



CITY COUNCIL REGULAR MEETING

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

TUESDAY, MAY 21, 2024

5:30 PM

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

City Council Regular Meeting - Tuesday, May 21, 2024
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.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

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

5. 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.

6. 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.

- 6A. Approve the City Council Regular Meeting Minutes for March 5, 2024 and May 7, 2024

[Minutes](#)

[Minutes](#)

- 6B. Acceptance of City/Successor Agency Financial Reports from April 2024

[Staff Report](#)

[April Cash Register Activity Report](#)

[April Cash Disbursement Report](#)

[Successor Agency Trial Balance Report](#)

- 6C. Approve a Resolution Authorizing Renewal of a Maintenance Services Agreement with Hope Rehabilitation Services for Fiscal Year 2024-2025

[Staff Report](#)

[Resolution](#)

[Hope Agmt.pdf](#)

- 6D. Review of GreenWaste Recovery's 2024-25 Rate Request-Final Report

[Staff Report](#)

[Sand City Memo RP10](#)

7. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

8. PRESENTATION

9. PUBLIC HEARING

10. NEW BUSINESS

- 10A. Approve FY 25 Amendments to Exhibits A & B of the MOU Between ReGen Monterey and its Member Jurisdictions Regarding Compliance with California's Senate Bill 1383

[Staff Report](#)

[ReGen Memo for FY 25 SB 1383 Shared Costs Amendment to MOU](#)

- 10B. Approve a Resolution Adopting Objective Design and Development Standards

[Staff Report](#)

[Resolution](#)

[Final Sand City ODDS Re-Numbered](#)

[Sand City ODDS Draft Memorandum](#)

[Notice of Exemption](#)

- 10C. Approve a Resolution Granting CUP 24-001 for 398 Shasta Street

[Staff Report](#)

[EXHIBIT A_Findings and Conditions of Approval \(24-001\)](#)

[Exhibit B Notice of Exemption](#)

[EXHIBIT C_Aerial Map](#)

[EXHIBIT D_Site Floor Plan](#)

[EXHIBIT E_PARKING Plan](#)

[EXHIBIT F_Site Photo](#)

[EXHIBIT G_Haz Mat Questionnaire](#)

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

13. 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
6A.**

**Approve the City Council Regular Meeting
Minutes for March 5, 2024 and May 7,
2024**

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

Regular Meeting - Tuesday, March 5, 2024 5:30 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 5:30 PM.

1. ROLL CALL

Present: Mayor Carbone
Vice Mayor Blackwelder
Councilmember Diaz
Councilmember Hawthorne
Councilmember Sofer

Staff: City Manager Vibeke Norgaard
Police Chief David Honda
Interim City Attorney Adam Lindgren
City Clerk Kerry Lindstrom

2. PLEDGE OF ALLEGIANCE

Police Chief David Honda led the Pledge of Allegiance.

3. INVOCATION

Reverend Hellam led the invocation.

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

Mayor Carbone announced the grand opening ribbon-cutting ceremony at Calabrese Park will be on March 28, 2024, at 2:00 PM. City Manager Vibeke Norgaard provided the Council with the City Manager's report with updates on various projects in the City of Sand City.

5. COMMUNICATIONS

Public comment was received from Luke Kilpatrick.

6. CONSENT CALENDAR

Public comment received from James Davi, Agnieszka Kazmierczak, Mikiko Osumi, Pete Standridge, Jerry Blackwelder, Shelly Etter, and Luke Kilpatrick.

Upon motion by Councilmember Hawthorne and seconded by Councilmember Hawthorne, Vice Mayor Blackwelder recused, Council voted to continue Items 6B through 6J to a future City Council meeting.

Motion carried 4-0-1, by the following vote:

AYES: Mayor Carbone, Councilmembers Diaz, Hawthorne, and Sofer
NOES: None.
ABSENT: None.
RECUSED: Vice Mayor Blackwelder

- 6A. Approve the City Council Regular Meeting Minutes for January 16, 2024 and February 6, 2024

Upon motion by Vice Mayor Blackwelder and seconded by Councilmember Sofer, Council voted 5-0 to approve the City Council Regular Meeting Minutes for January 24, 2024 and February 6, 2024.

- 6B. Approve a Resolution Denying Claim of Agnieszka Kazmierczak
This item was continued to a future meeting.

- 6C. Approve a Resolution Denying Claim of Bella Mare Investments, LLC/James A. Davi
This item was continued to a future meeting.

- 6D. Approve a Resolution Denying Claim of Carmel Stone Imports
This item was continued to a future meeting.

- 6E. Approve a Resolution Denying Claim of Jerry Blackwelder
This item was continued to a future meeting.

- 6F. Approve a Resolution Denying Claim of Debbie Longo-Sullivan
This item was continued to a future meeting.

- 6G. Approve a Resolution Denying Claim of Peninsula Hydronics, Inc/Peter Pinon
This item was continued to a future meeting.

- 6H. Approve a Resolution Denying Claim of PJs Tile & Stone
This item was continued to a future meeting.

- 6I. Approve a Resolution Denying Claim of Reliable Plumbing & Heating
This item was continued to a future meeting.

- 6J. Approve a Resolution Denying Claim of Sato Racing/Mikiko Osumi
This item was continued to a future meeting.

7. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

No items pulled for consideration.

8. PRESENTATION

Public comment received from Roy Meadows and Luke Kilpatrick.

- 8A. Received a presentation on Catalina Avenue/Contra Costa Avenue Stormwater Improvement Project: Leon Gomez, Engineering Services.

10. NEW BUSINESS

- 10A. Approve a Resolution Authorizing the City Manager to Allocate Coronavirus State and Local Fiscal Recovery Funds in the Amount of \$95,449

Public comment received from Luke Kilpatrick.

Council discussed allocating Coronavirus State and Local Fiscal Recovery Funds of \$95,449 and directed the City Manager to bring back to Council other options for discussion and possible approval at a future City Council meeting.

10B. Discussion and Direction to Staff Regarding Remote Participation in City Council Meetings

Public comment received from Luke Kilpatrick.

Upon motion by Councilmember Diaz and seconded by Councilmember Sofer, Council voted to continue remote participation in City Council meetings.

Motion carried 5-0, by the following vote:

AYES:	Mayor Carbone, Vice Mayor Blackwelder, Councilmembers Diaz, Hawthorne, and Sofer.
NOES:	None.
ABSENT:	None.
ABSTAIN:	None.

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

No comments made.

12. CLOSED SESSION

12A. Conference with real property negotiators pursuant to Government Code §54956.8. Property: 501 Ortiz Avenue, APN 011-195-014 & 011-195-015. City Negotiators: City Manager Vibeke Norgaard, City Attorney Adam Lindgren, and EMC President Michael Groves. Negotiating Parties: Katherine M. Roper & Roper Trust and Robin Aeschliman. Under Negotiation: Price and terms of payment.

12B. Re-Adjourn to Open Session to report any action taken at the conclusion of Closed Session in accordance with California Government Code §54957.1

Interim City Attorney Adam Lindgren reported the City negotiators unanimously received authorization and direction from the Council to offer a purchase and sale agreement to identified parties and will come back to Council for further action.

13. ADJOURNMENT

Council adjourned the meeting at approximately 7:50 PM.

Kerry Lindstrom, City Clerk

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

City Council Regular Meeting - Tuesday, May 7, 2024 5:30 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 5:30 PM.

1. ROLL CALL

Present: Mayor Carbone
Councilmember Diaz
Councilmember Hawthorne
Councilmember Sofer

Absent: Vice Mayor Blackwelder

Staff: City Manager Vibeke Norgaard
Police Chief David Honda
Interim City Attorney Adam Lindgren
City Clerk Kerry Lindstrom

2. PLEDGE OF ALLEGIANCE

Police Chief David Honda led the Pledge of Allegiance.

3. INVOCATION

Reverend Hellam made the invocation.

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

Mayor Carbone announced the annual Red Dress event took place on May 4, 2024, at the Oldemeyer Center and shared with Council, staff, and the public a gift she was presented at the event. City Manager Vibeke Norgaard provided the Council with the City Manager's Report which included updates on various projects in the City of Sand City and provided the public with copies of the report. Interim City Attorney Adam Lindgren stated he will be attending the City Attorney Department meeting for the spring conference on May 8, 2024 for two days of studying on new laws and recent legal developments and will report back to Council any issues legal or policy related to that are of interest to the Council.

5. COMMUNICATIONS

No public comment received.

6. CONSENT CALENDAR

No public comment received.

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

6A. Approved the City Council Regular Meeting Minutes for February 20,
2024

- 6B. Accepted the City/Successor Agency Financial Reports from August 2023 through March 2024

7. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

No items were pulled.

8. NEW BUSINESS

- 8A. Approve a Resolution Authorizing the City Manager to Allocate Coronavirus State and Local Fiscal Recovery Funds in the Amount of \$95,449

Public comment received from Danny Charlton.

Upon motion by Councilmember Hawthorne and seconded by Councilmember Sofer, Vice Mayor Blackwelder absent, the Council voted 4-0-1 to approve Resolution SC 24-24 authorizing the City Manager to allocate Coronavirus State and Local Fiscal Recovery Funds in the amount of \$95,449.

- 8B. Approve a Resolution Approving the City's Fiscal Year 2023-2024 General Employees Salary Schedule and the City's 2022-2024 POA Salary Schedule

No public comment received.

Upon motion by Councilmember Sofer and seconded by Councilmember Hawthorne, Vice Mayor Blackwelder absent, the Council voted 4-0-1 to approve Resolution SC 24-25 approving the City's Fiscal Year 2023-24 General Employees Salary Schedule and the City's 2022-2024 POA Salary Schedule.

- 8C. Approve a Resolution Approving a City Council Donation Policy

No public comment received.

Upon motion by Councilmember Hawthorne and seconded by Councilmember Diaz, Vice Mayor Blackwelder absent, the Council voted 4-0-1 to approve Resolution SC 24-26 approving a City Council Donation Policy.

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

Councilmember Sofer commented she attended the 2024 Monterey Bay Regional Economic Outlook, along with City Manager Vibeke Norgaard, and stated it was very interesting to learn about all of the projects happening in the Monterey Bay region. Mayor Carbone commented Glastonbury AV was hired for the Red Dress event.

10. ADJOURNMENT

Council adjourned the meeting at approximately 6:33 PM.

Kerry Lindstrom, City Clerk

**AGENDA ITEM
6B.**

**Acceptance of City/Successor Agency
Financial Reports from April 2024**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council/Successor Agency Board Members
FROM: Jennifer Pope, Finance Manager
SUBJECT: April 2024 Financial Report
DATE: May 21, 2024

BACKGROUND/DISCUSSION:

Attached are the 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 Register Activity Report, April 2024 (Attachment 1)
Revenue total - **\$757,455**
- b. Cash Disbursement Report, April 2024 (Attachment 2)
Expenditure total - **\$259,415**

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

- a. Trial Balance Report, April 2024 (Attachment 3)
 - i. Revenue total - **\$1,257,570**
 - ii. Expenditures total - **\$1,295,313**

Transfers

Transfers are shown on the Month End Cash Register Activity Report; they are transfers from one bank account to another and should not be considered as a revenue or expenditure.

Date	Source	Amount	Description

There were no transfers in April 2024.

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 Month End Cash Register Activity Report
2. Sand City Month End Cash Disbursement Report
3. Successor Agency Trial Balance Report

City of Sand City
Month End Cash Register Activity Report
For Period: 04-24

Period	Deposit/Posting Date	Receipt Date	Receipt	Description	Debit Acct	Credit Acct	Amount paid
24-Apr	4/10/2024	4/8/2024	29331	TOT TAX	99 1001	10 4034 00	658.08
24-Apr	4/10/2024	4/8/2024	29332	TOT TAX	99 1001	10 4034 00	197.40
24-Apr	4/10/2024	4/8/2024	29333	UTILITY USERS TAX	99 1001	10 4025 00	1,017.49
24-Apr	4/10/2024	4/8/2024	29334	UTILITY USERS TAX	99 1001	10 4025 00	0.34
24-Apr	4/10/2024	4/8/2024	29335	RENTAL INCOME	99 1001	10 4740 00	1,699.59
24-Apr	4/10/2024	4/8/2024	29336	TRANSACTION/USE TAX	99 1001	10 4032 00	330,656.52
24-Apr	4/10/2024	4/8/2024	29337	TRANSACTION/USE TAX	99 1001	10 4032 00	351.26
24-Apr	4/10/2024	4/8/2024	29338	SALES TAX RECEIVED	99 1001	10 4030 00	238,028.41
24-Apr	4/10/2024	4/8/2024	29339	REAP PROJECT	99 1001	10 4608 05	5,340.92
24-Apr	4/10/2024	4/8/2024	29340	ROAD MAINTENANCE & REHAB	99 1001	37 4306 11	772.64
24-Apr	4/10/2024	4/8/2024	29341	BUILDING PERMIT 4115	99 1001	10 4115 06	853.75
24-Apr	4/10/2024	4/8/2024	29341	STRONG MOTION 2010	99 1001	10 2010	22.40
24-Apr	4/10/2024	4/8/2024	29341	CBSC FEE - SB1473	99 1001	10 2012	4.00
24-Apr	4/10/2024	4/8/2024	29341	PLAN CHECK FEE 4165	99 1001	10 4165 06	554.94
24-Apr	4/10/2024	4/8/2024	29342	SOUTH OF TIOGA REIMBURSEMENTS	99 1001	10 4530 00	2,307.63
24-Apr	4/10/2024	4/8/2024	29343	REIMBURSEMENTS	99 1001	10 4732 00	760.00
24-Apr	4/10/2024	4/8/2024	29344	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/10/2024	4/8/2024	29345	POLICE REPORT 4560	99 1001	10 4560 08	10.00
24-Apr	4/10/2024	4/8/2024	29346	VEHICLE RELEASE	99 1001	10 4211 08	95.00
24-Apr	4/10/2024	4/8/2024	29346	DONATION	99 1001	10 1105	5.00
24-Apr	4/10/2024	4/8/2024	29347	SAND CITY PARKING	99 1001	10 4221 08	10.00
24-Apr	4/10/2024	4/8/2024	29348	POLICE REPORT 4560	99 1001	10 4560 08	10.00
24-Apr	4/10/2024	4/8/2024	29349	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/10/2024	4/8/2024	29350	WEST END REVENUE	99 1001	10 4500 00	500.00
24-Apr	4/10/2024	4/8/2024	29350	WEST END REVENUE	99 1001	10 4500 00	100.00
24-Apr	4/10/2024	4/8/2024	29352	WEST END REVENUE	99 1001	10 4500 00	500.00
24-Apr	4/10/2024	4/8/2024	29352	WEST END REVENUE	99 1001	10 4500 00	100.00
24-Apr	4/10/2024	4/8/2024	29353	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29354	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29355	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29356	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29357	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29358	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29359	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29360	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29361	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29362	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29363	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29364	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29365	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29366	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29367	WEST END REVENUE	99 1001	10 4500 00	500.00
24-Apr	4/10/2024	4/8/2024	29368	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29369	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/10/2024	4/8/2024	29370	TOT TAX	99 1001	10 4034 00	252.00
24-Apr	4/10/2024	4/9/2024	29371	MISC	99 1001	10 4529	23,442.79
24-Apr	4/10/2024	4/9/2024	29372	TOT TAX	99 1001	10 4034 00	773.76
24-Apr	4/10/2024	4/9/2024	29373	GAS TAX 2103	99 1001	31 4305 11	202.22
24-Apr	4/10/2024	4/9/2024	29373	GAS TAX - 2105 31	99 1001	31 4305 11	185.67
24-Apr	4/10/2024	4/9/2024	29373	GAS TAX - 2106 32	99 1001	31 4305 11	476.50
24-Apr	4/10/2024	4/9/2024	29373	GAS TAX - 2107 33	99 1001	31 4305 11	257.46
24-Apr	4/18/2024	4/17/2024	29376	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29377	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29378	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29379	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29380	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29381	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/18/2024	4/17/2024	29382	WEST END REVENUE	99 1001	10 4500 00	150.00
24-Apr	4/18/2024	4/17/2024	29383	TOT TAX	99 1001	10 4034 00	1,657.68

City of Sand City
Month End Cash Register Activity Report
For Period: 04-24

Period	Deposit/Posting Date	Receipt Date	Receipt	Description	Debit Acct	Credit Acct	Amount paid
24-Apr	4/18/2024	4/17/2024	29384	TOT TAX	99 1001	10 4034 00	703.20
24-Apr	4/18/2024	4/17/2024	29385	TOT TAX	99 1001	10 4034 00	1,131.38
24-Apr	4/18/2024	4/17/2024	29386	TOT TAX	99 1001	10 4034 00	716.88
24-Apr	4/18/2024	4/17/2024	29387	UTILITY USERS TAX	99 1001	10 4025 00	3.07
24-Apr	4/18/2024	4/17/2024	29388	UTILITY USERS TAX	99 1001	10 4025 00	24.28
24-Apr	4/18/2024	4/17/2024	29389	PLAN CHECK FEE 4165	99 1001	10 4165 06	3,662.34
24-Apr	4/18/2024	4/17/2024	29390	COPS GRANT	99 1001	10 4069 08	8,333.33
24-Apr	4/18/2024	4/17/2024	29391	COUNTY/TRAFFIC	99 1001	35 4205 11	26.41
24-Apr	4/18/2024	4/17/2024	29391	CRIMINAL PC1463/CITY FINES	99 1001	10 4210 08	75.21
24-Apr	4/18/2024	4/17/2024	29391	COUNTY/PROOF OF CORR	99 1001	35 4205 11	935.00
24-Apr	4/18/2024	4/17/2024	29391	1/2 TAX POLICE/PROP 172	99 1001	10 4330 08	33.12
24-Apr	4/18/2024	4/17/2024	29391	COUNTY/REV & RECOVERY	99 1001	10 4210 08	46.05
24-Apr	4/18/2024	4/17/2024	29392	MISC	99 1001	10 4609 05	67,139.00
24-Apr	4/18/2024	4/17/2024	29393	MISC	99 1001	10 4050	14,954.89
24-Apr	4/18/2024	4/17/2024	29394	MISC	99 1001	10 4050	27,802.10
24-Apr	4/18/2024	4/17/2024	29395	MISC	99 1001	10 4045	498.94
24-Apr	4/18/2024	4/17/2024	29396	MISC	99 1001	10 4045	3,823.75
24-Apr	4/18/2024	4/17/2024	29397	UTILITY USERS TAX	99 1001	10 4025 00	177.92
24-Apr	4/18/2024	4/17/2024	29398	UTILITY USERS TAX	99 1001	10 4025 00	108.36
24-Apr	4/30/2024	4/30/2024	29399	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29400	SAND CITY PARKING	99 1001	10 4221 08	40.15
24-Apr	4/30/2024	4/30/2024	29401	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29402	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29403	SAND CITY PARKING	99 1001	10 4221 08	40.15
24-Apr	4/30/2024	4/30/2024	29404	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29405	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29406	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29407	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29408	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29409	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29410	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29411	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29412	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29413	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29414	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29415	PLAN CHECK FEE 4165	99 1001	10 4165 06	648.17
24-Apr	4/30/2024	4/30/2024	29415	BUILDING PERMIT 4115	99 1001	10 4115 06	997.19
24-Apr	4/30/2024	4/30/2024	29415	STRONG MOTION 2010	99 1001	10 2010	20.16
24-Apr	4/30/2024	4/30/2024	29415	CBSC FEE - SB1473	99 1001	10 2012	3.00
24-Apr	4/30/2024	4/30/2024	29416	SAND CITY PARKING	99 1001	10 4221 08	40.00
24-Apr	4/30/2024	4/30/2024	29417	SQUARE FEES	99 1001	10 2116	(84.92)
24-Apr	4/30/2024	4/30/2024	29418	WEST END REVENUE	99 1001	10 4500 00	500.00
24-Apr	4/30/2024	4/30/2024	29418	WEST END REVENUE	99 1001	10 4500 00	100.00
24-Apr	4/30/2024	4/30/2024	29419	TOT TAX	99 1001	10 4034 00	7,285.65
24-Apr	4/30/2024	4/30/2024	29420	TOT TAX	99 1001	10 4034 00	1,793.61
24-Apr	4/30/2024	4/30/2024	29421	CONDITIONAL USE PERM	99 1001	10 4125 05	500.00
24-Apr	4/30/2024	4/30/2024	29422	SQUARE FEES	99 1001	10 2116	(356.88)

