	0.00	13,372.90	40387
A&R01	A & R Plumbing, Inc	02/26/2025	Regular	0.00	2,500.00	40388
ALH01	Alhambra	02/26/2025	Regular	0.00	150.87	40389
ALT01	Alternator & Starter Exchange, Inc.	02/26/2025	Regular	0.00	2,575.61	40390
ATT03	AT&T	02/26/2025	Regular	0.00	202.72	40391
ATT05	AT&T Mobility	02/26/2025	Regular	0.00	975.58	40392
BRA01	Barry Brandt	02/26/2025	Regular	0.00	5,000.00	40393
CAL01	California American Water	02/26/2025	Regular	0.00	575.05	40394
CHA04	California Highway Adoption Co.	02/26/2025	Regular	0.00	350.00	40395

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CLA03	CliftonLarsonAllen, LLP	02/26/2025	Regular	0.00	6,500.00	40396
COM11	Comcast	02/26/2025	Regular	0.00	472.39	40397
COR01	Corbin Willits Systems	02/26/2025	Regular	0.00	276.53	40398
COR04	Corodata Shredding, Inc	02/26/2025	Regular	0.00	64.70	40399
MON08	County of Monterey Sheriff-Marshall-Coroner	02/26/2025	Regular	0.00	15,283.84	40400
ELS01	ELS Architecture and Urban Design	02/26/2025	Regular	0.00	23,813.75	40401
EMC02	EMC Planning Group, Inc.	02/26/2025	Regular	0.00	20,235.24	40402
GRE01	Green Valley Landscape, Inc.	02/26/2025	Regular	0.00	922.14	40403
HOP01	Hope Services	02/26/2025	Regular	0.00	6,483.75	40404
BUS05	Jeff Bushnell	02/26/2025	Regular	0.00	224.14	40405
POP03	Jennifer Pope	02/26/2025	Regular	0.00	455.70	40406
KIR01	Kirby Built, LLC	02/26/2025	Regular	0.00	2,122.62	40407
LCW01	Liebert Cassidy Whitmore	02/26/2025	Regular	0.00	1,121.00	40408
LIN01	Lingo	02/26/2025	Regular	0.00	143.48	40409
KLI01	Mary Ann Carbone	02/26/2025	Regular	0.00	106.49	40410
MOB02	Mobile Modular	02/26/2025	Regular	0.00	574.99	40411
MBA01	Monterey Bay Area Self Insurance	02/26/2025	Regular	0.00	9,583.00	40412
MCW01	Monterey County Weekly	02/26/2025	Regular	0.00	4,460.38	40413
MOW01	Monterey One Water	02/26/2025	Regular	0.00	397.98	40414
MRW02	Monterey Regional Waste Management District	02/26/2025	Regular	0.00	526.68	40415
MON04	Monterey Tire Service, Inc.	02/26/2025	Regular	0.00	60.87	40416
NAP01	Napa Auto Parts	02/26/2025	Regular	0.00	324.87	40417
LEY01	Noah and Alyssa Davis	02/26/2025	Regular	0.00	6,800.00	40418
PGE01	Pacific Gas & Electric	02/26/2025	Regular	0.00	4,971.93	40419
PET01	Petty Cash- Cashed by Shannon Norton	02/26/2025	Regular	0.00	155.97	40420
SVP01	Salinas Valley Pro Squad	02/26/2025	Regular	0.00	1,079.10	40421
SHA03	Shamrock Office Solutions	02/26/2025	Regular	0.00	232.92	40422
STA03	Star Sanitation, LLC	02/26/2025	Regular	0.00	813.00	40423
SLV01	Stephen L. Vagnini	02/26/2025	Regular	0.00	-46.17	40424
SLV01	Stephen L. Vagnini	02/26/2025	Regular	0.00	46.17	40424
STU02	Sturdy Oil Company	02/26/2025	Regular	0.00	777.48	40425
TYL02	Tyler Technologies, Inc.	02/26/2025	Regular	0.00	24,201.00	40426
VER01	Verizon Wireless	02/26/2025	Regular	0.00	64.45	40427
VES01	Vestis	02/26/2025	Regular	0.00	422.91	40428
NOR02	Vibeke Norgaard	02/26/2025	Regular	0.00	57.26	40429
HEA001	Health Equity	02/26/2025	Regular	0.00	527.99	40430
AFL01	Aflac	02/27/2025	Regular	0.00	527.94	40434
CLE01	California Law Enforcement Association	02/27/2025	Regular	0.00	288.00	40435
CSD01	California State Disburse Unit	02/27/2025	Regular	0.00	269.00	40436
HUM02	Humana Insurance Company	02/27/2025	Regular	0.00	3,442.73	40437
SAN01	Sand City Police Officers & Dept. Employees Ass	02/27/2025	Regular	0.00	1,420.00	40438
SUN02	Sun Life Financial	02/27/2025	Regular	0.00	933.92	40439
EDD001	Employment Development Dept	02/28/2025	Bank Draft	0.00	281.56	DFT0000020
EFTPS	Electronic Federal Tax Payment System	02/28/2025	Bank Draft	0.00	245.76	DFT0000021
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	1,700.85	DFT0000024
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	2,640.81	DFT0000025
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	2,681.70	DFT0000026
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	6,480.94	DFT0000027
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	6,485.66	DFT0000028
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	1,953.05	DFT0000029
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	5,803.01	DFT0000030
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	785.16	DFT0000031
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	1,291.43	DFT0000032
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	10,858.26	DFT0000033
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	5,398.31	DFT0000034
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	2,711.01	DFT0000035
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	9,686.09	DFT0000036
PERSRETIREMENT	CalPERS Retirement	02/28/2025	Bank Draft	0.00	44.00	DFT0000037
PERSHEALTH	CalPERS Health	02/28/2025	Bank Draft	0.00	42,537.94	DFT0000038
CAL16	Calpers 457 Plan	02/28/2025	Bank Draft	0.00	20,513.64	DFT0000039
EDD001	Employment Development Dept	02/28/2025	Bank Draft	0.00	13,658.95	DFT0000040

