



REGULAR MEETING

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

TUESDAY, APRIL 5, 2022

5:30 PM

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

Regular Meeting - Tuesday, April 5, 2022
5:30 PM

THIS MEETING WILL BE HELD VIRTUALLY AND IS COMPLIANT WITH ASSEMBLY BILL (“AB”) 361, SIGNED INTO LAW ON SEPTEMBER 16, 2021, WHICH AMENDS GOVERNMENT CODE SECTION 54953 TO PROVIDE AUTHORITY FOR PUBLIC AGENCIES TO HOLD VIRTUAL MEETINGS DURING A PROCLAIMED STATE OF EMERGENCY AND REMAIN IN COMPLIANCE WITH THE BROWN ACT (GOV. CODE §§ 54950 ET SEQ.).

TO PARTICIPATE IN THE ZOOM COUNCIL MEETING LIVE:

<https://us02web.zoom.us/j/4614728829>

Meeting ID: 461 472 8829

To participate telephonically by calling the number below:

(669) 900-6833

Meeting ID: 461 472 8829#

If prompted to enter a participant ID, press #

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 connie@sandcityca.org.

Read Aloud During the Meeting: Email your comments to aaron@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.

- 1. ROLL CALL**
- 2. INVOCATION**

3. PLEDGE OF ALLEGIANCE

4. COMMUNICATIONS

Members of the public may address the City Council/Successor Agency on matters not appearing on the City Council/Successor Agency Agenda at this time for up to three minutes. In order that the City Clerk may later identify the speaker in the minutes of the meeting, it is helpful if speakers state their names. Public comments regarding items on the scheduled agenda will be heard at the time the item is being considered by the City Council/Successor Agency.

The City Council Chambers podium is equipped with a portable microphone for anyone unable to come to the podium. If you need assistance, please advise the City Clerk as to which item you would like to comment on and the microphone will be brought to you.

5. CLOSED SESSION

5A. City Council to adjourn to Closed Session pursuant to Government Code Section 54957.6 to Consider and give direction to Labor Negotiator regarding City Manager Position
Agency Negotiator: Paul Kimura, Avery & Associates

5B. Re-adjourn to Open Session to report any action taken at the conclusion of Closed Session

6. ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, & CITY STAFF

7. 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.

7A. Approval of Sand City Council Meeting Minutes

- 1) March 1, 2022 Special Meeting Minutes
- 2) March 10, 2022 Special Meeting Minutes
- 3) March 15, 2022 Special Meeting Minutes
- 4) March 15, 2022 Regular Meeting Minutes

[3.1.22 SPECIAL Meeting Minutes.pdf](#)

[3.10.22 SPECIAL Meeting Minutes.pdf](#)

[3.15.22 SPECIAL Meeting Minutes.pdf](#)

[3.15.22 Regular Meeting Minutes.pdf](#)

7B. Approval of City RESOLUTION Recognizing the Week of April 24 through April 30, 2022 as National Crime Victims' Rights Week

[Resolution.National Crime Victims Week.pdf](#)

7C. Approval of City Resolution Authorizing the Extension of Remote Teleconference Meetings of the City Council and Boards, Commissions, and Committees for the period of April 19, 2022 through May 18, 2022, pursuant to AB 361 and Ralph M. Brown Act Provisions

[Resolution. AB361.pdf](#)

7D. Approval of City RESOLUTIONS Honoring the Monterey Peninsula Chamber

Awards Recipients

- 1) William L (Bill) Perocchi as the Monterey Peninsula Chamber of Commerce's 2021 Citizen of the Year Award Recipient
 - 2) Dr. Deneen Guss as the Monterey Peninsula Chamber of Commerce's 2021 Ruth Vreeland Memorial Public Official of the Year Award Recipient
 - 3) Ileen Groves as the Monterey Peninsula Chamber of Commerce's 2021 Robert C. Littlefield for Lifetime Achievement Award Recipient
 - 4) Amy Gibson as the Monterey Peninsula Chamber of Commerce's 2020 Volunteer of the Year Award Recipient
 - 5) Elizabeth Williams as the Monterey Peninsula Chamber of Commerce's 2021 Volunteer of the Year Award Recipient
 - 6) Former Mayor Joe Gunter as the Monterey Peninsula Chamber of Commerce's 2021 Special Lifetime Recognition of Public Service Award Recipient
- [RESOLUTION.2021 Citizen of the Year.William L. \(Bill\) Perocchi.pdf](#)
[RESOLUTION.2021 Ruth Vreeland Memorial Public Official of the Year. Dr. Deneen Guss.pdf](#)
[RESOLUTION.2021 Lifetime Achievement.Ileen Groves.pdf](#)
[RESOLUTION. 2020 Volunteer of the Year. Amy Gibson.pdf](#)
[RESOLUTION.2021 Volunteer of the Year.Elizabeth Williams.pdf](#)
[RESOLUTION. 2021 Special Lifetime Recognition of Public Service Award. Joe Gunter.pdf](#)

7E. Approval of City Donation/Contribution

- 1) Seaside/Sand City Chamber of Commerce - \$500
 - 2) Monterey County Film Commission - \$500
- [Memo.City Donations.pdf](#)

7F. Acceptance of City/Successor Agency Monthly Financial Report, February 2022
[February 2022 City.Successor Agency Financial Report.pdf](#)

8. CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

9. PRESENTATION

- 9A. Presentation by Amy Sheehan regarding 831 Night Market and Potential Future Events at the Art Park (**10 Minutes**)

10. NEW BUSINESS

- 10A. Consideration of City RESOLUTION Appointing Vibeke Norgaard as City Manager and Authorizing the Mayor to Enter into Employment Agreement
[Staff Report. Appointing City Manager, Approving Employment Agreement, Amending Salary Schedule.pdf](#)
[Resolution Appointing Vibeke Norgaard as City Manager and Authorizing the Mayor to enter into Employment Agreement.pdf](#)
- 10B. Consideration of City RESOLUTION Amending Resolution SC 22-05 to Increase the amount of Contract with Meyers nave to \$112,495 and Appointing Adam U.

Lindgren as Interim City Attorney
[Staff Report. Appointing Special Counsel as Interim City Attorney.pdf](#)
[Resolution. Authorizing the City Attorney to Execute Contract with Meyers Nave.pdf](#)

10C. Comments by Council Members on Items of Interest to Sand City

11. PUBLIC HEARINGS

- 11A. Consideration of City RESOLUTION Approving Coastal Development Permit 22-01 for the Monterey Art Council to Host and Conduct Open Art Studio Workspace at 600 Ortiz Avenue, Units 102 and 110
[Staff Report. Coastal Development Permit for Monterey Arts Council.pdf](#)
[Resolution.Approving CDP 22-01 for the Monterey Art Council to Host and Conduct Open Art Studio Workspace at 600 Ortiz Avenue, Units 102 & 110.pdf](#)
- 11B. Consideration of City RESOLUTION Approving Conditional Use Permit 651 for Willow and Plum Authorizing a Floral Arrangement Workshop at 1737 Hickory Street
[Staff Report. Conditional Use Permit for Floral Design Workshop at 1737 Hickory Street.pdf](#)
[Resolution. Approving Conditional Use Permit 651 for Willow and Plum.pdf](#)

12. ADJOURNMENT

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

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

**AGENDA ITEM
5A.**

**City Council to adjourn to Closed Session
pursuant to Government Code
Section 54957.6 to Consider and give
direction to Labor Negotiator regarding
City Manager Position Agency Negotiator:
Paul Kimura, Avery & Associates**

**AGENDA ITEM
5B.**

**Re-adjourn to Open Session to report any
action taken at the conclusion of Closed
Session**

**AGENDA ITEM
7A.**

**Approval of Sand City Council Meeting
Minutes 1) March 1, 2022 Special Meeting
Minutes 2) March 10, 2022 Special
Meeting Minutes 3) March 15, 2022
Special Meeting Minutes 4) March 15,
2022 Regular Meeting Minutes**

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

Special Meeting - Tuesday, March 1, 2022
4:00 PM

As allowed per Assembly Bill (AB361), this meeting was conducted in person and by
teleconference

Mayor Carbone called the meeting to order at 4:02 p.m.

AGENDA ITEM 1, ROLL CALL

Present: Mayor Mary Ann Carbone
Council Member Cruz (virtual attendance)
Council Member Sofer (virtual attendance)
Council Member Hawthorne (virtual attendance)
Council Member Blackwelder

Staff: Connie Horca, City Clerk

Guest: Paul Kimura, Avery and Associates

AGENDA ITEM 2, PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Carbone.

AGENDA ITEM 3, COMMUNICATIONS

4:04 p.m. Mayor Carbone opened the floor for public Comment, and seeing none, closed the floor to public comment.

AGENDA ITEM 4, CLOSED SESSION

4:05 p.m.

- 4A. City Council/Successor Agency Board adjourned to Closed Session regarding:
Conference with labor negotiator (Cal. Gov. Code Sections 54957; 54954.5;
54957.6)
Position: City Manager
Agency Negotiator: Paul Kimura, Avery Associate

5:28 p.m.

- 4B. Re-adjourned to Open Session to report any action taken at the conclusion of
Closed Session in accordance with California Government Code section 54957.1

There was no reportable action taken.

AGENDA ITEM 5, ADJOURNMENT

There was consensus of the Council to adjourn the meeting at 5:28 p.m. to the next regularly scheduled Council meeting on Tuesday, March 1, 2022 at 5:30 p.m.

Connie Horca, City Clerk

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

Special Meeting – Thursday, March 10, 2022
8:30 a.m.
Panera Bread, Sand City

The Mayor called the meeting to order at 8:30 a.m.

AGENDA ITEM 1, ROLL CALL

Present: Mayor Mary Ann Carbone
Council Member Cruz
Council Member Sofer
Council Member Hawthorne
Council Member Blackwelder

Guest: Paul Kimura, Avery & Associates

AGENDA ITEM 2, COMMUNICATIONS

8:31 a.m. The Mayor opened the floor for public comment, and seeing none, closed the floor for public comment.

AGENDA ITEM 3, CLOSED SESSION

9:00 a.m.

- 3A. City Council/Agency Board to adjourned to Closed Session to Discuss and Consider Public Employment Pursuant to Government Code Section 54957(b)(1)
Unrepresented Employee: Prospective City Manager Interviews
Agency Negotiator: Paul Kimura, Avery & Associates

3:30 p.m.

- 3B. Re-adjourned to Open Session to report any action taken at the conclusion of Closed Session in accordance with 54957.1 of the Ralph M. Brown Act

There was no reportable action taken

AGENDA ITEM 4, ADJOURNMENT

There was consensus of the Council to adjourn the meeting at 3:31 p.m. to the

next regularly scheduled Council meeting on Tuesday, March 15, 2022 at 5:30 p.m.

Connie Horca, City Clerk

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

Special Meeting - Tuesday, March 15, 2022

3:00 PM

As allowed per Assembly Bill (AB361), this meeting was conducted in person and by
teleconference

Mayor Carbone called the meeting to order at 3:01 p.m.

AGENDA ITEM 1, ROLL CALL

Present: Mayor Mary Ann Carbone
Council Member Cruz (virtual attendance)
Council Member Sofer
Council Member Hawthorne
Council Member Blackwelder

Guest: Paul Kimura, Avery and Associates

AGENDA ITEM 2, COMMUNICATIONS

3:02 p.m. Mayor Carbone opened the floor for public Comment, and seeing none, closed the floor to public comment.

AGENDA ITEM 3, CLOSED SESSION

3:05 p.m.

- 3A. City Council/Successor Agency Board adjourned to Closed Session regarding:
Conference with labor negotiator (Cal. Gov. Code Sections 54957(b)(1) to Consider
Candidates for City Manager Position
Agency Negotiator: Paul Kimura, Avery Associate

5:29 p.m.

- 3B. Re-adjourned to Open Session to report any action taken at the conclusion of
Closed Session in accordance with California Government Code section 54957.1

Council directed the Agency Negotiator to negotiate with the selected candidate.

AGENDA ITEM 4, ADJOURNMENT

There was consensus of the Council to adjourn the meeting at 5:29 p.m. to the next
regularly scheduled Council meeting on Tuesday, March 15, 2022 at 5:30 p.m.

Connie Horca, City Clerk

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

Regular Meeting - Tuesday, March 15, 2022

5:30 PM

As allowed per Assembly Bill (AB361), this meeting was conducted in person and by
teleconference

Mayor Carbone opened the meeting 5:37 p.m.

AGENDA ITEM 1, ROLL CALL

Present: Mayor Mary Ann Carbone
Council Member Cruz (excused absence)
Council Member Sofer
Council Member Hawthorne
Council Member Blackwelder

Staff: Vibeke Norgaard, Acting City Manager/City Attorney
Connie Horca, City Clerk
Brian Ferrante, Chief of Police

AGENDA ITEM 2, PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Police Chief Brian Ferrante.

AGENDA ITEM 3, INVOCATION

There was no invocation.

AGENDA ITEM 4, ANNOUNCEMENT BY MAYOR, CITY ATTORNEY, & CITY STAFF

Mayor Carbone reported on meetings she attended, the increase of State revenues, Prop 47 Legislation, Assembly Bill 1393 mandating vaccines, City Leaders Summit, and Assembly Bill 1646. She also provided an update regarding Monterey County news of the decrease in covid omicron cases, possible discontinuance of County held Zoom meetings, broadband issues, attendance at the Board of Supervisors water meeting, and on the Community Garden Kindness Rocks signage.

Acting City Manager Norgaard reported that the City Managers report was re-created for ease of comprehension, provided a status report on the Ortiz Avenue sewer project, and citizen outreach regarding a Transactions and Use Tax.

Police Chief Ferrante provided additional information regarding the sewer project, the purpose of the k-rail installation, and the contract timeline for project completion.

AGENDA ITEM 5, COMMUNICATIONS

5:54 P.M. Floor opened for Public Comment.

There were no comments from the Public in person, via writing or through telecommunications on items not appearing on the agenda.

5:54 P.M. Floor closed to Public Comment.

AGENDA ITEM 6, CONSENT CALENDAR

- 6A. There was no discussion of the March 1, 2022 Council Meeting Minutes.
- 6B. There was no discussion of the City **Resolution** authorizing the Extension of Remote Teleconference Meetings of the City Council and Boards, Commission, and Committees for the Period of March 19, 2022 through April 18, 2022 pursuant to AB 361 and the Ralph M. Brown Act Provisions.
- 6C. There was no discussion of the Letter of Support for Veterans Homes in Monterey County.
- 6D. There was no discussion of the City Donation/Contribution to Casa de Noche Buena for \$1,500, and PORAC in memory of fallen officer Jorge Alvarado Jr. for \$250.

Motion to approve the Consent Calendar was made by Council Member Blackwelder, seconded by Council Member Cruz. Roll call Vote AYES: Council Members Blackwelder, Carbone, Hawthorne, Sofer. NOES: None. ABSENT: Council Member Cruz. ABSTAIN: None. Motion carried.

AGENDA ITEM 7, CONSIDERATION OF ITEMS PULLED FROM CONSENT CALENDAR

There were no items pulled from the Consent Calendar.

AGENDA ITEM 8, PRESENTATION

8A. Presentation and Annual Update by Central Coast Community Energy (10 Minutes)

Senior Commercial Services Manager Gabe Ruiz, presented and explained Central Coast Community Energy's (3CE) operation and utility partnership, displayed city involvement and governance seats, accomplishments, energy programs, energy rate reductions during the height of the pandemic, and future goals for renewable energy sources by 2030. He reported on rebate programs and incentives for the purchase of new electric vehicles, residential charging stations, and various customer resources and tools.

Mr. Ruiz responded to Council Member Hawthorne's inquiry regarding an already purchased electronic vehicle, and that the program is for newly purchased vehicles. However, there are other programs such as residential charging stations that an

application can be submitted towards. He also mentioned other incentives and offers available.

The Mayor mentioned the purchase of four electronic vehicles by Monterey Bay Air Resources District.

6:24 P.M. The Mayor opened the floor for public comment and seeing none, closed the floor for public comment.

The Mayor thanked Mr. Ruiz for the presentation.

AGENDA ITEM 9, NEW BUSINESS

9A. Consideration and Approval of City RESOLUTION Authorizing the City Attorney to Execute a Contract with Liebert Cassidy Whitmore (LCW) to Provide Employment Law and Human Resources Legal Services

Acting City Manager Norgaard presented the item regarding renewal of a contract with Liebert Cassidy Whitmore (LCW). The City has used LCW in the past for employment law and human resource matters. There is no change in their costs for services, and the budget amendment includes an allocation of \$40,000 for the year. Staff recommends approval of the attached resolution.

6:28 P.M. The Mayor opened the floor for public comment and seeing none, closed the floor for public comment.

Motion to approve the City **Resolution** authorizing the City Attorney to Execute a Contract with Liebert Cassidy Whitmore (LCW) to Provide Employment Law and Human Resources Legal Services was made by Council Member Hawthorne, seconded by Council Member Blackwelder. Roll call Vote AYES: Council Members Blackwelder, Carbone, Hawthorne, Sofer. NOES: None. ABSENT: Council Member Cruz. ABSTAIN: None. Motion carried.

9B. Council Consideration and Discussion of Major Terms of Draft Short Term Rental Ordinance

Acting City Manager/City Attorney Norgaard reported that at the June 21, 2022 Council meeting, the Council directed staff to prepare a short-term rental (STR) ordinance. The attached draft short term rental ordinance is not presented for first reading and can be changed subject to Council's discretion. Ms. Norgaard summarized the main points of the draft ordinance that would create restrictions on the ability to short term rent property in sand city - to include that unit rentals are 30 days or less, a permit must be obtained, unlawful to advertise without a permit, limits the number of occupants to 2 per room plus an additional 2 people, must have a bathroom facility, prohibits parties with large gatherings, no advertisement on the building, prohibited on property not approved for residential use, and that affordable housing units are ineligible. She also mentioned that the draft contemplated that a site manger would be on call 24/7 who must respond within 30 minutes, and that Host's must inform occupants of noise regulations, post information for site manager contact, and that issued permits are non-transferable. Ms. Norgaard also reported

on several factors for denial of a permit and revocation of a permit. The ordinance contemplated a waitlist be established and a cap on number of rentals that could be set by council. Existing rentals would have preference to get on the waitlist for 60 days.

There was Council discussion regarding whether neighbors can have an opinion on when a property can/cannot be used, setting a 'cap' on the number of STRs in the City, establishment of a wait list, and the possible number of existing STRs.

Acting City Manager/City Attorney Norgaard suggested that the Council set a 'cap' by resolution prior to adoption of the ordinance. She further reported that the draft ordinance would apply to Hosted & Unhosted STRs, that existing STRs be required to pay 6 months of prior TOT, permits be renewed annually, and explained several factors on how STRs may be revoked.

Council Member Hawthorne suggested that permits should be reviewed every several years instead of every year, that STRs should only be permitted if they are Hosted, and commented on properties purchased by investors that are being rented out as STRs.

Council Member Blackwelder inquired whether any kind of matrix is used to determine the appropriate amount of STRs since parts of the City are primarily residential and other parts mixed-use.

Ms. Norgaard suggested that a 'cap' can be set by resolution.

Mayor Carbone added that the Council can look into establishing a 'cap', commented on the importance of serving as a visitor serving community and source of income from STRs.

6:56 Floor opened for Public Comment

Sand City resident Luke Kilpatrick commented on how establishing an STR has allowed him to afford his mortgage, fear of losing his home if a 'cap' were set and placed on a waiting list, his disagreement with having personal information displayed, and that 6 months of prior TOT would be costly, and suggested that 2 to 3 months prior TOT would seem reasonable.

Sand City resident Bobbie Joe Harr commented on the housing shortage, number of short-term rentals present in the City, that Sand City is a mecca for investors who purchase homes for the purpose of operating Airbnb's thereby making it difficult for people who desire to live in the City.

Sand City resident Steve Wilson expressed his agreement with Ms. Harr, that homes above City hall are zoned residential, spoke to issues regarding inadequate parking, that Airbnb's are businesses that should require a license.

There was Council discussion regarding Hosted/Unhosted STRs, rules that should be established, legalities of operating an STR, displaying contact information for

people who rent STRs, and those Peninsula cities that allow or disallow STRs and where in the city they may operate.

Ms. Harr expressed her opposition to STRs in the City, and how it changes the neighborhood.

Mr. Kilpatrick commented that he was in favor of STRs, the use of his STR by family members during the holidays, the inability of normal people to afford housing in Sand City, and that his location offers 4 parking spots.

Sand City resident David Perry commented that STRs should be required to have a use permit, the need to abide by the rules, and displeasure with the parking at the Dunes, that the City needs to observe.

Chief Ferrante addressed the parking at the Dunes, reported that the road is narrow, allows for a fire truck to pass, and future plans to widen the roadway.

Mayor Carbone summarized the discussions and comments from the public, and opened the floor for Council discussion.

Council Member Hawthorne expressed that an STR has to be hosted, a resident of the City, that property owners with multiple dwellings should be limited to how many STRs they are allowed, and the need for housing in the City that can be purchased by people who want to live in Sand City.

Council Member Sofer commented on the importance of addressing short term rentals, citizen engagement, unavailability of housing for those artists who desire to reside in Sand City, suggested that STRs should not be within residential areas, parking impacts living in a mixed-use area.

City Attorney Norgaard commented on the difference of STR's and Airbnb's, and that STR's are legal.

The Council discussed the number of STRs that may be present in the City, setting a cap, and what that number should be.

Acting City Manager/City Attorney Norgaard requested confirmation from Council as to their direction to her from the discussion presented that the Council desires to have the ordinance reflect that STRs be allowed, but only if Hosted, and that a resolution can be brought to the Council to place a 'cap' on the number of hosted STRs to be allowed in the City, and to determine the number of STRs operating in City. She requested further clarification as to how Council was defining "Hosted". Council Member Hawthorne clarified that it should be only when the owner is actually present during the short-term rental, and not just that the rental is the owner's primary home. There was consensus of the Council to move forward with the direction given.

9C. Comments by Council Members on Items of Interest to Sand City

Council Member Sofer reported on her attendance at the In-Home Social Services meeting. There was no reportable action taken at the meeting.

9D. Upcoming Meetings/Events

City Clerk Horca announced the City Leaders Summit and requested that the Council response for those interested in attending.

AGENDA ITEM 10, ADJOURNMENT

There was consensus of the Council to adjourn the meeting at 8:15 p.m. to the next regularly scheduled Council meeting on Tuesday, April 5, 2022 at 5:30 p.m.

Connie Horca, City Clerk

**AGENDA ITEM
7B.**

**Approval of City RESOLUTION Recognizing
the Week of April 24 through April 30,
2022 as National Crime Victims' Rights
Week**

**CITY OF SAND CITY
RESOLUTION SC ____, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY RECOGNIZING
THE WEEK OF APRIL 24 through APRIL 30, 2022 AS
NATIONAL CRIME VICTIMS' RIGHTS WEEK**

WHEREAS, in 1982, the President's Task Force on Victims of Crime envisioned a national commitment to a more equitable and supportive response to victims; and

WHEREAS, this commemorative week celebrates the energy, perseverance and commitment that launched the victim's rights movement, inspired its progress, and continues to advance the cause of justice for crime victims; and

WHEREAS, crime can leave a lasting impact on any person, regardless of age, national origin, race, creed, religion, gender, sexual orientation, immigration, or economic status; and

WHEREAS, incorporating communities' existing experts and trusted sources of support into efforts to fully serve survivors will develop a criminal justice system response that is truly accessible and appropriate for all victims of crime; and

WHEREAS, with the unwavering support of their communities and victim service providers behind them, survivors will be empowered to face their grief, loss, fear, anger, and hope without fear of judgment, and will feel understood, heard, and respected; and

WHEREAS, serving victims and rebuilding their trust restores hope to victims and survivors, as well as supports thriving communities; and

WHEREAS, engaging a broader array of healthcare providers, community leaders, faith organizations, educators and businesses can provide new links between victims and services that improve their safety, healing, and access to justice; and

WHEREAS, honoring the rights of victims, including the rights to be heard and to be treated with fairness, dignity, and respect, and working to meet their needs rebuilds their trust in the criminal justice and social service systems; and

WHEREAS, *National Crime Victims' Rights Week*, provides an opportunity to recommit ensuring that all victims of crime - especially those who are challenging to reach or serve – are offered culturally and linguistically accessible and appropriate services in the aftermath of crime; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sand City hereby expresses sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to

improving our response to all victims of crime so that they may find relevant assistance, support, justice and peace.

PASSED AND ADOPTED by the City Council of Sand City on this 5th day of April, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

AGENDA ITEM 7C.

**Approval of City Resolution Authorizing
the Extension of Remote Teleconference
Meetings of the City Council and Boards,
Commissions, and Committees for the
period of April 19, 2022 through May 18,
2022, pursuant to AB 361 and Ralph M.
Brown Act Provisions**

**CITY OF SAND CITY
RESOLUTION SC 22-, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY
AUTHORIZING THE EXTENSION OF REMOTE TELECONFERENCE MEETINGS OF
THE CITY COUNCIL AND BOARDS, COMMISSIONS, AND COMMITTEES
FOR THE PERIOD OF APRIL 19, 2022 THROUGH MAY 18, 2022 PURSUANT TO AB
361 AND RALPH M. BROWN ACT PROVISIONS**

WHEREAS, the City of Sand City (“the City”) is committed to preserving and nurturing public access and participation in meetings of the City Council and boards, commissions, and committees (collectively, “legislative bodies”); and

WHEREAS, all meetings of the City’s legislative bodies are open and public, as required by Government Code sections 54950-54963 (the “Ralph M. Brown Act”) so that any member of the public may attend public meetings, watch the City’s legislative bodies conduct their public business, and participate by directly addressing the legislative bodies; and

WHEREAS, pursuant to Governor Newsom’s signing of Assembly Bill 361 (“AB 361”) on September 16, 2021, Government Code section 54953(e) provides for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, AB 361 applies to meetings during a proclaimed state of emergency and when state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, a state of emergency exists in California as a result of the threat of COVID-19 as proclaimed by Governor Newsom on March 4, 2020, and the state of emergency has not been terminated pursuant to Government Code section 8629; and

WHEREAS, the California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations; and

WHEREAS, other variants of COVID-19 exist, and it is unknown at this time whether other variants may result in a new surge in COVID-19 cases; and

WHEREAS, the CDC has established a “Community Transmission” metric with four tiers designed to reflect a community’s COVID-19 case rate and percent positivity, and

community transmission in Monterey County, as of January 31, 2022, is ranked as “high” (the most serious level) based on data collected by the CDC; and

WHEREAS, due to the severity of the current pandemic situation, the CDPH has required that all unvaccinated persons wear facial coverings indoors, and the CDC and CDPH recommend that all persons, regardless of vaccination status, wear facial coverings indoors; and

WHEREAS, due to the severity of the current pandemic situation in the County of Monterey, the Monterey County Health Department issued, on September 22, 2021, a recommendation to local legislative bodies recommending physical and social distancing strategies, including the use of remotely attended public meetings; and

WHEREAS, the City Council has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of the City’s legislative bodies subject to the Brown Act; and

WHEREAS, the City Council does hereby confirm the circumstances of the state of emergency and finds that meeting in person for meetings of the legislative bodies of the City would present imminent risks to the health or safety of attendees, and therefore that the legislative bodies of the City may conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

WHEREAS, in order to ensure that the public has full access to observe and participate in the public meetings of its legislative bodies, the City provides free internet-based public meeting attendance options, allowing members of the public to address the City’s legislative bodies directly in real time; and

WHEREAS, the City determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA)(CCR, Title 14, Chapter 3 (CEQA Guidelines), Article 20, Section 15378).

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

SECTION 1. The recitals set forth above are true and correct and are adopted by the City Council as findings in support of this Resolution.

SECTION 2. The City Manager, City Attorney, staff, and legislative bodies of the City are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

SECTION 3. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) April 18, 2022, or (ii) such time as the City Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the City of Monterey may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the City Council of Sand City on this 5th, day of April 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Connie Horca, City Clerk

AGENDA ITEM 7D.

Approval of City RESOLUTIONS Honoring the Monterey Peninsula Chamber Awards Recipients 1) William L (Bill) Perocchi as the Monterey Peninsula Chamber of Commerce's 2021 Citizen of the Year Award Recipient 2) Dr. Deneen Guss as the Monterey Peninsula Chamber of Commerce's 2021 Ruth Vreeland Memorial Public Official of the Year Award Recipient 3) Ileen Groves as the Monterey Peninsula Chamber of Commerce's 2021 Robert C. Littlefield for Lifetime Achievement Award Recipient 4)

**Amy Gibson as the Monterey Peninsula
Chamber of Commerce's 2020 Volunteer
of the Year Award Recipient 5) Elizabeth
Williams as the Monterey Peninsula
Chamber of Commerce's 2021 Volunteer
of the Year Award Recipient 6) Former
Mayor Joe Gunter as the Monterey
Peninsula Chamber of Commerce's 2021
Special Lifetime Recognition of Public
Service Award Recipient**

**CITY OF SAND CITY
RESOLUTION SC 22-, 2022**

**RESOLUTION OF THE CITY OF SAND CITY HONORING WILLIAM L. (BILL) PEROCCHI
AS THE MONTEREY PENINSULA CHAMBER OF COMMERCE'S
2021 CITIZEN OF THE YEAR AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce present awards to various community leaders who have made substantial contributions to the Chamber of Commerce and the communities of the Monterey Peninsula; and

WHEREAS, the 2021 Citizen of the Year is presented to William L. (Bill) Perocchi who has made a notable impact upon, and contribution to the Monterey Peninsula; and

WHEREAS, a former student who exceled in sports at Brooks School in North Andover, Massachusetts, William L. (Bill) Perocchi captained the football team, played basketball, and baseball, was the recipient of the "Brooks Alumni Shield" award in 2000 for outstanding character and achievement, and graduated from the University of New Hampshire with a Bachelor of Science Degree in Business Administration in 1979; and

WHEREAS, a Partner, and Co-Chairman of the Board of Directors of Pebble Beach Company, William L. (Bill) Perocchi previously served as CEO of the Pebble Beach Company for 22 years prior to his retirement in July 2021, was also instrumental in the efforts of securing financing in the sale of the Pebble Beach Company to a group of investors, and during his 22-year tenure as CEO arranged for countless celebrations, as well as leading the company through various extraordinary challenges; and

WHEREAS, prior to his tenure with the Pebble Beach Company, William L. (Bill) Perocchi served as Executive Vice President and Chief Financial Officer of Doubletree Hotels Corporation, worked with Ferris and Ueberroth to grow the company from 40 to 1,300 hotels, expanded revenues to \$5 billion from 1992 through 1999, and served as the Vice President of Finance for Ametek Aerospace Products, Inc, from June 1989 to July 1992, and

WHEREAS, an avid community activist, William L. (Bill) Perocchi serves as a member of the Junior Achievement Monterey Bay Business Hall of Fame, Lawrence Boys and Girls Club Hall of Fame, the Boys and Girls Club of America Hall of Fame, and is featured in Denzel Washington's book about the Boys and Girls Club "A Hand to Guide Me".