757,454.96

City of Sand City
Month End Cash Disbursements Report
Report for 04-24

Period	Check Number	Check Date	Vendor # (Name)	Gross Amount	Net Amount	Check Description
24-Apr	39286	4/12/2024	YOS01 (ARAMARK SERVICES, INC.)	-1,026.65	-1,026.65	Ck# 039286 Reversed
	39342	4/8/2024	4LE01 (4LEAF, INC.)	618.75	618.75	Automatic Generated Check
	39343	4/8/2024	ALA04 (ALHAMBRA)	157.86	157.86	Automatic Generated Check
	39344	4/8/2024	AME04 (AMERICAN LOCK & KEY)	964	964	Automatic Generated Check
	39345	4/8/2024	AVA01 (AVAYA, INC)	227.07	227.07	Automatic Generated Check
	39346	4/8/2024	BCM01 (BCM ONE, INC.)	326.05	326.05	Automatic Generated Check
	39347	4/8/2024	CAL01 (CAL-AM WATER)	690.54	690.54	Automatic Generated Check
	39348	4/8/2024	CAL15 (CALIFORNIA CONSULTING, INC.)	4,250.00	4,250.00	Automatic Generated Check
	39349	4/8/2024	CBS02 (CANON SOLUTIONS AMERICA, INC.)	357.39	357.39	Automatic Generated Check
	39350	4/8/2024	COA07 (MONTEREY COUNTY WEEKLY)	1,244.00	1,244.00	Automatic Generated Check
	39351	4/8/2024	COR05 (CORODATA RECORDS MANAGEMENT)	56.45	56.45	Automatic Generated Check
	39352	4/8/2024	EMC02 (EMC PLANNING GROUP, INC.)	23,549.64	23,549.64	Automatic Generated Check
	39353	4/8/2024	EWI02 (EWING IRRIGATION PRODUCTS, INC)	703.42	703.42	Automatic Generated Check
	39354	4/8/2024	GLA06 (RORY GLASS)	500	500	Automatic Generated Check
	39355	4/8/2024	HAR06 (HARRIS & ASSOCIATES, INC.)	3,531.25	3,531.25	Automatic Generated Check
	39356	4/8/2024	MBT01 (MONTEREY BAY TECHNOLOGIES, INC.)	2,700.00	2,700.00	Automatic Generated Check
	39357	4/8/2024	MEY01 (MEYERS NAVE, CORPORATION)	25,946.00	25,946.00	Automatic Generated Check
	39358	4/8/2024	MRW01 (MONTEREY ONE WATER)	276.46	276.46	Automatic Generated Check
	39359	4/8/2024	OFF03 (ODP BUSINESS SOLUTIONS)	128.36	128.36	Automatic Generated Check
	39360	4/8/2024	PET01 (PETTY CASH-CASHED BY SHAN NORTON)	102.49	102.49	Automatic Generated Check
	39361	4/8/2024	RGS01 (REGIONAL GOVERNMENT SERVICES)	6,370.14	6,370.14	Automatic Generated Check
	39362	4/8/2024	SAF02 (SAFEGUARD BUSINESS SYSTEMS)	161.7	161.7	Automatic Generated Check
	39363	4/8/2024	SHA03 (SHAMROCK OFFICE SOLUTIONS)	8,614.36	8,614.36	Automatic Generated Check
	39364	4/8/2024	SIG01 (SIGN WORKS CUSTOM SIGNS)	300	300	Automatic Generated Check
	39365	4/8/2024	SLV01 (STEPHEN L. VAGNINI)	5,000.00	5,000.00	Automatic Generated Check
	39366	4/8/2024	SOF02 (ELIZABETH A. SOFER)	43.15	43.15	Automatic Generated Check
	39367	4/17/2024	4LE01 (4LEAF, INC.)	7,543.00	7,543.00	Automatic Generated Check
	39368	4/17/2024	AME10 (ARAMARK)	1,764.25	1,764.25	Automatic Generated Check
	39369	4/17/2024	ATT05 (AT&T MOBILITY)	857.96	857.96	Automatic Generated Check
	39370	4/17/2024	BUS05 (JEFF BUSHNELL)	209.06	209.06	Automatic Generated Check
	39371	4/17/2024	CLE01 (CALIFORNIA LAW)	256	256	Automatic Generated Check
	39372	4/17/2024	COM11 (COMCAST)	594.3	594.3	Automatic Generated Check
	39373	4/17/2024	COR04 (CORODATA SHREDDING, INC.)	123.5	123.5	Automatic Generated Check
	39374	4/17/2024	CSD01 (CALIFORNIA STATE DISBURSE UNIT)	385	385	Automatic Generated Check
	39375	4/17/2024	DEP01 (DEPT. OF CONSERVATION)	122.92	122.92	Automatic Generated Check
	39376	4/17/2024	EMC02 (EMC PLANNING GROUP, INC.)	81,732.04	81,732.04	Automatic Generated Check
	39377	4/17/2024	FIR03 (FIRST ALARM SECURITY)	190	190	Automatic Generated Check
	39378	4/17/2024	GAT02 (HOPE SERVICES)	6,244.77	6,244.77	Automatic Generated Check
	39379	4/17/2024	GRA02 (GRANITEROCK CO # 29137)	6,822.40	6,822.40	Automatic Generated Check
	39380	4/17/2024	GRE06 (GREEN VALLEY LANDSCAPE, INC)	800	800	Automatic Generated Check
	39381	4/17/2024	HER01 (THE MONTEREY COUNTY HERALD)	166.5	166.5	Automatic Generated Check
	39382	4/17/2024	HOM01 (HOME DEPOT CREDIT SERVICE)	757.41	757.41	Automatic Generated Check
	39383	4/17/2024	KLI01 (MARY ANN CARBONE)	244.83	244.83	Automatic Generated Check
	39384	4/17/2024	LIN01 (LINGO)	139.88	139.88	Automatic Generated Check
	39385	4/17/2024	MEY01 (MEYERS NAVE, CORPORATION)	3,050.00	3,050.00	Automatic Generated Check
	39386	4/17/2024	MON08 (MONTEREY COUNTY)	34,032.84	34,032.84	Automatic Generated Check
	39387	4/17/2024	MOU01 (MICHAEL MOUNT)	85.79	85.79	Automatic Generated Check
	39388	4/17/2024	MRW02 (MRWMD)	499.36	499.36	Automatic Generated Check
	39389	4/17/2024	PET01 (PETTY CASH-CASHED BY SHAN NORTON)	130.4	130.4	Automatic Generated Check
	39390	4/17/2024	PGE01 (PACIFIC GAS & ELECTRIC)	3,174.30	3,174.30	Automatic Generated Check
	39391	4/17/2024	PUB01 (PUBLIC STORAGE)	472	472	Automatic Generated Check
	39392	4/17/2024	SNO01 (SHANNON NORTON)	18.89	18.89	Automatic Generated Check
	39393	4/17/2024	STA03 (STAR SANITATION, LLC)	813	813	Automatic Generated Check
	39394	4/17/2024	STU02 (STURDY OIL COMPANY)	1,293.06	1,293.06	Automatic Generated Check
	39395	4/17/2024	TRA04 (TRASHCANS UNLIMITED, LLC)	7,484.78	7,484.78	Automatic Generated Check
	39396	4/17/2024	TRU02 (TRUTH SEEKER INVESTIGATIONS LLC)	1,275.00	1,275.00	Automatic Generated Check
	39397	4/17/2024	VER01 (VERIZON WIRELESS)	127.36	127.36	Automatic Generated Check
	39398	4/17/2024	WEE02 (BOB WEEMS)	266.27	266.27	Automatic Generated Check
	39400	4/18/2024	VOID (Voided Check)	0	0	Automatic Generated Check
	39401	4/18/2024	VOID (Voided Check)	0	0	Automatic Generated Check
	39402	4/18/2024	VOID (Voided Check)	0	0	Automatic Generated Check
	39404	4/18/2024	ATT03 (A.T. & T.)	202.72	202.72	Automatic Generated Check
	39405	4/18/2024	HUM02 (HUMANA INSURANCE COMPANY)	4,286.51	4,286.51	Automatic Generated Check
	39406	4/18/2024	USB01 (U.S. BANK CORP PAYMENT SYSTEMS)	7,456.16	7,456.16	Automatic Generated Check

Total for Bank Account 1001 ----->

259,414.69 259,414.69

Beginning of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)

G/L Ctr	Account Cal.	No Fiscal	Date	Jrnl	Line	Description	Debit	Credit
40	1005					Fiduciary Fund Tax Increment Account		
						Balance July 1, 2023 (01-24)	1,232,874.32	
Jul 2023	01-2024	07/31/23	DL-00	0002	July 2024 Interest		3,665.64	
Aug 2023	02-2024	08/31/23	DL-00	0002	August 2023 Interest		3,780.95	
Sep 2023	03-2024	09/30/23	DL-00	0003	US Bank			533,542.18
Sep 2023	03-2024	09/30/23	DL-01	0002	US Bank			2,300.00
Sep 2023	03-2024	09/30/23	DL-02	0002	Meyers/Nave			567.00
Sep 2023	03-2024	09/30/23	DL-03	0002	RSG			881.25
Sep 2023	03-2024	09/30/23	DL-04	0002	September 2023 Interest	3,374.20		
Oct 2023	04-2024	10/03/23	DL-02	0002	Meyers Nave Ck#2274			6,264.00
Oct 2023	04-2024	10/05/23	DL-01	0002	RSG Ck#2275			2,662.50
Oct 2023	04-2024	10/31/23	DL-00	0002	October 2023 Interest	2,357.61		
Nov 2023	05-2024	11/30/23	DL-00	0002	November Interest	742.29		
Nov 2023	05-2024	11/30/23	DL-01	0002	RSG Ck#2277			2,045.00
Nov 2023	05-2024	11/30/23	DL-03	0003	PNC Ck#2278 - Duplicate payment			533,546.24
Nov 2023	05-2024	03/25/24	DL-02	0002	City of Sand City Ck#2276			128,630.33
Dec 2023	06-2024	12/31/23	DL-00	0002	Monterey County ROPS 23-24B	696,150.00		
Dec 2023	06-2024	12/31/23	DL-01	0002	December Interest	191.83		
Jan 2024	07-2024	01/31/24	DL-00	0002	US Bank 2008 Bond	1,518.21		
Jan 2024	07-2024	01/31/24	DL-01	0003	Returned Check US Bank 2008 Bond			1,530.21
Jan 2024	07-2024	01/31/24	DL-02	0002	Meyers Nave Ck#2279			5,259.00
Jan 2024	07-2024	01/31/24	DL-03	0002	RSG Ck #2280 & 2281			9,537.50
Jan 2024	07-2024	01/31/24	DL-04	0002	January Interest	2,759.10		
Feb 2024	08-2024	02/29/24	DL-00	0002	February Interest	2,371.16		
Feb 2024	08-2024	02/29/24	DL-01	0002	Meyers Nave Ck#2282 & 2284			12,303.00
Feb 2024	08-2024	02/29/24	DL-02	0002	RSG ck#2283.			446.25
Mar 2024	09-2024	03/31/24	DL-00	0002	March Interest	2,535.66		
Mar 2024	09-2024	03/31/24	DL-01	0002	Meyers Nave Ck#2289			3,618.00
Mar 2024	09-2024	03/31/24	DL-02	0002	RSG Ck#2285,2287,2290,2291			8,096.25
Mar 2024	09-2024	03/31/24	DL-03	0003	PNC Duplicate Payment return	533,546.24		
Mar 2024	09-2024	03/31/24	DL-04	0002	US Bank Ck#2292			27,461.91
Mar 2024	09-2024	03/31/24	DL-05	0002	Wire Fee - Incoming			10.00
Apr 2024	10-2024	04/10/24	03-00	0001	Hand Checks 04/10/24			13,288.50
Apr 2024	10-2024	04/30/24	DL-00	0002	April Interest	4,576.85		
Apr 2024	10-2024	05/01/24	03-00	0003	Hand Checks 05/01/24			3,323.75
** Budget not Applicable **							Activity ---->	1,257,569.74 1,295,312.87
						Balance April 30, 2024 (10-24)	1,195,131.19	

40	1025					Fiduciary Fund 2008 TAX EXEMPT CD#69981148831		
						Balance July 1, 2023 (01-24)	535,050.30	
** Budget not Applicable **							Activity ---->	.00 .00
						Balance April 30, 2024 (10-24)	535,050.30	

Report Date: 05/09/24
Run Date...: 05/09/24 15:30
Run by.....: Audrey Cray

SUCCESSOR AGENCY
Month End G/L Trial Balance - Detail in the Order of FUND
For All Accounts
Beginning of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)

Page.: 2
ID # GLTB
CTL.: SUC

G/L Ctr	Account Cal.	No. Fisc	Date	Jrnl	Line	Description	Debit	Credit
40	1026					Fiduciary Fund 2008 TAX EXEMPT CD#53567157891		
						Balance July 1, 2023 (01-24)	540,471.43	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	540,471.43	
40	1070					Fiduciary Fund 2008B RESERVE ACCOUNT		
						Balance July 1, 2023 (01-24)	216,039.34	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	216,039.34	
40	1072					Fiduciary Fund 2008B Debt Service Fund		
						Balance July 1, 2023 (01-24)	1,511.78	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	1,511.78	
40	1085					Fiduciary Fund 2017 Debt Service Fund		
						Balance July 1, 2023 (01-24)	3.99	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	3.99	
40	1291					Fiduciary Fund Land		
						Balance July 1, 2023 (01-24)	1,100,000.26	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	1,100,000.26	

Report Date: 05/09/24		SUCCESSOR AGENCY		Page.: 3
Run Date...: 05/09/24 15:30		Month End G/L Trial Balance - Detail in the Order of FUND		ID # GLTB
Run by.....: Audrey Cray		For All Accounts		CTL.: SUC
Beginning of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)				

G/L Ctr	Account Cal.	No. Fisc	Date	Jrnl	Line	Description	Debit	Credit
40	1293					Fiduciary Fund FURNITURE AND FIXTURES		
						Balance July 1, 2023 (01-24)	40,218.25	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	40,218.25	
40	1297					Fiduciary Fund SIGNS AND LANDSCAPING		
						Balance July 1, 2023 (01-24)	182,630.99	
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)	182,630.99	
40	1300					Fiduciary Fund ACCUMULATED DEPRECIATION		
						Balance July 1, 2023 (01-24)		222,849.24
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)		222,849.24
40	2045					Fiduciary Fund REFUNDABLE FEES		
						Balance July 1, 2023 (01-24)		1,455,000.00
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)		1,455,000.00
40	2050					Fiduciary Fund Deferred Revenue		
						Balance July 1, 2023 (01-24)		575,959.00
						** Budget not Applicable **		
						Activity ---->	.00	.00
						Balance April 30, 2024 (10-24)		575,959.00

Report Date: 05/09/24	SUCCESSOR AGENCY	Page.: 4
Run Date...: 05/09/24 15:30	Month End G/L Trial Balance - Detail in the Order of FUND	ID # GLTB
Run by.....: Audrey Cray	For All Accounts	CTL.: SUC
Beginning of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)		

G/L Account No	Debit	Credit
Ctr Cal. Fisci Date Jrnl Line Description		
40 2055		
Fiduciary Fund Due to General Fund		
Balance July 1, 2023 (01-24)		127,330.33

** Budget not Applicable **	Activity ----> .00	.00
Balance April 30, 2024 (10-24)		127,330.33

40 2330		
Fiduciary Fund GENERAL LT- ADVANCE COSTCO/SEA		
Balance July 1, 2023 (01-24)		4,650,000.00

** Budget not Applicable **	Activity ----> .00	.00
Balance April 30, 2024 (10-24)		4,650,000.00

40 2455		
Fiduciary Fund LT ADVANCES FOR OPERAT EXPENSE		
Balance July 1, 2023 (01-24)		3,626,057.91

** Budget not Applicable **	Activity ----> .00	.00
Balance April 30, 2024 (10-24)		3,626,057.91

40 2460		
Fiduciary Fund ADVANCES COP REIMBURSEMENTS		
Balance July 1, 2023 (01-24)		1,454,766.42

** Budget not Applicable **	Activity ----> .00	.00
Balance April 30, 2024 (10-24)		1,454,766.42

40 2485		
Fiduciary Fund SERIES B BONDS		
Balance July 1, 2023 (01-24)		210,000.00

Jan 2024 07-2024 01/31/24 DL-00 0001 US Bank 2008 Bond		1,518.21

Beginning of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)

G/L Account No	Ctr	Cal.	Fiscal	Date	Jrnl	Line	Description	Debit	Credit
40	2485						Fiduciary Fund SERIES B BONDS (Continues..)		
		Jan	2024	07-2024	01/31/24	DL-01	0001 Returned Check US Bank 2008 Bond	1,518.21	
		** Budget not Applicable **						1,518.21	1,518.21
							Balance April 30, 2024 (10-24)		210,000.00
40	2490						Fiduciary Fund Refunding Bonds, Series 2017		
							Balance July 1, 2023 (01-24)		2,705,000.00
		Sep	2023	03-2024	09/30/23	DL-00	0001 US Bank	495,000.00	
		Nov	2023	05-2024	11/30/23	DL-03	0001 PNC Ck#2278 - Duplicate payment	495,000.00	
		Mar	2024	09-2024	03/31/24	DL-03	0001 PNC Duplicate Payment return		495,000.00
		** Budget not Applicable **						990,000.00	495,000.00
							Balance April 30, 2024 (10-24)		2,210,000.00
40	3400						Fiduciary Fund Unappropriated Fund Balance		
							Balance July 1, 2023 (01-24)	11,178,162.24	
		** Budget not Applicable **						.00	.00
							Balance April 30, 2024 (10-24)	11,178,162.24	
40	4007						Fiduciary Fund RPTTF		
							Balance July 1, 2023 (01-24)	.00	
		Dec	2023	06-2024	12/31/23	DL-00	0001 Monterey County ROPS 23-24B		696,150.00
		Annual Budget					-1,391,368.00 Remaining Balance -695,218.00	.00	696,150.00
							Balance April 30, 2024 (10-24)		696,150.00
40	4450						Fiduciary Fund TAX INCR INTER		
							Balance July 1, 2023 (01-24)	.00	

SUCCESSOR AGENCY

Month End G/L Trial Balance - Detail in the Order of FUND
For All Accounts
of.: July 1, 2023 (01-24) Thru Ending of.: April 30, 2024 (10-24)

G/L Account No						Beginning Of: July 1, 2023 (01-24)										Info Ending Of: April 30, 2024 (10-24)														
Ctr	Cal.	Fiscl	Date	Jrnl	Line	Description									Debit				Credit											
40	4450					Fiduciary Fund TAX INCR INTER (Continues..)																								
	Jul	2023	01-2024	07/31/23	DL-00	0001 July 2024 Interest																	3,665.64							
	Aug	2023	02-2024	08/31/23	DL-00	0001 August 2023 Interest																	3,780.95							
	Sep	2023	03-2024	09/30/23	DL-04	0001 September 2023 Interest																	3,374.22							
	Oct	2023	04-2024	10/31/23	DL-00	0001 October 2023 Interest																	2,357.61							
	Nov	2023	05-2024	11/30/23	DL-00	0001 November Interest																	742.29							
	Dec	2023	06-2024	12/31/23	DL-01	0001 December Interest																	191.83							
	Jan	2024	07-2024	01/31/24	DL-04	0001 January Interest																	2,759.10							
	Feb	2024	08-2024	02/29/24	DL-00	0001 February Interest																	2,371.16							
	Mar	2024	09-2024	03/31/24	DL-00	0001 March Interest																	2,535.66							
	Annual Budget			-13,444.00		Remaining Balance	8,334.44	Activity ---->								.00				21,778.44										
						Balance April 30, 2024 (10-24)																					21,778.44			
.....																														
40	4450	00				Fiduciary Fund TAX INCR INTER Non Department																								
						Balance July 1, 2023 (01-24)																	.00							
	Apr	2024	10-2024	04/30/24	DL-00	0001 April Interest																					4,576.85			
	Annual Budget			.00		Remaining Balance	4,576.85	Activity ---->								.00				4,576.85										
						Balance April 30, 2024 (10-24)																					4,576.85			
.....																														
40	5415	03				Fiduciary Fund Finance Srvc Finance																								
						Balance July 1, 2023 (01-24)																	.00							
	Sep	2023	03-2024	09/30/23	DL-03	0001 RSG																	881.25							
	Oct	2023	04-2024	10/05/23	DL-01	0001 RSG Ck#2275																	2,662.50							
	Nov	2023	05-2024	11/30/23	DL-01	0001 RSG Ck#2277																	2,045.00							
	Nov	2023	05-2024	03/25/24	DL-02	0001 City of Sand City Ck#2276																	128,630.33							
	Jan	2024	07-2024	01/31/24	DL-03	0001 RSG Ck #2280 & 2281																	9,537.50							
	Feb	2024	08-2024	02/29/24	DL-02	0001 RSG ck#2283.																	446.25							
	Mar	2024	09-2024	03/31/24	DL-02	0001 RSG Ck#2285,2287,2290,2291																	8,096.25							
	Apr	2024	10-2024	05/01/24	03-00	0004 Vendor RSG01 Invoice I011641H Line 0001 MARCH 2024 SUCCESSOR AGENCY SERVICES RSG, INC. Hand Check # 002294																	2,057.50							
	Apr	2024	10-2024	05/01/24	03-00	0005 Vendor RSG01 Invoice I011643H Line 0001 MARCH 2024 CONTINUING DISCLOSURE																	1,266.25							

G/L Account No	Ctr	Cal.	Fiscal	Date	Jrnl	Line	Description	Debit	Credit
40	5415	03					Fiduciary Fund Finance Srvc Finance (Continues..)		
							RSG, INC.		
							Hand Check # 002295		
				Annual Budget		143,996.00	Remaining Balance	-11,626.83	
							Activity ---->	155,622.83	.00
							Balance April 30, 2024 (10-24)	155,622.83	
40	5545						Fiduciary Fund OUTSIDE COUNSEL		
							Balance July 1, 2023 (01-24)	.00	
				Sep 2023 03-2024	09/30/23	DL-02	0001 Meyers/Nave	567.00	
				Oct 2023 04-2024	10/03/23	DL-02	0001 Meyers Nave Ck#2274	6,264.00	
				Annual Budget		.00	Remaining Balance	-6,831.00	
							Activity ---->	6,831.00	.00
							Balance April 30, 2024 (10-24)	6,831.00	
40	5545	04					Fiduciary Fund OUTSIDE COUNSEL Attorney		
							Balance July 1, 2023 (01-24)	.00	
				Jan 2024 07-2024	01/31/24	DL-02	0001 Meyers Nave Ck#2279	5,259.00	
				Feb 2024 08-2024	02/29/24	DL-01	0001 Meyers Nave Ck#2282 & 2284	12,303.00	
				Mar 2024 09-2024	03/31/24	DL-01	0001 Meyers Nave Ck#2289	3,618.00	
				Apr 2024 10-2024	04/10/24	03-00	0002 Vendor MEY01 Invoice 215683H Line 0001	13,288.50	
							FEB 2024 ATTORNEY FEES		
							MEYERS NAVE A PROFESSIONAL CORPORATION		
							Hand Check # 002293		
				Annual Budget		.00	Remaining Balance	-34,468.50	
							Activity ---->	34,468.50	.00
							Balance April 30, 2024 (10-24)	34,468.50	
40	5980	03					Fiduciary Fund BANK CHARGES Finance		
							Balance July 1, 2023 (01-24)	.00	
				Jan 2024 07-2024	01/31/24	DL-01	0002 Returned Check US Bank 2008 Bond	12.00	
				Annual Budget		.00	Remaining Balance	-12.00	
							Activity ---->	12.00	.00
							Balance April 30, 2024 (10-24)	12.00	

G/L Account No	Date	Jrnl Line	Description	Debit	Credit
Ctr Cal. Fisci					
40 6390			Fiduciary Fund Bond Expenses		
			Balance July 1, 2023 (01-24)	.00	
Sep 2023 03-2024	09/30/23	DL-01	0001 US Bank	2,300.00	
Annual Budget			3,400.00 Remaining Balance 1,100.00 Activity ---->	2,300.00	.00
			Balance April 30, 2024 (10-24)	2,300.00	
.....					
40 6571			Fiduciary Fund 2017A Interest		
			Balance July 1, 2023 (01-24)	.00	
Sep 2023 03-2024	09/30/23	DL-00	0002 US Bank	38,542.18	
Nov 2023 05-2024	11/30/23	DL-03	0002 PNC Ck#2278 - Duplicate payment	38,546.24	
Mar 2024 09-2024	03/31/24	DL-03	0002 PNC Duplicate Payment return		38,546.24
Mar 2024 09-2024	03/31/24	DL-04	0001 US Bank Ck#2292	27,461.91	
Mar 2024 09-2024	03/31/24	DL-05	0001 Wire Fee - Incoming	10.00	
Annual Budget			82,009.00 Remaining Balance 15,994.91 Activity ---->	104,560.33	38,546.24
			Balance April 30, 2024 (10-24)	66,014.09	
.....					