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
EFTPS	Electronic Federal Tax Payment System	02/28/2025	Bank Draft	0.00	35,564.14	DFT0000041

Bank Code Mechanics - General Summary

Payment Type	Payment Count	Discount	Payment
Regular Checks	95	0.00	461,253.74
Manual Checks	0	0.00	0.00
Voided Checks	1	0.00	-46.17
Bank Drafts	20	0.00	171,322.27
EFT's	0	0.00	0.00
	116	**0.00**	**632,529.84**

City of Sand City

Check Report

By Check Number

Date Range: 02/01/2025 - 02/28/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Mechanics - SA-Mechanics Bank - Successor Agency						
SEA03	City of Seaside	02/26/2025	Manual	0.00	182,261.00	2315
MEY01	Meyers Nave, Corporation	02/26/2025	Manual	0.00	6,571.07	2316
RSG01	RSG	02/26/2025	Manual	0.00	862.50	2317

Bank Code Mechanics - SA Summary

Payment Type	Payment Count	Discount	Payment
Regular Checks	0	0.00	0.00
Manual Checks	3	0.00	189,694.57
Voided Checks	0	0.00	0.00
Bank Drafts	0	0.00	0.00
EFT's	0	0.00	0.00
	3	**0.00**	**189,694.57**

AGENDA ITEM
7A.

CalAm Facility Update: Josh Stratton

AGENDA ITEM
8A.

First Reading of an Ordinance of the City of Sand City Adding Chapter 15-09 to Designate the Fire Hazard Severity Zone(s)

City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: David Honda, Chief of Police
SUBJECT: Fire Hazard Severity Zone Ordinance
DATE: May 6, 2025

BACKGROUND/DISCUSSION:
Assembly Bill 337 (Bates 1992), prompted by the devastating Oakland Hills fire of 1991, called for Cal Fire to evaluate fire hazard severity in local responsibility areas (LRA) and make recommendations to the local jurisdiction where very high fire hazard severity exists. These areas have become known as Fire Hazard Severity Zones (FHSZ). LRA are incorporated cities, urban regions, agricultural lands, and portions of the desert where local government is responsible for wildlife protection.

Cal Fire uses the best available science and data to develop, and field test, a model that serves as a basis for zone assignments. The model evaluates the probability of an area burning and potential fire behavior in that area. Many factors include fire history, vegetation, flame length, blowing embers, proximity to wildland, terrain, and weather.

California Government Code 51178 requires the State Fire Marshal to identify areas in the State as moderate, high, and very high FHSZ based on consistent statewide criteria and the severity of the fire hazard that is expected to prevail in those areas. California Government Code 51179 requires a local agency to designate, by ordinance, very high FHSZ in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal. California Government Code 51175 then provides direction for the local jurisdiction to take appropriate action.

Assembly Bill 211 (Committee on Budget, 2021), amended Government Code 51179 requiring local agencies to designate by ordinance not only very high FHSZ in their jurisdiction but also moderate and high hazard FHSZ.

On March 10, 2025, Cal Fire released new FHSZ maps for Central California. The new map identified a moderate FHSZ in the coastal area south of Marina State Beach to an area just south of Fort Ord Dunes State Park, a portion of which falls within the jurisdiction of The City of Sand City. Previously, there were no FHSZ located in Sand City jurisdiction. See attached map.

The city posted the FHSZ map for public view and comment on its website as required within 30 days of release by Cal Fire (April 8, 2025).
The next steps that are required are as follows;

- Adopt the FHSZ into local ordinance withing 120 days of release by Cal Fire (by July 7, 2025)
- Transmit a copy of the adopted ordinance to the State Board of Forestry and Fire Protection within 30 days of adoption.

CEQA:
California Government Code 51178 requires the State Fire Marshal to identify areas in the State as moderate, high, and very high FHSZ Assembly Bill 211 requires the City to designate by ordinance very high, high and moderate hazard FHSZ. This action by the State Fire Marshall and adoption of the related ordinance establishing a moderate FHSZ within the City is Categorically Exempt from the requirements of CEQA pursuant to Guideline Section 15308 (Actions by regulatory agencies for protection of the environment) as this action has the potential to further local regulations for protection against the loss of man-made conditions and surrounding protected habitats defined as part of the environment pursuant to CEQA Guideline Section 15360.