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby acknowledges and honors William L. (Bill) Perocchi for this award in recognition of his commitment, outstanding example, and constant support of the community.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 5th, day of April, 2022, by the following vote:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

**CITY OF SAND CITY
RESOLUTION SC 22-___, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY HONORING Dr. DENEEN GUSS
AS THE MONTEREY PENINSULA CHAMBER OF COMMERCE 2021 RUTH VREELAND
MEMORIAL PUBLIC OFFICIAL OF THE YEAR AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce presents awards to various community leaders who have made substantial contributions to the Monterey Peninsula community and the Chamber of Commerce; and

WHEREAS, the 2021 Ruth Vreeland Memorial Public Official of the Year Award is presented to the Dr. Deneen Guss who embodies inspirational dedication to the community and to the Monterey Peninsula; and

WHEREAS, for over 25 years, Dr. Deneen Guss has been a Monterey County administrator serving as an assistant principal, principal, director of curriculum and instruction, associate superintendent of educational services, district superintendent, the Deputy Superintendent of the Monterey County Office of Education for 6 years prior to becoming County Superintendent, and has received numerous awards for her service in education and to the community; and

WHEREAS, in 2019, Dr. Deneen Guss was sworn in as the Monterey County Superintendent of Schools, is continually supporting Monterey County's 24 local school districts that serves over 75,000 students, is a 35 year veteran educator holding a doctorate degree in Educational Leadership, has served as a teacher for 10 years, as well as a college professor, mentor teacher for new teachers, a master teacher for teacher candidates completing their student teaching experience, and continues to be a strong advocate for the teaching profession; and

WHEREAS, demonstrating the embodiment and example of a public servant, Dr. Deneen Guss is a member and current Past Chair of the Monterey County Children's Council, a member of the Hartnell College Bond Oversight Committee, the Bob Hoover Academy, Girl's Inc. of the Central Coast, and was recently appointed to serve on the Fiscal Crisis & Management Assistance Team (FCMAT) Board beginning in January 2021.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby acknowledges and honors Dr. Deneen Gus for this award in recognition of her faithful commitment to public service, dedication, and desire to improve educational results for the youth of Monterey County.

PASSED AND ADOPTED by the City Council of Sand City on this 5th, day of April 2022, by the following vote:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

**CITY OF SAND CITY
RESOLUTION SC 22-____, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY HONORING ILEEN GROVES
AS THE MONTEREY PENINSULA CHAMBER OF COMMERCE 2021 ROBERT C.
LITTLEFIELD FOR LIFETIME ACHIEVEMENT AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce presents awards to various community leaders who have made substantial contributions to the Monterey Peninsula community and the Chamber of Commerce; and

WHEREAS, the 2021 Robert C. Littlefield for Lifetime Achievement Award is presented to Ileen Groves, a Chamber Member who has provided great support, time, and effort to the Monterey Peninsula Chamber of Commerce; and

WHEREAS, leading a diverse life filled with various careers, Ileen Groves has been an educator, paralegal, customer service supervisor, executive assistant, logistics/supply chain/kaizen expert, a business owner, and in 2011 left her logistics role with Owens Corning, Fortune 500 company, to relocate to California to open Bookkeeping Central; and

WHEREAS, as a community activist, Ileen Groves has held board positions with various organizations to include the Monterey Peninsula Chamber of Commerce, the Professional Women's Network of Monterey, Meals on Wheels of the Salinas Valley, chaired the Ambassador Committee, and worked on Special Events while serving on the MPCC Board; and

WHEREAS, a graduate of both Leadership Monterey Peninsula and Leadership Salinas Valley, Ileen Groves is also the recipient of the United Way Community Service Award for her work with Pueblo del Mar Family Recovery Community; and

WHEREAS, demonstrating a love for theater and music, Ileen Groves performed with young artist at Ariel Theatrical in Salinas, serves on the choir at Our Lady of Solitude Church in Soledad, is a mother of a blended family of 8 children, 15 grandchildren and 3 rescue kittens as well as a supportive and loving wife to her husband Barry.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby acknowledges and honors Ileen Groves for this award in recognition of her contribution and service to the community and to the Monterey Peninsula Chamber of Commerce.

PASSED AND ADOPTED by the City Council of Sand City on this 5th, day of April 2022, by the following vote:

AYES: Council Members Blackwelder

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Ann Carbone, Mayor

ATTEST:

Connie Horca, City Clerk

**CITY OF SAND CITY
RESOLUTION SC 22____, 2022**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
HONORING AMY GIBSON
MONTEREY PENINSULA CHAMBER OF COMMERCE'S
2020 VOLUNTEER OF THE YEAR AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce presents awards to various community leaders who have made substantial contributions to the Chamber and the Monterey Peninsula community; and

WHEREAS, the Monterey Peninsula Chamber Volunteer of the Year Award is presented to Amy Gibson, as an individual that embodies community dedication that inspires others; and

WHEREAS, in 1984, Amy Gibson relocated to California from her home state of Indiana three days after her marriage to the love of her life, Scott; and

WHEREAS, after her arrival on the Central Coast, Amy Gibson began her career in the hospitality industry at the Portola Hotel & Spa in downtown Monterey, and throughout her tenure with the hotel has worked in various departments to include the Restaurant, Catering Services, Reservations, and Sales and Conference Services; and

WHEREAS, Amy Gibson is an active member of the Portola Hotel's Sustainability Committee, is a Certified Pandemic Compliance Advisor, and Certified Meeting Professional; and

WHEREAS, for over ten years, Amy Gibson has served as a Volunteer and Board Member of the Monterey Peninsula Chamber of Commerce, as well as a Board Member for the Salinas Valley Chamber of Commerce for two years.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City acknowledges and honors Amy Gibson for this award in recognition of her time, loyalty, and voluntary service as a valuable member of the Chamber, and to the Central Coast community.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 5th, day of April, 2022, by the following vote:

AYES: Council Members
NOES:
ABSENT:
ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

**CITY OF SAND CITY
RESOLUTION SC 22-, 2022**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAND CITY
HONORING ELIZABETH WILLIAMS MONTEREY PENINSULA CHAMBER OF
COMMERCE'S 2021 VOLUNTEER OF THE YEAR AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce presents awards to various community leaders who have made substantial contributions to the Chamber and the Monterey Peninsula community; and

WHEREAS, the Monterey Peninsula Chamber Volunteer of the Year Award is presented to Elizabeth Williams as an individual that embodies community dedication that inspires others; and

WHEREAS, a native Californian, born and raised in the Bay Area, Elizabeth Williams attended grades K-12 in Mountain View, received her undergraduate degree and teaching credential from San Jose State University, and her MBA in Marketing from Golden Gate University; and,

WHEREAS, prior to a career in serving as a purchasing and marketing manager in the electronics field, Elizabeth was a middle school teacher, and in 1986, Elizabeth married Norman Williams, relocated and lived in Austin, Texas while planning for a future, and thereafter purchased and moved back to California to reside in Carmel; and

WHEREAS, in 2010, Elizabeth Williams transferred from Keller Williams Realty in Fremont, California to work at the Carmel office, has been involved with several organizations as a past member of the KW Leadership Council, member of the governing board of the Monterey Peninsula Women's Council of Realtors as its secretary and membership director, served as an Ambassador at the Monterey Peninsula Chamber of Commerce, and in 2011 received the Carmel Unified School District's Volunteer of the Year award; and

WHEREAS, involved with an ongoing project of collecting school supplies and backpacks, Elizabeth Williams looks forward to the possibility of distributing her collection to CASA kids at their annual picnic.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City acknowledges and honors Elizabeth Williams for this award in recognition of her time, loyalty, and voluntary service as a valuable member of the Chamber and to the community.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 5th, day of April 2022, by the following vote:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

**CITY OF SAND CITY
RESOLUTION SC 22-___, 2022**

**RESOLUTION OF THE CITY OF SAND CITY HONORING FORMER MAYOR JOE GUNTER
AS THE MONTEREY PENINSULA CHAMBER OF COMMERCE'S 2021 SPECIAL LIFETIME
RECOGNITION OF PUBLIC SERVICE AWARD RECIPIENT**

WHEREAS, the Monterey Peninsula Chamber of Commerce presents awards to various community leaders who have made substantial contributions to the Monterey Peninsula community and the Chamber of Commerce; and

WHEREAS, the 2021 Special Lifetime Recognition of Public Service Award is presented to the Joe Gunter who embodies inspirational dedication and commitment to the community and to the Monterey Peninsula; and

WHEREAS, born on April 18, 1947 in Odenton, Maryland, Joe Gunter traveled throughout the country from military base to military base with his family, whose father served with the United States Army before they landed in Fort Ord, California; and

WHEREAS, following the example of his father, Joe Gunter served in the military branch of the United States Marine Corps from 1965 to 1969, and upon his return home to the Central Coast joined the Salinas Police Department as a patrol officer for six years, as a detective for twenty-six years prior to his election as the Mayor of Salinas in 2012 in which he served for eight years; and

WHEREAS, guided by a strong sense of duty and commitment to the public during his tenure as Mayor, Joe Gunter's leadership skills resulted in the spearheading of several projects in the City of Salinas that included development of the new Salinas Police Department and Youth Alisal Sports Fields, construction of housing for homeless and low-in-come residents, played a critical role in the advancement of the California Central Coast Veteran's Cemetery at Fort Ord, and leads the Veterans Day Parade; and

WHEREAS, in demonstration of his service to the community, Joe Gunter served as President and volunteer at the Salinas Women's Crisis Center, President and coach of the Bobby Sox Softball League, and Director of Security for the Salinas Rodeo and California International Airshow.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Sand City hereby acknowledges and honors Joe Gunter for this award in recognition of his outstanding example, commitment and service to our country, and to the community.

PASSED AND ADOPTED by the City Council of the City of Sand City on this 5th, day of April, 2022, by the following vote:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

**AGENDA ITEM
7E.**

**Approval of City Donation/Contribution 1)
Seaside/Sand City Chamber of Commerce -
\$500 2) Monterey County Film
Commission - \$500**

Memo

To: Mayor and City Council
From: Vibeke Norgaard, Acting City Manager 
Date: March 30, 2022 (for April 5, 2022 Council meeting)
Subject: Review of City Donations/Contributions

Attached are requests for support and contribution for fiscal year 2021-22. After reviewing these requests, the following donation are recommended:

- Sand City Chamber of Commerce - \$500
- Monterey County Film Commission - \$500

If any Council member wants to discuss this request or to propose a different contribution, then this item should be pulled from the consent calendar for discussion with the full Council.

The following finding is specified in the annual City/Successor Agency Budget: *"The Sand City Council finds that it is a valid public purpose and in the best interest of this small city to support and participate in various community programs and activities of the larger Monterey Peninsula area. This support includes not only the City's financial contributions outlined in the attached pages but also the active involvement/participation by council members, city staff, Sand City businesses and citizens. This is Sand City's pledge and commitment of support for the larger regional community in which it is an active and dedicated member".*

Sand City Chamber of Commerce

505 Broadway Ave. Seaside, California 93955

(831) 394-6501 Tel (831) 393-0645 Fax

www.SandCityChamberofCommerce.org - info@TheChamberOffice.org

March 21st, 2022

Mayor Mary Ann Carbone
City of Sand City
1 Pendergrass Way
Sand City, CA 93955

RECEIVED

MAR 22 2022

CITY OF SAND CITY

Mayor Mary Ann Carbone,

As we briefly discussed 2 weeks ago, I would like to reengage the relationship between the City of Sand City and the Sand City Chamber of Commerce. Up until about 2 years ago the City of Sand City contributed some funds to the Sand City Chamber of Commerce. Again, that relationship ended about 2 years ago. I am not exactly sure what happened, but I am writing to see if we can rectify the situation.

The Sand City Chamber of Commerce would like the City of Sand City to join the Sand City Chamber of Commerce for a yearly rate of \$500.00. We would also like to have Elizabeth Sofer return as an official Chamber Board Member.

As you may, or may not know, the Sand City Chamber of Commerce has partnered up with KMBY AM 1240, KMBY FM 95.9 and KMBY Television. Our relationship allows us to promote our Chamber Members on Radio and TV.

The last couple of years with the Covid Pandemic has not been fun for a lot of us. Now is the time for us to get back on our feet and make things better.

Thank you for the time,

Jim Vossen / General Manager
Sand City Chamber of Commerce

SCCC Letter to Sand City 220321

Why Join the Chamber?

As an entrepreneur, since I was 14 years old, I have had quite a few businesses. As I became wiser I realized that belonging to a Chamber of Commerce was a good thing to do.

My most desired reason for joining was to have a plaque on my wall or counter. My next reason was to be listed in the Chamber's directory.

Other things like ribbon cutting ceremonies and mixers were good things too. Because running a business takes a lot of time and hard work I usually couldn't attend some of the things like monthly lunches, etc.

A couple of the Chambers of Commerce I belonged to were too expensive and basically did nothing for me to rationalize the expense.

The prestige of belonging to a Chamber of Commerce was very important to me and should be just as important to you.

Jim Vossen – General Manager

*Seaside – Sand City – Del Rey Oaks – Monterey
'Low Fee' - Chambers of Commerce*

Seaside Sand City Del Rey Oaks and Monterey Chambers of Commerce

JOIN TODAY!

Call:

(831) 394-6501

Email:

Info@TheChamberOffice.org

Website:

TheChamberOffice.org

**Or stop by the Chamber Office
at 505 Broadway Avenue in
Seaside, California, 93955**

FREE

RADIO & TELEVISION ADVERTISING

For members of the...

Seaside

Sand City

Del Rey Oaks

and **Monterey**

Chambers of Commerce

FOR DETAILS

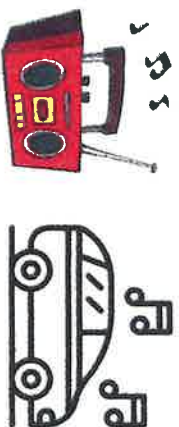
CHECK OTHERSIDE >>>

HERE'S THE DEAL

The Seaside, Sand City,
Del Rey Oaks and Monterey
Chambers of Commerce has
a special relationship with...

KMBY

Radio & Television



AM 1240 and FM 95.9

www.KMBYRadio.com



Over the 'Air' at 19.4

www.KMBYTV.com

Our special relationship with
KMBY Radio & TV allows us to
offer **FREE** Radio & TV advertising
to our members of the Seaside, Sand
City, Del Rey Oaks and Monterey
Chambers of Commerce. For details
call Jim Vossen at (831) **394-6501**.



Tax ID # 77-0187025

**"Lights, camera,
and economic action..."**

Honorary Chairperson
Clint Eastwood

Director Emeritus
In Memoriam
Richard Tyler

Board of Directors
Julia Avery-Rudey
Brad Barbeau
Pete Bassett
Gary Bolen
Ron Brown
Chris Carpenter
Jeff Clark
Paula Joy MacNab
Annee Martin
Tanya Olson
Garland Thompson, Jr.
Paul Ventura

Staff
Moir LaMountain
Office Administrator

Karen Nordstrand
Certified Film Commissioner

L. Arlen Gomez
Administrative Associate

Mailing Address
PO Box 111
Monterey, CA 93942-0111

Physical Address
801 Lighthouse Ave #104
Monterey, CA 93940

831-646-0910
Fax: 831-655-9250

info@FilmMonterey.org

www.FilmMonterey.org

March 22, 2022

Ms. Vibeke Norgaard
Acting City Manager
City of Sand City
1 Pendergrass Way
Sand City, CA 93955

RECEIVED

MAR 25 2022

Dear Ms. Norgaard:

CITY OF SAND CITY

"Lights, camera, *economic* action!" That's what the nonprofit Monterey County Film Commission (MCFC) is all about. We work to attract and assist film productions here for the positive economic boost that comes when movies, TV shows, commercials, videos, travelogues, and ads feature our county-wide locations.

Since our creation by the Monterey County Board of Supervisors in 1987, more than \$122 million has come into county-wide communities in support of local crew, businesses, services and location rentals. The MCFC receives no compensation from the visiting productions.

We invite Sand City, along with the 11 other cities within the County, to join us in our continuing efforts to show production companies our variety of locations, unique beauty, and the resources of our individual towns and residents.

We're asking for a financial contribution of \$350, \$700, \$3,500 or more, in celebration of our 35th Anniversary which will enable the MCFC to stay competitive statewide, to promote the City of Sand City and our entire County as a film location regionally and internationally, and to help ensure we can continue with our local economic development efforts.

We appreciate your consideration and financial support. If you'd like more information or want to discuss other support options, please contact Moira LaMountain, at 831-646-0910 or email her at Moir@FilmMonterey.org.

Sincerely,

Gary Bolen
President

*MCFC is a non-profit organization whose mission is to inspire and facilitate film and media production throughout Monterey County, creating positive economic impact.
Our non-profit Tax ID number is 77-0187025*

“Film People are talking about the Monterey County Film Commission...”

- Please accept our appreciation for the generous help and support you gave to our production. We truly thank you for the commitment you provided in making this filming experience so extraordinary. You are the best! – *Jere Newton, location scout, “Big Little Lies” Season 1 and Season 2.*
- I thank you so much for helping us out during our production. You were such a great resource for me as a Monterey “newbie”...and you did all with such grace. – *Matthew Riutta, location manager for “The Shift” movie*
- We got essentially all we needed and it’s going to look incredible. Thank you so much for being such a fantastic help again for me. You’re a great professional and make working in this place a real easy thing to do. We all benefited from your time. – *Justin Lundstrom, filmmaker*
- When our director pitched locations to Kelsea Ballerini’s management for her new music video, everyone immediately ooh’d and aah’d over the area near Big Sur. Being from Nashville presented a set of challenges with securing the location, “scouting” remotely, and rounding up crew. Film Commissioner Karen Nordstrand and her team at the Monterey County Film Commission not only went above and beyond, they did it at warp speed. Quite frankly, I’m not sure our production would’ve been pulled off without them. Everything went great...Kelsea LOVED IT. We really hope our work brings us back out West...soon! – *Ben Skipworth, producer “Legends” album. It hit the top 50 Billboard Country Music list.*
- We wanted to thank you for making the impossible functional. When our client called a week before shooting and asked to film in Carmel and Monterey we said it could not happen because we needed more time. With limited funds and almost no time Karen provided us with the most amazing location in the Carmel area. The only problem is you have now made our job impossible to take our client anywhere else in the future and for that I am grateful. Thank you for taking time to sit down with us to work out all the details to keep my client happy. We cannot wait to come back to Monterey and bring larger projects your way. Have a wonderful year as you have made ours. Thank you! – *Sofia and James Cooney, location scouts, RV shoot*
- I’m not sure what you said to them but you worked some magic! Most appreciated. – *Harry Middleton, HBO TV “Big Little Lies” location scout*
- A quick note to say THANK YOU for all of your help on the show. You were a pleasure to work with! At the end of the day, I hope you and ALL of the citizens of the Monterey Peninsula will enjoy and be proud of the show. – *Greg Alpert, HBO TV “Big Little Lies” location team leader*
- Thank heavens I have YOU! Other contacts had no idea where that location could be. Damn you’re good. You and the northern California film commissioners from Crescent City to Cambria

**AGENDA ITEM
7F.**

**Acceptance of City/Successor Agency
Monthly Financial Report, February 2022**

INTER

MEMORANDUM

OFFICE

To: City Council/Agency Board Members
From: Shelby Gorman, Community Services Coordinator
Subject: February 2022 Financial Reports
Date: March 29, 2022

Attached are the financial reports for both the City of Sand City and the Sand City Successor Agency for the former Redevelopment Agency for the month of February 2022.

A. City of Sand City Reports

1. Balance Sheet Report for February 2022
2. Revenue received in the month of February 2022-Total \$ 48,340.82
(This total includes transfers).
Month End Cash Register Activity Report for February 2022.
3. Expenditures paid for in the month of February 2022-Total \$ 372,835.68
Month End February 2022 Accounts Payable Report
4. Current City Balances as of February 28, 2022
Total \$ 11,212,154.86
Restricted & unrestricted
[Includes, Mechanics Bank, and Local Agency Investment Fund (LAIF), and City CDs ranging from 6 months to 3 years]

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

1. Balance Sheet Report for February 2022
2. Revenue received in the month of February 2022-Total \$ 44.30
Month End Cash Register Activity Report for February 2022.
3. Expenditures paid for in the month of February 2022 Total \$ 2,225.00
Month End Cash Disbursements Report for February 2022
4. Current Successor Agency Balances as of February 28, 2022

Total \$ 1,846,695.99
 Restricted and unrestricted
 (Includes Mechanics Bank, Bond CDs, and Bond Reserves for the 2008 Taxable Bonds).

NOTES TO THE FINANCIAL REPORT

Special City Notes for February 2022

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of February 2022 are listed below.

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
02/28/2022	Loretta Arredondo	\$ 25,100.00	Engineer Fees – 1880 Park Avenue

Transfers

(Transfers are shown on the cash register activity report; they are transfers from one bank account to another and should not be considered as a revenue or expenditure)

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
There were no transfers in February 2022.			

Month End Cash Disbursement Report - Special or Major Expenses for the Month of February 2022 is explained below

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
036934	Monterey One Water	\$ 11,768.69	FY 2021-2022 MRSWMP Fees
036938	Terry Equipment, Inc.	\$ 12,228.16	Repairs to Date for New Street Sweeper
036939	William A Thayer Const.	\$ 19,890.69	City Hall Improvements - Windows
036941	4Leaf, Inc.	\$ 5,703.67	South of Tioga Inspections/ Plan Checks
036949	Liebert Cassidy Whitmore	\$ 5,434.00	Nov-Dec 2021 Outside Attorney Services
036959	Stephen Vagnini	\$ 5,000.00	2022 West End Coordinator Fee
036963	4Leaf, Inc.	\$ 7,762.18	January 2022 South of Tioga Inspection & Review Fees
036965	CalPERS	\$ 19,875.00	February 2022 PERS 457 Contributions
36917A	CalPERS	\$ 30,046.47	February 2022 PERS Health Premiums
36917B	CalPERS	\$ 47,990.43	January 2022 PERS Retirement
		\$ 136,642.99	February 2022 2021 Payroll
		\$ 42,397.02	February 2022 Payroll Taxes

City Council

Page 2

March 29, 2022

Successor Agency Notes for February 2022

On the Month End Cash Register Activity Report - Special or Major Receipts for the Month of February 2022 is listed below.

<u>Date</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
02/28/2021	Mechanics Bank	\$ 13.56	Feb 2021 Interest– 6 Month Tax Exempt Bond
02/28/2021	Mechanics Bank	\$ 13.43	Feb 2021 Interest– 3 Month Tax Exempt Bond
02/28/2021	Mechanics Bank	\$ 17.31	Feb 2021 Interest - Property Tax Increment

Month End Cash Disbursement Report-Special or Major Expenses for the Month of February 2022 is explained below.

<u>Check #</u>	<u>Paid To</u>	<u>Amount</u>	<u>Description</u>
002231	US Bank	\$ 2,000.00	2022 Tax Allocation Bonds 2008B Admin Fees
002232	Meyers Nave	\$ 225.00	November 2021 RDA Loan Outside Attorney

CITY

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets		Acct ID
Cash Clearing Checking Account	314,699.20	99 1001
General Fund CITY- OPEB POTENTIAL FUNDING	142,595.08	10 1004
General Fund City Housing Account	674,224.88	10 1006
General Fund Tioga Beach Clean Up Fund	120,000.00	10 1007
General Fund LAIF	8,717,102.72	10 1008
General Fund Fair market value adjustments	13,842.32	10 1009
General Fund Investment CD	165,042.62	10 1020
General Fund Pro Equities Money Market	93,490.36	10 1080
General Fund Pro Equities CD's	985,000.00	10 1081
General Fund Cash Balance	169,064.86	10 1099
Gas Tax - 2105 Cash Balance	10,166.49	31 1099
Traffic Safety Cash Balance	429.12	35 1099
RMRA -Road M&R Cash Balance	27,349.53	37 1099
TAMC X TSIPF Cash Balance	107,689.08	38 1099
Cash Clearing Cash Balance	-314,699.20	99 1099
General Fund Grants Receivable	43,964.00	10 1105
General Fund Due From RA/Operating Expenses	3,626,057.91	10 1130
General Fund Due From Agency/Costco/Seaside	4,649,999.99	10 1140
General Fund Due RA/COP reimbursement	1,454,766.42	10 1145
Gen. Fixed Asst BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	60 1273
Gen. Fixed Asst PENDERGRASS WAY IMPROVEMENTS	36,423.75	60 1277
Gen. Fixed Asst ART PARK IMPROVEMENTS CIP	54,998.88	60 1278
Gen. Fixed Asst PER CAPITA PARKS GRANT	25,902.02	60 1279
General LTD Act AMOUNT PROVIDED FOR LTD	3,986,440.43	70 1280
Gen. Fixed Asst Prop 1 IRWM - Catalina St.CIP	28,589.00	60 1281
Gen. Fixed Asst PROP 1 SW CONTRA COSTA CIP	12,792.50	60 1282
Gen. Fixed Asst CITY HALL ELECTRICAL CIP	43,673.14	60 1283
Gen. Fixed Asst CDBG Calabrese Park CIP	103,454.25	60 1287
Gen. Fixed Asst CIP-CITY ENTRANCE PROJECT	1,312.00	60 1289
Gen. Fixed Asst Land	1,837,193.95	60 1290
Gen. Fixed Asst Land/Facility Improvements	441,562.65	60 1291
Gen. Fixed Asst VEHICLE FIXED ASSET	618,198.05	60 1292
Gen. Fixed Asst Furniture and Fixtures	114,513.83	60 1293
Gen. Fixed Asst Buildings	8,538,775.38	60 1295
Gen. Fixed Asst FIXED ASSETS EQUIPMENT	2,594,595.69	60 1297
Gen. Fixed Asst CITY HALL	172,866.41	60 1298
Gen. Fixed Asst INFRASTRUCTURE- streets	5,155,456.95	60 1299
Gen. Fixed Asst ACCUMULATED DEPRECIATION	-8,980,769.25	60 1300
General LTD Act Deferred Outflow- Pers contrib	829,460.74	70 1400
General LTD Act Deferred Outflow- Actuarial	631,013.74	70 1405
General LTD Act DEFER OUTFLOWS/OPEB CONTRIBUT	86,077.00	70 1500
General LTD Act DEFERRED OUTFLOWS OPEB ACTUARY	72,420.00	70 1505
Total of Assets ---->	37,459,293.40	37,459,293.40

Liabilities		Acct ID
General Fund STRONG MOTION	123.50	10 2010
General Fund SB1473-COUNTY PERMIT ASSESSMEN	32.00	10 2012
General Fund GHANDOUR TAMC IMPACT FEE	542,222.00	10 2013
General LTD Act Compensated Absences	678,507.65	70 2020
General LTD Act NET OPEB LIABILITY/ASSET	-1,194,563.00	70 2025
General Fund DEFERRED REVENUE	65,991.19	10 2050
General Fund DEFERRED REVENUE RDA COP REIMB	774,766.42	10 2056
General Fund Orosco-South of Tioga	25,000.00	10 2059
General LTD Act capital lease-police radios	63,873.54	70 2070
General Fund State Mandated CASP Fee	1.20	10 2115
General Fund SQUARE CREDIT CARD PMT FEE	-14.54	10 2116
General Fund Health Insurance	24,905.66	10 2150
General Fund POLICE ASSOC. DUES	805.00	10 2180
General Fund PEPRA RETIREMENT %	4,212.41	10 2191
General Fund RETIREMENT %	7,929.07	10 2192
General Fund AFLAC PRE TAX	414.24	10 2195
General Fund AFLAX-AFTER TAX	570.64	10 2196
General Fund PERS SURVIVOR BENEFIT	40.00	10 2197
General LTD Act Net Pers Liability	5,079,862.46	70 2200
General LTD Act DEFERRED INFLOWS-ACTUARIAL	168,118.79	70 2500
General LTD Act DEFER INFLOWS/OPEB ACTUARIALS	695,089.00	70 2505
Total of Liabilities ---->	6,937,887.23	

FUND Balances		Acct ID
General Fund Unappropriated Fund Balance	20,807,773.30	10 3400
Gas Tax - 2105 Unappropriated Fund Balance	1,168.73	31 3400
Traffic Safety Unappropriated Fund Balance	70.27	35 3400
RMRA -Road M&R Unappropriated Fund Balance	23,488.55	37 3400
TAMC X TSIPF Unappropriated Fund Balance	62,907.33	38 3400
Gen. Fixed Asst Unappropriated Fund Balance	-488,055.74	60 3400
General LTD Act Unappropriated Fund Balance	114,523.47	70 3400
Gen. Fixed Asst Investment in Fixed Assets	10,573,321.44	60 3600
Gen. Fixed Asst CAPITAL LEASE	337,830.41	60 3601
Gen. Fixed Asst Donated Assets	430,000.00	60 3602
CURRENT EARNINGS	-1,341,621.59	
Total of FUND Balances ---->	30,521,406.17	37,459,293.40

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	CURRENT	YEAR
	MONTH	TO
		DATE
Revenues		
General Fund Curr Prop Taxes Non Department	0.00	53626.38
General Fund Admin Fees SA Non Department	0.00	27695.37
General Fund Prior Year Prop Non Department	0.00	564.25
General Fund PROP TAX VLF Non Department	0.00	19857.50
General Fund SB 813 Non Department	0.00	6309.28
General Fund COVID-19 RELIEF Non Department	0.00	47725.00
General Fund Prop Tax Transf Non Department	522.50	2838.28
General Fund Users Tax Non Department	4007.79	87426.17
General Fund Sales/Use Tax Non Department	0.00	1223325.26
General Fund Transaction tax Non Department	0.00	1258660.76
General Fund State CASP Fee Non Department	7.20	1404.00
General Fund TOT TAX Non Department	74.32	10992.93
General Fund Cable Franchise Non Department	1867.12	3678.43
General Fund Refuse Franchis Non Department	0.00	37487.46
General Fund Bus. License Non Department	75.00	563777.09
General Fund B. L. Late Fee Non Department	98.08	1574.55
General Fund CLEEP GRANT Public Safety	0.00	111284.87
General Fund Bldg. Permit Building	2013.74	19315.72
General Fund Coastal Permit Community Dev.	0.00	500.00
General Fund CUP Community Dev.	500.00	2000.00
General Fund TEMPORARY CUP Community Dev.	0.00	100.00
General Fund Site Permits Community Dev.	500.00	500.00
General Fund Bldg Dev. Fees Public Works	0.00	316.10
General Fund Design Review Community Dev.	200.00	400.00
General Fund CEQA Fees Community Dev.	1000.00	1000.00
General Fund ENGINEER FEES Public Works	26525.00	35385.00
General Fund Plan CK Fees Building	1308.93	12604.42
Traffic Safety CA Code Fines Public Works	108.94	358.85
General Fund City Fines Public Safety	659.47	2044.57
General Fund VEHICLE RELEASE Public Safety	285.00	1140.00
General Fund PARKING PERMITS Community Dev.	0.00	400.00
General Fund SANDCITYPARKING Public Safety	970.00	9431.50
Gas Tax - 2105 Gas Tax Funds Public Works	1037.36	8997.76
RMRA -Road M&R RMRA-ROAD MAINT Public Works	596.83	3860.98
General Fund Motor Vehicle Public Safety	0.00	445.28
General Fund Prop 172 Public Safety	69.87	217.23
General Fund HOPTX Tax Non Department	0.00	57.21
General Fund Int. General Non Department	8.76	214.05
General Fund OPEB INTEREST Non Department	3.63	28.71
General Fund Housing Interes Non Department	20.69	179.51
General Fund Int. LAIF Non Department	0.00	10188.17
General Fund TVI CD INTEREST Non Department	44.45	3155.80
General Fund WEST END REVEUE Non Department	0.00	26609.51
General Fund ART PARK REVENUE Non Department	0.00	500.00
General Fund ART PARK EVENTS Non Department	0.00	750.00
General Fund Asset Forfeitur Public Safety	0.00	2656.64
General Fund S of Tioga Reim Non Department	450.00	23555.01
General Fund S of Tioga PC Non Department	0.00	640.00
General Fund S of Tioga BP Non Department	3932.16	26610.61
General Fund Special Police Public Safety	20.00	180.00
General Fund CDBG CALBRESE Parks	0.00	50603.25
General Fund MBASIA/Fitness Non Department	0.00	7500.00
General Fund Other Non Department	0.00	30.00
General Fund REIMBURSEMENTS Non Department	0.00	584.22
General Fund US BANK CALCARD Non Department	0.00	289.46
General Fund RENTAL INCOME Non Department	1425.78	11406.24
General Fund REIM.ADV DISABI Public Safety	0.00	4500.00
General Fund CSA74-GRANT EMS Public Safety	0.00	2500.00
Gross Revenues	48332.62	3729983.38