**AGENDA ITEM
6C.**

**Approve a Resolution Authorizing
Renewal of a Maintenance Services
Agreement with Hope Rehabilitation
Services for Fiscal Year 2024-2025**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Vibeke Norgaard, City Manager
SUBJECT: Renewal of Hope Rehabilitation Services Annual Contract
DATE: May 21, 2024

BACKGROUND/DISCUSSION:

In 1998, the City of Sand City entered into an agreement with Hope Rehabilitation Services Gateway Industries to develop a partnership between the City and this non-profit organization for general maintenance services within City limits. Both the City and Hope Rehabilitation Services have been pleased with the arrangement and have agreed to renew this unique and mutually beneficial relationship for the Fiscal Year 2024-2025. Hope Rehabilitation Services will continue to provide State Compensation Insurance for the crew and supervisor while garbage bags, safety vests, and trash pickup devices would be provided or reimbursed by Sand City.

CEQA:

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

FISCAL IMPACT:

The cost for services from July 2024 through June 2025 will be \$77,188 for a twelve-month period.

RECOMMENDATION:

Staff recommend approval of the agreement with Hope Rehabilitation Services.

ATTACHMENTS:

1. Resolution
2. Agreement

**CITY OF SAND CITY
RESOLUTION SC 24____,
2024**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING RENEWAL OF
A MAINTENANCE SERVICES AGREEMENT WITH HOPE REHABILITATION
SERVICES FOR FISCAL YEAR 2024-2025**

WHEREAS, Sand City has previously entered into an agreement with Hope Rehabilitation Services Gateway Industries, Resolution SC 98-56, to develop a partnership between the City and this non-profit organization for general maintenance services within the City limits; and

WHEREAS, the City and Hope Rehabilitation Services have been pleased with the arrangement and have agreed to renew this unique, mutually beneficial relationship for Fiscal Year 2024-2025 as indicated by Attachment A; and

WHEREAS, the functions Hope Rehabilitation Services will perform are general maintenance services, including trash removal, weeding, planting, and light maintenance jobs on an as-needed basis and other special events, as specified by the Sand City Public Works Manager; and

WHEREAS, the cost for services from July 1, 2024, through June 30, 2025, will be \$95.00 per hour for four workers and one supervisor for a subtotal of \$1,543.75 per work week (3.25 hours/day, 5 days/week), with an annual cost of approximately \$77,188 for a twelve-month period; and

WHEREAS, Hope Rehabilitation Services will continue to provide State Compensation Insurance for the crew and supervisor while garbage bags, safety vests, and trash pickup devices would be provided or reimbursed by Sand City.

NOW, THEREFORE, BE IT RESOLVED that the Sand City Council does hereby approve the following:

1. The attached Agreement is hereby accepted and renewed for an annual cost not to exceed \$77,188 for FY 2024-2025.
2. The City Manager is directed and authorized to execute the attached agreement and contract renewal for this program with Hope Rehabilitation Services for one year, expiring June 30, 2025.

PASSED AND ADOPTED by the City Council of the City of Sand City this _____, day of _____ 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk



Hope Services
Contingent Staffing Service Agreement
Agreement #: City of Sand City FY24-25

Hope Contacts

Accounts Receivable: Dixie Lim, dlim@hopeservices.org 30 Las Colinas Lane, San José, CA 95119

Hope Primary Contact for Project

Name: Norma Garcia
 Phone: (831) 758-0973
 Cell: (831) 794-0243
 E-Mail: ngarcia@hopeservices.org

Program Manager

Name: Greg Dinsmore
 Phone: (831) 758-0973
 Cell: (831) 901-4130
 E-Mail: gdinsmore@hopeservices.org

Part 1 - Company Identification

Company: City of Sand City- Public Works
 Primary: Mark Parker
 Phone: (831) 394-1386
 Cell: (831) 241-8417
 E-Mail: mparker@sandcityca.org

Address: 1 Pendergrass Way
 City: Sand City, CA
 Zip: 93955

Part 2 - Work Dates, Hours and Billing Rate

This agreement is for (check one): ☐ One or more individuals ☒ Group with Hope Supervisor
 The work is (check one): ☐ Temporary, less than 1 month ☒ Long term as agreed

Start Date: July 1, 2024

Contract Review Date: June 30th 2025

Work Hours: 8:45a-12p

Work Days: M-F

of Workers: 4 plus a supervisor

Billing Rate: \$95.00 per hour or \$308.75 per day

Any hours over 8 in one day or 40 in one week will be billed at 1 ½ time the rate above.

Holidays: The following days are holidays that Hope observes and shall not be obligated to perform services.

Independence Day 7/4/24

Christmas Holiday 12/25/24

Labor Day 9/2/24

New Year's Day 1/1/25

Thanksgiving Day 11/28/24

Martin Luther King Day 1/20/25

Day after Thanksgiving 11/29/24

President's Day 2/17/25

Christmas Eve 12/24/24

Memorial Day 5/26/25

Part 3 - Specific Job Duties

- Litter abatement
- Cleaning of garbage/recycling bins
- Cleaning benches and planter boxes
- Disposing of litter at waste facility
- Other similar tasks as agreed upon by City of Salinas and Hope management

Hope Staffing Agreement**Page 2 of 2****Part 4 - To Be Provided By**

Hope and the Company will provide supplies and services as follows:

Company	Hope
Integration of workers into the work place	Training support
Supplies, tools and equipment required for the job	Payroll burden incl. benefits, insurance, payroll administration
Typical training for the positions	Other disability related training and consulting
	Qualified workers
	Regular Safety huddles/tailgate meetings

Part 5 - Additional Supplies/Costs (if any) Will be Paid For or Provided By:

City of Sand City

Part 6 - Payroll and Billing

Hope pay periods are the 1st – 15th and 16th to the last day of each month. The worker(s) is responsible for reporting hours worked to Hope by fax or e-mail using the form provided by Hope and will submit hours to Hope weekly and/or by the 15th and last day of each month. In accordance with Department of Labor standards, overtime will be calculated at one and one half times the regular rate for any hours over 8 in one day and also for any hours worked over 40 in one week.

Hope will bill Company on the 15th and the last day of each month. Invoices are due and payable on receipt. Payment in full for invoices shall be made to Hope within thirty (30) days from invoice date. Invoices that are more than seven (7) days past due are subject to a late charge of one percent (1 %) per month on the amount of the past due balance. Late charges shall be calculated using the U.S. Method, therefore interest will not be compounded on the past due balance. If the Client's account is past due and Hope has notified Client verbally or in writing of the past due balance, Hope may, *upon 30 days' notice*, immediately cease providing any and all further Services without any liability to Client for interruption of pending work.

Implementation of this agreement is contingent on submission by the Company of an on-line credit application (<http://fs20.formsite.com/HOPEservices/form10/index.html>) and signing of this agreement by both the Company and Hope representatives.

Part 7 - Confidentiality

By signing this contract you agree in accordance with California Welfare and Institutions Code Sections 5328 through 5330, to regard as confidential all information received directly or indirectly concerning any Hope client employed by you. Confidentiality extends to photos and you agree to request a written photo release for any photos displayed showing any Hope client.

Hope agrees that Hope staff will not disclose confidential business information to any party regarding the Company's practices, products or procedures.

Part 8 - Labor Law and Accommodations

Hope Staffing Agreement

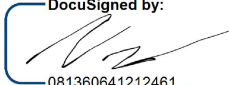
All State and Federal Labor laws apply to all employees covered by this contract. On request, Hope will provide consultation relating to disability-related issues, application of labor law to employees with disabilities, and on accommodating persons with disabilities in the workplace.

Part 9 - Liability and Worker’s Compensation Coverage

Hope assumes liability for clients and staff and is insured by the Berkshire Hathaway Homestate Companies, Policy HOWC320215. Certificates of insurance are available upon request. In the event of an emergency or life threatening injury, please call the local emergency services to provide care for any staff provided by Hope. Follow up by informing your Hope representatives as soon as possible. In the case of non-life threatening injury or illness, please contact your Hope representatives as soon as you become aware of the incident.

Part 10 - Approval (required for implementation)

When signed, this agreement will be held valid for a minimum of 90 days (unless temporary as noted in Part 2 above); either party may request renegotiation of the agreement with a 30-day notice.

DocuSigned by:  081360641212461... _____ Company or Representative	3/12/2024 _____ Date	 _____ Clayton Ng Hope Services CFO	02/14/24 _____ Date
---	--	--	---

**AGENDA ITEM
6D.**

**Review of GreenWaste Recovery's 2024-
25 Rate Request-Final Report**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Mark Parker, Public Works Manager
SUBJECT: Greenwaste Recovery Franchise Rate Review
DATE: May 21, 2024

BACKGROUND/DISCUSSION:

The City of Sand City has a franchise agreement with Greenwaste Recovery, for solid waste, recycling, and organic waste collection services, agreement ending March of 2030. As part of that agreement the collection services, customer rates and revenues generated are annually reviewed. HF&H Consultants has completed the review for the 2024-25 rate period.

CEQA:

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

CONCLUSION:

This report is for informational purposes only and no action is required from Council to maintain collection rates for the 2024-25 rate period.

RECOMMENDATION:

No Rate Change Recommended for 2024-25 Rate Period.

ATTACHMENTS:

1. HF&H Review of Greenwaste Recovery's 2024-25 Rate Request – Final Report, Dated May 2, 2024.

590 Ygnacio Valley Road, Suite 105
Walnut Creek, California 94596
Telephone: 925/977-6950

Northern California
Southern California
www.hfh-consultants.com

May 2, 2024

Vibeke Norgaard
City Manager
City of Sand City

Sent via E-mail

Subject: Review of GreenWaste Recovery's 2024-25 Rate Request – Final Report

Dear Vibeke Norgaard:

HF&H Consultants, LLC (HF&H) was retained by the Monterey Regional Waste Management District (District) to assist with a review of GreenWaste Recovery's (GWR) request for an adjustment to customer rates, effective July 1, 2024, submitted to the City of Sand City (City) on March 1, 2024. This report presents our findings and recommendations.

EXECUTIVE SUMMARY

HF&H's review of GWR's Rate Period 10 (RP10) rate request to the City, and subsequent negotiations with GWR, resulted in no increase to rates as calculated for RP10 due to the use of the surplus.

BACKGROUND

In 2012, the City, participating with other members of the District, issued a competitive request for proposals for collection services and entered into the new Agreement with GWR effective July 1, 2015. The Agreement provides for the following, related to the adjustment of rates:

- Rates are to be adjusted annually throughout the term of the Agreement, using various inflationary indices, actual tonnage, and changes in the tipping fees at the District, unless either the City or GWR request a Cost Based Rate Adjustment (CBRA).
- The City and GWR may mutually agree upon alternative approaches to structuring rates without amendment to the Agreement (Section 8.2.D).
- During the CBRA review in RP5, a number of issues surrounding the process for setting rates and the resulting rate relationships amongst sectors and materials was identified. As such, the City and GWR have negotiated an amendment to the prescribed methodology for the CBRA and index adjustments so as to not alter rate relationships between service sectors and material types.
- Through negotiations of the amendment and as a result of the desire to maintain current rate relationships between sectors and service levels, the City and GWR have prescribed a uniform rate adjustment to be applied to all sectors.

Vibeke Norgaard

May 2, 2024

Page 2 of 5

RATE CALCULATION REVIEW

HF&H Scope of Work

HF&H performed this review of the rate request in accordance with Exhibit E1 (for the index-based rate adjustment). These procedures included:

1. Review of the rate request for completeness and compliance with the procedures contained in Exhibit E1 of the Agreement.
2. Review for mathematical accuracy and logical consistency to determine that the rate request is mathematically correct, that the rows and columns of numbers add down and across as intended, and that the stated assumptions were, in fact, used. Also, to determine that the rate request is internally consistent and that any summary schedules agree to the supporting schedules and worksheets.
3. Verification of the inclusion of the franchise fee calculation in the adjustment.
4. Verification of contract compliance with regard to:
 - A. The indices used in the adjustment.
 - B. The tip fees reported for the disposal/processing components of the rates.
 - C. The use of quarterly-reported tonnage data and allocations among agencies. A detailed audit of tonnage and allocations of tonnage reported by GWR was not a part of this scope of work. HF&H discussed GWR's allocation methodology with them and the methodology appears reasonable and consistent with standard practices within the industry.
 - D. Any changes in governmental fees on the fee component of the rates; and, the accurate application of the resultant percentage changes in the various rate components to the rate schedule approved by the City through the Agreement.

Review of Rate Request

Rate Period 10 Application

HF&H reviewed the rate application for RP10. The results of the calculation of RP10 per methodology of Exhibit E1 of the amendment can be seen in **Figure 1** below.



Vibeke Norgaard

May 2, 2024

Page 3 of 5

Figure 1 – City of Sand City Application of Index-Based Adjustments to RP10

	Rate Period Nine	Adjustment Factor	Rate Period Ten
Annual Cost of Operations			
Labor-Related Costs	\$ 69,952	1.045	\$ 73,100
Vehicle-Related Costs	\$ 23,454	1.035	\$ 24,275
Fuel Costs	\$ 8,864	1	\$ 8,864
Other Costs	\$ 87,107	1.035	\$ 90,156
Direct Depreciation	\$ 25,109	N.A.	\$ 25,109
Total Allocated Costs - Labor, Vehicle, Fuel & Other	\$ 39,108	1.035	\$ 40,477
Total Allocated Costs - Depreciation & Start-Up	\$ 4,856	N.A.	\$ 4,856
Total Annual Cost of Operations	\$ 258,450		\$ 266,836
Profit	\$ 30,968	OR=89.30	\$ 31,973
Pass-Through Costs			
Disposal Costs	\$ 85,648	Tons*Tip Fee	\$ 81,451
Curbside Supplemental	\$ (1,885)	1.00	\$ (1,885)
Recycling Processing Costs	\$ 14,966	Tons*Tip Fee	\$ 14,711
Residue Processing Costs	\$ 5,095	Tons*Tip Fee	\$ -
Yard Trimmings Processing Costs	\$ 5,868	Tons*Tip Fee	\$ 6,654
Food Waste Processing Costs	\$ 1,417	Tons*Tip Fee	\$ 2,102
C&D Processing Costs	\$ -	Tons*Tip Fee	\$ -
Interest Expense	\$ 7,397	N.A.	\$ 7,397
Direct Lease Costs	\$ -	N.A.	\$ -
Total Allocated Costs - Lease	\$ 4,102	N.A.	\$ 4,102
Total Pass-Through Costs	\$ 122,608	N.A.	\$ 114,531
Total Costs before Agency Fees	\$ 412,026	N.A.	\$ 413,340
Agency Fees/Payments			
Franchise Fee	\$ 43,744	10.00%	\$ 43,744
Rate Application Review Costs	\$ 9,000	Actual	\$ 9,000
AB 939 Fee			
Other Adjustments (as needed from time to time)			
Surplus Usage	\$ (26,346)	N.A.	\$ (28,645)
Adjustment from MRWMD Tip Fee Estimates	\$ (985)	N.A.	
Total Calculated Costs	\$ 437,439		\$ 437,439
Rate Increase			0.00%

Vibeke Norgaard

May 2, 2024

Page 4 of 5

Review of GWR Costs

There are four major components to GWR's rate application: 1) calculation and application of the inflationary indexes as prescribed in the Agreement; 2) the disposal and/or processing component; 3) the Agency Fees; and, 4) other one-time adjustments.

There are three indexes used in the index adjustment: CPI, fuel index, and labor index. The annual percent change in each of the indices is used to calculate the coming year's projected cost for the line items to which these indexes are applied.

HF&H has reviewed and GWR has confirmed the accuracy of each of these indexes, and notes that the fuel index remains unchanged, as reported by management staff at the District.

Review of Disposal/Processing Component

Calendar Year 2023 collected tons were used for the RP10 review in accordance with the amendment. The disposal and processing components also consider the tipping fees charged by the District in order to project anticipated disposal and processing costs at the District. At the time of this writing, District staff has presented no tip fee increases. The following table describes the changes in the City's disposal and processing costs for each material type based on the tip fees at the District which have been incorporated into our RP10 review.

Figure 3 - Impact of District Tip Fee Changes

Material	2023 Tons	Current Per Ton Tip Fee	Rate Period 10 Costs
	A	B	A x B
Solid Waste	1,058	\$ 77.00	\$ 81,451
Recycling	368	\$ 40.00	\$ 14,711
Yard Trimmings	142	\$ 47.00	\$ 6,654
Food Waste	33	\$ 64.00	\$ 2,102
C&D*	-	\$ 77.00	\$ -

**The C&D per ton tip fee reflects an average weighted cost for multiple types of C&D materials.*

Review of Fee Component

HF&H ensured that the fee component of each rate matches the contractual percentage of 10% for franchise fees, remitted to the City by GWR.

Additionally, rate application review costs and other identified District costs totaling \$9,000 were added as a one-time adjustment to cover the rate review, franchise management, and other identified District costs such as staff time and public education and outreach.

Vibeke Norgaard

May 2, 2024

Page 5 of 5

New Rates

Upon completion of the review of the index-based rate adjustment, HF&H calculated the remainder of the surplus from the prior rate period of \$320,778. As such, HF&H has recommended to not increase the rates and instead to use \$28,645 of the surplus to keep the RP10 rates stationary. The remaining surplus balance carried forward to be used against future rate increases will be \$292,133.

* * * * *

We would like to express our appreciation to GWR staff for their assistance and cooperation in this process. Should you have any questions, please call me at (925) 977-6959 or rchilton@hfh-consultants.com.

Sincerely,
HF&H CONSULTANTS, LLC



Rob Hilton
President



Dave Hilton
Senior Project Manager

**AGENDA ITEM
10A.**

**Approve FY 25 Amendments to Exhibits A
& B of the MOU Between ReGen
Monterey and its Member Jurisdictions
Regarding Compliance with California's
Senate Bill 1383**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Mark Parker, Public Works Manager
SUBJECT: Approve FY 25 Amendments to Exhibits A & B of the MOU between ReGen Monterey and its Member Jurisdictions Regarding Compliance with California's Senate Bill 1383
DATE: May 21, 2024

BACKGROUND/DISCUSSION:

The State of California has passed legislation, known as Senate Bill 1383, California's Short-Lived Climate Pollutants legislation. The regulation has significant impact on each Member Agency with the goal of reducing organic material being landfilled by 75% by 2025, compared to a 2014 basis. The legislation mandates that Member Agencies undertake certain activities around the handling of organic waste materials collected within their jurisdictions. The regulation also requires 20% recovery of edible food by 2025 to direct it to a beneficial use and thus, prevent it from entering the waste stream. Regulations took effect and local program implementation began on January 1, 2022. In 2021, the Member Agencies determined that it was in their best interest to coordinate their activities related to this legislation. This coordination is being facilitated by ReGen Monterey's Technical Advisory Committee (TAC) comprised of staff from each Member Agency, the three haulers in our service area (Haulers) and ReGen Monterey.

The Member Agencies determined that ReGen Monterey has the expertise and resources necessary to implement shared activities on the Member Agencies' behalf and requested that the ReGen incur costs to provide these activities. The Member Agencies have agreed to reimburse ReGen for proportionate shares of certain designated annual costs incurred by ReGen for these activities under a Memorandum of Understanding (MOU) between the Monterey Regional Waste Management District (DBA ReGen Monterey) and its Member Agencies Regarding Assistance with Compliance with California Senate Bill 1383.

The purpose of the MOU is to provide a structure for the Member Agencies to reimburse ReGen Monterey for SB 1383 related activities it performs on behalf of the Member Agencies. The MOU was voluntarily entered into by the Parties for the purpose of facilitating the implementation of SB 1383. The MOU was adopted by the ReGen Monterey Board on June 18, 2021, the Member Agencies soon thereafter, and became effective July 1, 2021.

- **Exhibit A** - Detailed Activities and Costs: Contains the scope of work, and associated costs related to general SB 1383 activities. (Enacted June 2021, updated annually.)
- **Exhibit B** - Member Agencies' Annual Proportionate Shares and Costs: Allocation of such costs to the Member Agencies. (Enacted June 2021, updated annually.)
- **Exhibit C** - Member Agencies' Estimated Allocation of CalRecycle Local Assistance Grant Program Funding for OWR1: Details proposed programs funded by the CalRecycle Local Assistance Grant Program. (Enacted February 2022. OWR1 grant term extended through November 2024.. Note: Per the application, CalRecycle Local Assistance Grant OWR4 (FY 2022-23) grant funds will be remitted directly to ReGen Monterey on behalf of member jurisdictions.)
- **Exhibit D** - Member Agencies' Estimated Procurement Requirements of Organic Material: Details the organic materials (compost or mulch) procurement requirements and costs for each Member Agency. (Enacted April 16, 2022, to be updated in 2026 when CalRecycle reevaluates annual procurement targets.)