FISCAL IMPACT:
There is no financial impact.

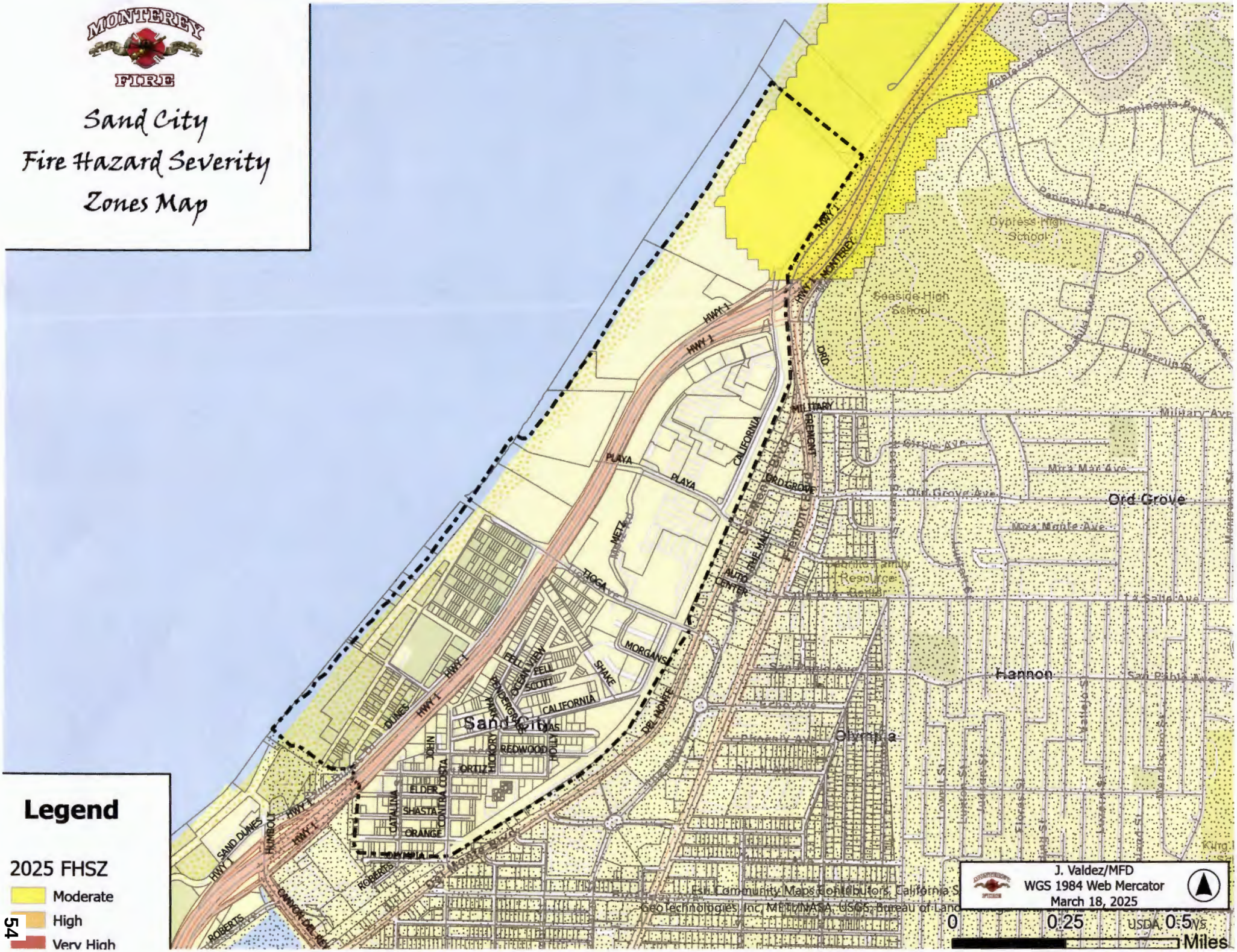
RECOMMENDATION:
That the City Council conduct a first reading of the draft ordinance which will add Section 15.09.010 (Fire Hazard Severity Zone(s)) to title 15 of the Sand City Municipal code.

ATTACHMENTS:

1. Fire Hazard Severity Zone map
2. Draft Ordinance

MONTEREY FIRE

Sand City Fire Hazard Severity Zones Map



CITY OF SAND CITY
ORDINANCE NO _____, 20__

ORDINANCE OF THE CITY OF SAND CITY ADDING CHAPTER 15.09 TO DESIGNATE THE FIRE HAZARD SEVERITY ZONE(S)

WHEREAS, California Government Code 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas; and

WHEREAS, Senate Bill 63 (Stern, 2021), amended Government Code 51178 to identify Moderate and High Fire Hazard Severity Zones with the Very High Fire Severity Zones in Local Responsible Areas (LRA) and require the adoption of all three Fire Hazard Severity Zones in the Local Responsibility Areas; and

WHEREAS, Government Code 51179 requires local agencies to designate by ordinance, moderate, high, and very high fire hazard severity zones in its jurisdiction

THE CITY COUNCIL OF THE CITY OF SAND CITY DOES ORDAIN AS FOLLOWS:

SECTION 1: Chapter 15.09 is hereby added to Title 15 of the Sand City Municipal Code to read in its entirety as follows:

15.09.010. The City hereby designates the Fire Hazard Severity Zone(s) as recommended by the California Department of Forestry and the Fire Protection pursuant to Government Code 51178.