Expenditures

General Fund MUNI CODE Non Department	0.00	951.85
General Fund MEMBERSHIPS PA Non Department	1650.00	10516.23
General Fund MEMBERSHIPS VOL Non Department	0.00	5379.00
General Fund WEST END Community Out	5750.00	51112.20
General Fund ARTS COUNCIL Non Department	0.00	17497.95
General Fund COVID GENERAL Non Department	268.00	4223.71
General Fund Capital Outlay Public Works	12228.16	12228.16
General Fund Capital Outlay Parks	0.00	28278.99
General Fund Capital Outlay Government Bldg	19890.69	19890.69
General Fund Capital Outlay Community Out	-700.00	50595.32
General Fund Capital Outlay CAPITAL PROGRAM	343.75	-141416.48
General Fund Contract Svcs. Administration	0.00	9177.64
General Fund Contract Svcs. Finance	0.00	20250.00
General Fund Contract Svcs. Community Dev.	0.00	25004.38
General Fund Contract Svcs. Building	560.00	560.00
General Fund Contract Svcs. Public Safety	-560.00	0.00
General Fund Contract Svcs. Public Works	0.00	324251.98
TAMC X TRANSPOR Contract Svcs. Public Works	0.00	-44781.75
General Fund SALE/TRANS TAX Finance	0.00	8683.64
General Fund Dues/Subscrptn Non Department	0.00	180.00
General Fund Dues/Subscrptn City Council	-150.00	0.00
General Fund Dues/Subscrptn Administration	0.00	1526.00
General Fund Dues/Subscrptn Finance	0.00	95.00
General Fund Dues/Subscrptn Public Safety	0.00	1035.00
General Fund Dues/Subscrptn Public Works	555.00	1004.51

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	CURRENT	YEAR
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Expenditures (Continue)		
General Fund Pest control Public Works	0.00	520.00
General Fund Mileage City Council	400.00	1600.00
General Fund Mileage Administration	-200.00	1500.00
General Fund Service Cont. Administration	0.00	8393.00
General Fund Salaries Administration	14136.87	184551.32
General Fund Salaries Finance	9537.45	71641.80
General Fund Salaries Attorney	16032.89	128263.12
General Fund Salaries Community Dev.	9321.20	74569.60
General Fund Salaries Public Safety	111960.98	874546.00
General Fund Salaries Public Works	19918.70	158328.37
General Fund W/C WAGES Public Safety	0.00	8055.21
General Fund PAID TIME OFF Administration	0.00	33389.58
General Fund PAID TIME OFF Community Dev.	0.00	7455.13
General Fund PAID TIME OFF Public Safety	0.00	288930.01
General Fund HOLIDAY Public Safety	867.09	3199.01
General Fund WORKERSCOMP TTD Public Safety	0.00	29451.32
General Fund Overtime Public Safety	5440.94	28819.97
General Fund Overtime Public Works	0.00	2121.12
General Fund L.T.D. Administration	94.84	1165.09
General Fund L.T.D. Finance	104.63	837.04
General Fund L.T.D. Attorney	117.50	940.00
General Fund L.T.D. Community Dev.	81.40	651.20
General Fund L.T.D. Public Safety	257.34	2126.09
General Fund L.T.D. Public Works	148.39	1187.12
General Fund Dental City Council	325.48	2603.84
General Fund Dental Administration	93.00	1796.40
General Fund Dental Finance	46.50	372.00
General Fund Dental Attorney	175.40	1403.20
General Fund Dental Community Dev.	46.50	372.00
General Fund Dental Public Safety	1478.85	12388.74
General Fund Dental Public Works	397.30	3178.40
General Fund VISION COVERAGE City Council	58.24	465.92
General Fund VISION COVERAGE Administration	16.64	290.98
General Fund VISION COVERAGE Finance	8.32	66.56
General Fund VISION COVERAGE Attorney	26.31	210.48
General Fund VISION COVERAGE Community Dev.	8.32	66.56
General Fund VISION COVERAGE Public Safety	217.99	1843.76
General Fund VISION COVERAGE Public Works	60.94	487.52
General Fund Life Ins. Administration	34.00	374.00
General Fund Life Ins. Finance	17.00	136.00
General Fund Life Ins. Attorney	17.00	136.00
General Fund Life Ins. Community Dev.	32.87	262.96
General Fund Life Ins. Public Safety	199.07	1694.56
General Fund Life Ins. Public Works	51.00	408.00
General Fund Health Benefits Non Department	81.54	580.91
General Fund Health Benefits City Council	5275.50	42204.00
General Fund Health Benefits Administration	2110.20	24794.85
General Fund Health Benefits Finance	1055.10	8440.80
General Fund Health Benefits Attorney	1582.65	12661.20
General Fund Health Benefits Community Dev.	1055.10	8440.80
General Fund Health Benefits Public Safety	15298.95	131887.50
General Fund Health Benefits Public Works	4220.40	33763.20
General Fund HEALTH-RETIREEES Administration	1527.76	12205.52
General Fund HEALTH-RETIREEES Attorney	381.94	2863.70
General Fund HEALTH-RETIREEES Community Dev.	910.45	6728.24
General Fund HEALTH-RETIREEES Public Safety	8988.14	45647.50
General Fund Pers Retire EE City Council	51.83	362.88
General Fund Pers Retire EE Administration	730.91	5116.37
General Fund Pers Retire EE Finance	766.55	5365.85
General Fund Pers Retire EE Community Dev.	805.35	5637.45
General Fund Pers Retire EE Public Safety	471.42	3299.94
General Fund Pers Retire EE Public Works	1632.85	11418.78
General Fund PERS City Council	98.81	691.73
General Fund PERS Administration	1776.05	17568.56
General Fund PERS Finance	1461.23	10228.61
General Fund PERS Attorney	1216.90	5579.16
General Fund PERS Community Dev.	1535.20	10746.40
General Fund PERS Public Safety	22078.91	152531.57
General Fund PERS Public Works	2908.76	20345.00
General Fund PERS REPLACEMNT Public Safety	0.00	2306.28
General Fund DEFERRED COMP City Council	400.00	3200.00
General Fund DEFERRED COMP Administration	100.00	800.00
General Fund DEFERRED COMP Finance	100.00	800.00
General Fund DEFERRED COMP Attorney	100.00	800.00
General Fund DEFERRED COMP Community Dev.	100.00	800.00
General Fund DEFERRED COMP Public Safety	1100.00	9300.00
General Fund DEFERRED COMP Public Works	300.00	2400.00
General Fund FICA/Medicare City Council	356.80	2854.38
General Fund FICA/Medicare Administration	208.54	3265.82
General Fund FICA/Medicare Finance	136.84	1036.00
General Fund FICA/Medicare Attorney	228.99	1787.69
General Fund FICA/Medicare Community Dev.	134.49	1192.76
General Fund FICA/Medicare Public Safety	1860.07	19424.61
General Fund FICA/Medicare Public Works	340.71	2751.46
General Fund GASB 68 Non Department	0.00	2100.00
General Fund CA SUI/ETT City Council	65.52	131.04
General Fund CA SUI/ETT Administration	25.55	224.00
General Fund CA SUI/ETT Finance	0.00	112.00
General Fund CA SUI/ETT Attorney	0.00	112.00

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Expenditures (Continue)		
General Fund CA SUI/ETT Community Dev.	0.00	112.00
General Fund CA SUI/ETT Public Safety	22.28	1159.87
General Fund CA SUI/ETT Public Works	8.16	336.01
General Fund Train/Meetings City Council	0.00	3445.69
General Fund Train/Meetings Administration	772.34	1178.19
General Fund Train/Meetings Attorney	0.00	782.68
General Fund Train/Meetings Public Safety	-132.56	3065.50
General Fund Council Meeting City Council	1500.00	12000.00
General Fund GASB68LIABILITY City Council	0.00	2866.70
General Fund GASB68LIABILITY Administration	0.00	64322.90
General Fund GASB68LIABILITY Finance	0.00	65934.10
General Fund GASB68LIABILITY Attorney	0.00	139.50
General Fund GASB68LIABILITY Community Dev.	0.00	68800.80
General Fund GASB68LIABILITY Public Safety	0.00	178990.52
General Fund GASB68LIABILITY Public Works	0.00	86509.48
General Fund ADPP PAYMENT Public Safety	0.00	4500.00
General Fund RECORDS RETENT Administration	0.00	250.00
General Fund EAP PROGRAM Non Department	0.00	1338.12
General Fund ADP/SHRED IT Administration	612.67	2971.65
General Fund Building Insp Building	0.00	39497.62
General Fund Plan Check Building	9533.69	9533.69
General Fund Planning/Other Community Dev.	36.00	211.00
General Fund Audit Finance	0.00	58558.25
General Fund Mngt. Services Finance	0.00	1484.00
General Fund IWORQ Building	0.00	2800.00
General Fund IWORQ Public Works	0.00	6800.00
General Fund Technical Spprt Non Department	0.00	5544.00
General Fund Technical Spprt Administration	0.00	1470.00
General Fund Technical Spprt Finance	232.77	2618.16
General Fund Technical Spprt Community Dev.	0.00	420.00
General Fund Technical Spprt Public Safety	0.00	14964.00
General Fund Technical Spprt Public Works	0.00	1260.00
General Fund HDL/BL/PROP/SAL Finance	0.00	13545.86
General Fund ATTORNEY COSTS Attorney	630.38	3426.98
General Fund PERSONNEL ISSUE Attorney	5434.00	7939.00
General Fund Animal Reg/Vet Public Safety	0.00	498.00
General Fund Auto Fuel Public Safety	1275.75	18785.10
General Fund Auto Maint. Public Safety	239.37	4840.23
General Fund Auto Maint. Public Works	582.84	7529.08
General Fund AUTO DETAILING Public Safety	0.00	944.00
General Fund Comm & ACJIS Public Safety	344.18	13650.38
General Fund 911 CENTER Public Safety	0.00	32454.00
General Fund FEMA GRANT-BAY Non Department	50.00	3608.75
General Fund Emplmnt Screen Public Safety	280.00	280.00
General Fund Equipment Public Safety	0.00	4155.77
General Fund RANGE FEES/SUP Public Safety	175.00	1354.00
General Fund SRU Annual Fee Public Safety	0.00	5000.00
General Fund Fire Contract Fire Dept.	0.00	312584.00
General Fund Reserves Public Safety	1392.70	25845.19
General Fund EQUIP/COMPUTER Public Safety	0.00	4877.65
General Fund Police Supplies Public Safety	89.85	4183.70
General Fund SPECIAL SKILLS Public Safety	100.00	800.00
General Fund Uniform Allow. Public Safety	583.31	5404.79
General Fund Uniform Allow. Public Works	155.26	935.09
General Fund PD Education Public Safety	5120.13	44419.49
General Fund ARRESTS/INVEST Public Safety	0.00	2595.77
General Fund COMPUTER/MAINT Public Safety	0.00	13407.03
General Fund HOPE SERVICES Public Works	0.00	16382.10
General Fund St. Lighting Public Works	80.64	5209.72
General Fund St. Maintenance Public Works	0.00	3367.08
General Fund ADOPT A HWY Public Works	295.00	2360.00
General Fund Flags/Banners Public Works	0.00	4190.97
General Fund Bike Trail Elec Community Out	436.67	2619.07
General Fund PARKS SUPPLIES Parks	0.00	1470.40
General Fund SECURITY Public Safety	120.51	431.53
General Fund SECURITY Public Works	320.82	932.52
General Fund SECURITY Government Bldg	566.75	1587.04
General Fund SUPPLIES Public Works	313.53	3006.42
General Fund EQUIPMENT RENTA Public Works	0.00	470.00
General Fund URBAN RUNOFF Public Works	11768.69	11768.69
General Fund STREET SIGNS Public Works	0.00	124.44
General Fund City Events Community Out	0.00	9054.23
General Fund CLAIMS - PHYSDA Non Department	0.00	4355.93
General Fund Donations Non Department	0.00	2221.52
General Fund Fire/Theft Government Bldg	0.00	33186.05
General Fund ADVERTISING Community Dev.	776.99	3158.95
General Fund ADVERTISING Community Out	1076.00	8608.00
General Fund Liability Ins. City Council	0.00	1833.60
General Fund Liability Ins. Administration	0.00	12835.30
General Fund Liability Ins. Finance	0.00	3667.23
General Fund Liability Ins. Attorney	0.00	3667.23
General Fund Liability Ins. Community Dev.	0.00	4584.04
General Fund Liability Ins. Public Safety	0.00	146689.19
General Fund Liability Ins. Public Works	0.00	10084.89
General Fund Rental Payments Public Safety	368.93	2951.44
General Fund Misc. Expense Non Department	73.28	7206.21
General Fund NGEN MAINTENANC Public Safety	0.00	9756.00
General Fund Equip. Maint. Non Department	0.00	5586.64
General Fund Equip. Maint. Public Works	0.00	213.71

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Expenditures (Continue)		
General Fund Equip. Maint. Parks	0.00	301.13
General Fund STORAGE Public Works	244.00	1952.00
General Fund Office Supplies Non Department	1319.29	15783.79
General Fund Office Phones Non Department	243.07	671.48
General Fund Office Phones City Council	340.26	2171.35
General Fund Office Phones Administration	306.36	1655.13
General Fund Office Phones Attorney	41.55	291.45
General Fund Office Phones Community Dev.	99.96	274.73
General Fund Office Phones Public Safety	1129.19	9134.62
General Fund Office Phones Public Works	280.88	1996.46
General Fund Official Bonds Non Department	0.00	1158.00
General Fund Utilities Non Department	2276.41	14893.21
General Fund REFUSE/TRASH Public Works	246.35	2662.73
General Fund IRRIGATION/LAND Public Works	0.00	329.59
General Fund Work. Comp. Ins City Council	0.00	869.84
General Fund Work. Comp. Ins Administration	0.00	25515.33
General Fund Work. Comp. Ins Finance	0.00	3479.36
General Fund Work. Comp. Ins Attorney	0.00	3479.36
General Fund Work. Comp. Ins Community Dev.	0.00	4349.21
General Fund Work. Comp. Ins Public Safety	0.00	231377.71
General Fund Work. Comp. Ins Public Works	0.00	20876.19
General Fund Equip. Purchase Public Works	0.00	5955.01
General Fund Bank Charges Non Department	127.65	1226.26
General Fund Exercise Prgm City Council	120.00	960.00
General Fund Exercise Prgm Administration	60.00	780.00
General Fund Exercise Prgm Public Safety	210.00	1890.00
General Fund Exercise Prgm Public Works	60.00	480.00
General Fund Nighthawk WiFi Public Safety	241.44	1690.08
General Fund Internet/Web Non Department	122.60	884.03
General Fund Internet/Web Public Safety	151.23	1540.32
General Fund Internet/Web Public Works	93.65	657.14
General Fund Maint/Repairs Government Bldg	794.44	7659.08
General Fund Maint/Repairs Community Out	247.09	3375.28
General Fund CSA74-GRANT EMS Non Department	0.00	889.18
General Fund SUSTAIN TRANS Non Department	0.00	66195.34
General Fund MURAL FESTIVAL Community Out	0.00	60000.00
General Fund ART PARK Community Out	691.49	4469.62
General Fund S of Tioga Non Department	-740.00	18477.51
General Fund S OF TIOGA PC Non Department	0.00	640.00
General Fund S OF TIOGA BI Non Department	3932.16	30498.11
General Fund EQUIP LEASE-PRN Public Safety	0.00	29526.51
General Fund EQUIP LEASE-INT Public Safety	0.00	4993.84
Total Expenditures	372821.56	5071604.97
Net Deficit	-324488.94	-1341621.59

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1004	CITY- OPEB POTENTIAL FUNDING	142,595.08	
1006	City Housing Account	674,224.88	
1007	Tioga Beach Clean Up Fund	120,000.00	
1008	LAIF	8,717,102.72	
1009	Fair market value adjustments	13,842.32	
1020	Investment CD	165,042.62	
1080	Pro Equities Money Market	93,490.36	
1081	Pro Equities CD's	985,000.00	
1099	Cash Balance	169,064.86	
1105	Grants Receivable	43,964.00	
1130	Due From RA/Operating Expenses	3,626,057.91	
1140	Due From AGENCY/Costco/Seaside	4,649,999.99	
1145	Due RA/COP reimbursement	1,454,766.42	

Total of Assets ---->		20,855,151.16	20,855,151.16
			=====

Liabilities

2010	STRONG MOTION	123.50
2012	SB1473-COUNTY PERMIT ASSESSMEN	32.00
2013	GHANDOUR TAMC IMPACT FEE	542,222.00
2050	DEFERRED REVENUE	65,991.19
2056	DEFERRED REVENUE RDA COP REIMB	774,766.42
2059	Orosco-South of Tioga	25,000.00
2115	State Mandated CASP Fee	1.20
2116	SQUARE CREDIT CARD PMT FEE	-14.54
2150	Health Insurance	24,905.66
2180	POLICE ASSOC. DUES	805.00
2191	PEPRA RETIREMENT %	4,212.41
2192	RETIREMENT %	7,929.07
2195	AFLAC PRE TAX	414.24
2196	AFLAX-AFTER TAX	570.64
2197	PERS SURVIVOR BENEFIT	40.00

Total of Liabilities ---->		1,446,998.79

FUND Balances

3400	Unappropriated Fund Balance	20,807,773.30	
	CURRENT EARNINGS	-1,399,620.93	

Total of FUND Balances ---->		19,408,152.37	20,855,151.16
			=====

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT	YEAR
	MONTH	TO
		DATE
Revenues		
General Fund Curr Prop Taxes Non Department	0.00	53626.38
General Fund Admin Fees SA Non Department	0.00	27695.37
General Fund Prior Year Prop Non Department	0.00	564.25
General Fund PROP TAX VLF Non Department	0.00	19857.50
General Fund SB 813 Non Department	0.00	6309.28
General Fund COVID-19 RELIEF Non Department	0.00	47725.00
General Fund Prop Tax Transf Non Department	522.50	2838.28
General Fund Users Tax Non Department	4007.79	87426.17
General Fund Sales/Use Tax Non Department	0.00	1223325.26
General Fund Transaction tax Non Department	0.00	1258660.76
General Fund State CASP Fee Non Department	7.20	1404.00
General Fund TOT TAX Non Department	74.32	10992.93
General Fund Cable Franchise Non Department	1867.12	3678.43
General Fund Refuse Franchis Non Department	0.00	37487.46
General Fund Bus. License Non Department	75.00	563777.09
General Fund B. L. Late Fee Non Department	98.08	1574.55
General Fund CLEEP GRANT Public Safety	0.00	111284.87
General Fund Bldg. Permit Building	2013.74	19315.72
General Fund Coastal Permit Community Dev.	0.00	500.00
General Fund CUP Community Dev.	500.00	2000.00
General Fund TEMPORARY CUP Community Dev.	0.00	100.00
General Fund Site Permits Community Dev.	500.00	500.00
General Fund Bldg Dev. Fees Public Works	0.00	316.10
General Fund Design Review Community Dev.	200.00	400.00
General Fund CEQA Fees Community Dev.	1000.00	1000.00
General Fund ENGINEER FEES Public Works	26525.00	35385.00
General Fund Plan CK Fees Building	1308.93	12604.42
General Fund City Fines Public Safety	659.47	2044.57
General Fund VEHICLE RELEASE Public Safety	285.00	1140.00
General Fund PARKING PERMITS Community Dev.	0.00	400.00
General Fund SANDCITYPARKING Public Safety	970.00	9431.50
General Fund Motor Vehicle Public Safety	0.00	445.28
General Fund Prop 172 Public Safety	69.87	217.23
General Fund HOPTR Tax Non Department	0.00	57.21
General Fund Int. General Non Department	8.76	214.05
General Fund OPEB INTEREST Non Department	3.63	28.71
General Fund Housing Interes Non Department	20.69	179.51
General Fund Int. LAIF Non Department	0.00	10188.17
General Fund TVI CD INTEREST Non Department	44.45	3155.80
General Fund WEST END REVEUE Non Department	0.00	26609.51
General Fund ART PARK REVENUE Non Department	0.00	500.00
General Fund ART PARK EVENTS Non Department	0.00	750.00
General Fund Asset Forfeitur Public Safety	0.00	2656.64
General Fund S of Tioga Reim Non Department	450.00	23555.01
General Fund S of Tioga PC Non Department	0.00	640.00
General Fund S of Tioga BP Non Department	3932.16	26610.61
General Fund Special Police Public Safety	20.00	180.00
General Fund CDBG CALBRESE Parks	0.00	50603.25
General Fund MBASIA/Fitness Non Department	0.00	7500.00
General Fund Other Non Department	0.00	30.00
General Fund REIMBURSEMENTS Non Department	0.00	584.22
General Fund US BANK CALCARD Non Department	0.00	289.46
General Fund RENTAL INCOME Non Department	1425.78	11406.24
General Fund REIM.ADV DISABI Public Safety	0.00	4500.00
General Fund CSA74-GRANT EMS Public Safety	0.00	2500.00
Gross Revenues	46589.49	3716765.79

Expenditures

General Fund MUNI CODE Non Department	0.00	951.85
General Fund MEMBERSHIPS PA Non Department	1650.00	10516.23
General Fund MEMBERSHIPS VOL Non Department	0.00	5379.00
General Fund WEST END Community Out	5750.00	51112.20
General Fund ARTS COUNCIL Non Department	0.00	17497.95
General Fund COVID GENERAL Non Department	268.00	4223.71
General Fund Capital Outlay Public Works	12228.16	12228.16
General Fund Capital Outlay Parks	0.00	28278.99
General Fund Capital Outlay Government Bldg	19890.69	19890.69
General Fund Capital Outlay Community Out	-700.00	50595.32
General Fund Capital Outlay CAPITAL PROGRAM	343.75	-141416.48
General Fund Contract Svcs. Administration	0.00	9177.64
General Fund Contract Svcs. Finance	0.00	20250.00
General Fund Contract Svcs. Community Dev.	0.00	25004.38
General Fund Contract Svcs. Building	560.00	560.00
General Fund Contract Svcs. Public Safety	-560.00	0.00
General Fund Contract Svcs. Public Works	0.00	324251.98
General Fund SALE/TRANS TAX Finance	0.00	8683.64
General Fund Dues/Subscrptn Non Department	0.00	180.00
General Fund Dues/Subscrptn City Council	-150.00	0.00
General Fund Dues/Subscrptn Administration	0.00	1526.00
General Fund Dues/Subscrptn Finance	0.00	95.00
General Fund Dues/Subscrptn Public Safety	0.00	1035.00
General Fund Dues/Subscrptn Public Works	555.00	1004.51
General Fund PERMITS/LICENSE Public Works	0.00	3535.00
General Fund Pest control Public Works	0.00	520.00
General Fund Mileage City Council	400.00	1600.00
General Fund Mileage Administration	-200.00	1500.00

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT	YEAR
	MONTH	TO
		DATE
Expenditures (Continue)		
General Fund Salaries Administration	14136.87	184551.32
General Fund Salaries Finance	9537.45	71641.80
General Fund Salaries Attorney	16032.89	128263.12
General Fund Salaries Community Dev.	9321.20	74569.60
General Fund Salaries Public Safety	111960.98	874546.00
General Fund Salaries Public Works	19918.70	158328.37
General Fund W/C WAGES Public Safety	0.00	8055.21
General Fund PAID TIME OFF Administration	0.00	33389.58
General Fund PAID TIME OFF Community Dev.	0.00	7455.13
General Fund PAID TIME OFF Public Safety	0.00	288930.01
General Fund HOLIDAY Public Safety	867.09	3199.01
General Fund WORKERSCOMP TTD Public Safety	0.00	29451.32
General Fund Overtime Public Safety	5440.94	28819.97
General Fund Overtime Public Works	0.00	2121.12
General Fund L.T.D. Administration	94.84	1165.09
General Fund L.T.D. Finance	104.63	837.04
General Fund L.T.D. Attorney	117.50	940.00
General Fund L.T.D. Community Dev.	81.40	651.20
General Fund L.T.D. Public Safety	257.34	2126.09
General Fund L.T.D. Public Works	148.39	1187.12
General Fund Dental City Council	325.48	2603.84
General Fund Dental Administration	93.00	1796.40
General Fund Dental Finance	46.50	372.00
General Fund Dental Attorney	175.40	1403.20
General Fund Dental Community Dev.	46.50	372.00
General Fund Dental Public Safety	1478.85	12388.74
General Fund Dental Public Works	397.30	3178.40
General Fund VISION COVERAGE City Council	58.24	465.92
General Fund VISION COVERAGE Administration	16.64	290.98
General Fund VISION COVERAGE Finance	8.32	66.56
General Fund VISION COVERAGE Attorney	26.31	210.48
General Fund VISION COVERAGE Community Dev.	8.32	66.56
General Fund VISION COVERAGE Public Safety	217.99	1843.76
General Fund VISION COVERAGE Public Works	60.94	487.52
General Fund Life Ins. Administration	34.00	374.00
General Fund Life Ins. Finance	17.00	136.00
General Fund Life Ins. Attorney	17.00	136.00
General Fund Life Ins. Community Dev.	32.87	262.96
General Fund Life Ins. Public Safety	199.07	1694.56
General Fund Life Ins. Public Works	51.00	408.00
General Fund Health Benefits Non Department	81.54	580.91
General Fund Health Benefits City Council	5275.50	42204.00
General Fund Health Benefits Administration	2110.20	24794.85
General Fund Health Benefits Finance	1055.10	8440.80
General Fund Health Benefits Attorney	1582.65	12661.20
General Fund Health Benefits Community Dev.	1055.10	8440.80
General Fund Health Benefits Public Safety	15298.95	131887.50
General Fund Health Benefits Public Works	4220.40	33763.20
General Fund HEALTH-RETIREEES Administration	1527.76	12205.52
General Fund HEALTH-RETIREEES Attorney	381.94	2863.70
General Fund HEALTH-RETIREEES Community Dev.	910.45	6728.24
General Fund HEALTH-RETIREEES Public Safety	8988.14	45647.50
General Fund Pers Retire EE City Council	51.83	362.88
General Fund Pers Retire EE Administration	730.91	5116.37
General Fund Pers Retire EE Finance	766.55	5365.85
General Fund Pers Retire EE Community Dev.	805.35	5637.45
General Fund Pers Retire EE Public Safety	471.42	3299.94
General Fund Pers Retire EE Public Works	1632.85	11418.78
General Fund PERS City Council	98.81	691.73
General Fund PERS Administration	1776.05	17568.56
General Fund PERS Finance	1461.23	10228.61
General Fund PERS Attorney	1216.90	5579.16
General Fund PERS Community Dev.	1535.20	10746.40
General Fund PERS Public Safety	22078.91	152531.57
General Fund PERS Public Works	2908.76	20345.00
General Fund PERS REPLACEMENT Public Safety	0.00	2306.28
General Fund DEFERRED COMP City Council	400.00	3200.00
General Fund DEFERRED COMP Administration	100.00	800.00
General Fund DEFERRED COMP Finance	100.00	800.00
General Fund DEFERRED COMP Attorney	100.00	800.00
General Fund DEFERRED COMP Community Dev.	100.00	800.00
General Fund DEFERRED COMP Public Safety	1100.00	9300.00
General Fund DEFERRED COMP Public Works	300.00	2400.00
General Fund FICA/Medicare City Council	356.80	2854.38
General Fund FICA/Medicare Administration	208.54	3265.82
General Fund FICA/Medicare Finance	136.84	1036.00
General Fund FICA/Medicare Attorney	228.99	1787.69
General Fund FICA/Medicare Community Dev.	134.49	1192.76
General Fund FICA/Medicare Public Safety	1860.07	19424.61
General Fund FICA/Medicare Public Works	340.71	2751.46
General Fund GASB 68 Non Department	0.00	2100.00
General Fund CA SUI/ETT City Council	65.52	131.04
General Fund CA SUI/ETT Administration	25.55	224.00
General Fund CA SUI/ETT Finance	0.00	112.00
General Fund CA SUI/ETT Attorney	0.00	112.00
General Fund CA SUI/ETT Community Dev.	0.00	112.00
General Fund CA SUI/ETT Public Safety	22.28	1159.87
General Fund CA SUI/ETT Public Works	8.16	336.01
General Fund Train/Meetings City Council	0.00	3445.69