Review and Analysis:

Each year ReGen Monterey staff identifies expected expenses associated with jurisdictional compliance of SB 1383 and compiles those expenses in Exhibit A of the MOU. Expenses include items such as program administration, public education, monitoring, reporting and edible food recovery capacity building, program administration and outreach.

These expenses are then broken down to proportional percentages per population in Exhibit B.

The draft budget is first presented to the TAC for review, feedback, and consensus. It then is presented to the ReGen Monterey Board of Directors and Member Agencies' Councils and Boards for approval.

The amendment to Exhibits A and B of the MOU would supersede exhibits covering previous fiscal years.

CEQA:

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

FISCAL IMPACT:

These are costs that ReGen Monterey incurs and is then reimbursed by our Member Agencies, with invoicing occurring twice annually. Sand City's portion is \$9,000, in two equal installments of \$4500. Outlined in exhibit B of revised MOU

Conclusion:

ReGen Monterey will continue to support its Member Agencies with SB 1383 compliance in a manner that provides cost savings for the communities we serve.

RECOMMENDATION:

Approve FY 25 Amendments to Exhibits A & B of the MOU between ReGen Monterey and its Member Jurisdictions regarding compliance with California's Senate Bill 1383.

ATTACHMENTS:

1. MOU with revised exhibits A & B for 2025.

MEMO



Consent
Item #: [leave blank]

Meeting Date: May 24, 2024

To: Board of Directors
From: Director of Communications, Zoë Shoats
Approved by: General Manager, Felipe Melchor

Subject: Approve FY 25 Amendments to Exhibits A & B of the MOU between ReGen Monterey and its Member Jurisdictions Regarding Compliance with California's Senate Bill 1383

Recommendation

Approve FY 25 Amendments to Exhibits A & B of the MOU between ReGen Monterey and its Member Jurisdictions regarding compliance with California's Senate Bill 1383.

Background

The State of California has passed legislation, known as Senate Bill 1383, California's Short-Lived Climate Pollutants legislation. The regulation has significant impact on each Member Agency with the goal of reducing organic material being landfilled by 75% by 2025, compared to a 2014 basis. The legislation mandates that Member Agencies undertake certain activities around the handling of organic waste materials collected within their jurisdictions. The regulation also requires 20% recovery of edible food by 2025 to direct it to a beneficial use and thus, prevent it from entering the waste stream. Regulations took effect and local program implementation began on January 1, 2022.

In 2021, the Member Agencies determined that it was in their best interest to coordinate their activities related to this legislation. This coordination is being facilitated by ReGen Monterey's Technical Advisory Committee (TAC) comprised of staff from each Member Agency, the three haulers in our service area (Haulers) and ReGen Monterey.

The Member Agencies determined that ReGen Monterey has the expertise and resources necessary to implement shared activities on the Member Agencies' behalf and requested that the ReGen incur costs to provide these activities. The Member Agencies have agreed to reimburse ReGen for proportionate shares of certain designated annual costs incurred by ReGen for these activities under a Memorandum of Understanding (MOU) between the Monterey Regional Waste Management District (DBA ReGen Monterey) and its Member Agencies Regarding Assistance with Compliance with California Senate Bill 1383.

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Let's not waste this.



The purpose of the MOU is to provide a structure for the Member Agencies to reimburse ReGen Monterey for SB 1383 related activities it performs on behalf of the Member Agencies. The MOU was voluntarily entered into by the Parties for the purpose of facilitating the implementation of SB 1383. The MOU was adopted by the ReGen Monterey Board on June 18, 2021, the Member Agencies soon thereafter, and became effective July 1, 2021.

- Exhibit A - Detailed Activities and Costs: Contains the scope of work, and associated costs related to general SB 1383 activities. (Enacted June 2021, updated annually.)
- Exhibit B - Member Agencies' Annual Proportionate Shares and Costs: Allocation of such costs to the Member Agencies. (Enacted June 2021, updated annually.)
- Exhibit C - Member Agencies' Estimated Allocation of CalRecycle Local Assistance Grant Program Funding for OWR1: Details proposed programs funded by the CalRecycle Local Assistance Grant Program. (Enacted February 2022. OWR1 grant term extended through November 2024.. Note: Per the application, CalRecycle Local Assistance Grant OWR4 (FY 2022-23) grant funds will be remitted directly to ReGen Monterey on behalf of member jurisdictions.)
- Exhibit D – Member Agencies' Estimated Procurement Requirements of Organic Material: Details the organic materials (compost or mulch) procurement requirements and costs for each Member Agency. (Enacted April 16, 2022, to be updated in 2026 when CalRecycle reevaluates annual procurement targets.)

Discussion

Each year ReGen Monterey staff identifies expected expenses associated with jurisdictional compliance of SB 1383 and compiles those expenses in Exhibit A of the MOU. Expenses include items such as program administration, public education, monitoring, reporting and edible food recovery capacity building, program administration and outreach.

These expenses are then broken down to proportional percentages per population in Exhibit B.

The draft budget is first presented to the TAC for review, feedback, and consensus. It then is presented to the ReGen Monterey Board of Directors and Member Agencies' Councils and Boards for approval.

The amendment to Exhibits A and B of the MOU would supersede exhibits covering previous fiscal years.

Financial Impact

None. These are costs that ReGen Monterey incurs and is then reimbursed by our Member Agencies, with invoicing occurring twice annually.

Conclusion

ReGen Monterey will continue to support its Member Agencies with SB 1383 compliance in a manner that provides cost savings for the communities we serve.

MEMO



**AGENDA ITEM
10B.**

**Approve a Resolution Adopting Objective
Design and Development Standards**



City of Sand City

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Anastazia Aziz, AICP, Contract Principal
SUBJECT: Objective Design and Development Standards (ODDS)
DATE: May 21, 2024

BACKGROUND:/DISCUSSION

California State housing legislation requires local jurisdictions to develop objective design standards to facilitate housing development. This legislation includes Senate Bill 35, the Streamlined Affordable Housing Act (2016), which requires the approval of qualified housing projects based on objective regulatory standards, and Senate Bill 330, the Housing Crisis Act (2019), which prohibits imposing or enforcing new design standards on or after January 1, 2020 that are not objective.

Objective design standards, as opposed to subjective standards, are defined under state law as “standards that involve no personal or subjective judgement by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal” (California Government Code Section 65913.4). An objective design standard can be verified by referencing established criteria.

Since September 2023, the City and Crandall+Arambula (consultant) have been working on developing Objective Design and Development Standards (ODDS), intended to be adopted by City Council Resolution (Attachment 1) to assist with streamlining the entitlement process for qualifying multi-family and mixed-use developments in compliance with Senate Bill (SB) 330, SB-35, and sites identified in previous Housing Element cycles.

At the December 14, 2023 Design Review Committee (DRC) meeting, the consultant conducted a study session and information gathering from the public and DRC members related to the development of ODDS for Sand City. Crandall+Arambula used this information to craft a draft document that is reflective of the city. On March 14, 2024 a draft ODDS was presented to the public and the DRC for discussion and comment. After the March study session, the consultant prepared a “final” ODDS document (Attachment 2 – dated May 21, 2024 and still noted as draft until adopted by the City Council) which includes the comments raised at the study session. The changes made to reflect DRC and public comment are discussed in a Crandall+Arambula memo dated May 21, 2024 (Attachment 3).

Some key points for the Council's consideration:

1. In order to be compliant with State law and to ensure that minimum standards are in place to provide some level of local review when a housing developer comes in with a multi-family residential project, the adoption of ODDS is recommended. The ODDS can always be amended and updated as needed;
2. The ODDS will apply only to multi-family residential projects in the West End District of the City that are subject to R-3 and MU-P zoning districts;
3. The City's adopted Design Guidelines and Standards will continue to apply to projects that do not qualify as Housing Development Projects, like commercial, industrial or market rate residential projects or those projects that choose to go through the existing discretionary review process;
4. The ODDS will not apply in the Coastal zone until amended into the Local Coastal Program (LCP); and,
5. The ODDS are minimum standards. Should an applicant desire to prepare a "superior" design, they may opt to go through the standard discretionary design review process or propose a project using the ODDS as the baseline, but embellishing façade modulation and articulation throughout. The proposed ODDS are a tool that the State legislature has required to help expedite multi-family and mixed-use developments.

CEQA:

The ODDS may be determined exempt from CEQA according to the Common Sense CEQA exemption, Sec. 15061(b)(3). Objective Design and Development Standards are a policy implementation document and do not include specific development projects nor do they require rezoning or land use changes (legislative acts) as part of their adoption which could result in a physical change to the environment. Future residential development would be subject to separate CEQA review. Therefore, the use of ODDS will not result in a significant adverse effect on the environment. The Notice of Exemption is included herein as Attachment 4.

FISCAL IMPACT:

The preparation of the ODDS was funded by the General Fund.

RECOMMENDATION:

Council adopt the Objective Design and Development Standards, as presented, by Resolution included as Attachment 1.

ATTACHMENTS:

1. Resolution
2. Objective Design and Development Standards (May 21, 2024 Draft for adoption and will be considered Final when adopted by City Council)
3. Memorandum – Sand City Objective Design and Development Standards (ODDS) dated May 21, 2024
4. CEQA Exemption

**CITY OF SAND CITY
RESOLUTION SC 24-____, 2024**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY ADOPTING OBJECTIVE
DESIGN AND DEVELOPMENT STANDARDS**

WHEREAS, the City of Sand City (City) endeavors to be in compliance with the Housing Accountability Act and other State housing laws and, as such, has prepared Objective Design and Development Standards (ODDS) that will assist in creating a streamlined ministerial review for all new multi-family housing projects that qualify; and

WHEREAS, the ODDS will facilitate context-appropriate, high-quality design by bringing consistency and clarity to project review and permitting; and

WHEREAS, the Design Review Committee (DRC) at duly noticed public hearing on December 14, 2023 conducted a study session and information gathering from the public and DRC members to inform the development of draft ODDS; and

WHEREAS, the DRC at a duly noticed public hearing on March 14, 2023 reviewed, discussed and recommended that the City Council adopt the ODDS; and

WHEREAS, the adoption of ODDS will not result in a significant negative impact to the environment and is exempt from environmental review per Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines; and

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

1. Find that the foregoing recitals are adopted as findings of the City Council as set forth fully herein;
2. Determine the ODDS are exempt from the California Environmental Quality Act pursuant to CEQA Guideline Section 15061(b)(3); and,
3. Hereby adopt the ODDS, dated May 21, 2024, attached hereto as Attachment 2 and incorporated by reference.

PASSED AND ADOPTED BY THE City Council of the City of Sand City this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

DATED: _____

Kerry Lindstrom, City Clerk



Objective Design & Development Standards
Multi-Family & Mixed-Use Residential Development
R3 and MU-R Zones

Draft
May 21, 2024

CONTENTS

Residential R3 Mixed Use MU-P Zoning Districts Land Uses and Permit Requirements

1. General ODDS	
A. Purpose.	3
B. Intent.	3
C. Applicability.	3
2. Multifamily Public Realm and Site Planning Development Standards	
A. Intent.	4
B. Purpose.	4
C. Public Realm Standards.	4
D. Site Development Standards.	7
E. Off-Street Parking Standards.	13
F. Site Lighting.	16
G. Utilities Standards.	17
H. Freestanding Walls, Fences, and Gates Standards	17
I. Solid Waste Container Enclosures Standards.	18
3. Building Design Standards	
A. Intent.	19
B. Purpose.	19
C. Mass & Scale.	19
D. Horizontal Modulation.	21
E. Façade Articulation.	21
F. Fenestration.	23
G. Roof Form Options.	24
H. Architectural Elements	26

1. Residential R3 Mixed Use MU-P Zoning Districts Land Uses and Permit Requirements

A. General ODDS

1. **Purpose.** The purpose of the Objective Design & Development Standards (ODDS) is to support the goals and policies of the General Land Use Element that address intent, purpose, and general physical characteristics of Sand City's West End District and provide property owners and developers with predictable requirements for design approval.
2. **Intent.** The ODDS site and building standards build upon and enhance the 'Industrial Chic' aesthetic simple geometric forms, building elements, materials of the West End. Moreover, the ODDS are intended to support a range of market-rate, affordable, and mixed-use housing types.
3. **Applicability.** The ODDS are supplemental to the development standards applicable to multifamily residential development and mixed-use development with a multi-family component as established within the Municipal Code Chapters 18.12 and 18.13 for the R3 MU-P and R3 zones only. Such projects shall comply with all applicable General Plan policies and Engineering standards as established in the Sand City Municipal Code.

The Standards only apply to new development and not to renovations or building remodels. These ODDS requirements are to be applied uniformly, completely, and without discretion.

2. Multifamily Public Realm and Site Planning Development Standards

- A. Intent.** The ODDS are intended to establish an environment where pedestrian safety emphasized, the visual impacts of parked vehicles is reduced, and vibrant open space amenities are provided that enhance the livability and enjoyment of all sites for residents, employees, and visitors.
- B. Purpose.** The ODDS prescribe the function, character, and minimum design requirements for building location, site uses, and infrastructure serving multifamily sites.
- C. Public Realm Standards.** The public realm ODDS define the required site perimeter improvements to ensure that they strengthen the greater neighborhood pedestrian circulation network and provide universal Americans with Disabilities Act (ADA) compliant safe, direct, and convenient public access to sites. For MU-P zoned sites, standards are provided to accommodate street-oriented amenity seating and gathering spaces.

The ODDS apply to public right-of-way sidewalks and any necessary public easements adjacent to developments sites as specified in Figure 2.1. Standards do not apply to private streets. Unless identified in the ODDS, all improvements shall be consistent with the Sand City General Plan Circulation and Public Facilities Element policies, and engineering standards adopted under Ordinance 82-8.

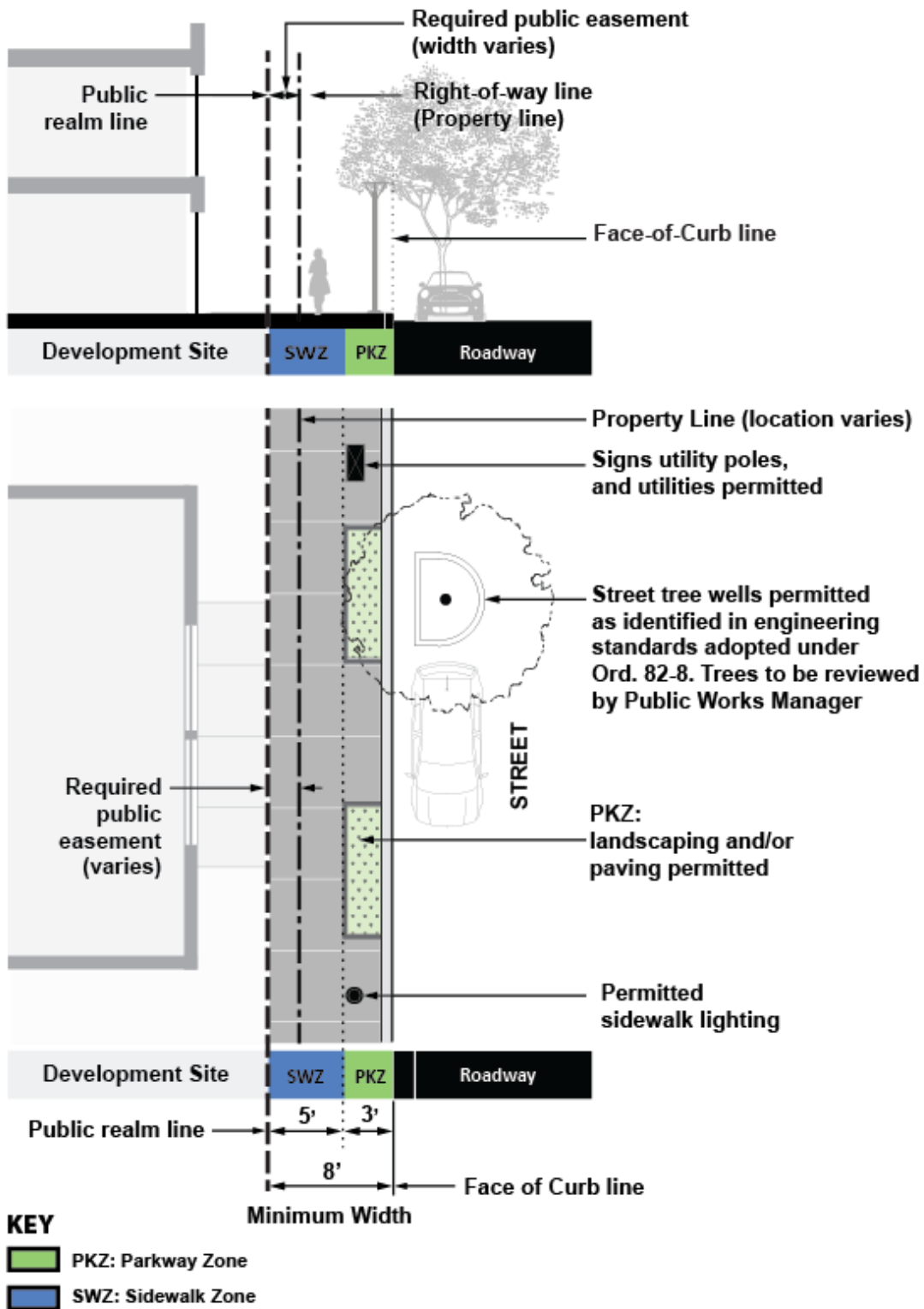
- 1. Public Realm Width.** All new developments fronting public streets shall provide a minimum eight (8) foot wide public sidewalk or a combination of a sidewalk and landscaping, measured from the face of the curb to the public realm-line.
- 2. Public easement.** A public realm easement shall be required on frontages where there is less than eight (8) feet distance between the face-of-curb line and the existing right-of-way (property line). A public realm easement is not required if the distance between the existing face-of-curb line and the right-of-way (property line) is eight (8) feet or greater. In these instances, the public-realm line shall be the right-of-way line (property line).
- 3. Public Realm Zones.** Two zones comprise the public realm.
 - a. Parkway Zone (PKZ).** The PKZ shall be a minimum of three (3) feet in width measured from the face-of-curb to the Sidewalk Zone (SWZ).
 - i. Landscaping** – landscaping is permitted in the PKZ area. Landscaping shall be a combination of drought tolerant Monterey Bay native and native-compatible shrubs, succulents, and ground cover. All landscaping shall comply with requirements identified in the Sand City Municipal Code Chapter 15.12.040 Landscaping Standards for New Projects and Chapter 15.12.045 Model Water Efficient Landscape Ordinance. Turf grass shall be prohibited. Landscaping shall be reviewed and approved by Public Works.
 - ii. Paving** – poured in place concrete, brick, concrete, or stone unit pavers are permitted. Stamped concrete shall be prohibited.
 - iii. Illumination** – roadway light poles and fixtures and sidewalk illuminating decorative light poles and fixtures are permitted.

- v. Utilities – above-grade fire hydrants, transmission line poles, utility boxes, traffic control devices, and below-grade utility lines and vaults shall be permitted.
- vi. Signs – roadway or wayfinding signs shall be permitted. Permanent advertising or development identification monument or pole signs shall be prohibited.

b. Sidewalk Zone (SWZ). There shall be a required 5-foot SWZ width measured between the PKZ and the public realm line.

- i. Accessibility— the required SWZ width shall remain clear of all obstructions to maintain universal access. Steps and rough textured surface treatments are prohibited within the SWZ.
- ii. Paving— the SWZ shall consist of poured in place concrete or concrete, brick, or stone unit pavers. Stamped concrete is prohibited.
- iii. Street furniture—permanent or temporary street furniture shall be prohibited.
- iv. Landscaping— planting material in beds or pots shall be prohibited. Any landscape material planted in the PKZ shall not project into the SWZ.
- v. Signs—temporary or permanent signs shall be prohibited.
- vi. Walls and fences—temporary or permanent fences or enclosures shall be prohibited.
- vii. Illumination— roadway and sidewalk-oriented light poles and fixtures shall be prohibited.
- viii. Utilities— above-grade fire hydrants, transmission line poles, utility boxes, and traffic control devices shall be prohibited. Below grade utility lines and vaults shall be permitted.

**FIGURE 2.1
STREET AND PUBLIC REALM STANDARDS**



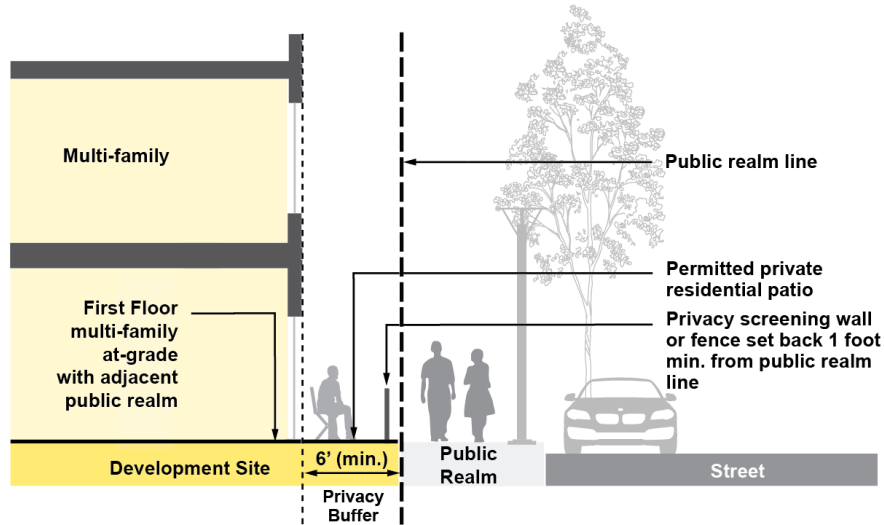
D. Site Development Standards. The intent of the site development standards is to address the full range of potential site conditions in Sand City's West End. Those include typical minimum lot sizes and sites consolidated from multiple lots in a whole block. The ODDS identify and regulate site uses including building size and orientation, residential entries, off street parking and vehicular access, site landscaping, site and public realm illumination, utilities, freestanding walls, fences and gates, and solid waste container enclosures. The standards apply to residential and mixed-use buildings consisting of commercial and residential uses in the R3 and MU-P zones.