The map approved by the City is hereby incorporated by reference, and entitled "City of Sand City Fire Hazard Severity Zones." The official map is also located electronically on the following website: Fire Department | Sand City, CA

SECTION 2: Effective Date
This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 3: Codification
The City Clerk is hereby authorized and directed to codify this Ordinance into the SCMC

PASSED AND ADOPTED, by the City Council of Sand City, this ____ day of_____, 2025____ by the following vote:

DRAFT

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

_____
Mayor

ATTEST:
DATED:

_____
Kerry Lindstrom, City Clerk

DRAFT

AGENDA ITEM
9A.

Approve a Resolution Approving Special Event Permit 25-02 or the Bicycle Criterium on July 20, 2025 in the West End District

City of Sand City

STAFF REPORT

TO: Mayor and City Council
FROM: Brian Foucht, Contract City Planner
SUBJECT: Special Event Permit for Bicycle Criterium 2025
DATE: May 6, 2025

BACKGROUND:
An application for a special event permit was submitted on March 11, 2025 by Tom McCullogh proposing a bicycle criterium race within the West End District of Sand City on July 27, 2025. The Applicant has held this event annually beginning on September 11, 2022 and wishes to continue this pattern. Section 18.94 of the Sand City Municipal Code (SCMC) requires City Council review and approval of special event permits with greater than 100 people attending that are not sponsored or put on by the City.

DISCUSSION
The Applicant's bicycle race criterium event is proposed to take place on Sunday July 27 starting at 8:00 AM(set up) . and ending at 8:00 PM. (take down). The Applicant anticipates there will be approximately 350 people in attendance as both spectators and competitors.

The proposed criterium course is shown on Attachment A to the staff report. The race will begin on Ortiz Avenue in front of the Independent, heading east to Holly Street, then turning left and proceeding north to Redwood Avenue, where it turns left again and proceeding west towards Hickory Street. The course veers right on Hickory Street, continuing to California Avenue where it turns left heading west towards Contra Costa Street. The route continues south on Contra Costa and turns right onto Ortiz Avenue heading west to Catalina Street, then turns left on Catalina Street heading south to Elder Avenue, turns left again and heads east to Contra Costa Street. From Contra Costa Street, the route continues north to Ortiz Avenue, turning right and back to the start point/finish line.

The proposed route will effectively cut off traffic through the West End District during the event, with blockades at the Contra Costa Street and Elder Avenue intersection, the Redwood Avenue and Holly Street intersection, and the California Avenue and Pendergrass Way Intersection. The Applicant proposes that race monitors staffed by the

[1] a bicycle race of a specified number of laps on a closed course over public roads closed to normal traffic.

"America's Most Trusted Dictionary." *Merriam-Webster*, Merriam-Webster, 1 Jan. 2014, www.merriam-webster.com/.

Event volunteers will allow local residents and business ingress/egress at those times between races that day. Properties fronting the 300 to 600 blocks of Redwood Avenue, Ortiz Avenue, and Elder Avenue, in addition to the 1800 block of Contra Costa Street (north end) and the homes on Bay Avenue will be blocked by the race course with no other potential for detoured routes. These areas will be dependent upon breaks in between races to ingress/egress. All of Dias Avenue and the 700 block of Redwood Avenue will not be hindered with access available to California Avenue from Holly Street. Homes in the East Dunes fronting Park Avenue, Fell Street, Scott Street, Hayes Street, and Ocean View Avenue will also have access to California Avenue.

Security: Security will be required to the satisfaction of the Chief of Police.

Parking: The submitted route map proposes parking for the event at various points within The Independent's parking area and along Shasta Avenue, California Avenue, Holly Street, and the 700 blocks of Redwood and Dias Avenues (see Exhibit B). The Applicant has not yet provided the City with evidence that The Independent's property owner allows to use that private parking for the Event. Another option that is not indicated in the submitted materials for parking would be the use of City Hall parking as the event occurs on Saturday when City Hall is closed. This would require City Manager and Chief of Police approval and with a Temporary Use Permit.

Traffic Control Plan (TCP): The Applicant has provided a traffic control plan (TCP) (see Exhibit C) that has been reviewed and approved by the Chief of Police. The TCP states that residents and businesses will be notified both 1-month and 1-week prior to the event about the road closures. Staff supports this effort. Such notifications should include mailings, fliers left at front doors, and posted throughout the West End District wherever possible. (i.e., power poles, public walls, etc.). Course marshals will be established throughout the course at each of the ten (10) course turns to notify pedestrians that riders are coming with the use of red flags. Resident and business ingress/egress will be allowed during those times between races facilitated by the course marshals. No vehicles will be allowed on the course during those races, and races will not begin until vehicles have cleared the course. Race organizers will post signage 3 days before the race on the route indicating the roads will be closed on the 27th from 6am to 6pm and cars on the route on the day of the race will be towed.