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT	YEAR
	MONTH	TO
		DATE
Expenditures (Continue)		
General Fund Train/Meetings Administration	772.34	1178.19
General Fund Train/Meetings Attorney	0.00	782.68
General Fund Train/Meetings Public Safety	-132.56	3065.50
General Fund Council Meeting City Council	1500.00	12000.00
General Fund GASB68LIABILITY City Council	0.00	2866.70
General Fund GASB68LIABILITY Administration	0.00	64322.90
General Fund GASB68LIABILITY Finance	0.00	65934.10
General Fund GASB68LIABILITY Attorney	0.00	139.50
General Fund GASB68LIABILITY Community Dev.	0.00	68800.80
General Fund GASB68LIABILITY Public Safety	0.00	178990.52
General Fund GASB68LIABILITY Public Works	0.00	86509.48
General Fund ADPP PAYMENT Public Safety	0.00	4500.00
General Fund RECORDS RETENT Administration	0.00	250.00
General Fund EAP PROGRAM Non Department	0.00	1338.12
General Fund ADP/SHRED IT Administration	612.67	2971.65
General Fund Building Insp Building	0.00	39497.62
General Fund Plan Check Building	9533.69	9533.69
General Fund Planning/Other Community Dev.	36.00	211.00
General Fund Audit Finance	0.00	58558.25
General Fund Mngt. Services Finance	0.00	1484.00
General Fund IWORQ Building	0.00	2800.00
General Fund IWORQ Public Works	0.00	6800.00
General Fund Technical Spprt Non Department	0.00	5544.00
General Fund Technical Spprt Administration	0.00	1470.00
General Fund Technical Spprt Finance	232.77	2618.16
General Fund Technical Spprt Community Dev.	0.00	420.00
General Fund Technical Spprt Public Safety	0.00	14964.00
General Fund Technical Spprt Public Works	0.00	1260.00
General Fund HDL/BL/PROP/SAL Finance	0.00	13545.86
General Fund ATTORNEY COSTS Attorney	630.38	3426.98
General Fund PERSONNEL ISSUE Attorney	5434.00	7939.00
General Fund Animal Reg/Vet Public Safety	0.00	498.00
General Fund Auto Fuel Public Safety	1275.75	18785.10
General Fund Auto Maint. Public Safety	239.37	4840.23
General Fund Auto Maint. Public Works	582.84	7529.08
General Fund AUTO DETAILING Public Safety	0.00	944.00
General Fund Comm & ACJIS Public Safety	344.18	13650.38
General Fund 911 CENTER Public Safety	0.00	32454.00
General Fund FEMA GRANT-BAY Non Department	50.00	3608.75
General Fund Emplmnt Screen Public Safety	280.00	280.00
General Fund Equipment Public Safety	0.00	4155.77
General Fund RANGE FEES/SUP Public Safety	175.00	1354.00
General Fund SRU Annual Fee Public Safety	0.00	5000.00
General Fund Fire Contract Fire Dept.	0.00	312584.00
General Fund Reserves Public Safety	1392.70	25845.19
General Fund EQUIP/COMPUTER Public Safety	0.00	4877.65
General Fund Police Supplies Public Safety	89.85	4183.70
General Fund SPECIAL SKILLS Public Safety	100.00	800.00
General Fund Uniform Allow. Public Safety	583.31	5404.79
General Fund Uniform Allow. Public Works	155.26	935.09
General Fund PD Education Public Safety	5120.13	44419.49
General Fund ARRESTS/INVEST Public Safety	0.00	2595.77
General Fund COMPUTER/MAINT Public Safety	0.00	13407.03
General Fund HOPE SERVICES Public Works	0.00	16382.10
General Fund St. Lighting Public Works	80.64	5209.72
General Fund St. Maintenance Public Works	0.00	3367.08
General Fund ADOPT A HWY Public Works	295.00	2360.00
General Fund Flags/Banners Public Works	0.00	4190.97
General Fund Bike Trail Elec Community Out	436.67	2619.07
General Fund PARKS SUPPLIES Parks	0.00	1470.40
General Fund SECURITY Public Safety	120.51	431.53
General Fund SECURITY Public Works	320.82	932.52
General Fund SECURITY Government Bldg	566.75	1587.04
General Fund SUPPLIES Public Works	313.53	3006.42
General Fund EQUIPMENT RENTA Public Works	0.00	470.00
General Fund URBAN RUNOFF Public Works	11768.69	11768.69
General Fund STREET SIGNS Public Works	0.00	124.44
General Fund City Events Community Out	0.00	9054.23
General Fund CLAIMS - PHYSDA Non Department	0.00	4355.93
General Fund Donations Non Department	0.00	2221.52
General Fund Fire/Theft Government Bldg	0.00	33186.05
General Fund ADVERTISING Community Dev.	776.99	3158.95
General Fund ADVERTISING Community Out	1076.00	8608.00
General Fund Liability Ins. City Council	0.00	1833.60
General Fund Liability Ins. Administration	0.00	12835.30
General Fund Liability Ins. Finance	0.00	3667.23
General Fund Liability Ins. Attorney	0.00	3667.23
General Fund Liability Ins. Community Dev.	0.00	4584.04
General Fund Liability Ins. Public Safety	0.00	146689.19
General Fund Liability Ins. Public Works	0.00	10084.89
General Fund Rental Payments Public Safety	368.93	2951.44
General Fund Misc. Expense Non Department	73.28	7206.21
General Fund NGEN MAINTENANC Public Safety	0.00	9756.00
General Fund Equip. Maint. Non Department	0.00	5586.64
General Fund Equip. Maint. Public Works	0.00	213.71
General Fund Equip. Maint. Parks	0.00	301.13
General Fund STORAGE Public Works	244.00	1952.00
General Fund Office Supplies Non Department	1319.29	15783.79
General Fund Office Phones Non Department	243.07	671.48

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Expenditures (Continue)		
General Fund Office Phones City Council	340.26	2171.35
General Fund Office Phones Administration	306.36	1655.13
General Fund Office Phones Attorney	41.55	291.45
General Fund Office Phones Community Dev.	99.96	274.73
General Fund Office Phones Public Safety	1129.19	9134.62
General Fund Office Phones Public Works	280.88	1996.46
General Fund Official Bonds Non Department	0.00	1158.00
General Fund Utilities Non Department	2276.41	14893.21
General Fund REFUSE/TRASH Public Works	246.35	2662.73
General Fund IRRIGATION/LAND Public Works	0.00	329.59
General Fund Work. Comp. Ins City Council	0.00	869.84
General Fund Work. Comp. Ins Administration	0.00	25515.33
General Fund Work. Comp. Ins Finance	0.00	3479.36
General Fund Work. Comp. Ins Attorney	0.00	3479.36
General Fund Work. Comp. Ins Community Dev.	0.00	4349.21
General Fund Work. Comp. Ins Public Safety	0.00	231377.71
General Fund Work. Comp. Ins Public Works	0.00	20876.19
General Fund Equip. Purchase Public Works	0.00	5955.01
General Fund Bank Charges Non Department	127.65	1226.26
General Fund Exercise Prgm City Council	120.00	960.00
General Fund Exercise Prgm Administration	60.00	780.00
General Fund Exercise Prgm Public Safety	210.00	1890.00
General Fund Exercise Prgm Public Works	60.00	480.00
General Fund Nighthawk WiFi Public Safety	241.44	1690.08
General Fund Internet/Web Non Department	122.60	884.03
General Fund Internet/Web Public Safety	151.23	1540.32
General Fund Internet/Web Public Works	93.65	657.14
General Fund Maint/Repairs Government Bldg	794.44	7659.08
General Fund Maint/Repairs Community Out	247.09	3375.28
General Fund CSA74-GRANT EMS Non Department	0.00	889.18
General Fund SUSTAIN TRANS Non Department	0.00	66195.34
General Fund MURAL FESTIVAL Community Out	0.00	60000.00
General Fund ART PARK Community Out	691.49	4469.62
General Fund S of Tioga Non Department	-740.00	18477.51
General Fund S OF TIOGA PC Non Department	0.00	640.00
General Fund S OF TIOGA BI Non Department	3932.16	30498.11
General Fund EQUIP LEASE-PRN Public Safety	0.00	29526.51
General Fund EQUIP LEASE-INT Public Safety	0.00	4993.84
Total Expenditures	372821.56	5116386.72
Net Deficit	-326232.07	-1399620.93

REPORT.: 02/28/22	City of Sand City	PAGE: 011
RUN....: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 31 - Gas Tax - 2105	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1099	Cash Balance	10,166.49	
	Total of Assets ---->	10,166.49	10,166.49

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	1,168.73	
	CURRENT EARNINGS	8,997.76	
	Total of FUND Balances ---->	10,166.49	10,166.49

REPORT.: 02/28/22	City of Sand City	PAGE: 012
RUN...: 02/28/22	Statement of Revenues & Expenditures	ID #: GLBS
Run By.: SHELBY	FUND 31 - Gas Tax - 2105	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Revenues		

Gas Tax - 2105 Gas Tax Funds Public Works	1037.36	8997.76
Gross Revenues	1037.36	8997.76
	-----	-----
Revenue Reductions		

Total Revenue Reductions	0.00	0.00
	-----	-----
* Adjusted Revenues	1037.36	8997.76
	-----	-----
Expenditures		

Total Expenditures	0.00	0.00
	-----	-----
Net Surplus	1037.36	8997.76
	=====	=====

REPORT.: 02/28/22	City of Sand City	PAGE: 013
RUN...: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 35 - Traffic Safety	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1099	Cash Balance	429.12	
	Total of Assets ---->	429.12	429.12

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	70.27	
	CURRENT EARNINGS	358.85	
	Total of FUND Balances ---->	429.12	429.12

REPORT.: 02/28/22	City of Sand City	PAGE: 014
RUN....: 02/28/22	Statement of Revenues & Expenditures	ID #: GLBS
Run By.: SHELBY	FUND 35 - Traffic Safety	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Traffic Safety CA Code Fines Public Works	108.94	358.85
Gross Revenues	108.94	358.85
Revenue Reductions		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	108.94	358.85
Expenditures		
Total Expenditures	0.00	0.00
Net Surplus	108.94	358.85

REPORT.: 02/28/22	City of Sand City	PAGE: 015
RUN...: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 37 - RMRA -Road M&R	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1099	Cash Balance	27,349.53	
	Total of Assets ---->	27,349.53	27,349.53

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	23,488.55	
	CURRENT EARNINGS	3,860.98	
	Total of FUND Balances ---->	27,349.53	27,349.53

REPORT.: 02/28/22	City of Sand City	PAGE: 016
RUN...: 02/28/22	Statement of Revenues & Expenditures	ID #: GLBS
Run By.: SHELBY	FUND 37 - RMRA -Road M&R	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
<u>Revenues</u>		
RMRA -Road M&R RMRA-ROAD MAINT Public Works	596.83	3860.98
Gross Revenues	596.83	3860.98
<u>Revenue Reductions</u>		
Total Revenue Reductions	0.00	0.00
* Adjusted Revenues	596.83	3860.98
<u>Expenditures</u>		
Total Expenditures	0.00	0.00
Net Surplus	596.83	3860.98

REPORT.: 02/28/22	City of Sand City	PAGE: 017
RUN...: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 38 - TAMC X TSIPF	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1099	Cash Balance		107,689.08	
	Total of Assets ---->		107,689.08	107,689.08

Liabilities

FUND Balances

3400	Unappropriated Fund Balance		62,907.33	
	CURRENT EARNINGS		44,781.75	
	Total of FUND Balances ---->		107,689.08	107,689.08

REPORT.: 02/28/22	City of Sand City	PAGE: 018
RUN....: 02/28/22	Statement of Revenues & Expenditures	ID #: GLBS
Run By.: SHELBY	FUND 38 - TAMC X TRANSPOR	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Gross Revenues	0.00	0.00
Expenditures		
TAMC X TRANSPOR Contract Svcs. Public Works	0.00	-44781.75
Total Expenditures	0.00	-44781.75
Net Deficit (MDT) *Net Surplus (YTD)	0.00	44781.75

REPORT.: 02/28/22	City of Sand City	PAGE: 019
RUN...: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 60 - Gen. Fixed Asst	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1273	BIKE TRAIL INTERCONNECT-TIOGA	53,556.91	
1277	PENDERGRASS WAY IMPROVEMENTS	36,423.75	
1278	ART PARK IMPROVEMENTS CIP	54,998.88	
1279	PER CAPITA PARKS GRANT	25,902.02	
1281	Prop 1 IRWM - Catalina St.CIP	28,589.00	
1282	PROP 1 SW CONTRA COSTA CIP	12,792.50	
1283	CITY HALL ELECTRICAL CIP	43,673.14	
1287	CDBG Calabrese Park CIP	103,454.25	
1289	CIP-CITY ENTRANCE PROJECT	1,312.00	
1290	Land	1,837,193.95	
1291	Land/Facility Improvements	441,562.65	
1292	VEHICLE FIXED ASSET	618,198.05	
1293	Furniture and Fixtures	114,513.83	
1295	Buildings	8,538,775.38	
1297	FIXED ASSETS EQUIPMENT	2,594,595.69	
1298	CITY HALL	172,866.41	
1299	INFRASTRUCTURE- streets	5,155,456.95	
1300	ACCUMULATED DEPRECIATION	-8,980,769.25	
Total of Assets ---->		10,853,096.11	10,853,096.11

Liabilities

FUND Balances

3400	Unappropriated Fund Balance	-488,055.74	
3600	Investment in Fixed Assets	10,573,321.44	
3601	CAPITAL LEASE	337,830.41	
3602	Donated Assets	430,000.00	
CURRENT EARNINGS		0.00	
Total of FUND Balances ---->		10,853,096.11	10,853,096.11

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1280	AMOUNT PROVIDED FOR LTD	3,986,440.43	
1400	Deferred Outflow- Pers contrib	829,460.74	
1405	Deferred Outflow- Actuarial	631,013.74	
1500	DEFER OUTFLOWS/OPEB CONTRIBUTES	86,077.00	
1505	DEFERRED OUTFLOWS OPEB ACTUARY	72,420.00	
Total of Assets ---->		5,605,411.91	5,605,411.91

Liabilities

2020	Compensated Absences	678,507.65
2025	NET OPEB LIABILITY/ASSET	-1,194,563.00
2070	capital lease-police radios	63,873.54
2200	Net Pers Liability	5,079,862.46
2500	DEFERRED INFLOWS-ACTUARIAL	168,118.79
2505	DEFER INFLOWS/OPEB ACTUARIALS	695,089.00
Total of Liabilities ---->		5,490,888.44

FUND Balances

3400	Unappropriated Fund Balance	114,523.47
CURRENT EARNINGS		0.00
Total of FUND Balances ---->		114,523.47

REPORT.: 02/28/22	City of Sand City	PAGE: 021
RUN...: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 99 - Cash Clearing	CTL.: SAN

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1001	Checking Account	314,699.20	
1099	Cash Balance	-314,699.20	

	Total of Assets ---->	0.00	0.00
			=====

Liabilities

FUND Balances

CURRENT EARNINGS	0.00	

Total of FUND Balances ---->	0.00	0.00
		=====

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid	
000	02-22	02/04/22	26827	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9519 Receipt Date: 02/01/22 JEFFERY A MEYER Issued... T2 (SHELBY) Feb 01 2022 10:46 am Shelby Gorman	Db: 99 1001 Cr: 10 4221 08	40.00	
			26828	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9558 Receipt Date: 02/01/22 Paid by: ABRAHAM PEREZ Issued... T2 (SHELBY) Feb 01 2022 10:47 am Shelby Gorman	Db: 99 1001 Cr: 10 4221 08	60.00	
			26829	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9513 Receipt Date: 02/01/22 Paid by: ANGELICA MILLER Issued... T2 (SHELBY) Feb 01 2022 10:48 am Shelby Gorman	Db: 99 1001 Cr: 10 4221 08	60.00	
			26830	E	Mis	POL01	POLICE REPORT 4560 CITATION CORRECTION Receipt Date: 02/01/22 Paid by: CARLOS FRAUSTO Issued... T2 (SHELBY) Feb 01 2022 10:48 am Shelby Gorman	Db: 99 1001 Cr: 10 4560 08	10.00	
			26831	E	Mis	SQU01	SQUARE FEES TRANSACTION FEE Receipt Date: 02/01/22 Paid by: SQUARE Issued... T2 (SHELBY) Feb 01 2022 10:49 am Shelby Gorman	Db: 99 1001 Cr: 10 2116	-.19	
			26832	E	Mis	BUI01	BUILDING PERMIT 4115 BUILDING PERMIT #1493 FEES Receipt Date: 02/01/22 PLAN CHECK FEE 4165 BUILDING PERMIT #1493 FEES Receipt Date: 02/01/22 STRONG MOTION 2010 BUILDING PERMIT #1493 FEES Receipt Date: 02/01/22 CBSC FEE - SB1473 BUILDING PERMIT #1493 FEES Receipt Date: 02/01/22 Paid by: PREMO ROOFING Issued... T2 (SHELBY) Feb 01 2022 10:49 am Shelby Gorman	Db: 99 1001 Cr: 10 4115 06 Db: 99 1001 Cr: 10 4165 06 Db: 99 1001 Cr: 10 2010 Db: 99 1001 Cr: 10 2012	421.55 274.01 7.84 2.00	
				Mis	PLA01					
				Mis	STR01					
				Mis	CBSC					
			26833	E	Mis	BL02	BUSINESS LIC LATE CH FY 21-22 BUSINESS LICENSE RENEWAL - LATE FEE Receipt Date: 02/01/22 Paid by: EUROPEAN WAX CENTER Issued... T2 (SHELBY) Feb 01 2022 10:50 am Shelby Gorman	Db: 99 1001 Cr: 10 4060 00	98.08	
			26834	E	Mis	SQU01	SQUARE FEES TRANSACTION FEE Receipt Date: 02/01/22 Paid by: SQUARE Issued... T2 (SHELBY) Feb 01 2022 10:51 am Shelby Gorman	Db: 99 1001 Cr: 10 2116	-.99	
			26835	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9422 Receipt Date: 02/04/22 Paid by: TOWN & COUNTRY LANDSCAPING Issued... T0 (DEVON) Feb 04 2022 07:14 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	75.00	
			26836	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9450 Receipt Date: 02/04/22 Paid by: KELCON GENERAL Issued... T0 (DEVON) Feb 04 2022 07:14 am Devon Lazzarino	Db: 99 1001 Cr: 10 4221 08	200.00	
			26837	C	Mis	UUT	UTILITY USERS TAX DECEMBER 2021 UUT - ELECTRIC Receipt Date: 02/04/22 Paid by: CENTRAL COAST COMMUNITY Issued... T0 (DEVON) Feb 04 2022 07:15 am Devon Lazzarino	Db: 99 1001 Cr: 10 4025 00	1151.69	
			26838	C	Mis	REN01	RENTAL INCOME FEBRUARY 2022 CELL TOWER RENT Receipt Date: 02/04/22 Paid by: CROWN CASTLE Issued... T0 (DEVON) Feb 04 2022 07:15 am Devon Lazzarino	Db: 99 1001 Cr: 10 4740 00	1425.78	
									Day 02/04/22 Total ---->	3824.77
	02/11/22		26839	C	Mis	CRI01	CRIMINAL PC1463/CITY FINES NOVEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Db: 99 1001 Cr: 10 4210 08	51.22	
				Mis	PTT01		COUNTY/PROPERTY TAX NOVEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Db: 99 1001 Cr: 10 4020 00	522.50	
				Mis	P172		1/2 TAX POLICE/PROP 172 NOVEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Db: 99 1001 Cr: 10 4330 08	34.90	
				Mis	REV		COUNTY/REV & RECOVERY NOVEMBER 2021 TRAFFIC Receipt Date: 02/11/22 Paid by: COUNTY OF MONTEREY Issued... T0 (DEVON) Feb 11 2022 07:39 am Devon Lazzarino	Db: 99 1001 Cr: 10 4210 08	154.28	

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	02-22	02/11/22	26840	C	Mis	TRA01	COUNTY/TRAFFIC DECEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Db: 99 1001	105.64
					Mis	CRI01	CRIMINAL PC1463/CITY FINES DECEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Cr: 35 4205 11 Db: 99 1001	181.45
					Mis	POC01	COUNTY/PROOF OF CORR DECEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Cr: 10 4210 08 Db: 99 1001	3.30
					Mis	PI72	1/2 TAX POLICE/PROP 172 DECEMBER 2021 TRAFFIC Receipt Date: 02/11/22	Cr: 35 4205 11 Db: 99 1001	34.97
					Mis	REV	DECEMBER 2021 TRAFFIC Receipt Date: 02/11/22 Paid by: COUNTY OF MONTEREY	Cr: 10 4330 08 Db: 99 1001	272.52
			26841	C	Mis	CAB01	Issued...: TO (DEVON) Feb 11 2022 07:39 am Devon CABLE FRANCHISE 4TH QUARTER 2021 FRANCHISE FEES Receipt Date: 02/11/22 Paid by: COMCAST	Lazzarino Db: 99 1001 Cr: 10 4035 00	1553.13
			26842	C	Mis	CAB01	Issued...: TO (DEVON) Feb 11 2022 07:40 am Devon CABLE FRANCHISE 4TH QUARTER 2021 FRANCHISE FEES Receipt Date: 02/11/22 Paid by: COMCAST	Lazzarino Db: 99 1001 Cr: 10 4035 00	313.99
							Issued...: TO (DEVON) Feb 11 2022 07:41 am Devon Day 02/11/22 Total ---->	Lazzarino 3227.90	
	02/16/22		26843	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9424 Receipt Date: 02/16/22 Paid by: POLICE FRONT DESK	Db: 99 1001 Cr: 10 4221 08	40.00
			26844	C	Mis	PAR02	Issued...: TO (DEVON) Feb 16 2022 09:11 am Devon SAND CITY PARKING PARKING VIOLATION #9626 Receipt Date: 02/16/22 Paid by: RAFAEL MACIEL	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			26845	C	Mis	POL01	Issued...: TO (DEVON) Feb 16 2022 09:12 am Devon POLICE REPORT 4560 POLICE REPORT #SC2101065 Receipt Date: 02/16/22 Paid by: LEXIS NEXIS	Lazzarino Db: 99 1001 Cr: 10 4560 08	10.00
			26846	C	Mis	UUT	Issued...: TO (DEVON) Feb 16 2022 09:12 am Devon UTILITY USERS TAX JANUARY 2022 UUT - GAS Receipt Date: 02/16/22 Paid by: CALPINE ENERGY	Lazzarino Db: 99 1001 Cr: 10 4025 00	164.42
			26847	C	Mis	UUT	Issued...: TO (DEVON) Feb 16 2022 09:13 am Devon UTILITY USERS TAX JANUARY 2022 UUT - ELECTRIC Receipt Date: 02/16/22 Paid by: CALPINE ENERGY	Lazzarino Db: 99 1001 Cr: 10 4025 00	83.39
			26848	C	Mis	ENG01	Issued...: TO (DEVON) Feb 16 2022 09:14 am Devon ENGINEERING FEES ENCROACHMENT PERMIT - PLAYA & METZ Receipt Date: 02/16/22 Paid by: AT&T	Lazzarino Db: 99 1001 Cr: 10 4160 11	475.00
			26849	C	Mis	UUT	Issued...: TO (DEVON) Feb 16 2022 09:14 am Devon UTILITY USERS TAX JANUARY 2022 UUT - GAS Receipt Date: 02/16/22 Paid by: TIGER NATURAL GAS	Lazzarino Db: 99 1001 Cr: 10 4025 00	190.03
			26850	C	Mis	02103	Issued...: TO (DEVON) Feb 16 2022 09:14 am Devon GAS TAX 2103 JANUARY 2022 HIGHWAY USERS TAX Receipt Date: 02/16/22	Lazzarino Db: 99 1001 Cr: 31 4305 11	155.06
					Mis	02105	GAS TAX - 2105 31 JANUARY 2022 HIGHWAY USERS TAX Receipt Date: 02/16/22	Db: 99 1001 Cr: 31 4305 11	171.54
					Mis	02106	GAS TAX - 2106 32 JANUARY 2022 HIGHWAY USERS TAX Receipt Date: 02/16/22	Db: 99 1001 Cr: 31 4305 11	476.47
					Mis	02107	GAS TAX - 2107 33 JANUARY 2022 HIGHWAY USERS TAX Receipt Date: 02/16/22 Paid by: STATE OF CALIFORNIA	Db: 99 1001 Cr: 31 4305 11	234.29
							Issued...: TO (DEVON) Feb 16 2022 09:16 am Devon Day 02/16/22 Total ---->	Lazzarino 2040.20	
	02/23/22		26851	C	Mis	BL01	BUSINESS LICENSE ONE TIME ONLY BUSINESS LICENSE - GOOD FEET Receipt Date: 02/23/22	Db: 99 1001 Cr: 10 4055 00	50.00
					Mis	CAS90	BUSINESS LICENSE CASP FEE 90% ONE TIME ONLY BUSINESS LICENSE - GOOD FEET Receipt Date: 02/23/22	Db: 99 1001 Cr: 10 4033 00	3.60

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	02-22	02/23/22	26851	C		Mis CAS10	BUSINESS LICENSE CASP FEE 10% ONE TIME ONLY BUSINESS LICENSE - GOOD FEET Receipt Date: 02/23/22 Paid by: EASY DRAINS PLUMBING Issued...: T0 (DEVON) Feb 23 2022 08:22 am Devon	Db: 99 1001 Cr: 10 2115	.40
			26852	C	Mis	UUT	UTILITY USERS TAX JANUARY 2022 UUT - GAS Receipt Date: 02/23/22 Paid by: VISTA ENERGY Issued...: T0 (DEVON) Feb 23 2022 08:23 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	8.23
			26853	C	Mis	CUP01	CONDITIONAL USE PERM PERMITS/FEES - NEW HOME ON VACANT HABITAT LAND Receipt Date: 02/23/22	Db: 99 1001 Cr: 10 4125 05	500.00
					Mis	SITE	SITE PERMIT PERMITS/FEES - NEW HOME ON VACANT HABITAT LAND Receipt Date: 02/23/22	Db: 99 1001 Cr: 10 4145 05	500.00
					Mis	DES01	DESIGN REVIEW FEE PERMITS/FEES - NEW HOME ON VACANT HABITAT LAND Receipt Date: 02/23/22	Db: 99 1001 Cr: 10 4155 05	100.00
					Mis	MS	CEQA FEE PERMITS/FEES - NEW HOME ON VACANT HABITAT LAND Receipt Date: 02/23/22 Paid by: PROFESSIONAL SERVICE GROUP Issued...: T0 (DEVON) Feb 23 2022 08:23 am Devon	Db: 99 1001 Cr: 10 4159 05	1000.00
			26854	C	Mis	ENG01	ENGINEERING FEES ENCROACHMENT PERMIT - TIOGA & CALIFORNIA Receipt Date: 02/23/22 Paid by: PG&E Issued...: T0 (DEVON) Feb 23 2022 08:24 am Devon	Lazzarino Db: 99 1001 Cr: 10 4160 11	475.00
			26855	C	Mis	UUT	UTILITY USERS TAX JANUARY 2022 UUT - GAS Receipt Date: 02/23/22 Paid by: GPT, INC. Issued...: T0 (DEVON) Feb 23 2022 08:25 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	9.28
			26856	C	Mis	SOU03	SOUTH OF TIOGA BUILDING PERMIT FEES REIMBURSE S OF TIOGA 12/21 4LEAF FEES Receipt Date: 02/23/22	Lazzarino Db: 99 1001 Cr: 10 4532 00	3932.16
					Mis	SOU01	SOUTH OF TIOGA REIMBURSEMENTS REIMBURSE S OF TIOGA 11/21 ATTORNEY FEES Receipt Date: 02/23/22 Paid by: LYLES DIVERSIFIED Issued...: T0 (DEVON) Feb 23 2022 08:27 am Devon	Db: 99 1001 Cr: 10 4530 00	450.00
			26857	C	Mis	UUT	UTILITY USERS TAX JANUARY 2022 UUT - ELECTRIC Receipt Date: 02/23/22 Paid by: DIRECT ENERGY Issued...: T0 (DEVON) Feb 23 2022 08:26 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	2398.35
			26858	C	Mis	UUT	UTILITY USERS TAX JANUARY 2022 UUT - GAS Receipt Date: 02/23/22 Paid by: XOOM ENERGY Issued...: T0 (DEVON) Feb 23 2022 08:26 am Devon	Lazzarino Db: 99 1001 Cr: 10 4025 00	2.40
			26859	C	Mis	TOT01	TOT TAX JANUARY 2022 TOT - 1875 OCEANVIEW Receipt Date: 02/23/22 Paid by: VACASA, INC. Issued...: T0 (DEVON) Feb 23 2022 08:27 am Devon	Lazzarino Db: 99 1001 Cr: 10 4034 00	74.32
							Day 02/23/22 Total ---->		9503.74
	02/28/22		26860	C	Mis	VEHR	VEHICLE RELEASE VEHICLE RELEASE #SG2200044 Receipt Date: 02/28/22 Paid by: POLICE FRONT DESK Issued...: T2 (SHELBY) Feb 28 2022 11:18 am Shelby Gorman	Db: 99 1001 Cr: 10 4211 08	95.00
			26861	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9584 Receipt Date: 02/28/22 Paid by: MARYANN MCNAMARA Issued...: T0 (DEVON) Feb 28 2022 07:36 am Devon	Db: 99 1001 Cr: 10 4221 08	40.00
			26862	C	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9579 Receipt Date: 02/28/22 Paid by: MICHAEL BOTKIN Issued...: T0 (DEVON) Feb 28 2022 07:36 am Devon	Lazzarino Db: 99 1001 Cr: 10 4221 08	40.00
			26863	C	Mis	ENG01	ENGINEERING FEES ENGINEER FEES - 1880 PARK AVENUE Receipt Date: 02/28/22 Paid by: LORETTA ARREDONDO Issued...: T0 (DEVON) Feb 28 2022 07:36 am Devon	Lazzarino Db: 99 1001 Cr: 10 4160 11	25100.00
			26864	C	Mis	RMRA	ROAD MAINTENANCE & REHAB JANUARY 2022 RMRA Receipt Date: 02/28/22 Paid by: STATE OF CALIFORNIA Issued...: T0 (DEVON) Feb 28 2022 07:37 am Devon	Lazzarino Db: 99 1001 Cr: 37 4306 11	596.83

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	02-22	02/28/22	26865	E	Mis	BUI01	BUILDING PERMIT 4115 BUILDING PERMIT #1472 Receipt Date: 02/28/22	Db: 99 1001	1592.19
					Mis	PLA01	PLAN CHECK FEE 4165 BUILDING PERMIT #1472 Receipt Date: 02/28/22	Cr: 10 4115 06 Db: 99 1001	1034.92
					Mis	STR01	STRONG MOTION 2010 BUILDING PERMIT #1472 Receipt Date: 02/28/22	Cr: 10 4165 06 Db: 99 1001	42.00
					Mis	CBSC	CBSC FEE - SB1473 BUILDING PERMIT #1472 Receipt Date: 02/28/22	Cr: 10 2010 Db: 99 1001	6.00
							Paid by: CL CREBBIN Issued...: T2 (SHELBY) Feb 28 2022 11:08 am Shelby Gorman		
			26866	E	Mis	ENG01	ENGINEERING FEES WATER ENCROACHMENT PERMIT - 1880 PARK AVE Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4160 11	475.00
							Paid by: CAL AM WATER Issued...: T2 (SHELBY) Feb 28 2022 11:10 am Shelby Gorman		
			26867	E	Mis	DES01	DESIGN REVIEW FEE DESIGN REVIEW FEE - 371 ORANGE AVE Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4155 05	100.00
							Paid by: EDGARS PLUMBING Issued...: T2 (SHELBY) Feb 28 2022 11:11 am Shelby Gorman		
			26868	E	Mis	BL01	BUSINESS LICENSE ONE TIME BUSINESS LICENSE - NIGHT MARKET 03/04 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4055 00	25.00
					Mis	CAS90	BUSINESS LICENSE CASP FEE 90% ONE TIME BUSINESS LICENSE - NIGHT MARKET 03/04 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4033 00	3.60
					Mis	CAS10	BUSINESS LICENSE CASP FEE 10% ONE TIME BUSINESS LICENSE - NIGHT MARKET 03/04 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 2115	.40
							Paid by: BROTHER BEAR BBQ Issued...: T2 (SHELBY) Feb 28 2022 02:09 pm Shelby Gorman		
			26869	E	Mis	SQU01	SQUARE FEES TRANSACTION FEE Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 2116	-4.16
							Paid by: SQUARE Issued...: T2 (SHELBY) Feb 28 2022 11:12 am Shelby Gorman		
			26870	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9423 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	40.00
							Paid by: TRISHA MORALES Issued...: T2 (SHELBY) Feb 28 2022 11:13 am Shelby Gorman		
			26871	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9567 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	40.00
							Paid by: SAM DAVID Issued...: T2 (SHELBY) Feb 28 2022 11:14 am Shelby Gorman		
			26872	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9522 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	40.00
							Paid by: LUIS PEREZ Issued...: T2 (SHELBY) Feb 28 2022 11:14 am Shelby Gorman		
			26873	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9525 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	100.00
							Paid by: NOE MORFIN Issued...: T2 (SHELBY) Feb 28 2022 11:15 am Shelby Gorman		
			26874	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9569 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	40.00
							Paid by: KARINA GONZALES Issued...: T2 (SHELBY) Feb 28 2022 11:15 am Shelby Gorman		
			26875	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #9630 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	40.00
							Paid by: CESAR RODRIGUEZ Issued...: T2 (SHELBY) Feb 28 2022 11:16 am Shelby Gorman		
			26876	E	Mis	VEHR	VEHICLE RELEASE VEHICLE RELEASE Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4211 08	95.00
							Paid by: NAVELI GARCIA PEREZ Issued...: T2 (SHELBY) Feb 28 2022 11:16 am Shelby Gorman		
			26877	E	Mis	PAR02	SAND CITY PARKING PARKING VIOLATION #8905 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4221 08	75.00
							Paid by: KEVIN A CANALES LAZO Issued...: T2 (SHELBY) Feb 28 2022 11:17 am Shelby Gorman		
			26878	E	Mis	VEHR	VEHICLE RELEASE VEHICLE RELEASE SG2200052 Receipt Date: 02/28/22	Db: 99 1001 Cr: 10 4211 08	95.00
							Paid by: KEVIN A CANALES LAZO Issued...: T2 (SHELBY) Feb 28 2022 11:18 am Shelby Gorman		