1. Public Realm Transition Standards. The ODDS prescribe requirements for at-grade first floor residential, commercial, and industrial uses and above-grade first floor residential units fronting the public realm. The intent of the ODDS is to address all potential first floor and building location conditions, ensure adequate privacy for first floor residential units is provided, and prescribe the use and character of the transition as an open space buffer or parking area between the public sidewalk and the fronting building façade.

a. At-Grade Residential Use Transition. ODDS apply where at-grade residential uses front public rights-of-way or public open space. Development shall comply with all standards as specified in Figure 2.2:

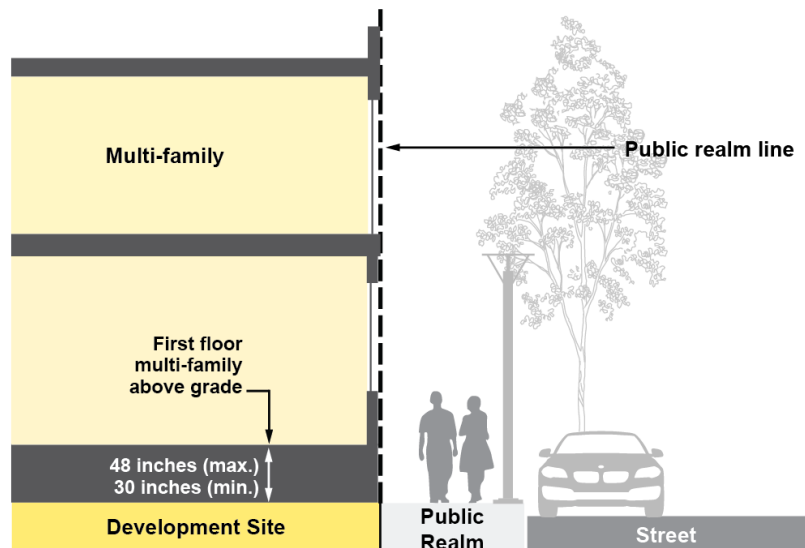
- ii. Privacy Buffer.** A minimum six (6)-foot wide transition area measured from the public realm line to the first floor residential unit, common space, or lobby façade shall be provided.
- ii. Private outdoor residential use** – at-grade patios, porches or stoops are permitted within the transition privacy buffer area. Enclosure patio walls or fences that do not exceed forty two (42) inches in height above the finished grade of the adjacent public realm sidewalk shall be permitted. Privacy walls or fences shall be set back a minimum of one (1) foot from the public realm line.
- iii. Landscaping** – transition area shall be landscaped a minimum of sixty (60) percent of the privacy buffer area, excluding any paved outdoor residential use area. Landscaping shall be a combination of drought tolerant Monterey Bay native and native-compatible shrubs, succulents, and ground cover. All landscaping shall comply with requirements identified in the Sand City Municipal Code Chapter 15.12.040 Landscaping Standards for New Projects and Chapter 15.12.045 Model Water Efficient Landscape Ordinance. Turf grass shall be prohibited. Plantings shall be selected according to Central California Coast Technical Assistance Memo: LID Plant Guidance for Bioretention.

**FIGURE 2.2
PUBLIC REALM TRANSITION STANDARDS
AT-GRADE RESIDENTIAL USE**



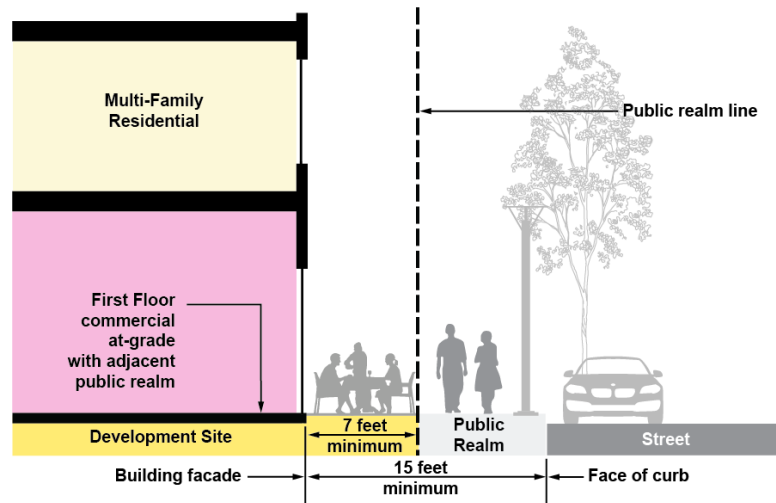
- b. **Above-Grade Residential Use Transition.** ODDS apply where at-grade residential uses are constructed along the public realm line. An elevation change shall be provided as a privacy buffer between first floor residential units and the public realm sidewalk. All development shall comply with all standards as specified in Figure 2.3:
 - i. **Minimum above grade transition height** – a minimum of thirty (30) and a maximum of forty-eight (48) inch elevation change measured between the first floor finished floor and the adjacent public realm sidewalk grade shall be provided.
 - ii. **Private outdoor resident space** – above-grade recessed balconies are permitted where the first floor is setback a minimum of six (6) feet. Enclosure walls or railing shall not exceed forty-two (42) inches in height above the first floor finished grade.

**FIGURE 2.3
PUBLIC REALM TRANSITION STANDARDS
ABOVE GRADE RESIDENTIAL USE**



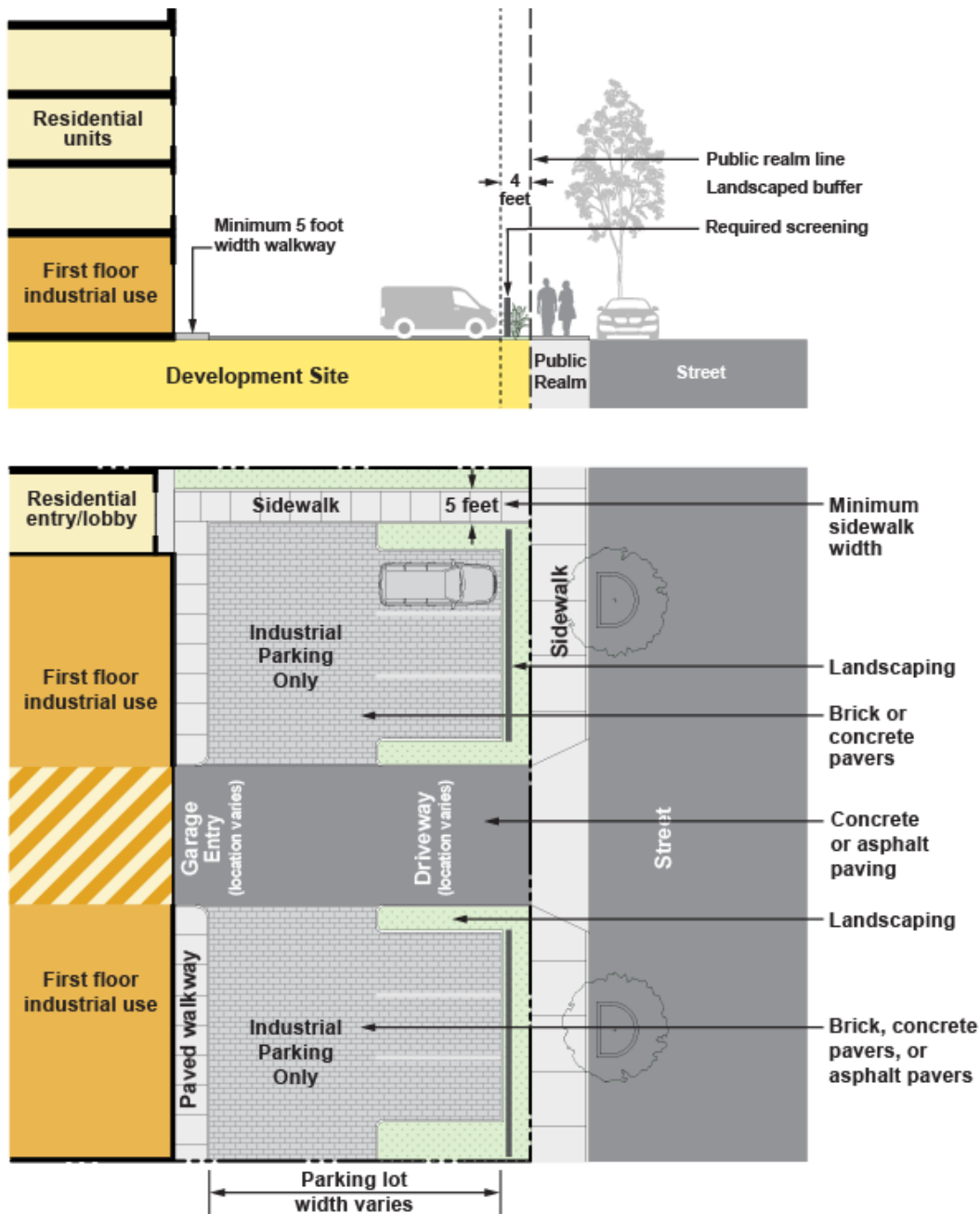
- c. **At-Grade Commercial Use Transition.** ODDS apply where MU-P mixed use residential uses with a commercial ground floor use front the right-of-way line or public realm line. The ODDS identify the minimum private amenity area between the required first floor storefront and the public realm sidewalk. All development shall comply with the standards specified in Figure 2.4:
 - i. **Minimum setback** – a minimum of seven (7) foot wide private open space amenity area between the required first floor storefront façade and the public realm sidewalk shall be provided.
 - ii. **Steps, elevated stoops, or terraces** – shall be prohibited.
 - iii. **Paving and Landscaping**– the transition area shall consist of poured in place concrete, brick, stone, pervious pavers, or concrete unit pavers a minimum of 50 percent of the total area. Landscaping shall comprise a maximum of fifty (50) percent of the transition area. Landscaping shall be a combination of drought tolerant Monterey Bay native and native-compatible shrubs, succulents, and ground cover. All landscaping shall comply with requirements identified in the Sand City Municipal Code Chapter 15.12.040 Landscaping Standards for New Projects and Chapter 15.12.045 Model Water Efficient Landscape Ordinance. Turf grass shall be prohibited.
 - iv. **Utilities** – All wall mounted utility meters, boxes, or lines shall not project into the public realm. All utilities facing the public realm shall be fully screened as required in Chapter 2, section 2.J of this document.

**FIGURE 2.4
PUBLIC REALM TRANSITION STANDARDS
AT-GRADE COMMERCIAL USE**



- d. **First Floor Industrial Uses.** Parking lots are permitted between a first floor industrial use and the public realm line. Parking areas between first floor industrial uses and public realm lines shall comply with the standards indicated in figure 5.
 - i. **Parking lot** – Industrial use parking shall be permitted. Parking lot shall meet all parking design requirements as specified in Figure 2.5. Residential and guest parking shall be prohibited in the industrial parking lot. No storage or warehousing of industrial materials shall be permitted within the parking lot.
 - ii. **Parking lot screening** – Parking areas shall be separated by a four (4) foot landscaped buffer between the parking area and the public realm line. A screening masonry wall and/or landscape hedge screen of at least four (4) feet in height shall be provided within the landscaped buffer.
 - iii. **Walkways** – A minimum of a five (5) foot wide paved walkway shall be provided between the building façade and the parking area.
 - iv. **Driveway** – Driveways shall provide access to internal circulation. Driveways and associated curb cuts shall be a maximum of 24 feet in width.

**FIGURE 2.5
TRANSITION STANDARDS
FIRST FLOOR INDUSTRIAL USES**

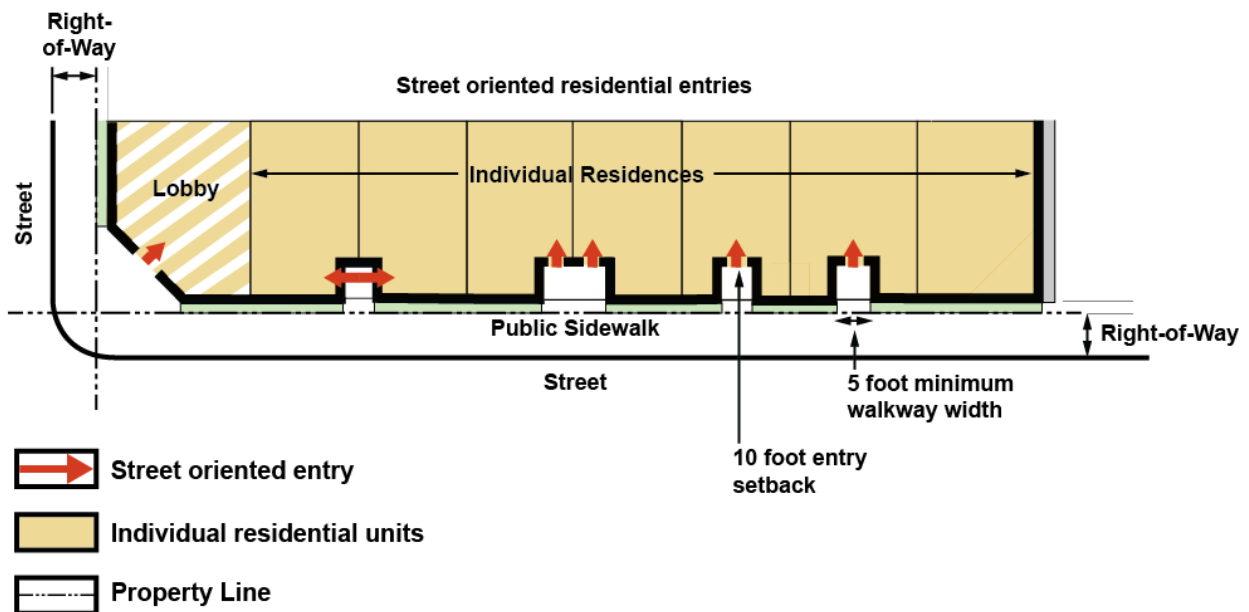


2. **Building Orientation Standards** – Buildings shall be oriented to the public realm and provide direct pedestrian access to public sidewalks from building entries.
3. **Residential Entries.** The following ODDS apply to first floor street or publicly accessible common open space-facing façades of residential or mixed-use buildings. The primary

orientation of a building or unit entrances on a multifamily residential site shall be designed in accordance with the following standards:

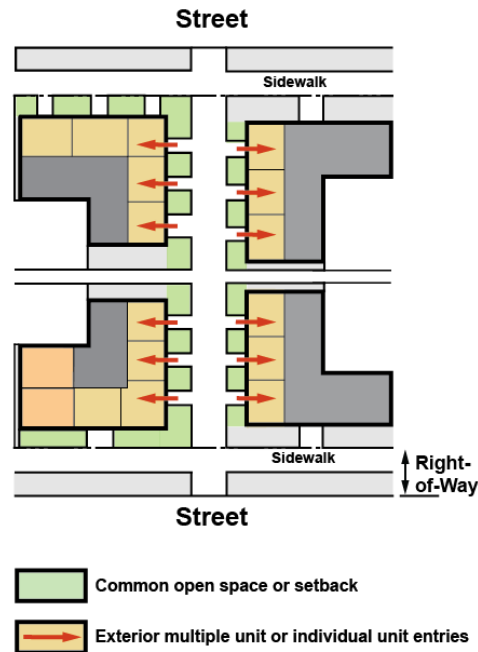
- a. **Street-Oriented Lobby Entries.** Buildings fronting a public street shall have a primary residential door entrance oriented to the public street or oriented to a public street intersection. Direct and unobstructed universal access shall be provided between the public sidewalk and the residential primary building entrance as illustrated in Figure 2.6.
- b. **Street-oriented Individual Unit Entries.** Multi-family residential buildings with first floor exterior residential unit entries shall front, and be accessed from, the public sidewalk. Entries shall be setback a minimum of ten (10) feet from the public realm line and be accessed to the public sidewalk by a five (5) foot minimum width walkway, ramp, and/or stairs as illustrated in Figure 26.

**FIGURE 2.6
RESIDENTIAL ENTRY STANDARDS**



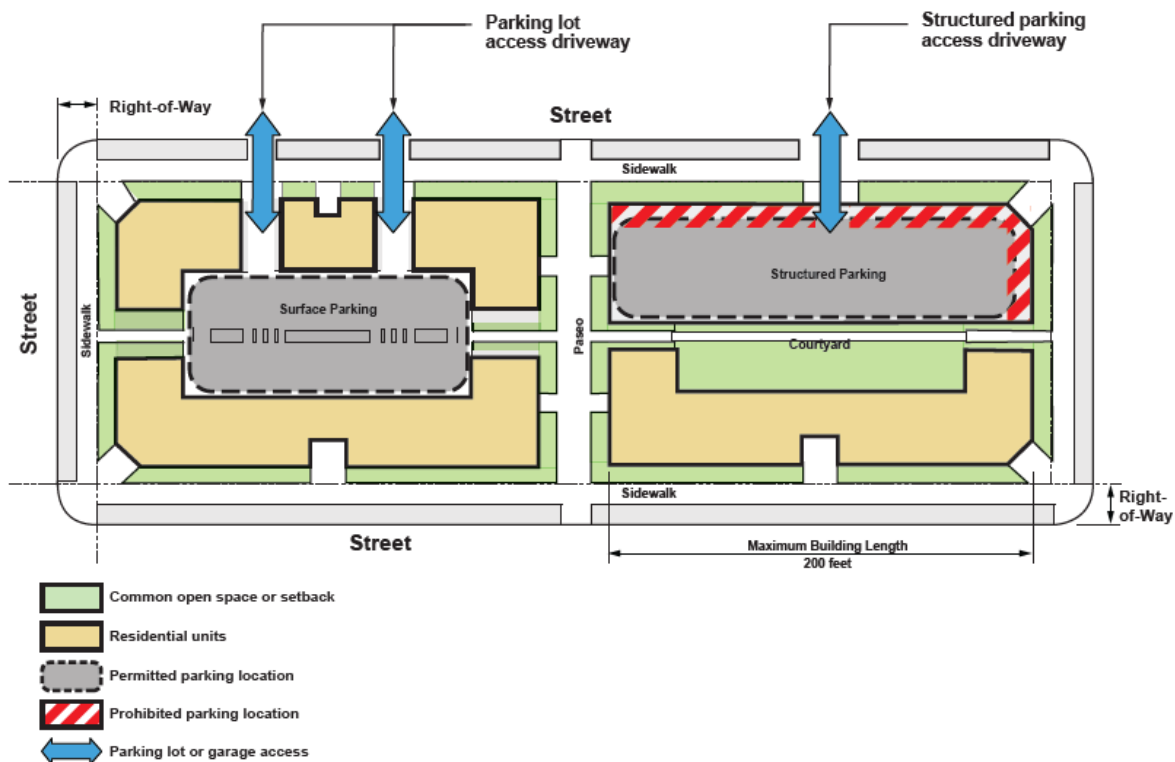
- c. **Common Open Space-oriented Entries.** First floor residential entries are permitted to be directly accessible from common open space paseos, courtyards, or plazas as illustrated in Figure 2.7. Common open space entries shall have direct sightlines and continuous and unobstructed universal sidewalk access between the entries and common space or public sidewalks.

**FIGURE 2.7
COMMON SPACE UNIT ENTRY STANDARDS**



- E. Off-Street Parking Standards.** The following ODDS prescribe the access, location and screening of resident and guest parking for mixed-use and residential development only. The ODDS are intended to ensure adequate motor vehicle access is provided while minimizing the number of pedestrian conflict points at driveway-sidewalk crossings, internal parking areas are efficiently located to maximize multi-family buildable area, and parking is screened to minimize the visual impacts on the public realm. Parking standards are differentiated into standards for small lots up to ten thousand (10,000) square feet, and standards for larger, consolidated parcels. In addition to these standards, all applicable off-street parking requirements, provisions, and standards for the amount and design of parking facilities shall be consistent with Sand City Municipal Code Chapter 18.64 - Parking and Loading Areas.
- 1. Parking Location.** Resident and guest parking shall be located within, to the side, or behind buildings as specified in Figure 2.8
 - a. Prohibited locations**— between any street right-of-way line and any building frontage.

FIGURE 2.8
OFF-STREET PARKING STANDARDS
PARKING ACCESS AND LOCATION - LARGE SITES



3. **Driveways.** Driveway access from shall comply with the following standards as specified in Figure 2.8
 - a. **Sites with less than one hundred and twenty-five (125) feet of frontage.**
 Permitted to have one driveway access point.
 - b. **Sites with one hundred and twenty-five (125) feet or greater of frontage.**
 Permitted to have one (1) additional driveway access point. Distance between driveways shall be a minimum of seventy-five (75) feet.
4. **Parking in Structure Screening.** Parking screening utilizing building first floor residential units, lobbies, common area, stairwell, and elevator uses shall be provided as the primary means of screening at-grade parking spaces. Where parking cannot be screened by first floor conditioned building uses, all at-grade parking structures shall be screened from view from all street frontages as specified in Figure 2.9

At-Grade Parking Structure

Excludes parking structure garage doors

First Floor Multi-family

Lobby

First Floor Commercial

STREET

20% (max.)

Total Building Frontage

STREET

20% (max.)