Food/Drink Vendors: The Applicant proposes to have at least one (1) food vendor located near the start/finish line. Vendors are required to have Monterey County Health Department permits to operate. Alcoholic beverages are not intended to be hosted by the event or served by any of the vendors. If there were, then both the City and California Department of Alcohol Beverage Control would have to provide approvals and permits.

Entertainment and Noise: The Applicant proposes two performers, who are still to be determined (an Event Announcer and Disc Jockey) both occupying the same single stage. A permit condition for this event includes language stating that “any acoustically amplified noise (voice, music, etc.) as part of the Event shall maintain sound level decibels to a reasonable level as to not infringe upon the residential dwellings within the City. Any and all entertainment related to the Event shall lower acoustically amplified noise by the direction of the Sand City Police Department. No outdoor loudspeaker, record player, amplifier, receiver, horn, radio, jukebox, musical instrument or similar device may be played or operated within the City limits in such a manner that it can be heard at a place 25 feet distant (Ord. 70-64 §1).

Compost, Recycling, Waste: The Applicant proposes three types of collection bins to be used: 1) food waste (organics), 2) recyclable materials, and 3) garbage (solid waste). There will be twenty (20) waste containers, and will be distributed throughout the spectator viewing areas on Hickory Street and Ortiz Avenue. These waste containers will be picked up by GreenWaste Recovery the day following the Event. This is compliant with SB1383 regulations at this time. Under SB 1383, large public events that average 2,000 plus persons per day are considered a “Tier 2 Edible Food Generator” and would be required to organize and enact edible food recovery activities after January 1st 2024.

SCMC Chapter 13.04 regulates solid recyclable, and organic material waste, and enables the City to have its exclusive franchise agreement with GreenWaste Recovery for waste collection and State required reporting. The subject permit for the Applicant’s event will require that The Applicant shall abide by all regulations in SCMC Chapter 13.04 that are applicable to the Event. The Applicant shall coordinate with the City’s franchised waste hauler GreenWaste Recovery (GWR) for the provision of individual collection containers for solid waste (garbage), recyclable materials, and organic materials throughout the event, and shall be responsible for the expenses incurred to provide those containers, conduct waste monitoring, and pick-up services for the Event.

Restroom Facilities: The Event will provide five (5) porta-potties that will be set up in the Independent’s parking area on Saturday the evening before the Event and picked up on the Monday following the Event. The supplier will be Tom’s Site Services. One (1) of the porta-potties will be ADA accessible, which is a condition of the permit.

Event Insurance & Indemnification Hold Harmless Agreement: As a requirement to protect the City, the Applicant is required to obtain event insurance and provide the City a signed/executed Indemnification and Hold Harmless Agreement. The Indemnification and Hold Harmless Agreement will be subject to City Attorney review and approval prior to the

execution. Staff recommends the Applicant be required to obtain insurance and provide the Indemnification and Hold Harmless Agreement no less than two (2) months prior to the event. Failure to provide these documents as required will be grounds to for terminating the event permit. A “release and waiver of liability, assumption of risk, and indemnity contract” is required to be submitted not less than sixty (60) days prior to the event.

CEQA:
The Event qualifies as a categorical exemption under CEQA (California Environmental Quality Act) Guidelines under section 15304(e), which reads “Minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc”. As this event will have no permanent effects on the environment due to the clean up efforts after the conclusion of the event on Saturday July 27th, 2025 will restore the City’s streets that are impacted to their original state.

RECOMMENDATION:
Staff recommends that the City Council approve the Special Event subject to conditions and based on findings contained in Attachment 2 of the staff report dated May 6, 2025. f the resolution to authorize the requested bicycle criterion special event on Sunday July 20, 2025

ATTACHMENTS:
1. Traffic Control Plan
2. Resolution approving a special event permit (SEP 25-01) for the Applicants Bicycle Criterium Special Event on July 25, 2025.

ATTACHMENT1

Sand City Criterium
Traffic Control Plan

Traffic and pedestrian control is one of the most important details when putting on a bike race. We are confident that we have adequate staffing and we will communicate to residents and businesses to effectively negate any potential issues regarding access, as well as, vehicle and pedestrian traffic.