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	02-22	02/28/22	26879	E	Mis	SQU01	SQUARE FEES TRANSACTION FEE Receipt Date: 02/28/22 Paid by: SQUARE Issued..: T2 (SHELBY) Feb 28 2022 11:19 am Shelby Gorman	Db: 99 1001	-.65
			26880	C	Mis	CDINT	CD INTEREST FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Feb 28 2022 09:53 am Devon Lazzarino	Db: 10 1020	4.34
			26881	C	Mis	HOU03	CITY HOUSING #3 INTEREST FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Feb 28 2022 09:55 am Devon Lazzarino	Db: 10 1006	20.69
			26882	C	Mis	OPEB	OPEB INTEREST FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Feb 28 2022 09:57 am Devon Lazzarino	Db: 10 1004	3.63
			26883	C	Mis	INT01	INTEREST IN CHECKING FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued..: T0 (DEVON) Feb 28 2022 09:58 am Devon Lazzarino	Db: 99 1001	4.42
Day 02/28/22 Total ---->									29744.21
Period 02-22 Total ---->									48340.82
Register 000 Total ---->									48340.82

Total of All Registers ----> 48340.82

Reg	Period	Date	[A] -	Cash [B] -	Non-Cash [C] -	E.F.T.	[A] + [B] + [C]
000	02-22	02/04/22	2,852.47		0.00	972.30	3,824.77
000	02-22	02/11/22	3,227.90		0.00	0.00	3,227.90
000	02-22	02/16/22	2,040.20		0.00	0.00	2,040.20
000	02-22	02/23/22	9,503.74		0.00	0.00	9,503.74
000	02-22	02/28/22	25,904.91		0.00	3,839.30	29,744.21
02-22 Total -->			43,529.22		0.00	4,811.60	48,340.82
000 Total ----->			43,529.22		0.00	4,811.60	48,340.82
Report Total ----->			43,529.22		0.00	4,811.60	48,340.82

REPORT.: Feb 28 22 Monday
 RUN....: Feb 28 22 Time: 09:33
 Run By.: Shelby Gorman

City of Sand City
 Month End Cash Disbursements Report
 Report for 02-22 BANK ACCOUNT 1001

PAGE: 001
 ID #: PY-CD
 CTL.: SAN

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
02-22	001657	02/28/22	POO01 (CHARLES POOLER)		6,750.46	.00	6,750.46	FEBRUARY 2022 PAYROLL
	001658	02/28/22	GRA04 (VITO GRAZIANO)		11,308.78	.00	11,308.78	FEBRUARY 2022 PAYROLL
	036386	02/22/22	VIN01 (CASSIDY VINCENT)		(700.00)	.00	(700.00)	Ck# 036386 Reversed
	036745	02/22/22	POL01 (POLARIS CONSULTING)		(1,190.00)	.00	(1,190.00)	Ck# 036745 Reversed
	036911	02/01/22	CLE01 (CALIFORNIA LAW)		220.50	.00	220.50	Automatic Generated Check
	036912	02/01/22	COR01 (CORBIN WILLITS SYSTEMS)		232.77	.00	232.77	Automatic Generated Check
	036913	02/01/22	CSD01 (CALIFORNIA STATE DISBURSEMENT)		385.00	.00	385.00	Automatic Generated Check
	036914	02/01/22	ENV03 (BAY AREA HYGIENE SERVICES)		67.00	.00	67.00	Automatic Generated Check
	036915	02/01/22	GLA06 (RORY GLASS)		750.00	.00	750.00	Automatic Generated Check
	036916	02/01/22	HUM02 (HUMANA INSURANCE COMPANY)		3,264.01	.00	3,264.01	Automatic Generated Check
	036917	02/01/22	ONL01 (OHIO NATIONAL LIFE)		44.94	.00	44.94	Automatic Generated Check
	036918	02/01/22	PET01 (PETTY CASH - CASHED BY SHELBY)		24.42	.00	24.42	Automatic Generated Check
	036919	02/01/22	PIW01 (PITNEY BOWES)		300.00	.00	300.00	Automatic Generated Check
	036920	02/01/22	PUB01 (PUBLIC STORAGE)		244.00	.00	244.00	Automatic Generated Check
	036921	02/01/22	SAN01 (SAND CITY POLICE OFFICERS)		910.00	.00	910.00	Automatic Generated Check
	036922	02/01/22	SUN02 (SUN LIFE FINANCIAL)		583.60	.00	583.60	Automatic Generated Check
	036923	02/01/22	WEEO1 (MARY ANN WEEMS)		190.97	.00	190.97	Automatic Generated Check
	036924	02/08/22	AFL01 (AFLAC)		1,368.79	.00	1,368.79	Automatic Generated Check
	036925	02/08/22	AME10 (ARAMARK)		561.22	.00	561.22	Automatic Generated Check
	036926	02/08/22	APW01 (AMERICAN PUBLIC WORKS)		555.00	.00	555.00	Automatic Generated Check
	036927	02/08/22	BUS05 (JEFF BUSHNELL)		381.94	.00	381.94	Automatic Generated Check
	036928	02/08/22	CAL01 (CAL-AM WATER)		301.09	.00	301.09	Automatic Generated Check
	036929	02/08/22	COA07 (MONTEREY COUNTY WEEKLY)		1,076.00	.00	1,076.00	Automatic Generated Check
	036930	02/08/22	ENV03 (BAY AREA HYGIENE SERVICES)		67.00	.00	67.00	Automatic Generated Check
	036931	02/08/22	HOM01 (HOME DEPOT CREDIT SERVICE)		634.09	.00	634.09	Automatic Generated Check
	036932	02/08/22	MB001 (PATRICIO R. PADILLA)		250.00	.00	250.00	Automatic Generated Check
	036933	02/08/22	MOB02 (MCGRATH RENTCORP)		368.93	.00	368.93	Automatic Generated Check
	036934	02/08/22	MRW01 (MONTEREY ONE WATER)		11,768.69	.00	11,768.69	Automatic Generated Check
	036935	02/08/22	NAP01 (NAPA AUTO PARTS)		322.13	.00	322.13	Automatic Generated Check
	036936	02/08/22	PET01 (PETTY CASH - CASHED BY SHELBY)		90.80	.00	90.80	Automatic Generated Check
	036937	02/08/22	POO01 (CHARLES POOLER)		86.00	.00	86.00	Automatic Generated Check
	036938	02/08/22	TER01 (TERRY EQUIPMENT, INC.)		12,228.16	.00	12,228.16	Automatic Generated Check
	036939	02/08/22	THA01 (WILLIAM A THAYER CONSTRUCTIO)		19,890.69	.00	19,890.69	Automatic Generated Check
	036940	02/15/22	VIS01 (MECHANICS VISA CARD)		241.84	.00	241.84	Automatic Generated Check
	036941	02/15/22	4LE01 (4LEAF, INC.)		5,703.67	.00	5,703.67	Automatic Generated Check
	036942	02/15/22	ATT01 (AT & T)		383.21	.00	383.21	Automatic Generated Check
	036943	02/15/22	ATT05 (AT&T MOBILITY)		565.96	.00	565.96	Automatic Generated Check
	036944	02/15/22	BCM01 (BCM ONE, INC.)		582.93	.00	582.93	Automatic Generated Check
	036945	02/15/22	COM11 (COMCAST)		244.88	.00	244.88	Automatic Generated Check
	036946	02/15/22	CYP04 (CYPRESS COAST FORD)		154.51	.00	154.51	Automatic Generated Check
	036947	02/15/22	ENV03 (BAY AREA HYGIENE SERVICES)		67.00	.00	67.00	Automatic Generated Check
	036948	02/15/22	FIR03 (FIRST ALARM SECURITY)		1,008.08	.00	1,008.08	Automatic Generated Check
	036949	02/15/22	LCW01 (LIEBERT CASSIDY WHITMORE)		5,434.00	.00	5,434.00	Automatic Generated Check
	036950	02/15/22	LIN01 (MATRIX TELECOM, LLC)		164.94	.00	164.94	Automatic Generated Check
	036951	02/15/22	MB001 (PATRICIO R. PADILLA)		250.00	.00	250.00	Automatic Generated Check
	036952	02/15/22	MEY01 (MEYERS NAVE, A PROFESSIONAL)		450.00	.00	450.00	Automatic Generated Check
	036953	02/15/22	MOO01 (MOORE TWINING ASSOC.)		343.75	.00	343.75	Automatic Generated Check
	036954	02/15/22	MRW01 (MONTEREY ONE WATER)		221.66	.00	221.66	Automatic Generated Check
	036955	02/15/22	MRW02 (MRWMD)		246.35	.00	246.35	Automatic Generated Check
	036956	02/15/22	OFF03 (OFFICE DEPOT , INC.)		353.50	.00	353.50	Automatic Generated Check
	036957	02/15/22	PGE01 (PACIFIC GAS & ELECTRIC)		886.00	.00	886.00	Automatic Generated Check
	036958	02/15/22	SHR01 (SHRED IT- SAN JOSE)		151.57	.00	151.57	Automatic Generated Check
	036959	02/15/22	SLV01 (STEPHEN L. VAGNINI)		5,000.00	.00	5,000.00	Automatic Generated Check
	036960	02/15/22	STU02 (STURDY OIL COMPANY)		1,275.75	.00	1,275.75	Automatic Generated Check
	036961	02/15/22	VER01 (VERIZON WIRELESS)		769.13	.00	769.13	Automatic Generated Check
	036962	02/15/22	VIS01 (MECHANICS VISA CARD)		25.00	.00	25.00	Automatic Generated Check
	036963	02/22/22	4LE01 (4LEAF, INC.)		7,762.18	.00	7,762.18	Automatic Generated Check
	036964	02/22/22	ATT03 (A.T. & T.)		216.54	.00	216.54	Automatic Generated Check
	036965	02/22/22	CAL16 (CALPERS 457 PLAN)		19,875.00	.00	19,875.00	Automatic Generated Check
	036966	02/22/22	CHA04 (CALIFORNIA HIGHWAY)		295.00	.00	295.00	Automatic Generated Check
	036967	02/22/22	COM11 (COMCAST)		122.60	.00	122.60	Automatic Generated Check
	036968	02/22/22	COU01 (COUNTY OF SANTA CLARA)		344.18	.00	344.18	Automatic Generated Check
	036969	02/22/22	ENV03 (BAY AREA HYGIENE SERVICES)		67.00	.00	67.00	Automatic Generated Check
	036970	02/22/22	HER01 (THE HERALD)		776.99	.00	776.99	Automatic Generated Check
	036971	02/22/22	MCM01 (MONTEREY COUNTY MAYOR'S)		1,500.00	.00	1,500.00	Automatic Generated Check
	036972	02/22/22	MCP01 (M.C.P.O.A.)		175.00	.00	175.00	Automatic Generated Check
	036973	02/22/22	NAP01 (NAPA AUTO PARTS)		195.13	.00	195.13	Automatic Generated Check
	036974	02/22/22	PET01 (PETTY CASH - CASHED BY SHELBY)		83.60	.00	83.60	Automatic Generated Check
	036975	02/22/22	PGE01 (PACIFIC GAS & ELECTRIC)		1,384.97	.00	1,384.97	Automatic Generated Check
	036976	02/22/22	PRE05 (ROBERT WILLIAM PAYNE JR.)		280.00	.00	280.00	Automatic Generated Check
	036977	02/22/22	STA03 (STAR SANITATION, LLC)		523.69	.00	523.69	Automatic Generated Check
	036978	02/22/22	USB01 (U.S. BANK CORPORATE PAYMENT)		1,766.67	.00	1,766.67	Automatic Generated Check
	080001	02/28/22	BLA01 (JERRY BLACKWELDER)		1,163.01	.00	1,163.01	FEBRUARY 2022 PAYROLL
	080002	02/28/22	KLI01 (MARY ANN CARBONE)		1,389.68	.00	1,389.68	FEBRUARY 2022 PAYROLL
	080003	02/28/22	CRU01 (KIM CRUZ)		160.44	.00	160.44	FEBRUARY 2022 PAYROLL
	080004	02/28/22	HAW01 (GREGORY HAWTHORNE)		1,051.44	.00	1,051.44	FEBRUARY 2022 PAYROLL
	080005	02/28/22	SOF02 (ELIZABETH A. SOFER)		913.58	.00	913.58	FEBRUARY 2022 PAYROLL
	080006	02/28/22	GOR02 (SHELBY GORMAN)		4,201.59	.00	4,201.59	FEBRUARY 2022 PAYROLL
	080007	02/28/22	HOR01 (CONNIE HORCA)		5,744.62	.00	5,744.62	FEBRUARY 2022 PAYROLL
	080008	02/28/22	LAZ01 (DEVON LAZZARINO)		5,560.79	.00	5,560.79	FEBRUARY 2022 PAYROLL
	080009	02/28/22	NOR02 (VIBEKE NORGGAARD)		10,920.31	.00	10,920.31	FEBRUARY 2022 PAYROLL
	080010	02/28/22	BLA03 (MATTHEW BLACKMON)		6,869.57	.00	6,869.57	FEBRUARY 2022 PAYROLL
	080011	02/28/22	BRO07 (CHRISTOPHER BROWNING)		7,611.51	.00	7,611.51	FEBRUARY 2022 PAYROLL

REPORT.: Feb 28 22 Monday
 RUN....: Feb 28 22 Time: 09:33
 Run By.: Shelby Gorman

City of Sand City
 Month End Cash Disbursements Report
 Report for 02-22 BANK ACCOUNT 1001

PAGE: 002
 ID #: PY-CD
 CTL.: SAN

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
02-22	080012	02/28/22	CHA03 (DANIEL A CHARLTON)		9,274.37	.00	9,274.37	FEBRUARY 2022 PAYROLL
	080013	02/28/22	DUC02 (DAVID DUCOEUR)		8,831.74	.00	8,831.74	FEBRUARY 2022 PAYROLL
	080014	02/28/22	ESC01 (LAWRENCE ESCOBAR)		7,029.94	.00	7,029.94	FEBRUARY 2022 PAYROLL
	080015	02/28/22	FER03 (BRIAN FERRANTE)		7,529.88	.00	7,529.88	FEBRUARY 2022 PAYROLL
	080016	02/28/22	MAR10 (DANNY MARTIN)		8,110.73	.00	8,110.73	FEBRUARY 2022 PAYROLL
	080017	02/28/22	MOR07 (LAURA MORALES)		5,346.91	.00	5,346.91	FEBRUARY 2022 PAYROLL
	080018	02/28/22	MOU01 (MICHAEL MOUNT)		9,071.12	.00	9,071.12	FEBRUARY 2022 PAYROLL
	080019	02/28/22	VEL03 (CHRISTOPHER VELOZ)		1,026.14	.00	1,026.14	FEBRUARY 2022 PAYROLL
	080020	02/28/22	GAR01 (RICHARD GARZA)		6,266.35	.00	6,266.35	FEBRUARY 2022 PAYROLL
	080021	02/28/22	MEN01 (FREDERICK MENEZES III)		4,860.19	.00	4,860.19	FEBRUARY 2022 PAYROLL
	080022	02/28/22	PAR08 (MARK PARKER)		5,649.84	.00	5,649.84	FEBRUARY 2022 PAYROLL
	36917A	02/10/22	PER02 (PERS - MEDICAL)		30,046.47	.00	30,046.47	FEBRUARY 2022 PERS HEALTH
	36917B	02/15/22	PER01 (PUBLIC EMPLOYEES RET. SYS)		47,990.43	.00	47,990.43	JANUARY 2022 PERS RETIREM
	36917C	02/04/22	ADP01 (ADP, INC)		264.60	.00	264.60	P/R PROCESSING CHARGES FO
	36917D	02/11/22	RAB01 (MECHANICS BANK)		127.65	.00	127.65	JANUARY 2022 ANALYSIS CHA
	36917E	02/23/22	ADP01 (ADP, INC)		196.50	.00	196.50	2021 YEAR END INFO - W2S
	36917F	02/28/22	ADP01 (ADP, INC)		42,397.02	.00	42,397.02	FEBRUARY 2022 PAYROLL TAX
Total for Bank Account 1001 ----->					372,835.68	.00	372,835.68	

Grand Total of all Bank Accounts ----->	372,835.68	.00	372,835.68
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SUCCESSOR AGENCY

REPORT.: 02/28/22
RUN...: 02/28/22
Run By.: SHELBY

SUCCESSOR AGENCY
Balance Sheet Report
ALL FUND(S)

PAGE: 001
ID #: GLBS
CTL.: SUC

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets			Acct ID
Fiduciary Fund Tax Increment Account	562,754.11	40	1005
Fiduciary Fund 2008 TAX EXEMPT CD#69981148831	527,049.03	40	1025
Fiduciary Fund 2008 TAX EXEMPT CD#53567157891	532,389.08	40	1026
Fiduciary Fund 2008B RESERVE ACCOUNT	224,503.77	40	1070
Fiduciary Fund 2008B Debt Service Fund	2.41	40	1072
Fiduciary Fund 2017 Debt Service Fund	1.19	40	1085
Fiduciary Fund Land	1,100,000.26	40	1291
Fiduciary Fund FURNITURE AND FIXTURES	40,218.25	40	1293
Fiduciary Fund SIGNS AND LANDSCAPING	182,630.99	40	1297
Fiduciary Fund ACCUMULATED DEPRECIATION	-222,849.24	40	1300
Total of Assets ---->	2,946,699.85		2,946,699.85

Liabilities			Acct ID
Fiduciary Fund REFUNDABLE FEES	1,455,000.00	40	2045
Fiduciary Fund GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00	40	2330
Fiduciary Fund LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91	40	2455
Fiduciary Fund ADVANCES COP REIMBURSEMENTS	1,454,766.42	40	2460
Fiduciary Fund SERIES B BONDS	410,000.00	40	2485
Fiduciary Fund Refunding Bonds, Series 2017	3,050,000.00	40	2490
Total of Liabilities ---->	14,645,824.33		

FUND Balances			Acct ID
Fiduciary Fund Unappropriated Fund Balance	-12,415,541.46	40	3400
CURRENT EARNINGS	716,416.98		
Total of FUND Balances ---->	-11,699,124.48		2,946,699.85

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Fiduciary Fund RPTTF Non Department	0.00	1178736.00
Fiduciary Fund 2017 BONDS INT Non Department	0.00	0.98
Fiduciary Fund 2008B-TAXABLE Non Department	0.95	8.91
Fiduciary Fund TAXEXEMPT INT. Non Department	26.99	213.30
Fiduciary Fund TAX INCR INTER Non Department	17.31	145.06
Gross Revenues	45.25	1179104.25
Expenditures		
Fiduciary Fund Mileage/Auto City Council	0.00	45.00
Fiduciary Fund Mileage/Auto Administration	0.00	67.50
Fiduciary Fund Salaries Administration	0.00	6506.79
Fiduciary Fund Salaries Finance	0.00	1996.22
Fiduciary Fund Salaries Attorney	0.00	4671.25
Fiduciary Fund Salaries Community Dev.	0.00	2097.27
Fiduciary Fund Long Term Dis Administration	0.00	40.13
Fiduciary Fund Long Term Dis Finance	0.00	23.55
Fiduciary Fund Long Term Dis Community Dev.	0.00	18.32
Fiduciary Fund DENTAL INSURANCE City Council	0.00	73.24
Fiduciary Fund DENTAL INSURANCE Administration	0.00	60.39
Fiduciary Fund DENTAL INSURANCE Finance	0.00	10.47
Fiduciary Fund DENTAL INSURANCE Community Dev.	0.00	10.47
Fiduciary Fund VISION INSURANCE City Council	0.00	13.11
Fiduciary Fund VISION INSURANCE Administration	0.00	9.67
Fiduciary Fund VISION INSURANCE Finance	0.00	1.88
Fiduciary Fund VISION INSURANCE Community Dev.	0.00	1.88
Fiduciary Fund Life Insurance Administration	0.00	11.48
Fiduciary Fund Life Insurance Finance	0.00	3.83
Fiduciary Fund Life Insurance Community Dev.	0.00	7.40
Fiduciary Fund Health Benefits City Council	0.00	1186.99
Fiduciary Fund Health Benefits Administration	0.00	830.90
Fiduciary Fund Health Benefits Finance	0.00	237.40
Fiduciary Fund Health Benefits Community Dev.	0.00	237.40
Fiduciary Fund PERS - Retire. City Council	0.00	22.60
Fiduciary Fund PERS - Retire. Administration	0.00	551.57
Fiduciary Fund PERS - Retire. Finance	0.00	334.17
Fiduciary Fund PERS - Retire. Community Dev.	0.00	351.09
Fiduciary Fund DEFERRED COMP City Council	0.00	90.00
Fiduciary Fund DEFERRED COMP Administration	0.00	22.50
Fiduciary Fund DEFERRED COMP Finance	0.00	22.50
Fiduciary Fund DEFERRED COMP Community Dev.	0.00	22.50
Fiduciary Fund FICA/Medicare City Council	0.00	80.28
Fiduciary Fund FICA/Medicare Administration	0.00	98.63
Fiduciary Fund FICA/Medicare Finance	0.00	29.02
Fiduciary Fund FICA/Medicare Community Dev.	0.00	30.66
Fiduciary Fund Council Meeting City Council	0.00	337.50
Fiduciary Fund Finance Audit Finance	0.00	1875.00
Fiduciary Fund Finance Srvc Finance	0.00	1694.00
Fiduciary Fund Finance Tech Administration	0.00	62.50
Fiduciary Fund Finance Tech Finance	0.00	62.50
Fiduciary Fund OUTSIDE COUNSEL Attorney	225.00	225.00
Fiduciary Fund Seaside Settle Non Department	0.00	364522.00
Fiduciary Fund Fire/Theft Ins Government Bldg	0.00	62.50
Fiduciary Fund Liability Ins City Council	0.00	156.25
Fiduciary Fund Liability Ins Administration	0.00	156.25
Fiduciary Fund Liability Ins Finance	0.00	156.25
Fiduciary Fund Liability Ins Community Dev.	0.00	156.25
Fiduciary Fund Misc. Expense Non Department	0.00	179.64
Fiduciary Fund Office Supplies Non Department	0.00	125.00
Fiduciary Fund Workmans Comp. City Council	0.00	87.91
Fiduciary Fund Workmans Comp. Administration	0.00	2578.59
Fiduciary Fund Workmans Comp. Finance	0.00	351.63
Fiduciary Fund Workmans Comp. Community Dev.	0.00	439.54
Fiduciary Fund EXERCISE PROG City Council	0.00	27.00
Fiduciary Fund EXERCISE PROG Administration	0.00	27.00
Fiduciary Fund Bond Expenses Non Department	2000.00	4100.00
Fiduciary Fund 2017A Interest Non Department	0.00	48236.04
Fiduciary Fund TAXABLE BND INT Non Department	0.00	17250.86
Total Expenditures	2225.00	462687.27
Net Deficit (MDT) *Net Surplus (YTD)	-2179.75	716416.98

REPORT.: 02/28/22	SUCCESSOR AGENCY	PAGE: 003
RUN....: 02/28/22	Balance Sheet Report	ID #: GLBS
Run By.: SHELBY	FUND 40 - Fiduciary Fund	CTL.: SUC

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

Assets

1005	Tax Increment Account	562,754.11	
1025	2008 TAX EXEMPT CD#69981148831	527,049.03	
1026	2008 TAX EXEMPT CD#53567157891	532,389.08	
1070	2008B RESERVE ACCOUNT	224,503.77	
1072	2008B Debt Service Fund	2.41	
1085	2017 Debt Service Fund	1.19	
1291	Land	1,100,000.26	
1293	FURNITURE AND FIXTURES	40,218.25	
1297	SIGNS AND LANDSCAPING	182,630.99	
1300	ACCUMULATED DEPRECIATION	-222,849.24	
Total of Assets ---->		2,946,699.85	2,946,699.85

Liabilities

2045	REFUNDABLE FEES	1,455,000.00
2330	GENERAL LT- ADVANCE COSTCO/SEA	4,650,000.00
2455	LT ADVANCES FOR OPERAT EXPENSE	3,626,057.91
2460	ADVANCES COP REIMBURSEMENTS	1,454,766.42
2485	SERIES B BONDS	410,000.00
2490	Refunding Bonds, Series 2017	3,050,000.00
Total of Liabilities ---->		14,645,824.33

FUND Balances

3400	Unappropriated Fund Balance	-12,415,541.46	
	CURRENT EARNINGS	716,416.98	
Total of FUND Balances ---->		-11,699,124.48	2,946,699.85

Ending Calendar Date.: February 28, 2022 Fiscal (08-22)

	CURRENT MONTH	YEAR TO DATE
Revenues		
Fiduciary Fund RPTTF Non Department	0.00	1178736.00
Fiduciary Fund 2017 BONDS INT Non Department	0.00	0.98
Fiduciary Fund 2008B-TAXABLE Non Department	0.95	8.91
Fiduciary Fund TAXEXEMPT INT. Non Department	26.99	213.30
Fiduciary Fund TAX INCR INTER Non Department	17.31	145.06
Gross Revenues	45.25	1179104.25
Expenditures		
Fiduciary Fund Mileage/Auto City Council	0.00	45.00
Fiduciary Fund Mileage/Auto Administration	0.00	67.50
Fiduciary Fund Salaries Administration	0.00	6506.79
Fiduciary Fund Salaries Finance	0.00	1996.22
Fiduciary Fund Salaries Attorney	0.00	4671.25
Fiduciary Fund Salaries Community Dev.	0.00	2097.27
Fiduciary Fund Long Term Dis Administration	0.00	40.13
Fiduciary Fund Long Term Dis Finance	0.00	23.55
Fiduciary Fund Long Term Dis Community Dev.	0.00	18.32
Fiduciary Fund DENTAL INSURANCE City Council	0.00	73.24
Fiduciary Fund DENTAL INSURANCE Administration	0.00	60.39
Fiduciary Fund DENTAL INSURANCE Finance	0.00	10.47
Fiduciary Fund DENTAL INSURANCE Community Dev.	0.00	10.47
Fiduciary Fund VISION INSURANCE City Council	0.00	13.11
Fiduciary Fund VISION INSURANCE Administration	0.00	9.67
Fiduciary Fund VISION INSURANCE Finance	0.00	1.88
Fiduciary Fund VISION INSURANCE Community Dev.	0.00	1.88
Fiduciary Fund Life Insurance Administration	0.00	11.48
Fiduciary Fund Life Insurance Finance	0.00	3.83
Fiduciary Fund Life Insurance Community Dev.	0.00	7.40
Fiduciary Fund Health Benefits City Council	0.00	1186.99
Fiduciary Fund Health Benefits Administration	0.00	830.90
Fiduciary Fund Health Benefits Finance	0.00	237.40
Fiduciary Fund Health Benefits Community Dev.	0.00	237.40
Fiduciary Fund PERS - Retire. City Council	0.00	22.60
Fiduciary Fund PERS - Retire. Administration	0.00	551.57
Fiduciary Fund PERS - Retire. Finance	0.00	334.17
Fiduciary Fund PERS - Retire. Community Dev.	0.00	351.09
Fiduciary Fund DEFERRED COMP City Council	0.00	90.00
Fiduciary Fund DEFERRED COMP Administration	0.00	22.50
Fiduciary Fund DEFERRED COMP Finance	0.00	22.50
Fiduciary Fund DEFERRED COMP Community Dev.	0.00	22.50
Fiduciary Fund FICA/Medicare City Council	0.00	80.28
Fiduciary Fund FICA/Medicare Administration	0.00	98.63
Fiduciary Fund FICA/Medicare Finance	0.00	29.02
Fiduciary Fund FICA/Medicare Community Dev.	0.00	30.66
Fiduciary Fund Council Meeting City Council	0.00	337.50
Fiduciary Fund Finance Audit Finance	0.00	1875.00
Fiduciary Fund Finance Svc Finance	0.00	1694.00
Fiduciary Fund Finance Tech Administration	0.00	62.50
Fiduciary Fund Finance Tech Finance	0.00	62.50
Fiduciary Fund OUTSIDE COUNSEL Attorney	225.00	225.00
Fiduciary Fund Seaside Settle Non Department	0.00	364522.00
Fiduciary Fund Fire/Theft Ins Government Bldg	0.00	62.50
Fiduciary Fund Liability Ins City Council	0.00	156.25
Fiduciary Fund Liability Ins Administration	0.00	156.25
Fiduciary Fund Liability Ins Finance	0.00	156.25
Fiduciary Fund Liability Ins Community Dev.	0.00	156.25
Fiduciary Fund Misc. Expense Non Department	0.00	179.64
Fiduciary Fund Office Supplies Non Department	0.00	125.00
Fiduciary Fund Workmans Comp. City Council	0.00	87.91
Fiduciary Fund Workmans Comp. Administration	0.00	2578.59
Fiduciary Fund Workmans Comp. Finance	0.00	351.63
Fiduciary Fund Workmans Comp. Community Dev.	0.00	439.54
Fiduciary Fund EXERCISE PROG City Council	0.00	27.00
Fiduciary Fund EXERCISE PROG Administration	0.00	27.00
Fiduciary Fund Bond Expenses Non Department	2000.00	4100.00
Fiduciary Fund 2017A Interest Non Department	0.00	48236.04
Fiduciary Fund TAXABLE BND INT Non Department	0.00	17250.86
Total Expenditures	2225.00	462687.27
Net Deficit (MDT) *Net Surplus (YTD)	-2179.75	716416.98

REPORT.: Feb 28 22 Monday
 RUN....: 02/28/22 Time: 11:46
 Run By.: Shelby Gorman

SUCCESSOR AGENCY
 Month End Cash Register Activity Report
 For Period: 02-22

PAGE: 001
 ID #: CH-AC
 CTL.: SUC

Reg	Period	Date	Receipt	T	Opr	ID No	Description	G/L Posting	Amt Paid
000	02-22	02/28/22	00464	C	Mis	BND04	3 MONTH TAX EXEMPT BOND INTEREST FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 MECHANICS BANK Issued...: TO (DEVON) Feb 28 2022 08:33 am Devon Lazzarino	Db: 40 1025	13.43
			00465	C	Mis	BND05	6 MONTH TAX EXEMPT BOND INTEREST FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued...: TO (DEVON) Feb 28 2022 08:35 am Devon Lazzarino	Db: 40 1026	13.56
			00466	C	Mis	PRP01	PROPERTY TAX INCREMENT FEBRUARY 2022 INTEREST Receipt Date: 02/28/22 Paid by: MECHANICS BANK Issued...: TO (DEVON) Feb 28 2022 09:50 am Devon Lazzarino	Db: 40 1005	17.31
Day 02/28/22 Total ---->									44.30
Period 02-22 Total ---->									44.30
Register 000 Total ---->									44.30
Total of All Registers ---->									44.30

REPORT.: Feb 28 22 Monday	SUCCESSOR AGENCY	PAGE: 002
RUN....: 02/28/22 TiMonth End Cash Register Activity Report		ID #: CH-AC
Run By.: Shelby Gorman	Summary	CTL.: SUC
Register Activity Report		
For Period: 02-22		

Reg	Period	Date	[A] -	Cash	[B] - Non-Cash	[C] -	E.F.T.	[A]+[B]+[C]
000	02-22	02/28/22		44.30	0.00		0.00	44.30
000	Total	----->		44.30	0.00		0.00	44.30
Report Total ----->				44.30	0.00		0.00	44.30

REPORT.: Feb 28 22 Monday
 RUN...: Feb 28 22 Time: 11:45
 Run By.: Shelby Gorman

SUCCESSOR AGENCY
 Month End Cash Disbursements Report
 Report for 02-22 BANK ACCOUNT 1005

PAGE: 001
 ID #: PY-CD
 CTL.: SUC

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
02-22	002231	02/08/22	USB01 (US BANK)		2,000.00	.00	2,000.00	2022 TAX ALLOCATION BONDS
	002232	02/15/22	MEY01 (MEYERS NAVE A PROFESSIONAL C		225.00	.00	225.00	NOVEMBER 2021 RDA LOAN OU
	Total for Bank Account 1005 ----->				2,225.00	.00	2,225.00	
Grand Total of all Bank Accounts ----->					2,225.00	.00	2,225.00	

**AGENDA ITEM
9A.**

**Presentation by Amy Sheehan regarding
831 Night Market and Potential Future
Events at the Art Park (10 Minutes)**

**AGENDA ITEM
10A.**

**Consideration of City RESOLUTION
Appointing Vibeke Norgaard as City
Manager and Authorizing the Mayor to
Enter into Employment Agreement**



City of Sand City

Agenda
Item

10A

TO: Honorable Mayor and City Council Members
FROM: Adam U. Lindgren, Special Counsel
DATE: March 30, 2022 (Meeting April 5, 2022)
SUBJECT: Adoption of a Resolution of the City Appointing Vibeke Norgaard as City Manager, Amending the City Manager Salary Schedule, and Authorizing the Mayor to Execute the Employment Agreement on Behalf of the City

DISCUSSION:

Aaron Blair resigned as City Manager in November 2021. Since then, Vibeke Norgaard has served as Acting City Manager, while continuing to perform her duties as City Attorney.