Total Building Frontage

Permitted Parking Structure Wall Screening

First Floor Commercial Parking Screening

First Floor Residential and Lobby Parking Screening

- 67

sidewalks and common spaces for development in R3 and MU-P zones. No lighting shall create any unnecessary nuisance for site residents and adjoining property occupants.

1. **General Provisions.** All multi-family and mixed-use exterior lighting shall be designed, located and installed in order to prevent over-lighting, energy waste, glare, light trespass and unintentional sky glow. Lighting shall be permitted to highlight building, landscape features, and provide illumination for mixed use business operations.
2. **Public Realm and Common Area Lighting.** Sidewalk lighting shall have a maximum light pole and luminaire height of fifteen (15) feet. Sidewalk lighting shall have an average of two (2) foot candles and a minimum of one (1) foot candle and a maximum of 5-foot candles or as required per findings of Environmental Impact Statement if applicable.
3. **Accent Lighting.** Glare-free direct accent light fixtures with an illumination ratio of less than thirty to one (30:1) shall be permitted to highlight façade articulation, artwork, and landscape specimen plantings.
4. **Parking Lot, Service Area, and Driveway Lighting.** Parking area light pole and luminaire height shall be no greater than eighteen (18) feet above the parking lot finished grade. Parking lot lighting shall not exceed an overall average illumination of one and a half (1.5) foot-candles.

G. Utilities Standards. Utilities required for the function and operation of any multifamily development shall be integrated into sites, façades, and roofs to ensure that they do not detract from the visual quality of a public realm or building façades, or pose health or safety hazards to residents, visitors, and employees. All development shall comply with any utility service provider requirements for access, maintenance, and service; and any applicable Sand City Engineering Division design standards and specifications for installation. For all multifamily and mixed-use buildings and sites, the following standards shall be met.

1. **Site Underground Utilities.** New and existing utilities service connections including wires, cable, pipelines and equipment shall be placed entirely below ground when located within a multifamily or mixed development site and right-of-way along the length of the front yard property line, except when the following conditions are met:
 - a. **Feasibility.** Where undergrounding of utilities within a site is not feasible due to utility or infrastructure conflicts, topographic conditions, or site limitations. The Sand City Engineering Division shall have the authority to waive, limit, or modify the requirement for such improvements.
2. **Roof-mounted Utilities.** Exposed mechanical equipment shall be visually screened by an opaque, solid, non-reflective visual barrier. Architectural screening shall be comprised of parapets, screen walls, trellis systems, or mechanical penthouses. Screens shall include common design form and finish materials of the multifamily or mixed-use building façades. Screening shall be as high or higher than the equipment it screens.

H. Freestanding Walls, Fences, and Gates Standards. The ODDS shall be applied for at-grade visual screening between multifamily sites, the public realm, and adjacent development;

enclosing at-grade internal resident common open space; and private individual residential areas.

1. **Emergency Access.** All wall fences shall not restrict access for fire department vehicles. The fire official shall have the authority to waive, limit, or modify the standards and requirements of this ordinance.
 2. **Swimming Pool Enclosure Fences.** All fences required to enclosure swimming pools, hot tubs, spas, and associated facilities shall be exempt from these standards and shall comply with all California Building Code requirements and ODDS standards.
 3. **Individual Residential Unit Enclosure Walls.** All walls and fences shall have a minimum of seventy-five (75) percent opacity. All walls, fences combined with evergreen landscaping shall have a minimum of seventy-five (75) percent opacity.
 4. **Prohibited Materials.** Fences and gates constructed of chain link or vinyl are prohibited fronting the public realm.
- I. **Solid Waste Container Enclosures Standards.** Garbage and recycling areas shall be properly located and screened from view from the public realm. Where possible, solid waste containers shall be located in a designated trash room of a building. Solid waste enclosures shall comply the following standards:
1. **Placement.** Containers shall be placed behind the front façade of all buildings.
 2. **Collection Vehicle Access.** Unobstructed vehicular service drive access to containers shall be provided.

3. Building Design Standards

- A. Intent.** The ODDS are intended to create buildings that are consistent with the vernacular characteristics of existing West End cottages and light industrial buildings. The standards prescribe buildings with simple, geometric forms and rectangular openings. Building facades shall have minimal horizontal and vertical modulation, articulation shall be limited to include only recesses, and roofs shall be limited to only simple forms. Facades shall include minimal or no ornamentation and be clad with industrial materials.
- B. Purpose.** ODDS regulate building massing, form, and scale, facade modulation and articulation, roof forms and materials, facade color and materials, facade lighting, weather protection/awnings, and murals.

Unless otherwise noted, development shall comply with the Sand City Municipal Code design development standard requirements of the R3 or MU-P zoned district in which they are located, including but not limited to building setback requirements, distance between buildings, required height, and lot coverage.

- C. Mass & Scale.** All new buildings shall meet the following modulation standards for all sides of a building.
- 1. Vertical Modulation** – Variation of building facade height shall be prohibited between the first finished floor to the top plate of the building. Steeping of building form and volume shall be permitted only as illustrated in Figures 3.1 and 3.2
 - a. For buildings on sites with less than 10,000 square feet and three or more stories, the top floor shall be permitted to step back a maximum of fifteen (15) feet from the front and/or rear façade plane, as illustrated in Figure 3.1.
 - b. For buildings on sites of 10,000 square feet or greater, top floors of buildings of six (6) or more stories shall be permitted to step back.
 - i. Stepback distance shall be a minimum of six (6) feet and a maximum of fifteen (15) feet.
 - ii. Stepback depth may vary by façade, but no variation shall occur on a single facade.

FIGURE 3.1

VERTICAL MODULATION STANDARDS LOTS LESS THAN 10,000 SQUARE FEET

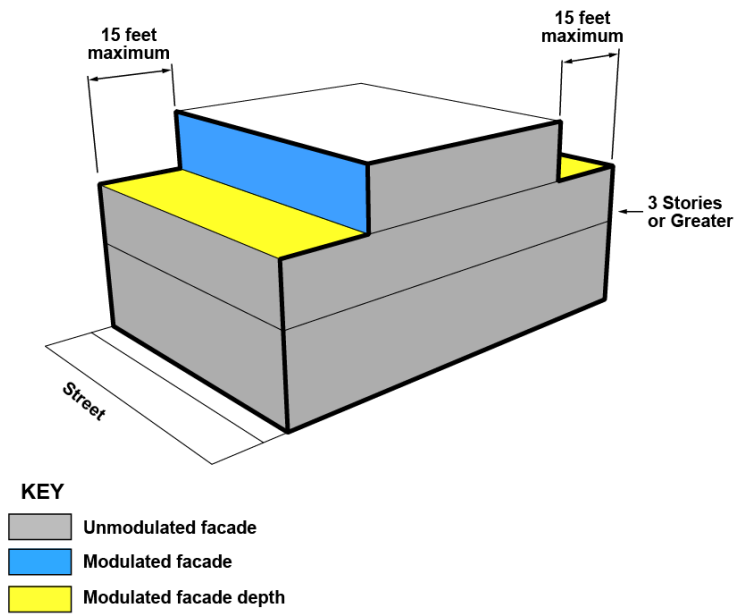
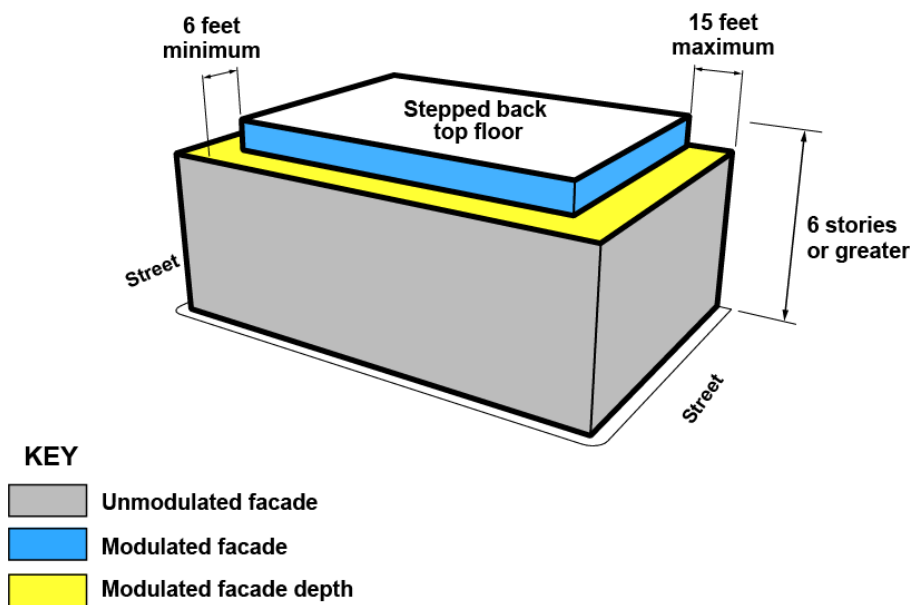


FIGURE 3.2
VERTICAL MODULATION STANDARDS
LOTS 10,000 SQUARE FEET AND GREATER

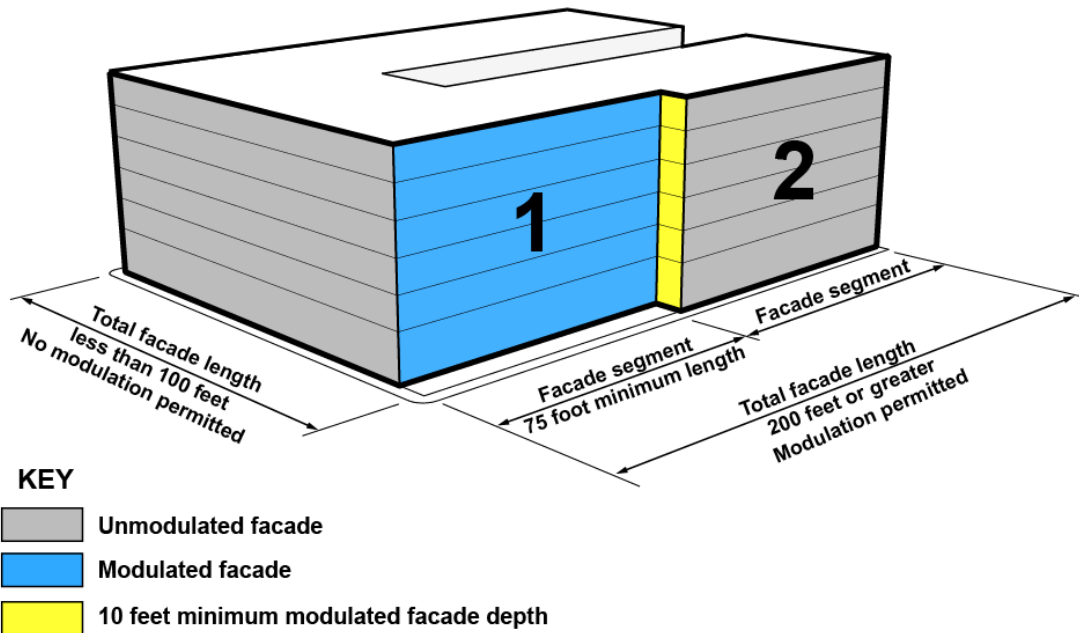


2. **Horizontal Modulation.** The ODDS prescribe required building recesses or projections. Where horizontal modulation is required, all floors shall be modulated equally and consistently.

Modulated facade segments shall meet all the requirements as illustrated in Figure 3.3

- a. **Facades less than one hundred (100) feet in length** shall not be modulated.
- b. **Facades greater than two hundred (200) feet in length** shall be modulated.
 - i. A maximum of three (3) segments shall be permitted.
 - ii. Façade segments shall be a minimum of seventy-five (75) feet in length.
 - iii. The modulated façade segments shall be a minimum of ten (10) feet in depth.

**FIGURE 3.3
HORIZONTAL MODULATION STANDARDS**



- D. **Façade Articulation.** The ODDS prescribe the permitted application of functional and decorative architectural elements to façade segments. Building facades are permitted to include a maximum of two (2) façade articulation options for each façade segment, as illustrated in Figure 3.3

1. **Horizontal Bands Option-**

- a. Bands shall be located along floor plate lines only.
- b. A minimum of one (1) and a maximum of three (3) bands shall be permitted for any façade segment.

- c. Bands shall be differentiated from the façade plane by a change in at a minimum one (1) of the following: a) cladding material, b) cladding material orientation, c) color, d) texture.
- d. Bands shall have a minimum width of eight (8) inches and no maximum width. Bands shall be a minimum of four (4) inches in depth with a maximum depth of twelve (12) inches. A minimum depth shall not be required if the band is differentiated by a change in a combination of material, color and texture.

2. Recessed Base Option-

- a. Recessed base shall extend the entire length of the façade segment to which it is applied.
- b. Recessed bases shall be permitted but not required to be differentiated from the facade above by a change in cladding material or color.
- c. A recessed base shall not vary in height.
- d. Horizontal recessed base depth shall not be less than two (2) feet and no greater than five (5) feet in depth.

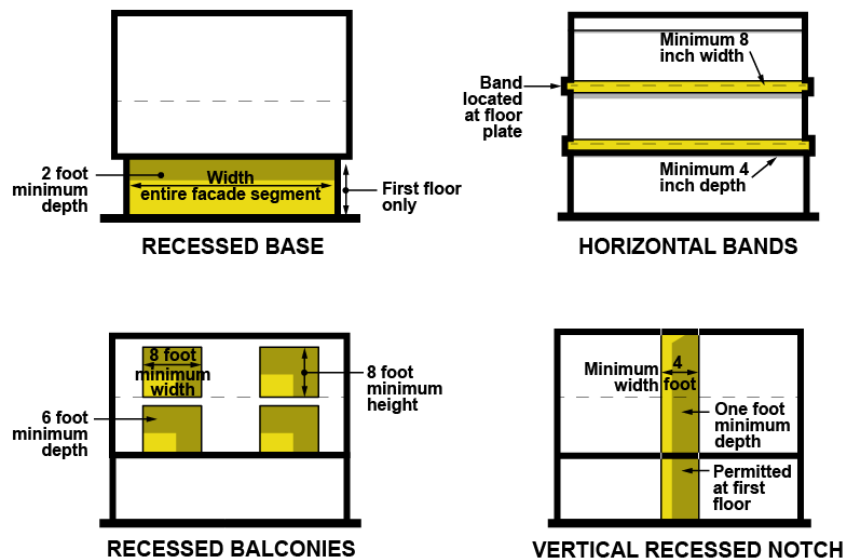
3. Recessed Balconies Option–

- a. Façade segments shall be permitted to include a maximum of five (5) recessed balconies per floor.
- b. Recessed balconies shall be a minimum of eight (8) feet in height and shall have no maximum height. Balcony height shall not be permitted to vary along a facade segment.
- c. Recessed balconies shall be a minimum of eight (8) feet in width and shall have no maximum width. Balcony width and depth height shall be permitted to vary along a facade segment.
- d. Recessed balconies shall have a minimum depth of six (6) feet and shall have no maximum depth. Balcony depth height shall be permitted to vary along a facade segment.

4. Vertically Recessed Notch-

- a. Vertically recessed notches shall be the full height of a façade segment measured from the second-floor plate line to the roof eave or parapet line. For mixed use buildings, a recessed notch is permitted but not required to extend to the ground floor.
- b. A maximum of one (1) vertically recessed notch shall be permitted per building façade segment.
- c. Vertically recessed notch width shall a minimum of four (4) feet. No maximum width shall be required.
- d. Vertically recessed notch depth shall be no less than two (2) feet. No maximum depth shall be required.

**FIGURE 3.4
FACADE ARTICULATION OPTIONS**



E. Fenestration – Window Arrangement. Building facades shall be permitted to include a maximum of two (2) window arrangement options per facade segment. Requirements apply only to facades above the second-floor plate line for mixed use buildings. Window arrangement shall be provided as illustrated in Figure 3.4.

1. Vertical Stacked Window Arrangement Option-

- Windows height shall be equal or greater than window width.
- Windows shall align vertically either along one (1) edge or align on-center for all floors.

2. Horizontal Stacked Window Arrangement Option-

- Windows width shall be equal to or greater than window height.
- Windows shall align vertically either along one (1) edge or align on-center for all floors.

3. Grouped Window Arrangement Option-

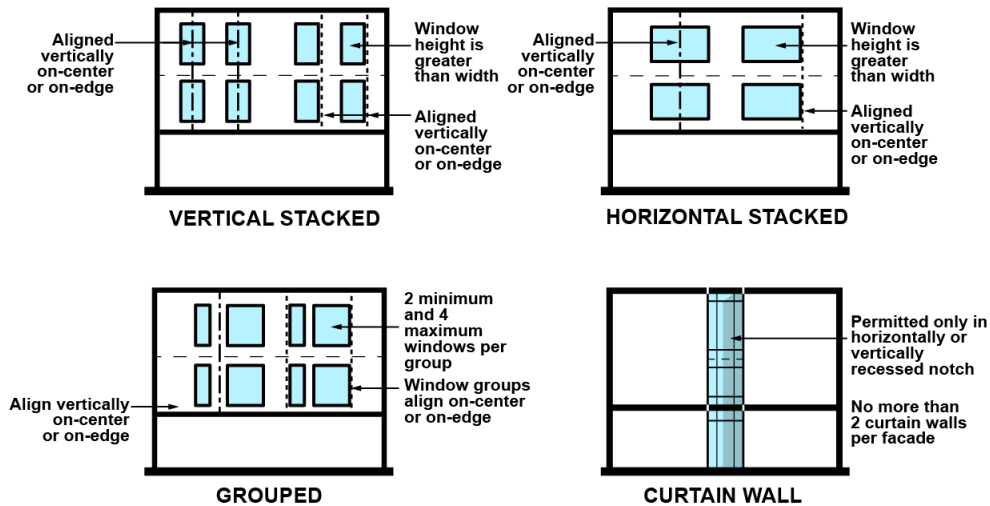
- A minimum of two (2) and a maximum of four (4) grouped windows with consistent height and width dimensions per floor shall be permitted.
- No more than two window sizes shall be included in the group.
- Windows shall be spaced horizontally a maximum of three (3) feet apart to constitute a group.
- Grouped windows shall be aligned vertically along an edge or on-center of the group.

4. Curtain Wall Systems Option-

- Curtain wall vision and spandrel glazing systems shall be permitted only within a recessed base or vertically recessed notch articulated façade.
- Curtain wall spandrel glazing shall be permitted to extend vertically between vision glazing for two (2) or more floors.

- c. Curtain walls shall be permitted to extend vertically to the roof line.
- d. No more than one (1) curtain wall shall be permitted for any façade one hundred (100) feet or less in length.

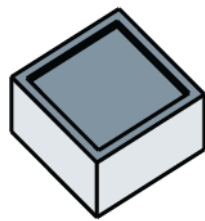
FIGURE 3.5
FENESTRATION - WINDOW ARRANGEMENT OPTIONS



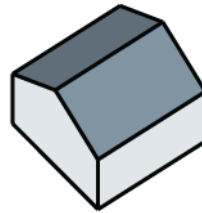
F. Roof Form Options. Buildings are permitted to have one roof form, selected from the following options, as illustrated in Figure 3.5:

1. **Flat** – Any roof with a slope of 1:12 or less. Parapets are permitted but not required on flat roofs.
2. **Gable** – Gable roofs have two sloping planes meeting at a ridge. Gable roofs may be symmetrical or asymmetrical, with the same or different slopes.
3. **Shed** – Shed roofs are composed of a single sloping plane.
4. **Barrel** – An arched or curved roof form.
5. **Sawtooth** – Multiple parallel shed roof forms comprise a sawtooth roof.
6. **Clerestory** – a gable form where one plane is higher at the ridge, allowing openings along the side.

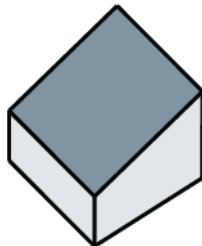
**FIGURE 3.6
ROOF FORM OPTIONS AND STANDARDS**



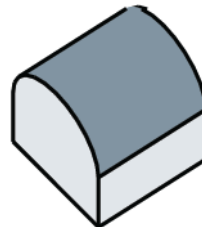
FLAT



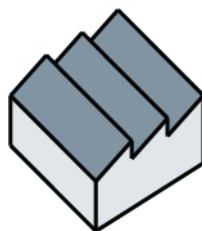
GABLE



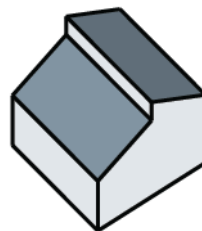
SHED



BARREL



SAWTOOTH



CLERESTORY

The following are exempted from roof form requirements:

1. Roof Terraces
2. Rooftop Mechanical Equipment
3. Vertical Circulation – elevator penthouses and stair tower enclosures
4. Dormers on buildings in the R3 Zone

The following are prohibited:

1. Roofs with multiple compound roof forms
2. Rooftop Mechanical Equipment pads or surfaces

G. Architectural Elements. Architectural elements refer to all non-structural building components attached to the 'skin' of a building. This includes façade materials, paint, lighting fixtures, awnings, canopies, and artworks.

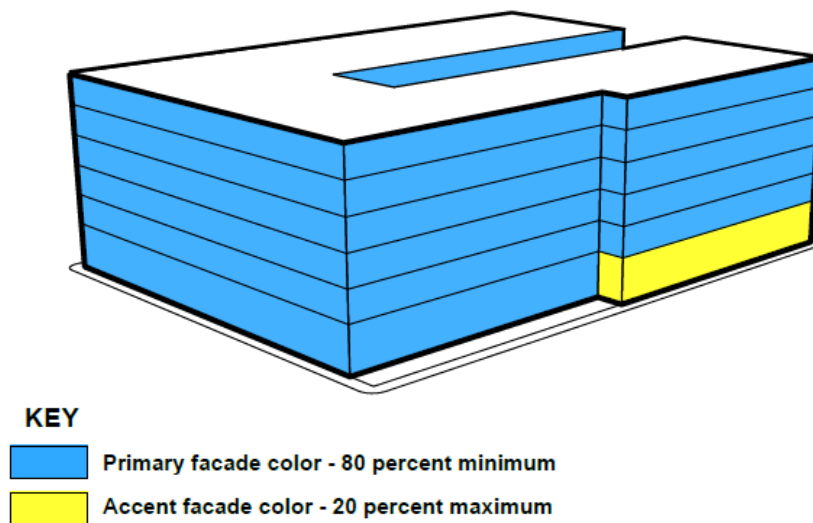
1. Façade Materials. All façade materials shall be selected, designed, and installed to minimize deterioration, discoloration, or degradation by air pollutants, light, weather, or normal use. Buildings shall be clad and coated with durable high-performance materials and finishes that last a minimum of twenty (20) years and meet minimum industry standards for aging for finishes and coatings. All building facades shall be clad equally. Facades shall include a maximum of one (1) facade primary cladding material and one (1) accent material as illustrated in Figure 3.6.