Below are the key points ensure public safety, optimal traffic flow and a smoothly operating event both leading up to and on the day of the race:

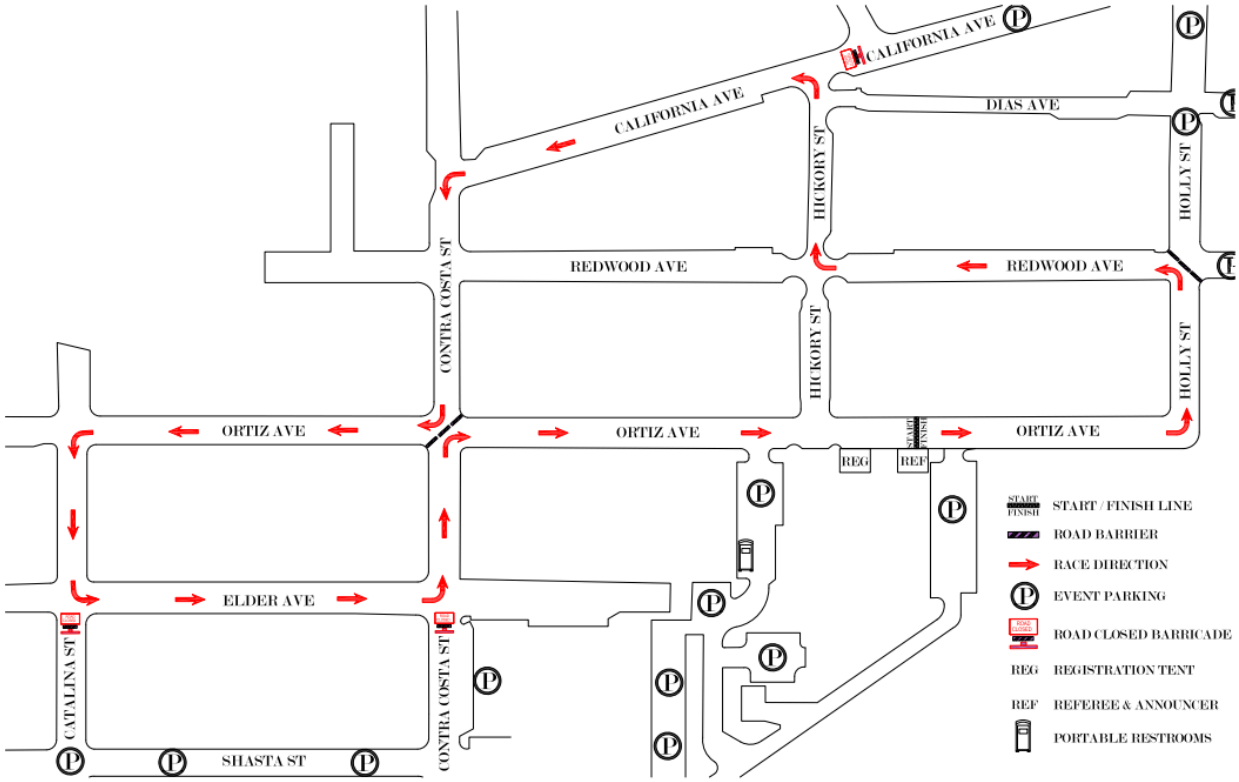
- Residents and businesses will be notified of the event one month and one week prior to the event by mail.
- Resident and business egress/ingress will be allowed during the time between races and facilitated by volunteer Course Marshals.
- No vehicles will be allowed on the course during each race. If there are vehicles on the course, the race will not begin until they have been towed or moved by the owner.
- 72 hours prior to the event, signage will be posted on all applicable streets stating that parking will not be allowed from 5pm July 19 to 6pm on July 20. The police will notify a towing company to tow any cars that are parked on the course and pose a possible threat to riders. In addition to the “no parking” on the signs, there will be a notice of road closure on July 20, 2025.
- The course will be marked with yellow tape and barricades at the start/finish to prevent pedestrians from crossing during the race.
- Course Marshals will be placed throughout the course to assist with crowd control. A course marshal will be placed at each of the ten turns to notify pedestrians that the riders are coming. This will be done by raising a red flag.
- Volunteer management: all of the Monterey Bay Race Team (20+) will volunteer for pre-race, race management or post-race clean up. In addition, we will seek volunteers from the cycling community (e.g. Naval Postgraduate School Cycling Club, Monterey Velo Club) to ensure we have sufficient personnel and coverage of all time slots.

Parking is identified with “P” on the course map below and is located on the north and south ends of the course. Attendee parking will be clearly identified with street signage and communicated to attendees by email prior to the event.

Resident traffic will need to flow in and out through California Street. Ortiz/Contra Costa will be blocked to facilitate the two turns in the course. Residents on Bay Avenue, Ortiz

Avenue, Hickory Street, Redwood Street, Dias Avenue and Holly Street will be directed to California Avenue. Residents on Catalina Street, Elder Avenue and the south end of Ortiz Avenue will be able to move through Catalina Street and/or Contra Costa Street.

Residents of the Independent will have egress/ingress through the back of the Independent's parking lot via George Wilson's business lot.