The City Council hired a leading recruitment firm, Avery & Associates to recruit for a new City Manager. Avery & Associates conducted a state-wide recruitment. The City Council interviewed the most competitive candidates for the position and, following interviews, offered Vibeke Norgaard the position of City Manager. Paul Kimura of Avery & Associates met with a Council Subcommittee composed of Mayor Carbone and Council Member Cruz who directed him to work with Special Counsel to draft the proposed terms of the attached draft agreement with Ms. Norgaard. Ms. Norgaard has accepted the position subject to approval of an employment agreement and salary schedule.

If approved, Ms. Norgaard would become the City Manager, effective at midnight on April 6, 2022.

Ms. Norgaard's employment as City Manager would be for a term of three years, subject to possible extension by the parties. As City Manager, Ms. Norgaard's employment would be at will. The agreement would pay Ms. Norgaard a salary of \$199,500, which is the same she currently receives for her services to the City plus a 3.7% cost of living increase (her first since 2020). As an exempt employee under the Agreement, Ms. Norgaard would not receive any overtime compensation. Ms. Norgaard would be entitled to increases in compensation in the sole discretion of the City Council based upon merit as determined based upon annual performance evaluations. The City Council would need to approve any future adjustments to compensation or benefits in open session consistent with the Brown Act.

Under the Agreement, Ms. Norgaard would generally be entitled to receive the same benefits that are received by all Department Heads. This includes health, dental, and life insurance, a \$100 per month deferred compensation match, and a pension with the California Public Employee

Retirement System at “2%@62.” In addition to standard benefits, she would receive a car allowance, as previously paid to Mr. Blair, of \$300 per month. Consistent with her current City Attorney contract, Ms. Norgaard would also receive vacation at the same rate as employees entering their sixth year of service (120 hours per year), and increasing to 144 hours per year in six months.

The Agreement also identifies the mutual benefits of Norgaard participating in professional activities and conferences relating to city managers, including Cal Cities and ICMA.

The Agreement can be terminated (i) by voluntary resignation of Ms. Norgaard upon 30 days’ notice, (ii) by the City for any reason which would require the City to pay six months’ severance to Ms. Norgaard, but only after signing a release of all claims against the City, and (iii) for cause as set forth in the Agreement.

If the Agreement is approved, Ms. Norgaard will immediately resign as City Attorney and Special Council would serve as Acting City Attorney during a recruitment for that position.

CEQA:

The proposed contract amendment is not a “project” within the meaning of Section 15378 of the CEQA Guidelines because there is no potential for it to result in a physical change in the environment, either directly or indirectly.

FISCAL IMPACT:

If Council approves this agreement, the fiscal impact will be an annual increase of approximately \$13,840 to the City Manager’s salary and retirement costs. The exact fiscal impact cannot be determined at this time because it is possible that the City Attorney hired to replace Ms. Norgaard could have compensation lower or higher than her current compensation.

This action would require and includes an amendment to the City Manager salary schedule.

RECOMMENDATION:

Special Counsel and the recruiter offer for consideration and adoption the Resolution Appointing Vibeke Norgaard as City Manager effective midnight April 6, 2022, amending the City Manager salary schedule, and authorizing the Mayor to execute the Agreement on behalf of the City.

**CITY OF SAND CITY
RESOLUTION SC ____, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPOINTING VIBEKE
NORGAARD AS CITY MANAGER AND AUTHORIZING THE MAYOR TO ENTER INTO
EMPLOYMENT AGREEMENT**

WHEREAS, the Sand City Municipal Code authorizes the City Council to directly appoint its City Manager under SCMC 2.50.010; and

WHEREAS, the City of Sand City engaged Paul Kimura of Avery & Associates to recruit a new City Manager and engaged in a rigorous recruitment process; and

WHEREAS, the City Council of Sand City interviewed qualified candidates and discussed and considered the appointment of Vibeke Norgaard in several closed sessions; and

WHEREAS, the terms of the attached contract were considered and recommended by the Ad Hoc City Council City Manager Committee, 2022; and

WHEREAS, Vibeke Norgaard is highly qualified for the position of City Manager, having served with distinction as acting City Manager and City Attorney, and having acquired broad experience in the drafting and administration of policies, procedures, budget operations, land use issues, personnel management and economic development matters; and

WHEREAS, Vibeke Norgaard has agreed to the terms of the attached “City Manager Employment Agreement.”

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City that: the attached “City Manager Employment Agreement” is hereby approved, that Vibeke Norgaard is appointed as City Manager, that the amended City Manager salary schedule is approved, and that the Mayor is hereby authorized and directed to execute the Employment Agreement on behalf of the City of Sand City.

PASSED AND ADOPTED by the City Council of Sand City on this __ day of _____, 2022, by the following vote:

AYES: Council Members

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Connie Horca, City Clerk

Mary Ann Carbone, Mayor

CITY MANAGER EMPLOYMENT AGREEMENT

This City Manager Employment Agreement (**“Agreement”**) is made the date last written below by and between the City of Sand City, a municipal corporation (**“City”**) and Vibeke Norgaard (**“Norgaard”**).

RECITAL

A. The City desires to employ Norgaard as its City Manager subject to the terms and conditions of this Agreement and Norgaard desires to accept such appointment subject to the terms and conditions of this Agreement.

AGREEMENT

1. Appointment of City Manager. The City Council of Sand City hereby appoints Norgaard as the City Manager of the City.

2. Acceptance of Appointment. Norgaard hereby accepts her appointment as the City Manager of the City. Norgaard is an “at-will” employee who shall serve at the pleasure of the City Council.

3. Effective Date of Appointment. The foregoing appointment of Norgaard as the City Manager of Sand City shall become effective at midnight, April 6, 2022 (the **“Date of Appointment”**).

4. Duties.

(a) From and after the Date of Appointment until the end of her term of employment as provided in paragraph 5 of this Agreement, Norgaard shall perform the functions and duties specified by State law, the Sand City Charter, Chapter 2.50 of the Sand City Municipal Code, Chapter 2.60 of the Sand City Municipal Code and resolutions implementing Chapter 2.60, ordinances of the City and resolutions of the City Council as they presently exist and as they may hereafter be amended from time to time, and perform other proper duties and functions including but not limited to professional financial management and personnel administration, consistent with the office of City Manager in the manner allowed by law. Norgaard shall also facilitate the effective operation of the Advisory Committees established pursuant to Council Resolution No. SC 98-68.

(b) Norgaard shall also serve as the Executive Director of the Successor Agency to the former Sand City Redevelopment Agency as directed by the Successor Agency to the Sand City Redevelopment Agency.

(c) Norgaard shall represent the City on boards and committees of local and regional agencies as necessary to represent Sand City’s interests.

(d) During the term of this Agreement, Norgaard shall not hold secondary employment, including as a paid consultant, and shall be employed exclusively by the City. Norgaard agrees to devote her full productive time, ability and attention to the City’s business during the term of this Agreement. As an exempt employee, Norgaard shall not receive overtime or extra compensation for work performed outside of normal business hours.

5. Standard of Performance. Norgaard shall perform her duties to the best of her ability in accordance with the highest professional and ethical standards of the profession. Norgaard shall not engage in any activity which is, or may become, a prohibited conflict of interest as defined by State law

or City ordinance, or which is likely to create an incompatibility of office. Prior to performing any services under this Agreement and thereafter in the manner required by law, Norgaard shall complete and file all disclosure statements required under State and local law.

6. Term of Employment. Norgaard's term of employment with the City under this Agreement shall begin on the Date of Appointment and continue until the earlier of:

- (a) April 5, 2025;
- (b) upon Norgaard's resignation as provided in section 9;
- (c) upon termination of Norgaard's employment as provided in section 7;
- (d) the death or incapacity of Norgaard.

7. Termination and Severance. The parties hereby acknowledge and represent that Norgaard is an "at will" employee who shall serve at the pleasure of the City Council whose employment may be terminated by the City at any time with or without any prior notice and without statement of any cause.

(a) In the event City discharges Norgaard without cause more than six (6) months prior to the date set forth in paragraph 6(a), Norgaard shall be entitled to receive compensation, consisting of a lump-sum payment of six months of base salary, and the cash equivalent of medical, dental and vision benefits for six (6) months after the date Norgaard's employment is terminated, in the six month period prior to the date set forth in paragraph 6(a) said sum shall be reduced consistent with the restrictions in Government code section 53260. In the event City discharges Norgaard without cause within six (6) months of the date set forth in paragraph 6(a), Norgaard shall be entitled to receive compensation consisting of a lump-sum payment equal to one month's base salary for each month from the date of such termination through the date set forth in paragraph 6(a). In accordance with Government Code section 53261, a cash severance payment shall not include any other non-cash item except health benefits payable to or on behalf of Norgaard. This paragraph shall be construed in accordance with Government Code section 53260 which explicitly limits contractual severance cash settlements payable by a local agency employer. Pursuant to Government Code section 53243.2, any cash settlement related to the termination of this Agreement received by Norgaard from the City shall be fully reimbursed to the City if Norgaard is convicted of a crime involving an abuse of her office or position while employed by the City.

(b) The severance payment described in paragraph 7(a) will release the City from any further obligations under this Agreement, and any claims of any nature that Norgaard might have against the City by virtue of her employment or termination thereof. Contemporaneously with the delivery of the severance payment and in consideration therefore, Norgaard agrees to execute and deliver to the City a release, to include a Civil Code section 1542 waiver, releasing the City of all claims that Norgaard may have against the City.

(c) Norgaard shall not be entitled to severance pay in the following events:

- (i) Discharge for cause;
 - Termination "for cause" shall be subject to the notice and hearing requirements of Sand City Municipal Code 2.50.100 and may be for the following:

Theft of City property;

Insubordination;

Conviction of a felony or misdemeanor relating to Norgaard's fitness to perform assigned duties;

As found by an independent investigator hired by the City: improper use of City funds, unauthorized use of City property, or willful misconduct or malfeasance;

An act of moral turpitude;

Other major failure of good behavior, either during or outside of employment, such that Norgaard's conduct causes discredit to the City; Death or permanent disability of Norgaard, or Norgaard becoming otherwise unable to perform the duties of City Manager, by reason of sickness, accident, illness, injury, mental incapacity or health for a period of six (6) weeks following the exhaustion of all available leave balances and any applicable Family Medical Leave Act or California Medical Leave Act leaves, or where the same occurs for forty (40) working days over a sixty (60) working day period following exhaustion of such leaves;

As authorized by Sand City Municipal Code 2.50.100, Termination of the City Manager during the period one-hundred eighty (180) days following the date of any general municipal election at which a non-incumbent of the City Council is elected or the appointment of a member of the City Council.

- (ii) City elects not to renew this Agreement;
 - (iii) Norgaard dies or becomes disabled to the extent that she cannot perform the full range of the essential functions of her position as determined by her treating physician;
 - (iv) Norgaard resigns from her position as City Manager.
- (d) In the event the City terminates Norgaard without cause, the City and Norgaard agree that neither party shall make any written or oral statements to members of the public or the press concerning Norgaard's termination except in the form of a joint press release which is mutually agreeable to both parties. The joint press release shall not contain any text or information that would be disparaging to either party. The parties further agree that, if they are unable to mutually agree on the contents of a joint press release within seventy-two (72) hours after notice of termination, the City may state solely that Norgaard is no longer employed by the City.

8. Resignation. Norgaard may resign at any time upon providing City with notice at least thirty (30) days in advance of the effective date of such resignation.

9. Base Salary and Salary Adjustment. The City shall pay Norgaard a base annual salary of ONE HUNDRED NINETY -NINE THOUSAND FIVE HUNDRED DOLLARS (\$199,500.00), less all applicable federal, state and local withholding. Such compensation shall be paid to Norgaard on a monthly basis. Norgaard's base salary will be reviewed by the City Council and may be increased at the time of her annual performance evaluation on or about April 2023.

10. Benefits.

(a) Norgaard shall, at her expense, provide an automobile for use in carrying out her duties as City Manager. City shall pay for the actual cost of other modes of transportation used by Norgaard for travel on City business. City shall pay Norgaard a car allowance of \$300 per month.

(b) Norgaard shall participate in the 2%@62 California Public Employee Retirement System Plan, according to the PEPRA conditions and guidelines.

(c) Norgaard shall receive the same health, dental and optical insurance coverage and benefits provided to other employees of the City.

(d) Norgaard shall receive one hundred (100) hours of “use it or lose it” administrative leave each calendar year. As set forth in the personnel manual, this leave may not be accumulated from year to year and if not used by Norgaard’s anniversary date is to be paid to her as salary at her normal hourly rate.

(e) Norgaard shall earn vacation leave each month in the same manner as other employees of the City and shall be subject to the City’s ordinances, rules and policies pertaining to all management employees with regard to accrual, use and conversion (to cash) of vacation time, with the exceptions that (i) Norgaard shall accrue vacation at 120 hours per year and accrue at the same rate as employees who are entering their sixth (6th) year of service, and (ii) Norgaard’s accrual rate shall increase to 144 hours per year on October 1, 2022.

(f) Norgaard shall accrue sick leave in the same manner as other employees of the City and shall be subject to the City’s ordinances, rules and policies pertaining to all employees with regard to accrual, use and conversion (to cash) of sick leave.

(g) A cell phone or if Norgaard chooses, a monthly cell phone allowance in the amount of the City’s cost to provide Norgaard with a cell phone shall be provided by the City to the City Manager for Sand City related communications.

11. Expenses. City shall pay for or reimburse Norgaard for ordinary and necessary expenses incurred by or on behalf of Norgaard in the course of performance of her duties under this Agreement in accordance with City policies.

12. Performance Evaluation. The City Council shall review and evaluate the performance of Norgaard within approximately one (1) year following the Date of Appointment and at least annually thereafter. Such performance review shall be initiated by Norgaard. The City Council, in consultation with Norgaard, shall define such goals and performance objectives that they determine to be necessary for the proper operation of the City.

13. Indemnification. The City shall defend, hold harmless and indemnify Norgaard against any tort, civil rights, personnel, discrimination, professional liability claim or demand or other legal action, whether groundless or otherwise arising out of an alleged act of omission occurring in the performance of Norgaard’s duties in accordance with the provisions of California Government Code section 825. The City shall provide a defense in accordance with Government Code section 995. The City may decline to defend and/or indemnify Norgaard only as permitted by the California Government Code. The City may compromise and settle any such claim or suit and pay the amount of any

settlement or judgment therefrom. In the event the City provides funds for legal criminal defense pursuant to this Section, Norgaard shall reimburse City for such legal criminal defense funds if Norgaard is convicted of a crime involving an abuse of office or position, as provided by California Government Code sections 53243-53243.4.

14. Notices. Notices pursuant to this Agreement shall be in writing given by deposit in the custody of the United States Postal Service, first class postage prepaid, addressed as follows:

- a. The City:
Mayor and City Council City of Sand City
1 Pendergrass Way
Sand City, CA 93955
- b. Norgaard :
Vibeke
Norgaard
City Manager
(Home address on record with Human Resources)

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial process. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice, postage prepaid, with the United States Postal Service.

15. Bond. The City shall bear the full cost of any fidelity or other bond required for the City Manager under this Agreement or any law or ordinance.

16. Professional Memberships. Meetings, Seminars. City and Norgaard will mutually benefit from Norgaard's participation in certain professional activities relating to City Managers and managers, including the ICMA conferences and Cal Cities. Subject to budgetary constraints, Norgaard may enroll, attend, and participate in conferences, courses, seminars, committee work, or other activities of organizations that will benefit the City.

17. Miscellaneous Provisions.

(a) Entire Agreement. This Agreement constitutes the entire Agreement between the parties. This Agreement may only be amended in a writing signed by Norgaard and the City.

(b) Severance. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

(c) Jurisdiction and Venue. This Agreement and the subject matter hereof shall be governed by the laws of the State of California. Any action concerning this Agreement or the subject matter hereof shall be brought and maintained in the Superior Court of California in and for the County of Monterey.

(d) Interpretation. The parties agree that any ambiguity in this Agreement shall not be construed or interpreted against, or in favor of, either party. This Agreement shall be interpreted as though it was prepared by both the City and Norgaard.

Dated: _____

Vibeke Norgaard

Dated: _____

City of Sand City:

By: _____
Mary Ann Carbone, Mayor

Attest:

Approved as to Form:

Connie Horca, City Clerk

Adam U. Lindgren, Special Counsel

2021-2022 Miscellaneous Employees

Range Placement Table
2.5% Between Ranges; 5% Between Steps

*Employees who have worked for the City for at least 7 years shall receive a 5% longevity increase. Employees who have worked for the City for at least 10 years shall receive an addition 5% longevity increase.

Range #	Recommended Title	Pay Period	Step 1	Step 2	Step 3	Step 4	Step 5	Maxium Step 6	Longevity * 1 2
36	Maintenance Worker II	Hourly	24.4796	25.7036	26.9888	28.3382	29.7551	31.2429	32.8050 34.4453
		Monthly	4,247.34	4,459.71	4,682.69	4,916.83	5,162.67	5,420.80	5,691.84 5,976.43
		Annual	50,967.90	53,516.30	56,192.11	59,001.72	61,951.80	65,049.39	68,301.86 71,716.95
39	Community Services Coordinator	Hourly	25.1125	26.3681	27.6865	29.0709	30.5244	32.0506	33.6532 35.3358
		Monthly	4,356.12	4,573.93	4,802.62	5,042.75	5,294.89	5,559.64	5,837.62 6,129.50
		Annual	52,273.20	54,886.86	57,631.20	60,512.76	63,538.40	66,715.32	70,051.09 73,553.64
40	Maintenance Worker III	Hourly	25.1638	26.4220	27.7431	29.1302	30.5868	32.1161	33.7219 35.4080
		Monthly	4,361.41	4,579.48	4,808.45	5,048.88	5,301.32	5,566.39	5,844.71 6,136.94
		Annual	52,336.89	54,953.73	57,701.42	60,586.49	63,615.82	66,796.61	70,136.44 73,643.26
46	Records Coordinator	Hourly	29.8739	31.3676	32.9360	34.5828	36.3119	38.1275	40.0339 42.0356
		Monthly	5,178.04	5,436.94	5,708.79	5,994.23	6,293.94	6,608.64	6,939.07 7,286.02
		Annual	62,136.41	65,243.23	68,505.39	71,930.66	75,527.19	79,303.55	83,268.73 87,432.17
48	Deputy City Clerk	Hourly	32.9128	34.5584	36.2864	38.1007	40.0057	42.0060	44.1063 46.3116
		Monthly	5,712.19	5,997.80	6,297.69	6,612.57	6,943.20	7,290.36	7,654.88 8,037.62
		Annual	68,546.17	71,973.48	75,572.15	79,350.76	83,318.30	87,484.21	91,858.42 96,451.34
50	Public Works Supervisor	Hourly	35.2386	37.0005	38.8506	40.7931	42.8327	44.9744	47.2231 49.5842
		Monthly	6,115.68	6,421.46	6,742.54	7,079.66	7,433.65	7,805.33	8,195.60 8,605.38
		Annual	73,388.05	77,057.45	80,910.33	84,955.84	89,203.63	93,663.82	98,347.01 103,264.36
51	Acting City Clerk Temporary position	Hourly	34.6034	36.3336	38.1502	40.0578	42.0606	44.1637	46.3719 48.6905
		Monthly	5,997.81	6,297.70	6,612.59	6,943.21	7,290.38	7,654.89	8,037.64 8,439.52
		Annual	71,973.73	75,572.42	79,351.04	83,318.59	87,484.52	91,858.74	96,451.68 101,274.27
52	Finance/HR Specialist	Hourly	39.0615	41.0146	43.0653	45.2186	47.4795	49.8535	52.3461 54.9635
		Monthly	6,778.09	7,116.99	7,472.84	7,846.49	8,238.81	8,650.75	9,083.29 9,537.45
		Annual	81,336.80	85,403.64	89,673.82	94,157.51	98,865.39	103,808.66	108,999.09 114,449.05
54	City Planner	Hourly	38.1813	40.0904	42.0949	44.1996	46.4096	48.7301	51.1666 53.7249
		Monthly	6,624.40	6,955.62	7,303.40	7,668.57	8,052.00	8,454.60	8,877.33 9,321.20
		Annual	79,492.53	83,467.16	87,640.51	92,022.54	96,623.67	101,454.85	106,527.59 111,853.97
57	City Clerk	Hourly	41.1093	43.1648	45.3230	47.5892	49.9686	52.4670	55.0904 57.8449
		Monthly	7,125.48	7,481.75	7,855.84	8,248.63	8,661.07	9,094.12	9,548.82 10,026.27
		Annual	85,505.35	89,780.62	94,269.65	98,983.13	103,932.29	109,128.90	114,585.35 120,314.61
71	Dir. Of Admin. Services Dir of Community Dev	Hourly	64.1240	67.3302	70.6967	74.2315	77.9431	81.8403	85.9323 90.2289
		Monthly	11,096.65	11,651.48	12,234.06	12,845.76	13,488.05	14,162.45	14,870.57 15,614.10
		Annual	133,159.08	139,817.03	146,807.89	154,148.28	161,855.69	169,948.48	178,445.90 187,368.20
72	Dir. Of Community Dev./ Assistant City Manager	Hourly	65.7230	69.0092	72.4596	76.0826	79.8867	83.8811	88.0751 92.4789
		Monthly	11,374.07	11,942.77	12,539.91	13,166.91	13,825.25	14,516.52	15,242.34 16,004.46
		Annual	136,488.06	143,312.46	150,478.09	158,001.99	165,902.09	174,197.19	182,907.05 192,052.41

Exempt Employees	Pay Period	Rate
City Manager	Monthly	16,625.00
	Annual	199,500.00
City Attorney	Monthly	16,032.89
	Annual	192,394.65

Amended: Resolution SC - 29, 1991; 94-08, 1994; 97-66, 1997; 99-51, 1999; 01-61, 2001; 02-53, 2002; 05-49, 2005; 07-99, 2007; 10-75, 2010; 15-46, 2015; 18-87, 2018; 18-92, 2018; 20-86, 2020; 21-46, 2021; 22-13, 2022; SC- effective April 6, 2022

**AGENDA ITEM
10B.**

**Consideration of City RESOLUTION
Amending Resolution SC 22-05 to Increase
the amount of Contract with Meyers nave
to \$112,495 and Appointing Adam U.
Lindgren as Interim City Attorney**



City of Sand City

Agenda
Item

10B

TO: Honorable Mayor and City Council Members
FROM: Vibeke Norgaard, Acting City Manager
DATE: March 30, 2022 (Meeting April 5, 2022)
SUBJECT: Adoption of a Resolution Appointing Current City Special Counsel Adam U. Lindgren of Meyers Nave as Interim City Attorney and increasing contract amount to \$112,495.00

DISCUSSION:

Aaron Blair resigned as City Manager in November of 2021. Since then, Vibeke Norgaard has served as Acting City Manager, while continuing to perform her duties as City Attorney.

On the April 5 agenda, the City Council will be presented with a Resolution, Employment Agreement, and related action to appoint Ms. Norgaard as City Manager. Consistent with state law regarding incompatible offices, Ms. Norgaard would resign from her post as City Attorney immediately before accepting the position of City Manager. To continue to timely implement the City Council's direction and priorities, it is recommended that the City Council should appoint an Interim City Attorney while it determines how to staff the vacated City Attorney position.

Adam Lindgren and his colleagues at Meyers Nave have capably served the City for many years on a variety of sensitive and on-going projects, including the South of Tioga project. The Acting City Manager has relied on their services in the past few months as she has performed both jobs, and now recommends that the City Council temporarily expand their services to include serving as Interim City Attorney.

CEQA:

The proposed action is not a "project" within the meaning of Section 15378 of the CEQA Guidelines because there is no potential for it to result in a physical change in the environment, either directly or indirectly.

FISCAL IMPACT:

This amendment will increase the contract with Meyers Nave to \$112,495, by adding an additional \$75,000 of available funds. The prior resolution limited the Meyers Nave contract to an amount not to exceed \$37,495, (Resolution SC 22-05, 2022). Meyers Nave will bill at the hourly rates attached to the contract. The amended contract amount is expected to be paid out of

the current budget for City Attorney's Office. A transfer between line items in the budget may be required, but there is not expected to be any net fiscal impact to the City.

RECOMMENDATION:

Approve the Resolution Authorizing the City Manager to execute an amendment to the existing contract with Meyers Nave to increase the contract amount by \$75,000 to \$112,495 and appoint Adam U. Lindgren as Interim City Attorney.

**CITY OF SAND CITY
RESOLUTION SC 22-, 2022**

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY AMENDING RESOLUTION SC
22-05 TO INCREASE THE AMOUNT OF CONTRACT WITH MEYERS NAVE TO
\$112,495 AND APPOINTING ADAM U. LINDGREN AS INTERIM CITY ATTORNEY**

WHEREAS, the City Attorney took on numerous additional responsibilities as the Acting City Manager while searching for a new City Manager; and

WHEREAS, the City is considering appointing the current City Attorney as City Manager; and

WHEREAS, the City has worked with Meyers Nave for the past several years and continues to benefit from their services on numerous active issues and projects; and

WHEREAS, the Council previously approved a contract with Meyers Nave for an amount not to exceed \$37,495 by resolution SC 22-05; and

WHEREAS, Adam Lindgren, the Meyers Nave Principal who has been their lead for Sand City, has over twenty years of experience as a city attorney to cities ranging from 10,000 to over 200,000 people, is immediately available to temporarily serve as Interim City Attorney; and

WHEREAS, appointing Adam Lindgren as Interim City Attorney, subject to the appointment of Vibeke Norgaard as City Manager, would allow the City to provide uninterrupted legal services to the City Council, staff, residents and businesses of the City.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Sand City as follows;

1. The City Council hereby amends its Resolution SC 22-05, authorizing the City Manager to execute a contract with Meyers, Nave, Riback, Silver & Wilson, PLC (Meyers Nave) to increase the amount of the contract attached hereto as **Exhibit A** to a total contract amount not to exceed one hundred and twelve thousand, four hundred and ninety-five dollars (\$112,495) and to name Adam U. Lindgren as Interim City Attorney until such time as the City Council appoints a permanent City Attorney.

2. Meyers Nave will maintain a current business license.

PASSED AND ADOPTED by the City Council of Sand City on this 5th day of April, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Mary Ann Carbone, Mayor

Connie Horca, City Clerk

CITY OF SAND CITY
RESOLUTION SC 22-05, 2022

RESOLUTION OF THE CITY COUNCIL OF SAND CITY AUTHORIZING THE CITY ATTORNEY TO EXECUTE A CONTRACT WITH MEYERS, NAVE, RIBACK, SILVER & WILSON, PLC

WHEREAS, the City Attorney currently has taken on numerous additional responsibilities as the Acting City Manager while the City conducts a search for a new City Manager; and

WHEREAS, the City is potentially in need of help on a limited number of legal projects; and

WHEREAS, the City Attorney has worked closely with Meyers Nave for the past several years and has benefited from advice obtained from its attorneys on various specialized aspects of law; and

WHEREAS, Meyers Nave's attorneys will make themselves available on an as-needed basis under the close supervision of the City Attorney.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Sand City as follows;

1. The City Attorney is authorized enter into the contract for legal services with Meyers, Nave, Riback, Silver & Wilson, PLC (Meyers Nave) attached hereto and incorporated herein as Exhibit A in an amount not to exceed thirty seven thousand four hundred and ninety five dollars (\$37,495.00) in Fiscal Year 2021-22.

2. Meyers Nave will maintain a current business license.

PASSED AND ADOPTED by the City Council of Sand City on this 18th day of January, 2022 by the following vote:

AYES:	Council Members Blackwelder, Carbone, Cruz, Hawthorne, Sofer
NOES:	None
ABSENT:	None
ABSTAIN:	None

APPROVED:



Mary Ann Carbone, Mayor

ATTEST: 

Connie Horca/ City Clerk

January 4, 2022

PERSONAL & CONFIDENTIAL

Vibeke Norgaard
City Attorney
Sand City
P.O. Box 183
Carmel, CA 93921

Re: Engagement of Legal Services

Dear Ms. Norgaard:

Thank you for retaining Meyers Nave (“Meyers Nave”) to perform legal services in connection with Sand City (“Client”) of which you are City Attorney. We appreciate the opportunity to serve as your lawyers and look forward to working with you.