- a. A Primary Material** shall constitute a minimum of eighty (80) percent of a building's façade area.
- b. An Accent Material** shall constitute a maximum of twenty (20) percent of a building's façade area.
- c. Permitted Materials** - all building facades.
 - i. Corrugated metal
 - ii. Metal panel
 - iii. Masonry (block, precast, cast-in-place)
- d. Permitted Materials** - building facades of three (3) stories and less.
 - i. Lap siding
 - ii. Board and batten siding

2. Façade Color. All buildings shall select a primary color and an accent color. Painted and unpainted surfaces are permitted. For materials engineered to be installed without paint or surface coating, the material's inherent color shall constitute a primary or accent color. All other materials shall be painted materials shall be painted. Color schemes shall be the same on all facades of a building. Sites containing multiple buildings are permitted to apply different colors to each building. Windows, doors and trim are excluded from primary and secondary façade color area calculations.

- a. Primary Façade Color.** A maximum of one (1) primary color shall be permitted. A primary color shall comprise a minimum of eighty (80) percent of all building façades.
- b. Secondary Façade Color.** A secondary façade color shall comprise a maximum of twenty (20) percent of all building façades.
- c. Windows, and trim** are permitted to be painted in shades of green, grey, white or black.
- d. Doors** are permitted to be of any color.

**FIGURE 3.7
FAÇADE COLOR**



3. **Facade lighting.** Architectural lighting is permitted be used to articulate building facades or site features. Architectural lighting is used to create effects of shadow, relief and outline that add visual interest. Glare-free accent light fixtures with an illumination ratio of less than 30:1 shall be permitted to highlight façade articulation, artwork, and landscape specimen plantings.

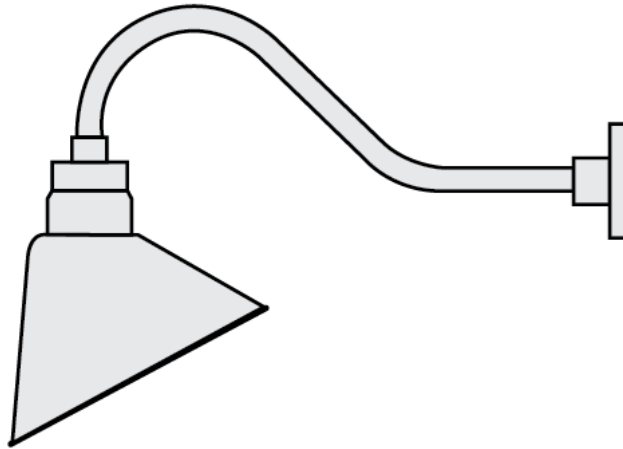
The following forms of façade lighting are permitted:

- a. **Goose-Neck lighting fixtures**, as illustrated in Figure 3.7
- b. **Lighting of cornices, towers, and bays**
- c. **Wall washing uplighting**
- d. **Screened spotlight fixtures focused on the buildings and integrated into the landscape.**
- e. **Canopy integrated downlighting**

The following forms of façade lighting are prohibited:

- f. **Internally illuminated** signs and awnings are prohibited.
- g. **Neon roof parapet, or cornice silhouette** outline lighting
- h. **Security motion activated lighting** of public sidewalks or alleys
- i. **Security lighting** that spills over on public sidewalks and adjacent properties
- j. **Flashing, panning, pulsating, spinning or other motion lighting** on multifamily and mixed-use buildings
- k. **Video screens** on multifamily and mixed-use buildings

FIGURE 3.8
GOOSE-NECK TYPE FAÇADE LIGHTING FIXTURE (TYPICAL)



- 4. Awnings and canopies.** Weather protection is permitted over windows, doors, or balconies. Materials and colors of all canopies or awnings shall be consistent with the overall building color palette. Interior-illuminated vinyl awnings are prohibited.
 - a. Canvas fixed or retractable awnings** - natural fabrics or synthetic canvas fabrics are permitted.
 - b. Horizontal metal or glass** canopies are permitted
 - c. Shed-roof form** metal canopies, covered with corrugated sheet metal are permitted

- 5. Murals and artwork.** Art may be incorporated as murals, into benches, or free standing. Works produced by local artists in the Monterey and Sand City vicinity should be prioritized.
 - a.** Façade areas containing murals are exempted from façade color standards.
 - b.** Murals of any size are permitted, subject to approval by the Sand City Arts Committee.

MEMORANDUM

SAND CITY OBJECTIVE DESIGN & DEVELOPMENT STANDARDS (ODDS)

DATE: May 21st 2024,
TO: Stuart Poulter, Interim City Planner, City of Sand City
FROM: Don Arambula, Project Manager, Crandall Arambula
Jonathan Konkol, Project Coordinator
SUBJECT: Draft Staff Report

EXECUTIVE SUMMARY

Staff is presenting a complete, adoption-ready Objective Design & Development Standards (ODDS) document, and supporting materials for use by applicants and planning staff, which include:

- ODDS Checklist
- Evaluation Form

The ODDS will regulate multifamily residential and mixed use development in the R-3 and MU-P zones.

This final draft of the ODDS document reflects changes to the draft previously presented to the Design Review Committee, and incorporates feedback received from committee members and staff.

RECOMMENDATION

Adopt the ODDS and supporting materials.

BACKGROUND

Consultant Crandall Arambula was contracted to develop Objective Design and Development Standards for Sand City, in order to ensure compliance with HCD policy.

ODDS for review of multi-family and mixed-use housing applications would be consistent with recent State legislation:

- SB 35 Streamlined Affordable Housing - Requires approval of qualified housing projects based on objective regulatory standards.
- SB 167 and AB 167 Housing Accountability Act - Local governments may not deny, reduce density, or make infeasible housing projects consistent with objective design standards.
- SB 330 Housing Crisis Act of 2019 - Prohibits imposing or enforcing new design standards established on or after 1/1/2020 that are not objective.

CRANDALL ARAMBULA

URBAN DESIGN | ARCHITECTURE | PLANNING

520 SW YAMHILL . ROOF SUITE 4 | PORTLAND, OREGON 97204 | TELEPHONE 503.417.7879 | FAX 503.417.7904 | WWW.CA-CITY.COM

Prior tasks have included an evaluation existing code in zones where multifamily and mixed use development are permitted, evaluation of Sand City's General Plan housing element, and a review of the subjective criteria for approval in the existing West End Design Guidelines document. Using the General Plan policies and existing and proposed zoning code requirements, Crandall Arambula has developed ODDS for multifamily residential and mixed use development in the R-3 and MU-P zones. These standards incorporate the West End Design Guidelines where appropriate and translate their intent into clear and objective standards which can be described in quantitative terms. Th standards are organized into three categories:

- Public Realm
- Site Design
- Building Design

ANALYSIS

The final draft ODDS document includes the following substantive changes:

- Building Design Standards have been placed in a separate chapter; sections renumbered to reflect new chapter structure
- Change to 18.XX.XX2.C.3.a.i Landscaping. Additional text "Landscaping shall be reviewed and approved by public works"
- Changes to Figure 18.XX.XX2.1; additional notes and key added.
- Change to 18.XX.XX2.D.1.a.iii; added reference to California Coast Technical Assistance Memo, Recommended planting palette.
- Change to 18.XX.XX2.D.1.d.iv; increased maximum driveway width to 24 feet.
- Change to 18.XX.XX2.D.1.c.iii; added reference to pervious pavers.
- Change to Figure 18.XX.XX2.5; additional note indicating asphalt pavers permitted.
- Change to Figure 18.XX.XX2.6; additional notes identifying 10 foot setback, 5' minimum walkway.
- Change to 18.XX.XX2.E Off Street Parking Standards; Deleted requirement for parking to be located a minimum of 20 feet behind any street frontage, deleted Figure 18.XX.XX2.8
- Changed Figure 18.XX.XX2.9; Changed key to match colors in diagram.
- Deleted Vertical Modulation Standards 18.XX.XX3.G.1.b Existing Site Utilities
- Corrected typographical error in 18.XX.XX3.H.2 Freestanding Walls, Fences and Gates standards
- Changes to Vertical Modulation Standards (18.XX.XX3.C.1):

Previous standards:

- i. Top floors of buildings constructed on sites less than 10,000 square feet acre or less top floors greater than thirty-five (35) feet in height shall be permitted to step back as illustrated in Figure 18.XX.XXX.11.
- ii. For buildings constructed on sites greater than one (1) acre in area, top floors of buildings greater than sixty-five (65) feet in height shall be permitted to step back. Buildings shall be permitted to step back a maximum of three (3) floors as illustrated in Figure 18.XX.XXX.12.
- iii. Top floor step backs shall be a minimum of fifteen (15) feet in width.

Current standards:

- a. For buildings on sites with less than 10,000 square feet and three or more stories, the top floor shall be permitted to step back a maximum of fifteen (15) feet from the front and/or rear façade plane, as illustrated in Figure 18.XX.XXX.11.
- b. For buildings on sites of 10,000 square feet or greater, top floors of buildings of six (6) or more stories shall be permitted to step back.

- i. Stepback distance shall be a minimum of six (6) feet and a maximum of fifteen (15) feet.
- ii. Stepback depth may vary by façade, but no variation shall occur on a single façade.

**FIGURE 18.XX.XXX.11
VERTICAL MODULATION STANDARDS
LOTS LESS THAN 10,000 SQUARE FEET**

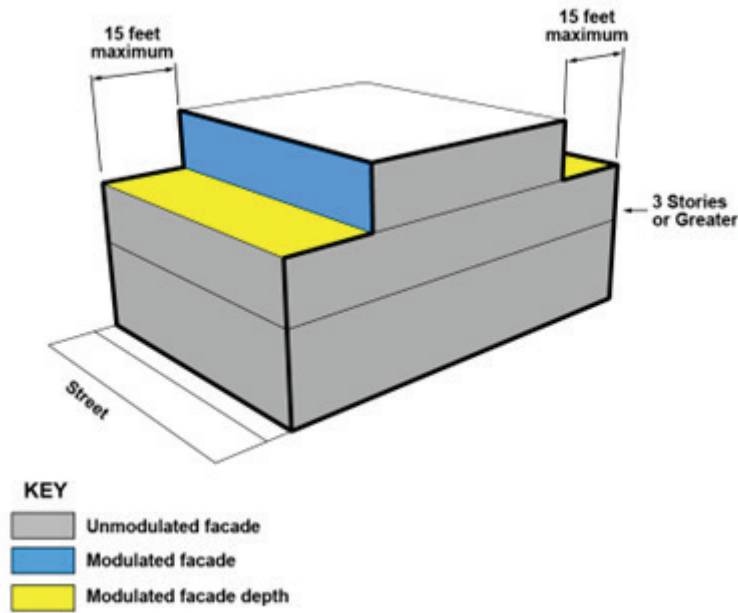
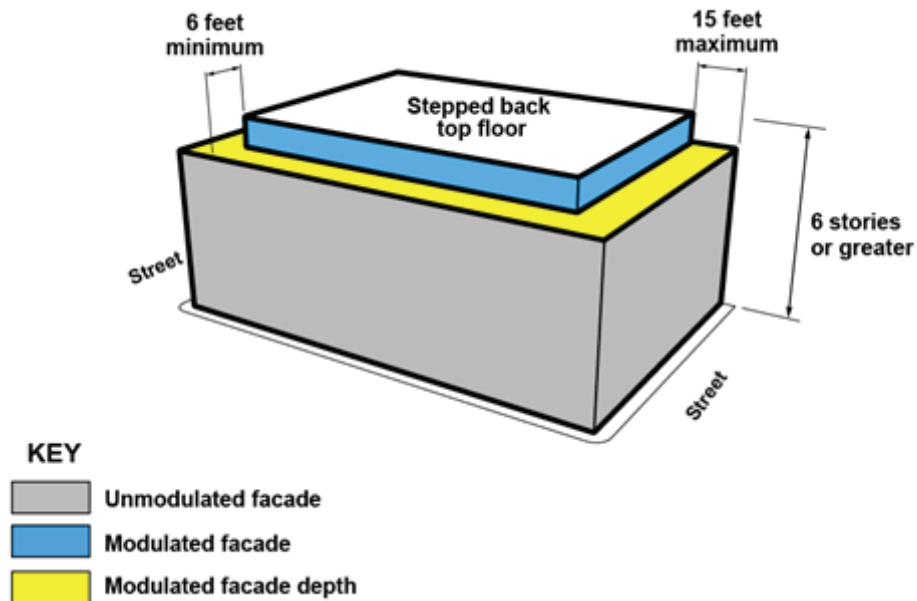


**FIGURE 18.XX.XXX.12
VERTICAL MODULATION STANDARDS
LOTS 10,000 SQUARE FEET AND GREATER**



- Changes to Horizontal Modulation Standards (18.XX.XX3.C.2):

Previous standards:

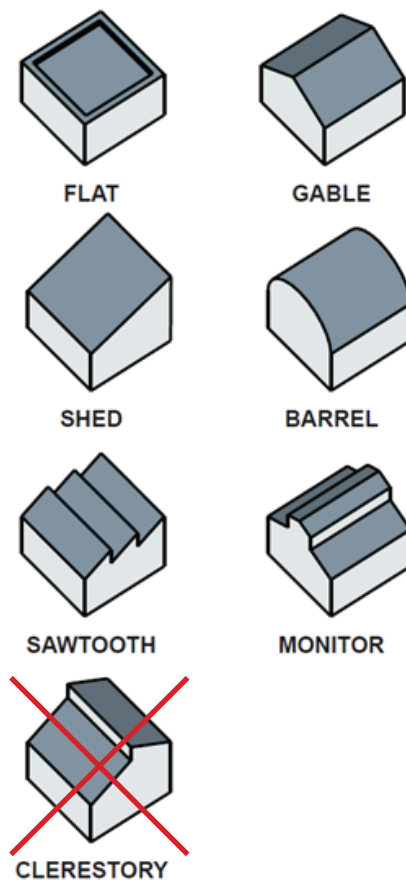
- i. Facades less than one hundred (100) feet in length shall not be modulated.
- ii. Facades greater than two hundred (200) (100) feet in length shall be modulated.
 - 1) A maximum of three (3) segments shall be permitted.
 - 2) Façade segments shall be a minimum of seventy-five (75) feet in length.
 - 3) The modulated façade segments shall be a minimum of ten (10) feet in depth.

Current standards:

- a. Facades less than one hundred (100) feet in length shall not be modulated.
- b. Facades greater than two hundred (200) (100) feet in length shall be modulated.
 - i. A maximum of three (3) segments shall be permitted.
 - ii. Façade segments shall be a minimum of seventy-five (75) feet in length.
 - iii. The modulated façade segments shall be a minimum of ten (10) feet in depth.

- Deleted roof form option: Monitor Roof

**FIGURE 18.XX.XXX.15
ROOF FORM OPTIONS AND STANDARDS**



- Changes to Facade Lighting Standards:

Previous standards:

- i. Goose-Neck lighting fixtures are permitted.
- ii. Internally illuminated signs and awnings are prohibited.
- iii. Flood light or wall-wash type fixtures are prohibited.

Current standards:

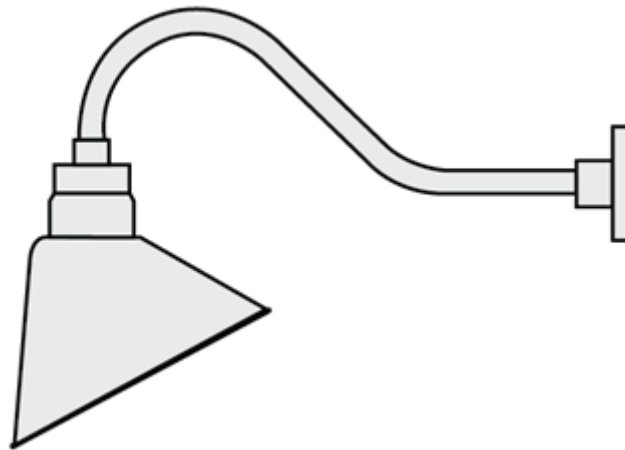
The following forms of façade lighting are permitted:

- a. Goose-Neck lighting fixtures, as illustrated in Figure 18.XX.XXX.17
- b. Lighting of cornices, towers, and bays
- c. Wall washing uplighting
- d. Screened spotlight fixtures focused on the buildings and integrated into the landscape.
- e. Canopy integrated downlighting

The following forms of façade lighting are prohibited:

- f. Internally illuminated signs and awnings are prohibited.
- g. Neon roof parapet, or cornice silhouette outline lighting
- h. Security motion activated lighting of public sidewalks or alleys
- i. Security lighting that spills over on public sidewalks and adjacent properties
- j. Flashing, panning, pulsating, spinning or other motion lighting on multifamily and mixed-use buildings
- k. Video screens on multifamily and mixed-use buildings

**FIGURE 18.XX.XXX.17
GOOSE-NECK TYPE FAÇADE LIGHTING FIXTURE (TYPICAL)**



- Additional standards added to Awnings & Canopies Lighting Standards:
 - a. Canvas fixed or retractable awnings - natural fabrics or synthetic canvas fabrics are permitted.
 - b. Horizontal metal or glass canopies are permitted
 - c. Shed-roof form metal canopies, covered with corrugated sheet metal are permitted

Notice of Exemption**Appendix E**

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: _____

From: (Public Agency): City of Sand City

(Address)

Project Title: Objective Design and Development Standards

Project Applicant: City of Sand City

Project Location - Specific:

Sand City West End District

Project Location - City: Sand City

Project Location - County: Monterey

Description of Nature, Purpose and Beneficiaries of Project:

Objective Design and Development Standards will apply to multi-family residential projects located in the City's West End District in compliance with Senate Bills 35 and 330.

Name of Public Agency Approving Project: City of Sand City

Name of Person or Agency Carrying Out Project: City of Sand City

Exempt Status: **(check one):**

☐ Ministerial (Sec. 21080(b)(1); 15268);

☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));

☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

☐ Categorical Exemption. State type and section number: 15061(3)(b)

☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The ODDS are a policy document and do not include specific development projects nor do they require rezoning or land use changes as part of their adoption which could result in a physical change to the environment. Future residential development would be subject to separate CEQA review.

Lead Agency

Contact Person: A. Aziz

Area Code/Telephone/Extension: 831-394-3054

If filed by applicant:

1. Attach certified document of exemption finding.

2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency ☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

**AGENDA ITEM
10C.**

**Approve a Resolution Granting CUP 24-
001 for 398 Shasta Street**



City of Sand City

STAFF REPORT

TO: Mayor and City Council
FROM: Matt Papurello, Contract City Planner
SUBJECT: Conditional Use Permit 24-001 for Renovations at 398 Shasta Ave.
DATE: May 21, 2024

BACKGROUND:

The Conditional Use Permit (CUP) 24-001 submitted by Jeff Reisdorf (The Applicant) consists of an extensive remodel to the existing triplex located at 398 Shasta Avenue, APN: 011-253-012 (The Subject Property). The triplex remodel involves interior improvements, including renovations to the existing bathroom and kitchen in each of the three units. At this time, the applicant has not indicated any exterior changes to the existing triplex or renovations of any kind associated with the existing vacant commercial office building located on the parcel.

The Subject Property is not located in the coastal zone and has a Planned-Mixed Use (MU-P) zoning designation and a General Plan land use designation of Mixed-Use (MU-D). Multi-Family Dwellings are a permitted use under this zoning designation with an approved conditional use permit (Sand City Municipal Code 18.13.040(O)). A conditional use permit is required for all development uses within the MU-P Zoning district. This Conditional Use Permit only applies to the residential building on site. The Applicant would be required to apply for a separate Conditional Use Permit, when a use for the commercial building on site is proposed.

Improvements and rehabilitation of the city's multi-family rental housing stock supports goals in the City's Housing Element. Facilitating rehabilitation ensures that units are kept up in good habitable condition. Additionally the units range from 1-3 bedrooms which will provide for a wider array of income levels and family sizes.

SITE DISCRIPTION:

The Subject Property consists of a single parcel (011-253-012) which is roughly 100 feet wide by 70 feet deep. There are two buildings on this parcel, one multi-family residential triplex and one commercial office building. Neither building is currently occupied. Utilities (i.e. gas, electric, water, sewer, etc.) are available to the building and street improvements (i.e. curb, gutter, drive-apron, etc.) are in fair condition along the Subject Property's Shasta Avenue frontage. The commercial building shares a driveway to its loading area, and the commercial building currently has no setback from the property line.

PROJECT DESCRIPTION:

The Applicant intends to remodel the interior of residential building only, at this time, which includes three (3) existing residential units in one building; and re-establish the building's multi-family residential use. Each of the three units in the building will include their own kitchen area, bathroom, and bedroom(s). The proposed units bedroom and bathroom composition are as follows: unit 1 will be a two bedroom, one-bathroom apartment, unit 2 will be a one-bedroom one-bathroom apartment, and unit 3 will be a three-bedroom, one-bathroom apartment. Each residence will have separate entrances, without interior connections or access between the units. There are no renovations proposed for the exterior of the building or the adjacent commercial office building located on the property at this time.