ATTACHMENT B

CITY OF SAND CITY
RESOLUTION SC ___, 2025

RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING SPECIAL EVENT PERMIT 25-02 FOR THE BICYCLE CRITERIUM ON JULY 27, 2025 IN THE WEST END DISTRICT

WHEREAS, the first Bicycle Criterium Special Event in the City of Sand City (the "City") occurred on Sunday, September 11, 2022 with City Council approval via Resolution SC 22-70 as the beginning of an annual event within the City; and

WHEREAS, the Bicycle Criterium Special Even coordinator Mr. Tom McCullough has made a new application to the City for the fourth such Bicycle Criterium Event to be held on July 27, 2025;

WHEREAS, Sand City Municipal Code (SCMC) Chapter 18.94 requires City Council review in the consideration of issuing a Special Event Permit as the Event is expected to attract more than 100 participates and spectators;

WHEREAS, the Applicant has provided a Traffic Control Plan (TCP) to the City, that has been reviewed and substantially approved by the City's Chief of Police;

WHEREAS, the Applicant is to be required to perform and provide sufficient public outreach and notification of the Event's date, time, and location, as well as, road closures and detours, to mitigate accessibility impacts to Sand City businesses and residents within the West End District of the City as stated in the 2025 Sand City Criterium Traffic Control Plan; and

WHEREAS, the City Council finds that the information provided by the applicant is consistent with the relevant Sand City Municipal Code, Section 18.94.030(C), and therefore a special event permit may be issued, at the discretion of City Council, for the Event; and

WHEREAS, the Event qualifies as a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, section 15304 (e) as the bicycle race is a one-day temporary use of land having no or negligible permanent effect on the environment as the race will be located on existing City streets.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Sand City does hereby approve and issue SEP 25-02 for a Bicycle Criterium event on July 27, 2025 upon the approval by City Council of the Conditions of Approval (Exhibit A)

PASSED AND ADOPTED by the City Council of the City of Sand City this 6th, day of May 2025 by the following vote:

AYES:
NOES:
ABSENT:

ABSTAIN:

APPROVED:

_____
Mary Ann Carbone, Mayor

ATTEST:
DATED: _____

_____
Kerry Lindstrom, City Clerk

This is to certify that the Special Event Permit (SEP) 25-02 contains the conditions specified by the City Council in approving said permit.

_____

Brian Foucht, City Planner

APPLICANT ACCEPTANCE (SEP 25-02)
The Special Event Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform and comply with each and all terms and conditions therein.

DATED:_____ BY:_____
Applicant

EXHIBIT A

CITY OF SAND CITY
Special Event Permit SEP 25-02 CONDITIONS OF APPROVAL

Project Name: Special Event Permit for Bicycle Criterium 2025
Hearing Date: May 6, 2025

1. Purpose: the purpose of SEP 25-02 is to authorize a Bicycle Criterium event within the West End District on July 27, 2025 with set up commencing on the day of the event and tear down and clean up to be completed at approximately 8 p.m. the day of the Event.

2. Event Site Plan & Route: The Event shall be executed according to the Event's site plan submitted by the Applicant and approved by the Chief of Police, as depicted in the attachment to the staff report dated May 6, 2025. Any alteration in the execution of this plan for the Event shall be subject to City Manager and/or Chief of Police review and written approval. All necessary signage, barriers, and blockades required to facilitate the site plan and route will be immediately removed following the event. This includes the proper removal and/or disposal of any sandbags, and their contents, directly following the event.

3. Security: The Applicant shall coordinate and provide sufficient security and traffic control for and during the entire Event to the satisfaction and approval of the City's Chief of Police.

4. Event Site Plan & Route: The Event shall be executed according to the event's site plan submitted by the Applicant illustrated in attachment A to the staff report dated May 6,2025. Changes to the route or other alterations shall be approved in writing by the Chief of Police. All necessary signage, barriers, and blockades required to facilitate the site plan and route shall be immediately removed following the event. This includes the proper removal and/or disposal of any sandbags, and their contents, directly following the event.

5. Parking: The Applicant shall organize and secure sufficient parking for Event Participants and spectators during the Event. Any designated Event parking on City streets and/or properties shall have approval from the City's Chief of Police as part of a traffic control plan. Any such parking arrangements on private property shall have written authorization to do so from that property's owner and/or manager with a copy of such written authorization(s) provided to the City's Planning Department and Chief of Police at least sixty (60) days prior to the commencement of the Event. Failure of the Applicant to arrange, secure, and document the required parking in the time specified herein shall be grounds for City termination of SEP 25-02 and cancellation of the Event at the expense of the Applicant.

6. Parking Restrictions: Any "No Parking Tow Away" signs for the Event must be posted a minimum of seventy-two (72) hours prior to the Event. It is the Applicants responsibility to organize and coordinate the placement of any/all "No Parking Tow

Away" signs with the City's Public Works and Police Departments. Vehicles will not be towed by the City unless such signs are properly and timely posted as required.

7. Traffic Control Plan (TCP): The Applicant shall implement and abide by the specifications of the Traffic Control Plan (TCP) as approved by the City's Chief of Police for the Event. Any modifications deemed necessary to the approved TCP shall be subject to review and approval by the City's Chief of Police. The TCP shall identify all pedestrian entry, paths, and routes and identify the location of traffic control devices, including signs, fences, and barricades. The Applicant Shall provide and maintain safe pedestrian routes that are protected throughout the entire traffic control area, as identified in the City approved TCP. At those times between Event bike races, City resident and business vehicle and/or pedestrian traffic shall be allowed to traverse the race route to ingress and/or egress the City's West End District area.

8. Emergency Medical Technician (EMT): A certified Emergency Medical Technician (EMT) must be present onsite throughout the duration of the event.