Land Use: The Subject Property has a Zoning Map designation of "Planned Mixed Use" and a General Plan designation of Mixed-Use Development (MU-D). Section 18.13.040 of the City's Zoning Ordinance lists 'multi-family residential' as an allowable use subject to the issuance of a conditional use permit. The Applicant's Use satisfies this zoning definition. Therefore, staff finds the Applicant's Use consistent and compatible with the intent of the General Plan and Zoning Code.

Housing Element: The Housing Element is part of the City's General Plan. The Housing Element is currently being updated (6th Cycle Housing Element Update), and encourages the creation of new housing opportunities to all income levels while protecting affordable housing while improving the overall housing stock; and to provide new affordable housing and other special needs housing.

Parking & Driveway: The property currently provides a total of five (5) parking spaces, which are accessible from Shasta Street. This does satisfy the parking space requirements for multi-family residential units in MU-P zoning which is as follows. Dwellings, multiple (apartments, condominiums, or other multiple family developments), one and one-half (1-1/2) covered parking spaces per unit of which at least one parking space per unit shall be covered for units of zero through two bedrooms; two spaces per unit for units of three or more bedrooms, of which at least one parking space per unit shall be covered. (Sand City Municipal Code 18.64.050(G)). However; staff finds the off street parking this property to be legal non-conforming, and will therefore not be required to provide covered parking on the following basis: the addition of covered parking would require the Applicant to build directly against the property line, the Property currently has uniform setbacks to other nearby residential uses and the addition of carports in the front of the Property would change the property to no longer have uniform setbacks with other nearby residential uses, and according to Sand City Municipal Code such repairs and maintenance work as required to keep it in sound condition may be made to a nonconforming building or structure; provided, no structural alterations shall be made

except such as are required by law or ordinance or authorized by the Council. Except as otherwise provided elsewhere in this title, the total structural repairs and alterations that may be made in a nonconforming building or structure shall not, during its life subsequent to the date of its becoming a nonconforming use, exceed 50% of its then reasonable market value as determined by the City Council at such time, unless such building or structure is changed to a nonconforming use (Sand City Municipal Code 18.70.111).

Trash: Waste removal services are provided for the property. There shall be an enclosure where storage of individual residential containers for waste, recycling and yard waste/compost will be stored. These waste containers will be physically wheeled on collection days to the curb by building occupants for service and removed from the public right-of-way directly following trash collection.

Hazardous Materials: According to the Monterey County Hazardous Material Questionnaire completed and submitted by the Applicant (see Exhibit G), no hazardous materials or products will be stored or used on-site. This Questionnaire form was provided to the Monterey County Health Department by City staff in the processing of this application.

Water: It is staff understanding from discussions with the Applicant that this project will not require any new fixtures. It was previously a vacant three (3) unit, multi-family residential building prior to the remodel and will continue to be after the full remodel. Therefore, the building currently has sufficient water credits for this use. Should fixture units change the Applicant shall be required to apply for extra water allocation from the city and a new permit from the Monterey Peninsula Water Management District (MPWMD).

Local/Regional Compliance: All requirements of the City's contracted Building and Fire Departments, the City Engineer, the City Building Official, the City Police Department, the Sand City Code Enforcement officer(s), the Seaside County Sanitation District, Monterey One Water, the Monterey Bay Air Resources District, and Monterey County Health Department, that are applicable to the Applicant's Use, shall be implemented to the satisfaction of each department/agency and inspector thereof. Failure of the Applicant to comply shall be sufficient grounds for City termination of CUP 24-001.

Fire Department: The Applicant's Use of the Applicant's Unit, as authorized by CUP 24-001, must conform to occupancy, exiting, storage, and operational requirements specified in the California Building and Fire Codes to the satisfaction of the City's Building Official or Fire Department inspector. The Applicant shall work with the City's Building Official to determine and post the occupancy load per the Building and/or Fire Codes. The Applicant's Unit shall be available and open for Fire Department, City Building Official, and/or City code enforcement inspections. Failure to comply with Building Official, Fire Inspector, and/or code enforcement requirements may be

sufficient grounds for City issuance of a 'Cease and Desist' order for closure of the Applicant's Use and/or City termination of CUP 24-001.

Indemnification: To the extent permitted by law, the Applicant and Property Owner shall indemnify and hold harmless the City, its City Council, its officers, employees, consultants, and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties, the Applicant, and/or Property Owner in connection with this Permit, including but not limited to any such action to attack, set aside, or void, any permit or approval authorized hereby, including (without limitation) reimbursing the City for its actual attorney's fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.

Consistency Determination: The project as proposed is consistent with the City's General Plan, Housing Element and Zoning Code, with the exception of parking. The City's Municipal Code requires one and one-half (1-1/2) covered parking spaces per unit of which at least one parking space per unit shall be covered for units of zero through two bedrooms; two spaces per unit for units of three or more bedrooms, of which at least one parking space per unit shall be covered. (San Diego City Municipal Code 18.64.050(G)). The current water allocation is also consistent with the MPWMD rules and regulations, as well as; with the City's current allocation of water for this parcel. To ensure consistency with the approved use type outlined in the Conditional Use Permit (CUP24-001), renovations to the existing multi-family residential building will require a building permit. The building permit process will include a final inspection of the property prior to occupancy.

CEQA:

The Applicant's Use at the Subject Property qualifies for a categorical exemption, under the California Environmental Quality Act (CEQA) Guidelines, Section 15301(a), involving the minor alteration to the interior of an existing building.

RECOMMENDATION:

Staff Recommends **APPROVAL** of the CUP 24-001 with conditions.

FISCAL IMPACTS:

There is no fiscal impact to the City associated with this action.

ATTACHMENTS:

1. Resolution
2. Exhibit A: Findings and Conditions of Approval
3. Exhibit B: CEQA Exemption
4. Exhibit C: Aerial Map
5. Exhibit D: Floor Plan

6. Exhibit E: Parking Plan
7. Exhibit F: Site Photo
8. Exhibit G: Hazardous Material Questionnaire

EXHIBIT A

CITY OF SAND CITY CONDITIONAL USE PERMIT CUP24-001 FINDINGS AND CONDITIONS OF APPROVAL

Project Name: Conditional Use Permit (CUP24-001) for three (3) multi-family residential units at 398 Shasta Street
Address: 398 Shasta Street, Sand City, CA
Hearing Date: May 21st, 2024

Conditions of Approval:

A. Permit Effectiveness/Time Limits:

1. Conditional Use Permit CUP24-001, is not valid, and project use(s) shall not commence, until two (2) copies of this Resolution/Permit, signed by the permittee and landowner, acknowledging receipt of the Resolution/Permit and acceptance of the terms and conditions, are returned to the City's Planning Department. Failure of the applicant to return the 2 copies of the signed Resolution/Permit within thirty (30) days from the date of City Council approval shall cause said Conditional Use Permit to become null and void unless good cause to grant an extension is found acceptable by the Community Development Director.

B. Land Use Terms and Conditions:

1. Property Maintenance: The site shall be maintained in a clean, orderly, weed-free, and litter-free condition. The property owner shall be responsible for maintenance and upkeep of the entire property.
2. Refuge storage & pickup: Trash, litter, boxes, crates, debris, or other used and/or discarded materials generated by the occupants of this building shall be stored within the appropriate waste collection receptacle(s). Except on a designated trash collection day, said waste receptacle(s) shall be screened from public view. The property owner shall be responsible for arranging and providing waste hauler access for standard pick-up services.

3. Storage: No outdoor storage or storage containers are allowed, unless they are fully screened/enclosed, subject to review and approval of the Building Official.
4. Hazardous Material: No hazardous materials will be stored or used on-site.
5. Building: Proper building permits shall be acquired for all construction related activities, including the following: interior building remodel and trash enclosures, subject to approval of the City Building Official.
6. Design: Approval for all exterior improvements, shall be subject to design approval by the Design Review Committee and appealable to the City Council, prior to the issuance of a Building Permit.

C. General Requirements:

1. All use types will remain consistent with the permitted uses as described in the Conditional Use Permit, which includes the following:
 - Multi-family residential
2. Any future use within the existing commercial building located on the property will require a separate CUP.
3. Violation: If the City determines any term or condition of the CUP 24-001 has been violated, written notice shall be issued to the property owner, that if such violation is not corrected or removed within 30 days, a public hearing may then be scheduled where the City Council may consider amending or revoking the Conditional Use Permit CUP24-001 and may then order said Permits amended or revoked.
4. Interpretation: Any questions of intent or interpretation regarding any condition of Conditional Use Permit CUP24-001 shall be resolved by the City Manager or their designee.
5. The issuance of Conditional Use Permit CUP24-001 shall not supersede or override any applicable requirements of any other City, County, State, or Federal agency.

Findings of Approval:

2. The intended use type for the existing commercial building is consistent with the Planned Mixed-Use (MU-P) zoning of the surrounding properties as indicated in the Sand City Municipal Code (18.13.040); and on the City of Sand City Zoning Map;
3. The establishment of multi-family residential with the intended use types as described in CUP24-001 is allowed under the MU-P zoning regulations with an approved Conditional Use Permit as indicated in the Sand City Municipal Code (18.13.040); and on the City of Sand City Zoning Map;
4. Adequate parking can be provided for the project which is as follows. Dwellings, multiple (apartments, condominiums, or other multiple family developments), one and one-half (1-1/2) covered parking spaces per unit of which at least one parking space per unit shall be covered for units of zero through two bedrooms; two spaces per unit for units of three or more bedrooms, of which at least one parking space per unit shall be covered. (Sand City Municipal Code 18.64.050(G)). Staff finds the existing off-street parking conditions to be legal non-conforming, therefore the Applicant will not be required to build covered parking which is as follows: Such repairs and maintenance work as required to keep it in sound condition may be made to a nonconforming building or structure; provided, no structural alterations shall be made except such as are required by law or ordinance or authorized by the Council. Except as otherwise provided elsewhere in this title, the total structural repairs and alterations that may be made in a nonconforming building or structure shall not, during its life subsequent to the date of its becoming a nonconforming use, exceed 50% of its then reasonable market value as determined by the City Council at such time, unless such building or structure is changed to a nonconforming use (Sand City Municipal Code 18.70.110)
5. Utilities, including electricity, gas, and, sewer, are sufficiently available to facilitate the Applicant's Use at the Subject Property as the properties previous use is not being changed from its existing use a 3-unit multi-family residential development.
6. The previous use of this building was three (3) one-bedroom one-bathroom multi-family residential, therefore, there will be no need for additional water credits as there is no change in use nor will there be a change in the number of units, as it is staffs understanding through conversation with the Applicant that there will be no change in fixture counts;
7. The Applicant's Use is not anticipated to pose an impediment of traffic flow, once completed there will be no regular large shipments to the property which would require large vehicles to make deliveries that impede traffic flow to the surrounding area and neighborhood;

8. A notice detailing the project was submitted to local advisory agencies on February 16, 2024. No comments or concerns regarding the project were received from the advisory agencies; and
9. The intended use on this property qualifies for a categorical exemption, under California Environmental Quality Act (CEQA) guidelines section 15301(a). which states that Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances are permitted exempt projects given that the project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: _____

From: (Public Agency): City of Sand City
1 Pendergrass Way, Sand City, CA 93955

(Address)

Project Title: Interior Remodel at 398 Shasta Avenue

Project Applicant: Jeff Reisdorf

Project Location - Specific:

398 Shasta Avenue, Sand City, CA 93955

Project Location - City: Sand City Project Location - County: Monterey

Description of Nature, Purpose and Beneficiaries of Project:

The triplex remodel involves interior improvements, including renovations to the existing bathroom and kitchen in each of the three units.

Name of Public Agency Approving Project: _____

Name of Person or Agency Carrying Out Project: _____

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: 15301(a)
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

This project is strictly interior improvements to an already existing multi-family residential structure

Lead Agency
Contact Person: Matt Papurello Area Code/Telephone/Extension: 831-649-1799

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: _____ Date: 04/01/24 Title: Contract City Planner

☐ Signed by Lead Agency ☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

EXHIBIT C
AERIAL MAP



EXHIBIT D

SITE PLANS

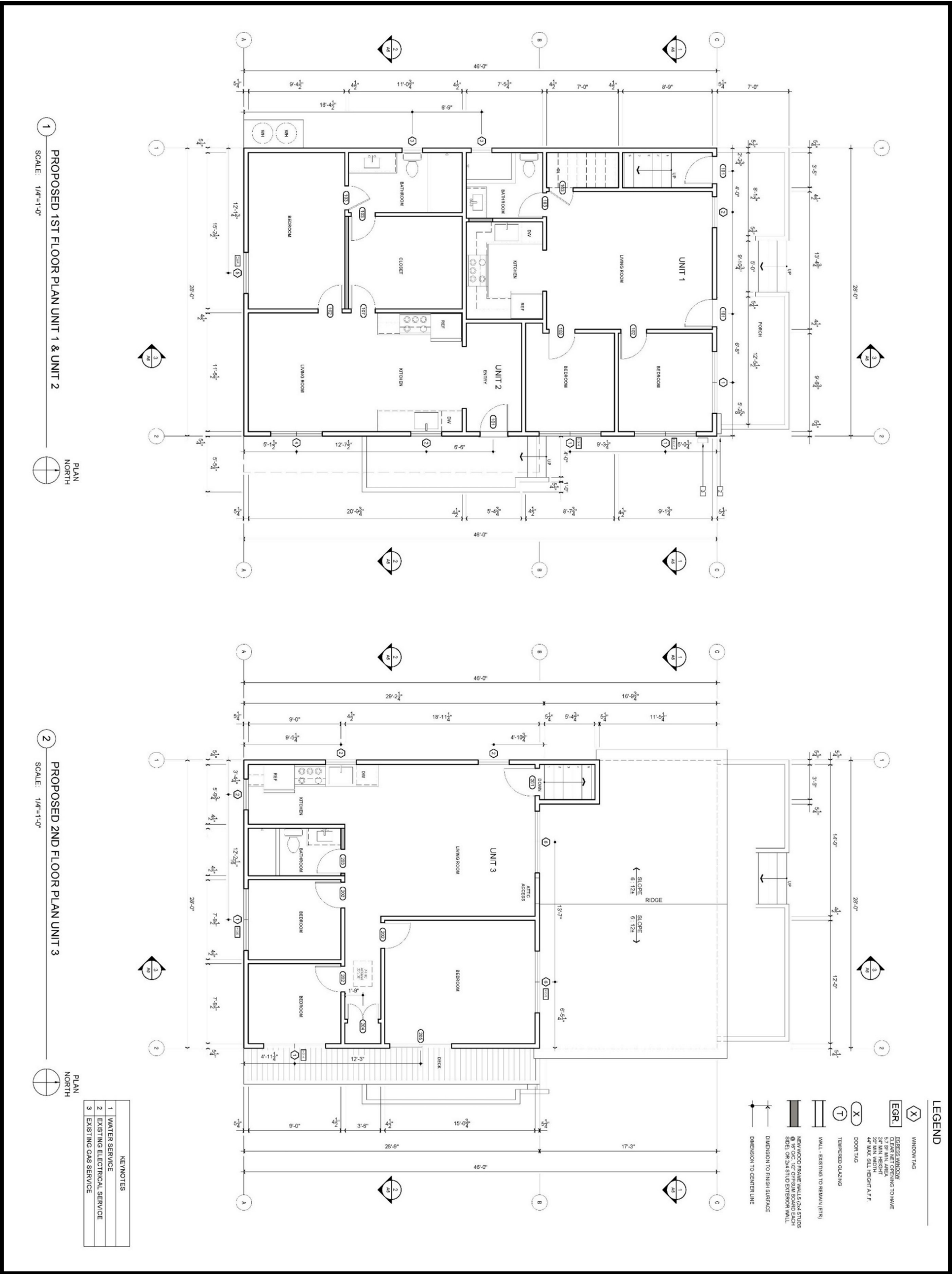


EXHIBIT D

CUP 24-001 SITE PLANS

EXHIBIT E

PARKING PLANS

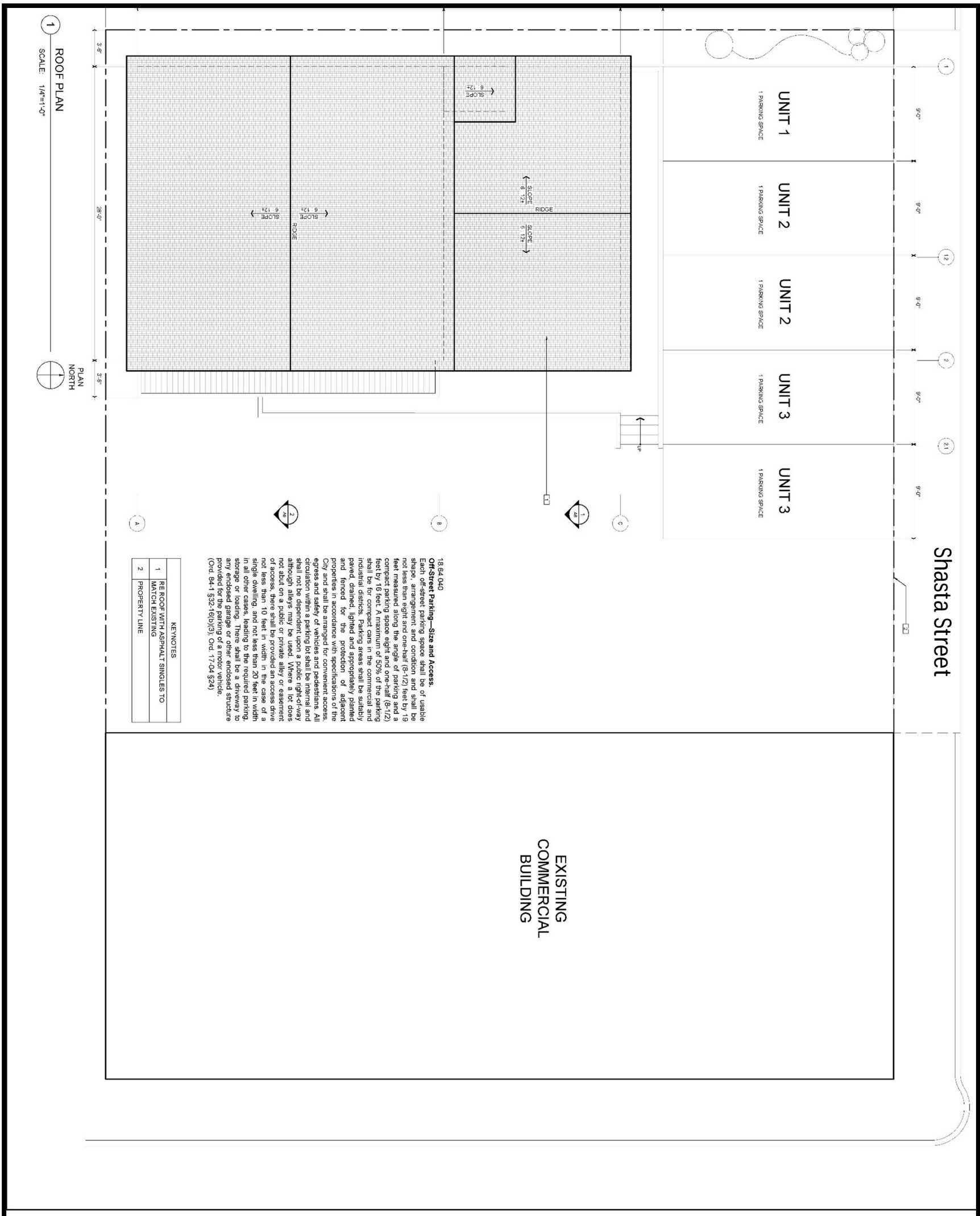


EXHIBIT F
SITE PHOTO



EXHIBIT F
CUP 24-001 SITE PHOTO

EXHIBIT G

HAZARDOUS MATERIAL QUESTIONNAIRE

Business Name Multi Family Residential Type of Business N/A
 Site Location 398 SHACHTA City San Jose APN: 011-293-012
 Mailing Address 4169 Arroyo Trail Carmel CA 93922
 Business Contact Jeff Berndorf 891-521-4977
 Property Owner CHC ENTERPRISES LLC 891-521-4977

- Will your business/proposed project be using any hazardous materials such as oil, fuels, solvents, compressed gases, acids, corrosives, pesticides, fertilizers, paints or other chemicals?
☐ Yes ☒ No
- Will your business/proposed project be using hazardous materials in quantities of 55 gallons and above for liquids, 500 lbs. and above for solids and/or 200 cubic feet and above for compressed gases?
☐ Yes ☒ No
- Will your business/proposed project be using any quantities of acutely hazardous materials such as ammonia, chlorine, sulfuric acid, formaldehyde, hydrogen peroxide, methyl bromide or other restricted pesticides?
☐ Yes ☒ No
- Will your business/proposed project be using underground storage tanks to store hazardous materials?
☐ Yes ☒ No
- Will your business/proposed project be generating any quantities of hazardous waste such as waste oil, waste solvents, etc?
☐ Yes ☒ No
- Will your business/proposed project be emitting any hazardous air emissions?
☐ Yes ☒ No

CERTIFICATION:

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct to the best of my knowledge and belief.

ANY QUESTIONS REGARDING THIS FORM CAN BE DIRECTED TO:

Monterey County Health Department
 Division of Environmental Health
 1270 Natividad Road, Room B301
 Salinas, CA 93906
 (831) 755-4511

Executed AT:

San Jose CA
 City, State

Print Name of Owner/Operator:

Signature of Owner/Operator:

Jeff Berndorf / CHC Enterprises LLC
[Signature]

For Local Jurisdiction Use Only:

- Is there a known or proposed school, hospital, day care, or long term care facility within 1,000 feet of this site location?
☐ Yes ☒ No
- Is there a known or proposed school, hospital, day care, or long term care facility ¼ mile of this site location?
☐ Yes ☒ No

Health Department Clearance

Air Pollution District Clearance

Signature: _____ Date: _____

Print Name and Title: _____

Signature: _____ Date: _____

Print Name and Title: _____