9. Emergency Vehicle Access: At any time, official emergency vehicles (fire, ambulances, police) need to traverse the Event area in response to an emergency in the performance of their duties, the race shall be immediately suspended and such vehicles and emergency response teams shall be granted access into and/or through the Event area without hinderance or delay.

10. Food & Drink: All food and beverage vendors shall have an active approved license from the Monterey County Health Department. Copies of all vendor approved Health Department license shall be provided to the City no later than sixty (60) days prior to the Event. Any vendor at the Event that does not have the appropriate or active County Health Department license shall be subject to an immediate to an immediate 'cease and desist' order and closure of that vendor's activities at the Event. Any vendor(s) serving (free or at cost) alcoholic beverages shall 1) first obtain City approval, and 2) shall have all the appropriate licenses/permits from the California Department of Alcohol and Beverage Control (California ABC) with copies provided to the City prior to the Event.

11. Event Entertainment & Announcers: The Event is authorized to establish one (1) performance stage. The stage and any tents may be subject to inspection and approval by the City's building and/or Fire Department. Any acoustically amplified noise (voice, music, etc.) as part of the Event shall maintain sound levels decibels to a reasonable level as not to infringe upon residential dwellings within the City. Any and all entertainment related to the Event shall lower acoustically amplified noise at the direction of the City's Police Department. Sound testing of audio equipment shall not commence prior to 7:30 a.m. on the morning of the Event. The Applicant shall provide the City with a list of sound/audio equipment to be used at the Event.

12. Waste Management: The Applicant shall abide by all regulations in Sand City Municipal Code, Chapter 12.04, that are applicable to the Event. The Applicant shall coordinate with the City's franchised waste hauler GreenWaste Recovery (GWR) for the provision of individual collection containers for solid waste (garbage), recyclable materials, and organic materials throughout the Event, and shall be responsible for the expenses incurred to provide those containers, conduct waste monitoring, and pick-up services for the Event. The Applicant may

utilize volunteers and/or GWR employees (at the Applicants expense) to ensure that the proper materials are placed in the appropriate containers to avoid contamination.

13. Restroom Facilities: The Applicant shall provide functioning public restroom facilities for the Event's participants and spectators sufficient to accommodate the expected level of participants and spectators. At least one (1) such facilities shall be ADA (Americans with Disabilities Act) accessible. Signs indicating the availability of these temporary restroom facilities shall be visibly posted. Any portable public restroom facilities and their contents shall be removed from the City no less than one (1) day after the Event.

14. Public Notification: The Applicant shall perform sufficient public outreach to the businesses and residents within the West End District, informing them of the Event, the Event date, time, and location; the Event set-up and tear down dates and times; traffic management; and road closures and detours for the Event. The Applicant shall provide the City copy of all public outreach materials for the Event.

15. Financial Obligation: Expenses generated by the Event shall be exclusively the responsibility of the Applicant and/or Event sponsors. Any expense(s) incurred by the City resulting from the Event or failure by the Applicant to abide by the requirements of the Special Event Permit 25-02 shall be reimbursable and paid in full to the City by the Applicant within that period of time specified by City invoice(s), but no less than sixty (60) days after the Event. Failure to reimburse the City in full may lead to legal recourse by the City.

16. Insurance: the Applicant shall obtain sufficient liability insurance for the Event to the satisfaction of the City Manager and City Attorney. Said insurance shall be effective through the course of setting up the Event, during the Event, and cleanup time after the Event. Documentation of liability insurance for the Event shall be provided to the City Manager and City Attorney for review and approval no less than two (2) months Prior to the Event failure of the Applicant to secure such liability insurance, as required, shall be grounds for City termination of the SEP 25-02 and cancellation of the Event at the expense of the Applicant.

17. Indemnification and Hold Harmless Agreement: The Applicant shall provide a fully executed Indemnification and Hold Harmless Agreement to the City Manager, City Attorney, and City's Chief of Police no less than two (2) months prior to the Event. Said Indemnification and Hold Harmless Agreement shall be to the satisfaction of the City Attorney prior to execution. Failure of the Applicant to execute an Indemnification and Hold Harmless Agreement and provide said document to the City, as required, shall be grounds for City termination of the SEP 25-02 and cancellation of the Event at the expense of the Applicant.

18. Public Health, Safety, and Welfare: The Applicant shall conduct the Event in such a manner, to the best of the Applicants ability, that does not pose a threat to the general public's health, safety, and welfare.

19. Encroachment Permit: The Applicant shall obtain a Sand City Encroachment Permit for the Event from the City's Engineer prior to the Event. Failure of the Applicant to acquire an encroachment permit from the City's Engineer shall be grounds for termination of SEP 25-02 and cancellation of the Event at the Applicant's expense.

20. Vendor Listing and Business License: The Applicant shall provide the City with a list of all venders participating in the Event. Said list shall consist of business names, contact name(s), contact phone and/or emails. All vendors selling goods, food, and beverages, etcetera at the Event shall obtain a business license and pay City business license fees prior to the Event. Any vendor operating at the Event without a valid business license shall be subject to a ‘cease and desist’ order and closure of that vendor’s activities at the Event