This letter sets forth our agreement concerning the legal services we will provide and our fee arrangements for those services. Please read this entire agreement before signing and returning it to us.

1. Scope of Engagement. We understand that your office is temporarily short-staffed, and is expected to need help on a limited number of projects until approximately July 2022. We will provide the legal services reasonably required to represent and advise you in connection with such temporary public law support services. Our work is limited to such services. We will also provide legal services for additional matters that you request of us, provided we agree to perform that additional work. A letter confirming such additional work shall bring such work within the scope of this agreement.

2. Fees and Personnel. As compensation for our services, our fees will be based on our current standard billing rate for the personnel performing services under this agreement at the time such services are rendered. Our standard billing rates for attorneys and paralegals are attached as Attachment 1.

I will be the principal in charge of representing your interests. If other attorneys and/or paralegals are assigned to work on your matter, the then current hourly rates of those individuals will be utilized. This agreement retains the legal services of our law firm and not of a particular attorney. Hourly rates are subject to reasonable change, usually at the beginning of each year.

3. Retainer. As discussed, the Firm will not require a retainer to commence services related to this matter. However, the Firm reserves the right to require a retainer in the future if it determines that circumstances warrant.

4. Disbursements and Expenses. In addition to hourly fees, we may incur out-of-pocket expenses related to your representation. Our Statement of Fee and Billing Information, which sets forth the details of our disbursement and expense policy, is attached as Attachment 2.

5. Billing and Payment Responsibilities. We will send monthly statements which are due within 30 days of receipt. If you have any questions about an invoice, please promptly telephone or write me so that we may discuss these matters. Our Statement of Fee and Billing Information sets forth the details of our fee and billing policy.

6. Termination of Services. You may terminate our services at any time by written notice. After receiving such notice, we will cease providing services. We will cooperate with you in the orderly transfer of all related files and records to your new counsel.

We may terminate our services at any time with your consent or for good cause. Good cause exists if (a) any statement is not paid within 60 days of its date; (b) you fail to meet any other obligation under this agreement and continue in that failure for 15 days after we send written notice to you; (c) you have misrepresented or failed to disclose material facts to us, refused to cooperate with us, refused to follow our advice on a material matter, or otherwise made our representation unreasonably difficult; or (d) any other circumstance exists in which ethical rules of the legal profession mandate or permit termination, including situations where a conflict of interest arises. If we terminate our services, you agree to execute a substitution of attorneys promptly and otherwise cooperate in effecting that termination.

Termination of our services, whether by you or by us, will not relieve the obligation to pay for services rendered and costs incurred before our services formally ceased.

7. Insurance. During the term of this engagement, this law firm shall take out and maintain general liability and property damage insurance in amounts not less than \$1,000,000; professional errors and omissions insurance, in amounts not less than \$2,000,000 per occurrence; and \$4,000,000 aggregate, which insurance may not be canceled or reduced in required limits of liability unless at least ten days advance written notice be given to you.

8. No Guarantee of Outcome. Any comments made by us about the potential outcome of this matter are expressions of opinion only and are not guarantees or promises about any outcome or results.

9. Dispute Resolution. In the event you become dissatisfied with any aspect of our relationship, we encourage you to bring such concerns to our attention immediately. If we are unable to resolve any dispute, either arising out of or in connection with this Agreement or relating to the services performed by our firm or any of its attorneys, to our mutual

satisfaction, our firm will first comply with any mandatory dispute resolution procedures that may apply to any such dispute.

If we are unable to resolve any dispute, and after mandatory dispute resolution procedures have been waived or exhausted, the parties shall submit such dispute to final and binding arbitration in San Francisco County, California before the American Arbitration Association, pursuant to its then prevailing rules, unless the parties agree in writing to a different arbitration method or forum.

By signing this agreement, you acknowledge and agree that you have read and understand this arbitration provision. You understand that by agreeing to arbitration we each give up the right to present our claims or defenses for trial by a judge or jury, and we also give up the right to an appeal. The initial resort to the courts by either party shall not be considered a waiver of that party's right to compel binding arbitration under this provision. This agreement shall be governed by and construed in accordance with the laws of the State of California without regard to principles of conflicts of laws.

10. Document Retention. In the course of the Firm's representation of Sand City, you may provide us with and we may obtain documents that are relevant to the representation. Some of those documents may be important to you and so that there is no confusion we find that it is useful at the inception of the representation for us to communicate our Document Retention Policy. Meyers Nave is committed to using less paper and eliminating unnecessary copies of documents. Documents of Record can be either hard copies or digital, regardless of the form they took originally when created or received by the Firm. Whenever it is proper and practicable, the Firm prefers Documents of Record (official version) to be in a digital format. Further, if record is stored electronically, then paper copies may be deemed duplicative and may be purged. This helps us manage information, helps the environment and helps us control costs. The materials pertaining to this matter belong to you and you may access them or have duplicates provided to you at any time during your representation with the exception of certain Meyers Nave Firm and accounting information. At the conclusion of this matter, no further representation will be provided and we recommend that you make arrangements to retrieve all original documents.

It is the Firm's general policy that we maintain records for a period of seven (7) years after conclusion of the matter, although due to certain practical considerations that is not always possible. Additionally, while we take steps to ensure that all records are held in strict confidence and maintained in a secure location, we cannot guarantee that something beyond our control will not occur resulting in damage to client records.

Thus, if in the course of our representation you provide us with original documents that you consider important or desire to keep, we recommend that, first, you inform us in writing that the documents are important. And second, we ask that you take immediate possession of such documents upon the conclusion of our representation. If we do not hear from you, we will generally retain only the documents and materials pertaining to this matter which we

designate as vital for a period of seven (7) years. After which such documents will be destroyed unless, before that time, you notify us in writing that you wish to take possession of them.

11. Entire Agreement; Full Understanding; Modifications in Writing. This letter contains our entire agreement about our representation. Any modifications or additions to this letter agreement must be made in writing.

12. Joint Representation. Our firm maintains of counsel agreements with certain legal specialists. Because these individuals are deemed independent contractors under the applicable provisions of the tax laws and not employees of our firm, it is necessary that you consent to dual representation by our firm and the specialist in the event the matter which you have engaged us to handle requires the use of that specialist. This arrangement has no effect whatsoever on the cost of your legal services, rather it is an ethical requirement that we disclose this fact and that you consent. You are consenting by signing this letter.

13. Conflicts. Our firm represents many public agencies in California, Nevada and Arizona. Since 1986, we have represented over seven hundred public clients, including numerous cities, redevelopment agencies, special districts, counties and other public entities, and we are accepting new engagements all the time. It is virtually inevitable that we will work on projects from other clients having different governmental or political objectives, beliefs or views from Sand City.

In view of the fact that Sand City is a City, this letter confirms that the services which we are rendering to you are limited in scope and for the benefit of Sand City only. Meyers Nave performs a variety of professional services for its clients and it is possible that we will represent public agency clients which are adverse to you on other matters. To avoid potential problems, you agree that you expressly waive any actual or potential conflicts that might arise from such representation, that you will not attempt to disqualify Meyers Nave on such matters, and that our firm is free to represent its clients on such matters.

By signing this letter and returning it to us, you acknowledge that we have discussed these matters and you confirm that Sand City does not object to our representation of clients on matters where their legal, governmental or political objectives and/or positions may be different from or adverse to those of Sand City, and that Sand City waives any conflict of interests with respect to our representation of such clients with differing legal, governmental or political interests. You further confirm that Sand City will not assert any conflict of interest concerning such representation or attempt to disqualify this firm from representing such clients notwithstanding such adversity. While you would certainly be free to terminate our relationship, you agree that this firm nonetheless would be free to represent such clients even on those matters which you consider adverse, and that you waive any conflict of interest in connection therewith.

Needless to say, these acknowledgments do not permit our firm to represent another client in opposing the specific project for which you engage us without your specific written consent.

We further request that for each project or issue on which you will request our services, that you assist us in identifying any related or potentially adverse parties for us to add to our conflicts screen to confirm that no conflicts or potential conflicts exist.

You may wish, and we encourage you, to consult legal counsel regarding the effect of this conflict waiver.

We would request that you review this letter carefully and, if it is consistent with your understanding of our respective responsibilities, please so indicate by returning a signed copy of this letter to me at your earliest convenience. Enclosed is an additional copy of this letter which you should retain for your records. Again, we thank you for allowing us the opportunity to serve as your lawyers.

Very truly yours,



Adam U. Lindgren

AUL:SD
Enclosures
c: Conflicts Department
Billing Department

These terms are accepted and agreed to as of the date of this letter.

Sand City

By:



Vibeke Norgaard
City Attorney

ATTACHMENT 1

**MEYERS NAVE
RATE SHEET**

Sr. Principal	\$495
Principal	\$435
Sr. Of Counsel	\$400
Jr. Of Counsel	\$400
Sr. Associate	\$350
Associate	\$315
Paralegal	\$200
Law Clerk	\$240

Our rates adjust every December 1st by the greater of 3% or the relevant local CPI increase over the prior 12 month period, rounded to the nearest \$5.

ATTACHMENT 2

MEYERS NAVE STATEMENT OF FEE AND BILLING INFORMATION

The following is a general description of our fee and billing policies. These general policies may be modified by the specific engagement letter or agreement to which this summary is attached.

Professional Fees. Our fees for professional services are based on the fair value of the services rendered. To help us determine the value of our services, our attorneys and paralegals maintain time records for each client and matter. Our attorneys and paralegals are assigned hourly rates which are based on years of experience, specialization, training and level of professional attainment. We adjust our rates periodically (usually at the beginning of each year) to take into account inflation and the increased experience of our professional personnel. To keep professional fees at a minimum, legal work that does not require more experienced attorneys will be performed, where feasible, by attorneys with lower billing rates. Of course, the quality of the work is paramount, and we do not sacrifice quality to economy.

Before undertaking a particular assignment, we will, if requested, provide you with a fee estimate to the extent possible. Estimates are not possible for some matters, however, and cannot be relied on in many others because the scope of our work will not be clear at the outset. When a fee estimate is given, it is only an estimate; it is not a maximum or minimum fee quotation. The actual fee may be more or less than the quoted estimate.

Retainer. Our normal practice is to require a retainer to cover a portion of the anticipated attorneys' fees and costs. Any retainer will be placed in the firm's trust account. At the conclusion of our services, we will return to our client any unapplied retainer, after deducting payment for charges billed or to-be-billed for services and any remaining out-of-pocket expenses.

Billing And Payment Procedures. Unless other arrangements are made at the time of the engagement, invoices will be sent monthly. Invoices for outside services exceeding \$100 may be billed separately. Occasionally, however, we may defer billing for a given month or months if the accrued fees and costs do not warrant current billing or if other circumstances would make it appropriate to defer billing.

Our invoices contain a brief narrative description of the work performed; if requested, the initials of the attorney who performed the work will appear on the statement. The invoice will include a line item reflecting in-house administrative costs. The firm's in-house administrative costs include duplicating, facsimile charges, telephone charges, E-mail, postage, mileage and other administrative expenses.

The firm will be reimbursed for all outside services incurred in the course of providing legal services to our client(s). Outside services will include, but are not limited to, all third-party

expenses, delivery charges, travel expenses, outside research services, filing fees, expert witness and expert consultant fees.

If you have any questions regarding an invoice, the Finance Director or Executive Director is available to answer your questions. For any unresolved matters, the Bar Association has an arbitration mechanism that can be used to resolve such matters.

Late Payments. Statements for services are payable upon presentation and, in all events, within thirty (30) days after receipt. Occasionally a client has difficulty in making timely payments. To avoid burdening those clients who pay their statements promptly with the added costs we incur as a result of late payments, a late charge will be assessed on statements not paid within thirty (30) days. The maximum monthly late payment charge will be 1.5% per month. In the unlikely event we are required to institute legal proceedings to collect fees and costs, the prevailing party will be entitled to reasonable attorneys' fees and other costs of collection.

**AGENDA ITEM
10C.**

**Comments by Council Members on Items
of Interest to Sand City**

**AGENDA ITEM
11A.**

**Consideration of City RESOLUTION
Approving Coastal Development Permit
22-01 for the Monterey Art Council to
Host and Conduct Open Art Studio
Workspace at 600 Ortiz Avenue, Units 102
and 110**

CITY OF SAND CITY

STAFF REPORT

MARCH 15, 2022
(For City Council Review on April 5, 2022)

TO: Mayor and City Council

FROM: Charles Pooler, City Planner

SUBJECT: Coastal Development Permit for the Monterey Art Council at 600 Ortiz Avenue

BACKGROUND

An application for a coastal development permit was submitted by the Monterey Art Council (the "Applicant"), for approval to establish and operate multiple independent artist work studios (the "Applicant's Use") within a 3,760 square foot area on the first floor of The Independent building at 600 Ortiz Avenue, Units 102 and 110 (portion of APN 011-234-001) in Sand City (the "Subject Property"). The Subject Property has a General Plan land use and Zoning map designation of "Planned Mixed-Use" (MU-P) with a coastal zone overlay extending 100-feet into the site from the adjacent railroad right-of-way. Previously issued land entitlement permits did not include artist workshops or a gallery establishment; therefore discretionary permit approval is necessary for the Applicant's Use in accordance with Sand City Municipal Code (SCMC) sections 18.13.040(E) and 18.26.040(E). The Applicant's Use within, and tenant modifications to, an existing building both qualify for a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301.

Site Description:

The Independent (originally named "The Design Center") complex is a four story 82,900+/- square foot multi-use (commercial & residential) structure on a 2.68 acre site fronting the 500 and 600 blocks of Ortiz Avenue. The Applicant will be occupying approximately 3,760 square feet of commercial space on the ground level. The site provides a total of 143 on-site parking spaces; of which 32 are enclosed garages for residential units, 103 are open spaces (or carports) for both residential and commercial units, and 8 are handicapped spaces. The property owner has also acquired an 11,250 square foot parcel to the west for additional future parking. Two drive entrances, one on each side of the building, along Ortiz Avenue provides vehicular access to the site. Ortiz Avenue improvements (curb, gutter, sidewalk, etc.) along the site frontage are in good condition.

DISCUSSION

Project Description:

The Applicant proposes to utilize approximately 3,760 square feet of the ground floor commercial space within The Independent building for the Monterey Arts Council's

'ArtWorks @ Sand City' open artist studios. Artists who use the site will perform a variety of art mediums to include photography, paint, pencil, ink, and computers. Work in progress will remain on-site; but the personal belongings of artists will be taken home. According to the letter of intent, there will be no employees beyond the artists themselves using the space provided within the units. It was also identified that there may be monthly meetings by the Art Council.

Tenant improvements to accommodate the Applicant's use are currently under review with the City's Building Department. Those improvements include non-bearing partition walls separating out the building's management office and the existing Post No Bills business from the Applicant's units and providing separated restrooms, storage spaces and non-kitchen sink area. These improvements only require a building permit prior to construction and are not part of this use permit application.

Land Use: The Subject Property has a General Plan land use designation of "Mixed Use Development" and a zoning map designation of "Planned Mixed-Use" (MU-P) with a Coastal Zone (CZ) overlay covering a segment of the Independent's property 100-feet west along the railroad right-of-way. The Applicant's units which are recorded condominium units with their own Assessor Parcel Numbers are not within the coastal zone overlay. The surrounding properties are also zoned Planned Mixed-Use (MU-P). Sections 18.13.040(E) and 18.26.040(E) both list "Art/craft studios" as allowed subject to the issuance of a conditional use permit/coastal development permit. General Plan Policy 2.1.1 encourages the establishment of new land uses within the West End District (referred to as "Old Town" in the General Plan) that contribute to a diversity of activities that include artisans, ethnic markets, restaurants, entertainment, and incubator industries that is considered to include the Applicant's Use.

Since both a conditional use permit and coastal development permit are required for the Independent property, these can be combined into a single coastal development permit for the Applicant in accordance with Municipal Code (Zoning Ordinance) Section 18.72.030.

Hours of Activities: The Planning Department considers the typical business hours in Sand City to be approximately 7:00 a.m. to 6:00 p.m. on weekdays and 10:00 a.m. to 5:00 p.m. on weekends; which is regarded as compatible for general commercial uses in a mixed residential/commercial mixed-use neighborhood. According to the submitted 'Letter of Intent', the Applicant's proposed operational hours on-site will be 12:00 noon to 4:00 p.m. on weekends and 5:00 p.m. to 8:00 p.m. on the first Friday of each month. Staff recommends the permit allow a more liberal schedule beyond the Applicant's identified operation to provide greater operational flexibility without negatively impacting neighboring residential units. Staff recommends the permit specify operational hours be allowed from 8am to 8pm Monday Through Friday and 10am to 5:pm on weekends.

Parking: The site provides a total of 143 on-site parking spaces; of which 32 are enclosed garages, 103 are open spaces (or carports), and 8 are handicapped spaces. The 61 dwelling units of the Subject Property require 92 parking spaces (rounded up from 91.5) based on a 1.5 parking ratio for 0 to 2 bedroom dwelling units of a multi-family

structure (Zoning Code section 18.64.050.G). All 32 garage spaces and 60 open/carport spaces are for the residential units, leaving 51 spaces (including the handicapped spaces) for the commercial floor area on the ground level.

The Applicant's 3,760 square feet of artist studio space will require five (5) off-street parking spaces based on a 1/700 parking ratio for manufacturing (rounded down from 5.4 spaces). Post No Bills, the only other occupied commercial unit within the building, is required to have ten (10) parking spaces in accordance with their conditional use permit (CUP 518) and coastal development permit (CDP 11-04). This leaves 36 spaces for the remaining commercial floor area. It should be noted that the owner of the Independent also owns an 11,250 square foot undeveloped parcel abutting to the west that could conceivably provide an estimated 30+ parking spaces if improved for additional parking of The Independent.

Loading/Unloading: The Applicant anticipates semi-monthly deliveries of water and occasional Federal Express or UPS deliveries to be made to the Applicant's Units. Otherwise, no large trucks deliveries or shipments are expected nor loading/unloading activities that may impede vehicular circulation, street parking, or property access. Regardless, the permit should include a condition specifying that any loading/unloading activities that do occur for the Applicant's Use only occur during daytime business hours (see discussion under "Hours of Operation") to minimize noise/vibration impacts to nearby residences when such activities typically occur.

Storage: The Applicant does not intend any storage beyond the confines of their units and the building. Staff recommends this be a condition of permit approval. According to the completed Hazardous Material Questionnaire (see Exhibit G), there will be no hazardous materials stored or used in the Applicant's units. The placement of self-contained portable storage units/containers on-site outside the building, particularly in the parking area, should be prohibited to avoid visually blighting influences and to preserve on-site parking.

Trash: The Subject Property provides two trash enclosures, each able to accommodate at least two 4-cubic yard dumpsters. The 61 residential dwelling units are at full occupancy (to the best of staff's knowledge); however much of the commercial ground floor area is vacant with exception to Post No Bills. The Applicant's Use is not anticipated to be an excessive refuse generator; so the existing enclosures should be sufficient; however, if the property owner is not already subscribing to the largest dumpsters the enclosures can accommodate, they should evaluate this option. Furthermore, with the implementation of California Senate Bill (SB) 1383, the property owner may need to eventually provide another enclosure to accommodate State required organic food waste collection from its tenants. The property owner should also consider the eventual establishment of community trash/recycling receptacles (of a decorative design) in the front plaza and rear community patios. However, these evaluations are not part of this application, nor recommended to be required as part of the Applicant's Use.

Signs: The Applicant stated that there will be signs for the Applicant's Use established; however, no design has been submitted for review. A sign program was approved by the Design Review Committee (DRC) on April 26, 2012 (Resolution DRC 12-03), establishing the sign criteria for the entire property. Prior to the establishment of any commercial sign on the building for this use, a sign permit application and relevant materials must be submitted to staff for review. The Applicant's sign must either conform to the City approved sign program resulting in staff issuance of a sign permit, or it shall be subject to review and approval by the DRC prior to issuance of a sign permit.

Water:

The Applicant's commercial units have a water allocation based upon a Group I classification in accordance with the regulations of the Monterey Peninsula Water Management District (MRWMD); which would be the same category for the artist studio use. Therefore, no additional water allocation deemed is necessary to accommodate the Applicant's Use.

Stormwater Control:

The Applicant's Use is of an existing building on a developed site. The only construction proposed will be interior tenant improvements with no impact to the building exterior or surrounding pavement. Therefore, storm water control regulations do not apply to this application.

Covid-19 Epidemic:

Issuance of a coastal development permit does not override any Federal, State, or County orders that may impact the Applicant's Use in terms of operating during a pandemic. The coastal development permit outlines the authorized land use and the conditions and restrictions upon which the Applicant may conduct operations during normal circumstances. The Applicant will have to coordinate with the Monterey County Health Department as to determine the conditions and restrictions that would impact and/or limit the Applicant during the current pandemic.

Advisory Agencies:

Information on the Applicant's project was circulated to the City's advisory agencies. The Building Official expressed no concern regarding the Applicant's Use. No other comments were received at the time of preparing this report.

RECOMMENDATION

Staff supports the Applicant's Use and recommends **APPROVAL** of the coastal development permit.

Findings for an Approval:

1. The Applicant's Use, at the described scale and intensity and as conditioned, is compatible with City's General Plan and the Subject Property's Planned Mixed-Use (MU-P) and Coastal Zone Planned Mixed-Use (CZ-MU-P) zoning.
2. Existing on-site water credit is sufficient to accommodate the Applicant's Use and no allocation of water from Sand City is deemed necessary.

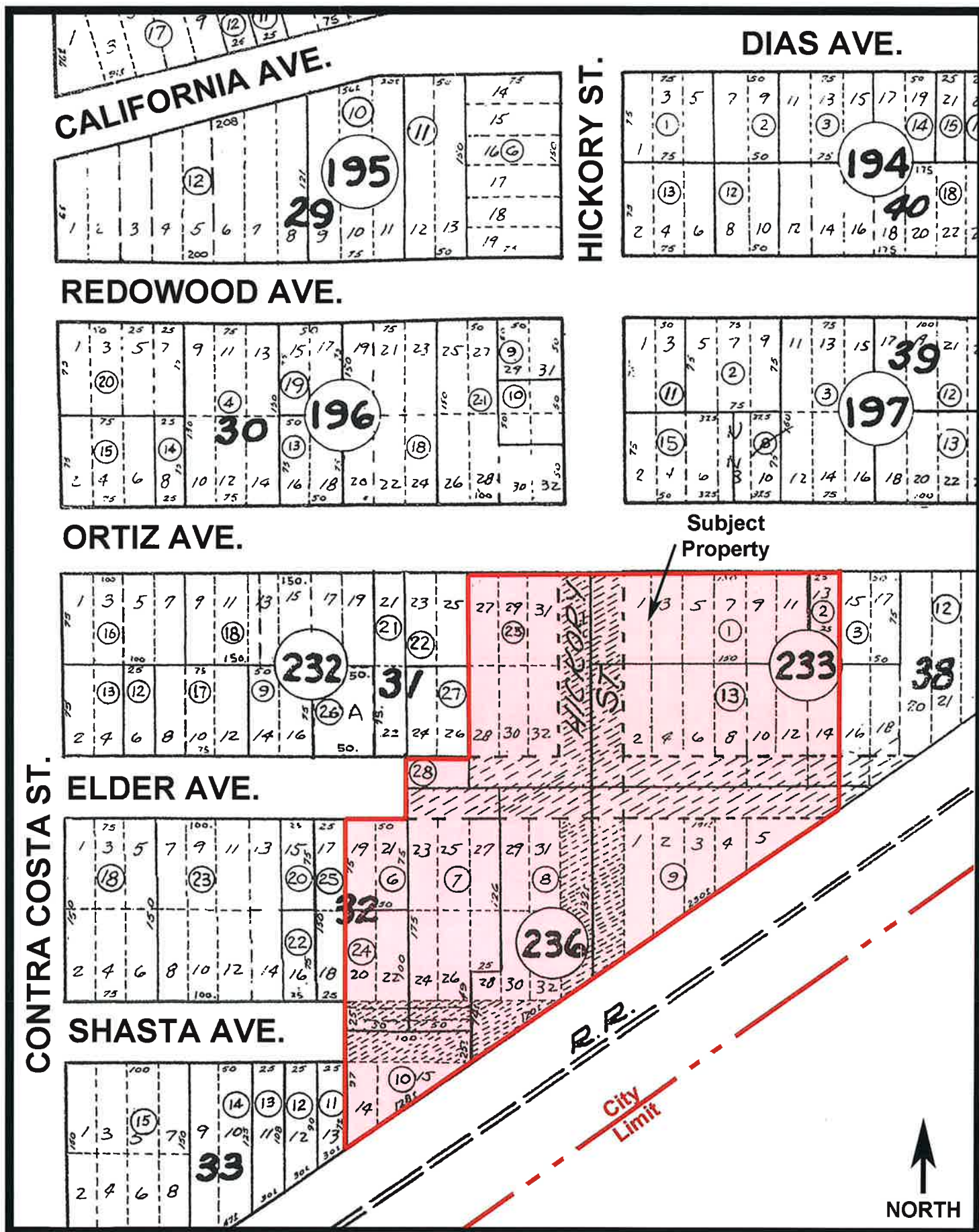
3. Adequate utilities are available to facilitate the Applicant's Use at the Subject Property.
4. General Plan Policy 2.1.1 encourages the establishment of new land uses within the West End District (referred to as "Old Town" in the General Plan) that contribute to a diversity of activities that include artisans, ethnic markets, restaurants, entertainment, and incubator industries, which includes the Applicant's Use.
5. The Applicant's Use that promotes and supports the arts, at a scope and scale appropriate for the location to which such activities would occur, is deemed consistent with General Plan Policy 2.1.1 and beneficial and necessary to enhance the artist community of the City.
6. Noise, vibration, or other potentially negative impacts from the proposed artist creative activities will be sufficiently consistent with other daytime commercial activities occurring in the West End District, having minimal parking demand, where such activities during daytime business hours is acceptable.
7. The Applicant's Use within commercial units of an existing mixed-use building qualifies for a categorical exemption, under State CEQA Guidelines, Section 15301.

Exhibits:

- A. Location Map
- B. Aerial Map
- C. Level 1 Floor Plan
- D. Site Photograph (via Google Earth)
- E. Applicant's Unit Floor Plan
- F. Applicant's Letter of Intent
- G. Mont. Cnty. Health Dept. Hazardous Material Questionnaire

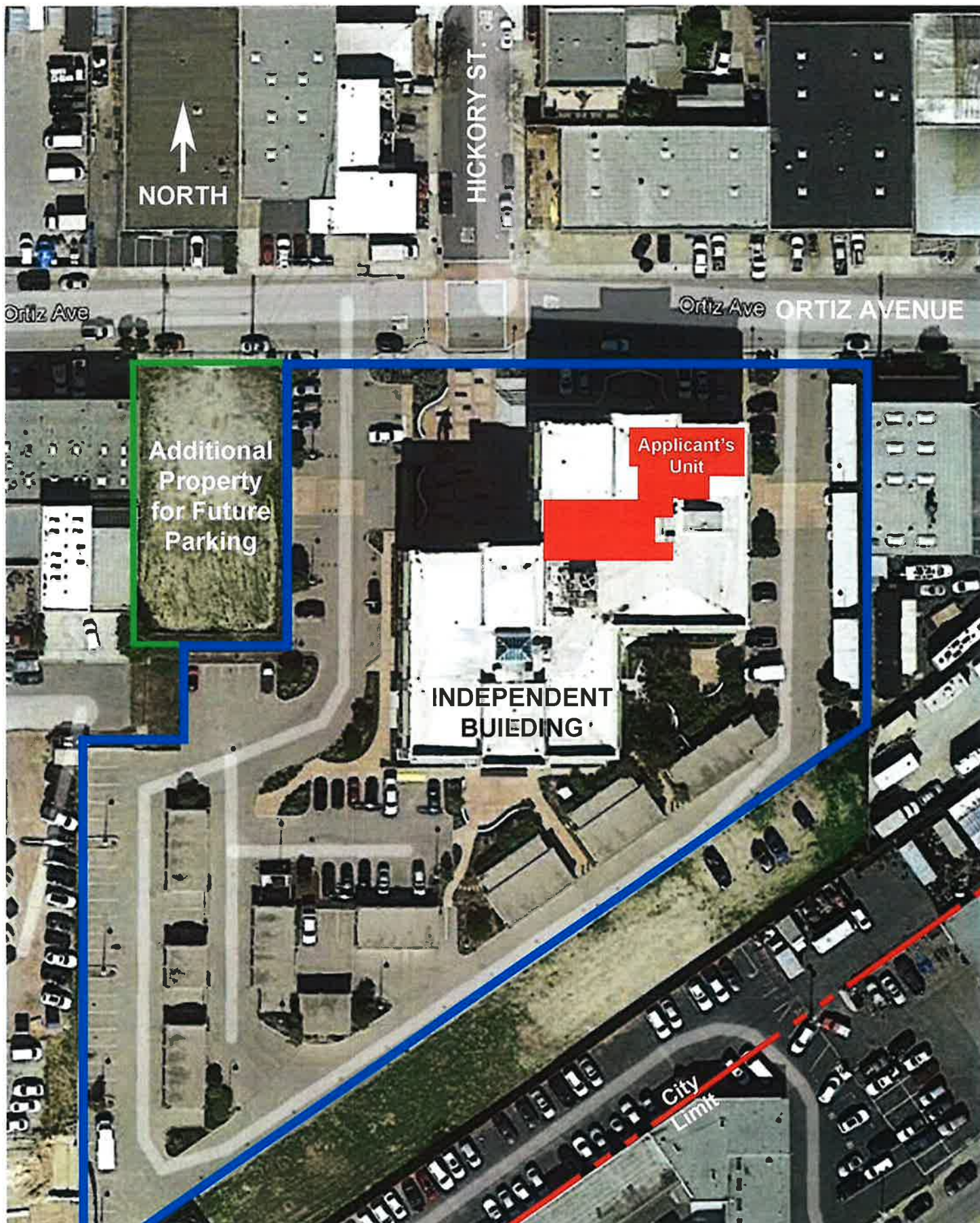
Attachments:

- Draft Resolution to approve a coastal development permit



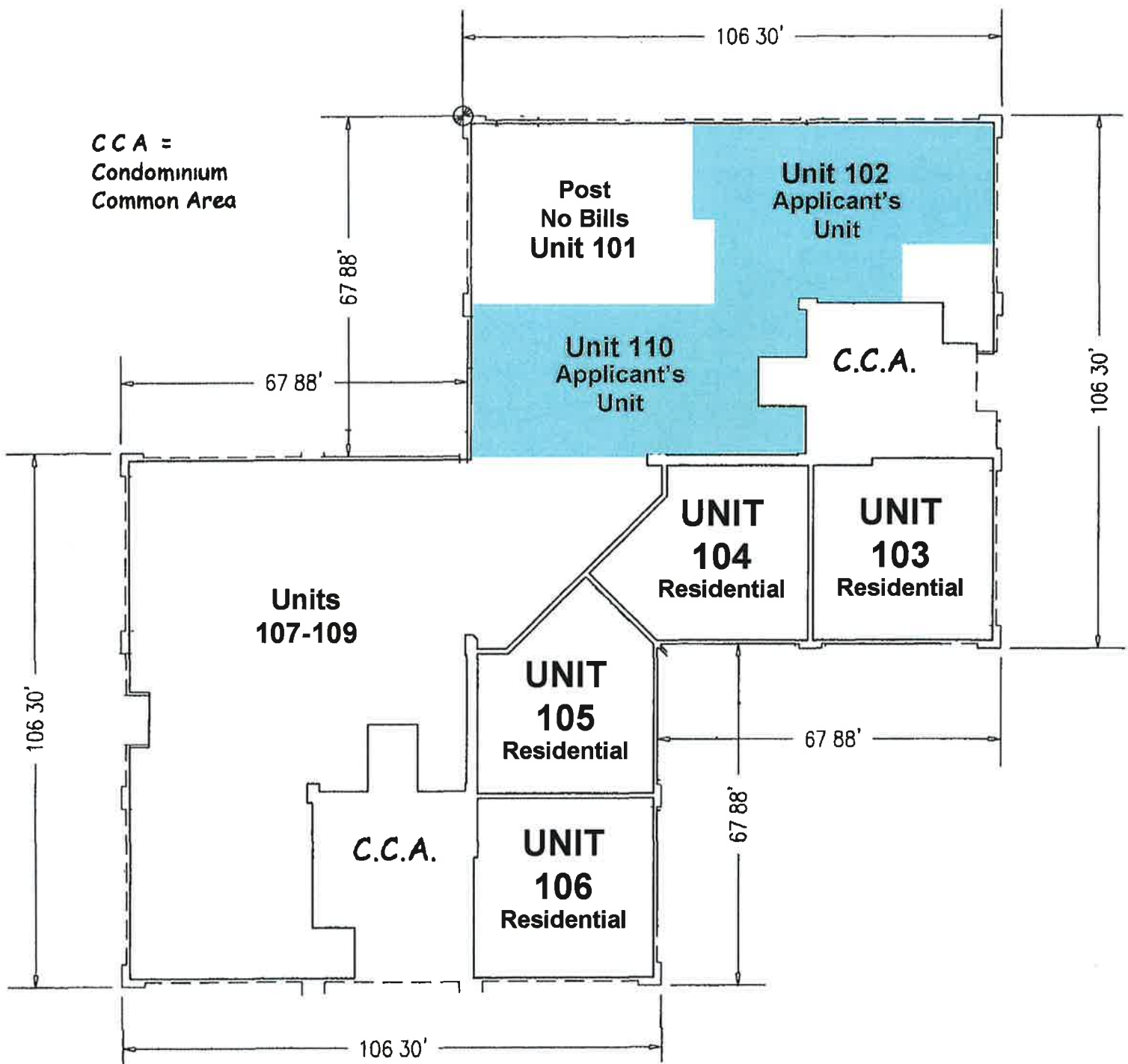
Location Map

EXHIBIT A



Aerial Map

EXHIBIT B

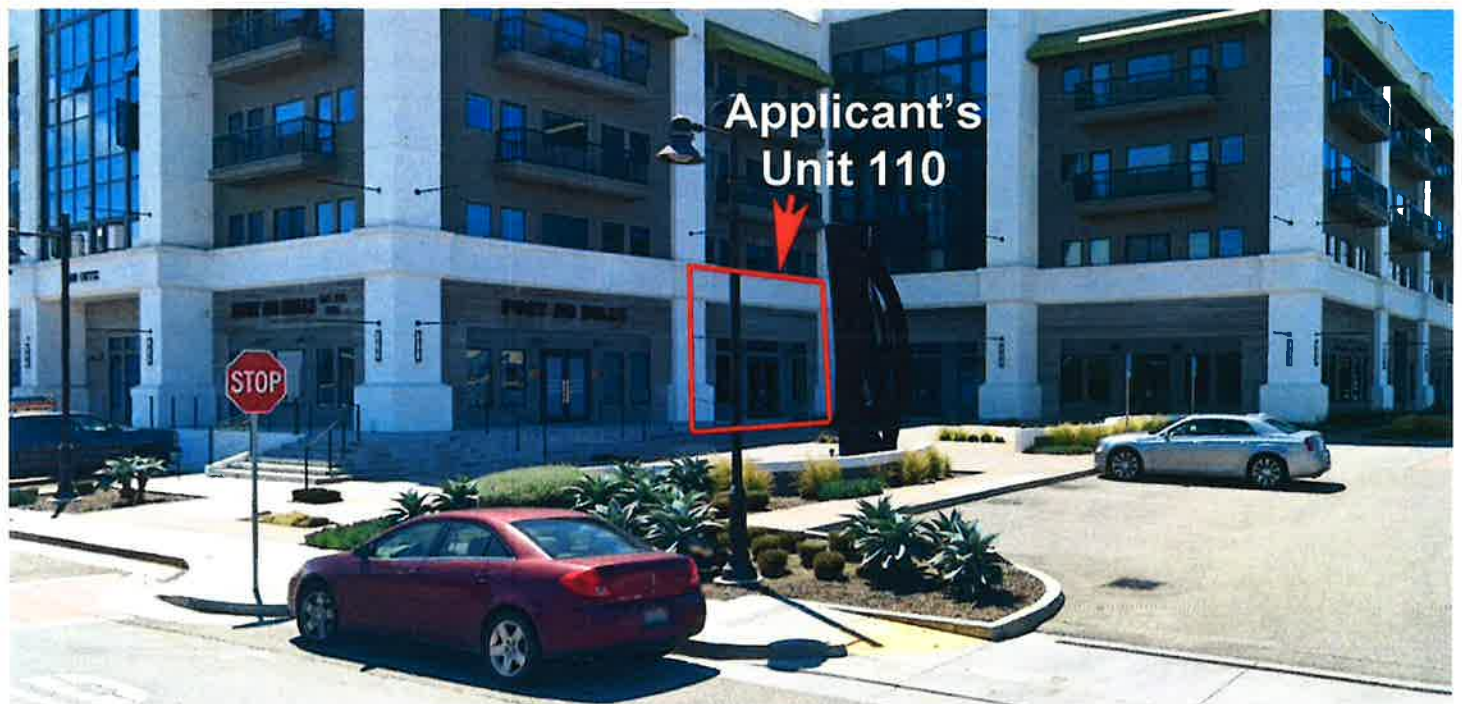


Level 1 Floor Plan

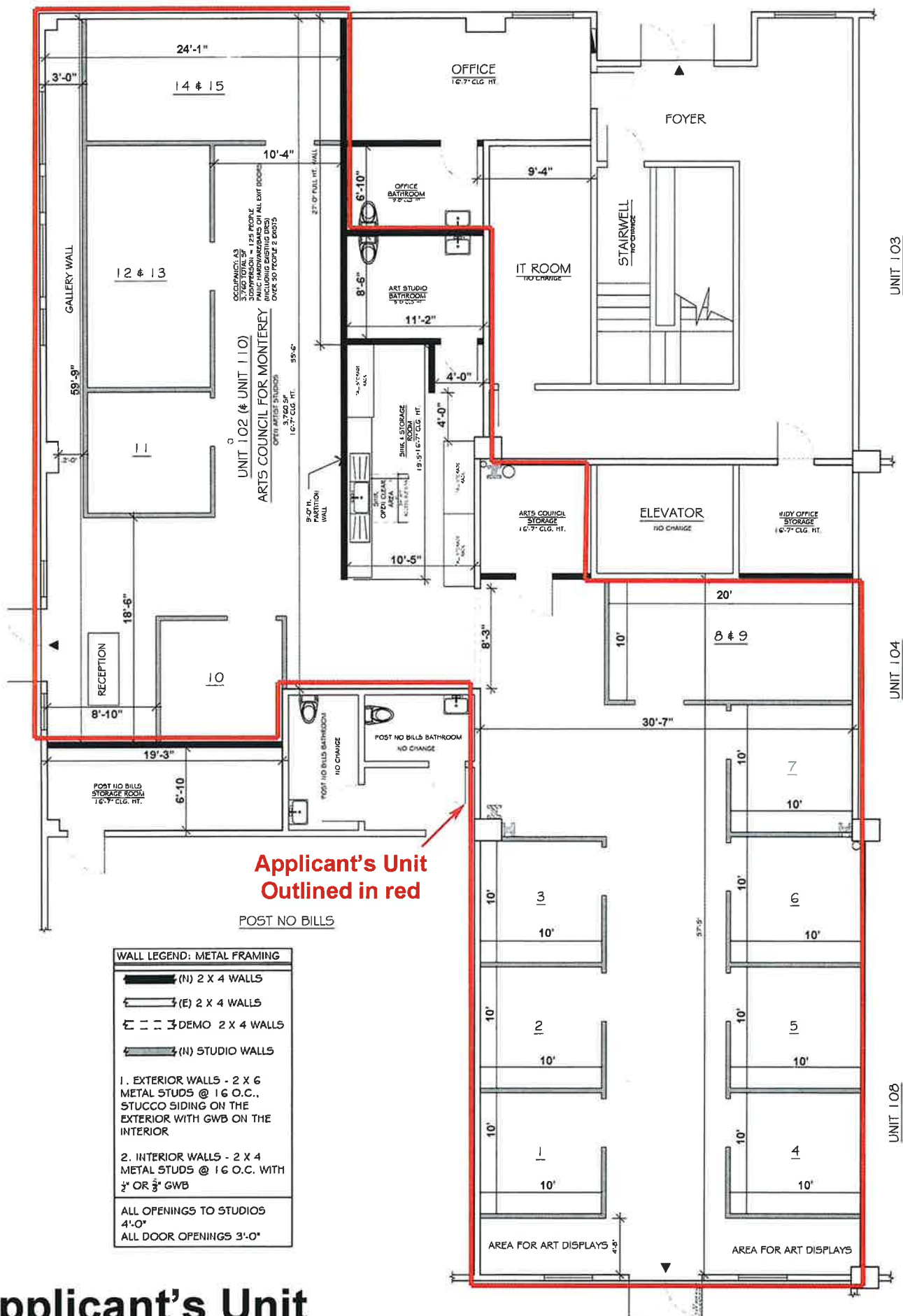
EXHIBIT C



View from Ortiz Avenue



View from Ortiz and Plaza



Applicant's Unit & Tenant Improvements

EXHIBIT E



Cassandra August, 2080 Hacienda St., Seaside, CA 93955 831-236-3182

Project Address: 600 Ortiz Ave.

APN: 011-233-023

Date: 2-28-2022

Sand City, CA 93955

Letter of Internet

To the Sand City Building Department,

It is with great pleasure I/we, Cassandra August, building designer, August Design & Build, and The Arts Council for Monterey propose a set of plans detailing the new use for the currently unoccupied Suites 102 & 110 AT 600 Ortiz Ave., Sand City, The Independent Building for the creative use of the Monterey Arts Council's, ArtWorks @Sand City, artist studios.

Adjoining Suites 102 & 110 with an opening in a non-load bearing wall will provide access for multi artists studios. The project includes adding a communal sink for artists and a fully accessible bathroom. This project also includes creating an on site office for the current property manager in Suite 102, along with providing the office staff a fully accessible private bathroom.

The Monterey Arts Council will open the ArtWorks @Sand City mostly on weekends, Saturday & Sunday 12-4PM, and the first Friday of every month 5-8PM to the public. They allow 15 artists individual access to their studios, very sporadically – usually no more than 4 artists at a time. An average of 0 daily employees on site, but with limited monthly meeting attendance of up to 2 members. They will have 0 company vehicles.

The Arts Council expects water deliver by a service supplier on a semimonthly basis and occasional FedEx or UPS deliveries.

The artists media is mixed: photography, paint, pencil, ink, camera, computer. Personal items will be taken home, but work in process with stay at the studio.

Allowing space for artists in Sand City is a great fit for the already beautiful exposure of art in Sand City. We appreciate the opportunity to present this project to Sand City.

Respectfully,

Cassandra August,
August Design & Build

EXHIBIT F

Monterey County Health Department
1270 Natividad Road, Room B301
Salinas, CA 93906
(831) 755-4511
Fax (831) 755-8954

Jurisdiction Name Sand City
Use Permit # CDP 21-01
Or
Building Permit #
Contact Name
Phone #

HAZARDOUS MATERIAL QUESTIONNAIRE

Business Name MONTEREY ARTS COUNCIL Type of Business ART STUDIO'S
Site Location 600 ORTIZ AVE, SAND CITY City SAND CITY APN: 011-234-001
Mailing Address 1123 FREMONT BLVD. SUITE C., SEASIDE, CA 92155
Business Contact JACQUE ATCHISON 831-622-9060 x 104
Property Owner URBAN ATELIER, LLC, A CA LLC, LYES DISTRICT 559-441-1900
Name Phone Number

- 1 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
- 2 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
- 3 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
- 4 Will your business/proposed project be using underground storage tanks to store hazardous materials?
☐ Yes ☒ No
- 5 Will your business/proposed project be generating any quantities of hazardous waste such as waste oil, waste solvents, etc?
☐ Yes ☒ No
- 6 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:

Los Gatos, CA
City, State

Print Name of Owner/Operator:

Urban Atelier, LLC

Signature of Owner/Operator:

[Signature], Agent for owner/manager

For Local Jurisdiction Use Only:

- 1 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
- 2 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

Signature

Date

Print Name and Title

Air Pollution District Clearance

Signature

Date

Print Name and Title

EXHIBIT G

CITY OF SAND CITY

RESOLUTION SC _____, 2022

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
COASTAL DEVELOPMENT PERMIT 22-01 FOR THE MONTEREY ART COUNCIL TO
HOST AND CONDUCT OPEN ART STUDIO WORKSPACE AT
600 ORTIZ AVENUE, UNITS 102 AND 110**

WHEREAS, the Monterey Art Council (the “Applicant”) submitted an application to the City of Sand City (the “City”) for coastal development permit (inclusive of a conditional use permit) approval to host open artist studio space (the “Applicant’s Use”) within the approximately 3,760 square feet of combined commercial space of Units 102 and 110 (portion of APN 011-234-001) (the “Applicant’s Units”) of an existing mixed-use building at 600 Ortiz Avenue in Sand City (the “Subject Property”) in Sand City; and

WHEREAS, the Subject Property is currently developed as a four story 82,900+/- square foot multi-use (commercial & residential) structure on a 2.68 acre site fronting the 500 and 600 blocks of Ortiz Avenue consisting of 61 residential dwelling units divided among all four levels, of which eleven (11) units are now marketed as ‘affordable housing’ and the commercial area is solely on the ground level (the “Subject Property”); and

WHEREAS, the Planned Mixed Use zoning, with a 100-foot non-appealable coastal zone overlay extending from the railroad right of way to the south of the building, requires coastal development permit and conditional use permit approval by the City Council for commercial uses to ensure land use compatibility with the residential uses; and

WHEREAS, in accordance with Sand City Municipal Code (SCMC) Section 18.72.030(A), the conditional use permit and coastal development permit for this Applicant is combined into a single coastal development permit; and

WHEREAS, General Plan Policy 2.1.1 encourages the establishment of new land uses within the West End District (referred to as “Old Town” in the General Plan) that contribute to a diversity of activities that include artisans, ethnic markets, restaurants, entertainment, and incubator industries; and

WHEREAS, a venue that promotes and supports the arts, at a scope and scale appropriate for the location to which such activities would occur, is deemed consistent with General Plan Policy 2.1.1 and beneficial and necessary to enhance the artist community of the City; and

WHEREAS, potential noise, vibration, or other negative impacts are not anticipated to be excessive or beyond that of other daytime commercial activities occurring in the West End Planning District where such activities during daytime business hours is considered acceptable; and

WHEREAS, the Applicant's Use, within existing commercial units of a mixed-use building, qualifies for a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2022, has found and determined that the Applicant's Use, as identified by the Applicant and appropriately conditioned, will not adversely impact the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners or tenants therein, and thus Coastal Development Permit 22-01 shall be granted upon the conditions hereinafter set forth; and

WHEREAS, the City Council of the City of Sand City has accepted the analysis and findings for approving Coastal Development Permit 22-01 (hereinafter "CDP 22-01") as outlined in the City staff report, dated March 15, 2022.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City to hereby grant and issue CDP 22-01 upon the following terms and conditions:

1. Execution & Acceptance: CDP 22-01 is not valid, and the Applicant's Use of the Subject Property shall not commence unless and until two copies of this Resolution/Permit, signed by the permittee and the Subject Property's owner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department. Failure to return said signed/executed document may be grounds for City termination of CDP 22-01
2. Purpose: CDP 22-01 is for the express purpose of authorizing, at the scope and scale described by the Applicant, to host multiple open artist studio spaces that include, but not necessarily limited to, the creation of art using a variety of art mediums such as photography, paint, pencil, ink, and computers. The space may also be used for art gallery display and artist reception events within the Permit specified 'Hours of Operation' (see Permit Condition No. 3). Accessory office and storage is also permitted within the specifications of CDP 22-01. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by CDP 22-01 without either an amendment of said Permit or the issuance of a new land entitlement permit by the City.
3. Hours of Operation: Authorized hours of operation for artist activities shall be anytime between 8:00 a.m. to 8:00 p.m. Monday through Friday and 10:00 a.m. to 5:00 p.m. on weekends. Office activity and meetings by permittee employees/managers is allowed beyond these hours provided that such activity does not pose a nuisance to surrounding units and/or properties. All loading/unloading activities and shipments/delivery activities shall only occur during this Permit's authorized hours of operation.
4. Parking: The Subject Property's owner and/or property manager shall provide the Applicant with a minimum of five (5) on-site parking spaces for the Applicant's Use. These spaces do not need to be assigned or reserved; however, this owner and/or

property manager shall ensure that all commercial parking spaces on the Subject Property are open, sufficient, and available for commercial uses within the building, including the Applicant.

5. Truck & Trailer Street Parking: In accordance with City Municipal Code Chapter 10.08, the Applicant's Use or any participant thereof shall not park or store trucks, trailers, or other large vehicles, as listed in Chapter 10.08, within any City street at any time unless actively involved with loading/unloading or otherwise has a valid City issued annual parking permit. Violation of this condition may result in the issuance of citations in accordance with City Municipal Code Chapter 10.08.
6. Loading/Unloading: All deliveries/shipments and/or loading/unloading of any item associated with the Applicant's Use at the Subject Property shall only occur during those hours specified for such activity by CDP 22-01. At no time shall loading/unloading activities associated with the Applicant's Use impede 2-way traffic circulation on Ortiz Avenue or any other public right-of-way within Sand City. Short term (approximately 5-minute) loading/unloading via private shipment companies (i.e. Federal Express, UPS, etc.) is exempt and allowed, provided such action does not impede traffic circulation of public streets.
7. Storage: All materials, parts, supplies, tools, equipment, packaging, pallets, and/or any other item associated with the Applicant's Use on the Subject Property, shall only be stored within the Applicant's Units and are prohibited from being stored on the Subject Property beyond the confines of the Applicant's Units unless discarded in accordance with CDP 22-01 or the City's Municipal Code. Any materials stored/used on-site, that may pose a hazard, shall comply with all requirements of the Monterey County Health Department, the City's Fire Department, and/or the City's code enforcement officer. The placement of a self-contained portable storage unit on-site or within any City public right-of-way, beyond the confines of the building for the Applicant's Use, is hereby prohibited; and the need of the Applicant to do so shall be considered by the City as justification that this operation has expanded beyond the ability of the Applicant's Units and Subject Property to sufficiently accommodate the Applicant's Use; and thus be sufficient reason for the City to terminate CDP 22-01.
8. Property Maintenance: The Subject Property, to the extent accessible to the Applicant, shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as otherwise allowed by CDP 22-01. The Applicant shall be responsible for maintenance and upkeep of the Applicant's Units for the duration of the Applicant's Use on the Subject Property as authorized by CDP 22-01.
9. Signs: Prior to the establishment of any commercial sign on the Subject Property for the Applicant's Use, a sign permit application and relevant materials shall be submitted to City staff for review and approval. The Applicant's sign must either conform to the City approved sign program for the entire Subject property resulting in staff issuance of a sign permit, or it shall otherwise be subject to review and approval by the City's Design Review Committee (DRC) prior to issuance of a sign

permit. The Applicant shall not place any free-standing sign anywhere within City limits without City approval. Signs attached to the building shall also obtain a City building permit prior to installation. The Applicant shall not place any free-standing sign anywhere within City limits without City Planning Department approval.

10. General Waste: Trash, litter, boxes, crates, pallets, debris, or other used and/or discarded materials generated/used by the Applicant's Use shall be stored in an appropriate waste collection container and/or bin. Except on a designated trash collection day, said container(s) or bin(s) shall be maintained either within the Applicant's Units or within a City approved enclosure on the Subject Property. The Applicant shall work and coordinate with the City's franchised waste hauler to implement material recycling and organic material collection as part of the Applicant's Use when feasible and necessary.
11. Hazardous Waste: Any and all hazardous materials and/or waste used/generated by the Applicant's Use shall be legally stored and disposed of in accordance with the regulations of the City, the County of Monterey, and the State of California. The Applicant shall concede to any direction of the City's Fire Department, City Code Enforcement Officer, and/or the Monterey County Health Department regarding the storage and/or handling of hazardous materials in the Applicant's Unit or on the Subject Property. Any illegal material storage, dumping, and/or disposal by the Applicant's Use shall be sufficient grounds for City termination of CDP 22-01.
12. Water Runoff: The Applicant's Use shall not create water run-off within the City in accordance with Chapter 13.05 of the Sand City Municipal Code regarding Storm Water Management.
13. Water: Issuance of CDP 22-01 does not grant the Applicant and/or Subject Property's owner(s) any right or privilege to any allocation of water from the City of Sand City or other entity. The Applicant's Use shall be limited to that water credit available to the Applicant's Unit and/or other water allocated/assigned, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD). Any water allocation that could occur will be at the sole discretion of the City Council of the City and subject to the City's water allocation process.
14. 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 amendment or termination of CDP 22-01
15. Fire Department: The Applicant's Use of the Subject Property, as authorized by CDP 22-01, must conform to occupancy, exiting, storage, and operational requirements specified in the California Building and Fire Codes and the City's

Municipal Code to the satisfaction of the City's Building Official, Fire Department inspector, and/or City Code Enforcement Officer. The Applicant shall work with the City's Building Official to determine and post the occupancy load per the Building and/or Fire Codes. At no time shall the total occupancy of the Applicant's Unit exceed the occupancy load as established by the building official. 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 amendment or termination of CDP 22-01

16. Nuisance: The Applicant's Use shall be conducted as to not constitute a nuisance to surrounding units and/or properties or the occupants thereof. The Applicant shall be considered responsible for the impacts created by the Applicant's Use and activities thereof. The Applicant shall implement all mitigation necessary to inhibit any noise, vibration, particulate, odors, and/or other negative impact(s) that the Applicant's Use may or will generate. Any mitigation to abate negative impacts of the Applicant's Use, as directed by the City, shall be implemented by the Applicant to the City's satisfaction as to effectively mitigate such negative impacts. If the City Council finds at any time that any of the Applicant's activities/uses of the Applicant's Units and/or Subject Property constitutes a nuisance, or is otherwise detrimental to the neighborhood or the community, such activity/use shall be discontinued or modified as may be required by the City. Failure to effectively implement mitigation required by this Permit, or other direction/notification by the City deemed necessary to abate negative impacts generated by the Applicant's Use, may be adequate grounds for the City to amend or terminate CDP 22-01. Failure to comply with such City direction may result in the amendment or revocation of CDP 22-01
17. Violation/Termination: If the City determines that any term or condition of CDP 22-01 has been violated, and/or use of the Applicant's Unit and/or Subject Property constitutes a nuisance or is otherwise detrimental to the neighborhood or the community, written notice shall be issued to the Applicant, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CDP 22-01 and may then order said Permit amended or revoked. The Applicant shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to amend or terminate CDP 22-01.
18. Interpretation: Any question of intent or interpretation regarding any condition within CDP 22-01 shall be resolved by the City's Planning Department.
19. The issuance of CDP 22-01 shall not supersede or override any requirement of any other City, County, State, or Federal agency.
20. 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.

21. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business license for the duration of the Applicant's Use within Sand City. Failure to maintain a current City business license may be sufficient grounds for termination of CDP 22-01

PASSED AND ADOPTED by the City Council of Sand City this ____ day of April, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

APPROVED:

Connie Horca, City Clerk

Mary Ann Carbone, Mayor

This is to certify that the Coastal Development Permit (CDP) 22-01 contains the conditions specified by the City Council in approving said Permit.

Charles Pooler, City Planner

APPLICANT ACCEPTANCE (CDP 22-01)

The Coastal Development Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions therein.

DATED: _____

BY: _____
Applicant

CONSENT OF OWNER (CDP 22-01)

Consent is hereby granted to the permittee to carry out the terms and conditions of the Coastal Development Permit.

DATED: _____

BY: _____
Property Owner

**AGENDA ITEM
11B.**

**Consideration of City RESOLUTION
Approving Conditional Use Permit 651 for
Willow and Plum Authorizing a Floral
Arrangement Workshop at 1737 Hickory
Street**

CITY OF SAND CITY

STAFF REPORT

March 14, 2022
(For City Council Review on April 5, 2022)

TO: Mayor and City Council

FROM: Charles Pooler, City Planner

SUBJECT: Conditional Use Permit for Floral Design Workshop at 1737 Hickory Street

BACKGROUND

An application was submitted by Patti Freestone of Willow and Plum (the "Applicant") for conditional use permit approval to establish and operate a floral design workshop with accessory office and storage (Applicant's Use) within an existing 600 square foot commercial unit of a mixed-use building at 1737 Hickory Street (APN 011-196-010) in Sand City (the "Subject Property"). The Applicant designs and prepares floral arrangements for private, corporate, and wedding events. The Subject Property is located within a non-coastal Planned Mixed Use (MU-P) zoning district, which requires a conditional use permit. The Applicant's Use qualifies for a Categorical Exemption under State CEQA Guidelines (Section 15301).

Site Description:

The Subject Property is 50-feet wide and 50 feet deep (2,500 sq.ft.), with a two story mixed-use building consisting of two residential units (size unknown) on the upper level and two (2) 600 square foot commercial units (each commercial unit approximately 30 feet deep and 20-feet wide) on the lower level with un-striped and unassigned parking along the frontage. The building has an approximate 20-foot front setback providing space for five (5) code compliant on-site perpendicular parking spaces along the Subject Property's 50-foot wide Hickory Street frontage. The Applicant's unit is on the lowest ground floor facing Hickory Street.

DISCUSSION & ANALYSIS

Project Description:

The Applicant intends to establish and operate a floral design and arrangement workshop within an existing 600 square foot commercial space fronting Hickory Street. The Applicant specializes in floral arrangements for private, commercial, and wedding events. The Applicant will have a flower cooler within the unit, a work table, and shelving for products. Items stored will include flowers, hand tools, vases, ribbon, tape, etc. The Applicant has one (1) delivery van that will be stored off-site during non-business hours. The operation is not intended to be open to the public, but their may be client meetings at the site will that

would be by appointment. The Applicant will be the primary full-time employee, but there may be part time employees on an as-needed basis for larger projects. This is anticipated to be an exceptionally low impact operation.

Land Use: The Subject Property has a General Plan land use and Zoning Map designation of "Mixed-Use". Floral design workshops are not specifically listed in the Mixed-Use zoning regulations; however, the actual activity proposed falls into several categories that are listed; "service commercial", "light manufacturing", and "art/crafts studios". Furthermore, Section 18.13.040.P includes those uses the City Council finds to be consistent with the goals and policies of the General Plan. The Applicant's Use introduces a professional customer service business encouraged for the Mixed-Use District consistent with General Plan Policy 2.1.1. Therefore, the Applicant's Use can be considered consistent with the General Plan and Zoning Code for the Subject Property.

Hours of Operation: The Applicant's intended hours of operation are 9:00 a.m. to 6:00 p.m. with no specific days, but the operation will utilize the studio unit as-needed within the aforementioned hours depending upon their contract order obligations. As this is anticipated to be an exceptionally low impact use, staff recommends allowing this operation to commence at 7:00 a.m. and cease at 6:00 p.m. Monday through Friday and commence at 9:00 a.m. and cease at 6:00 p.m. on weekends. This provides the Applicant greater operational flexibility without any foreseen negative impacts to adjacent properties or the residential units above in the same building. All shipping and receiving and loading and unloading activities should only occur during these times. Office activity by the Applicant within the unit at the Subject Property beyond the aforementioned hours of operation is acceptable.

Parking: The Applicant's unit is approximately 600 square feet, which will be used for storage, office, and product design and assembly activities. The Applicant states that she will be the primary full-time employee with part time employees for large scale projects. The Zoning Code requires one (1) parking space for a manufacturing use based upon a 1/700 parking ratio. This is the same parking requirement applied to "service commercial" uses throughout the City. The permit should require the Subject Property's owner to maintain at least one (1) space for the Applicant's parking.

Loading/Unloading: The Applicant will have their flower inventory shipped to them via local wholesale companies, typically in small box trucks, vans or, Federal Express. The Applicant's Use is not anticipated to have large truck deliveries or shipments; therefore, issues pertaining to large delivery trucks and loading/unloading activities that may impede vehicular circulation, street parking, or property access are not applicable to the Applicant's Use. The Applicant's delivery van will be used to transport completed arrangements to clients. The permit should include a condition specifying that any loading/unloading activities occur only occur during daytime business hours (see discussion under "Hours of Operation") to minimize noise/vibration impacts to nearby residences.

Storage: The Applicant does not intend any storage beyond the confines of the building. Staff recommends this be a condition of permit approval. According to the completed Hazardous Material Questionnaire (see Exhibit G), there will be no hazardous materials stored or used in the Applicant's Unit. The placement of self-contained portable storage units/containers on-site outside the building, particularly in the parking area, should be prohibited to avoid visually blighting influences and preserve on-site parking.

Impacts: The Applicant's Use is considered a low impact activity, and no excessive noise, dust, fumes, odors, or other detrimental impacts are anticipated from the Applicant's Use. The paved area in front of the unit is sufficient to accommodate off-street loading and unloading activities by small vans. The permit should contain the standard conditions requiring all storage for the Applicant's Use be maintained within the building.

Signs: The Applicant does not intend to have a commercial sign at this time. If at some future date, the Applicant chooses to have a commercial sign, it would then require review and approval by the City's Design Review Committee in the issuance of a sign permit prior to the installation of any such sign. This should be a condition of permit approval.

Water:

Staff's interpretation of the MPWMD regulations is that a floral design and arrangement workshop (the Proposed Use) qualifies as a Group I category low water use. The site has credit based upon a Group I use; therefore, no additional water credit is deemed necessary. The permit should contain standard language stating that approval of the permit does not grant the Applicant and/or property owner any right or privilege to any allocation of water from the City or other Agency.

Stormwater Control:

The Applicant's Use is of an existing building on a developed site, where the Applicant does not intend construction or pavement improvements to the Subject Property that would trigger storm water control requirements. Therefore, storm water control regulations do not apply to this application.

Covid-19 Epidemic:

Issuance of a conditional use permit does not override any Federal, State, or County orders that may impact the Applicant's Use in terms of operating during the pandemic. The conditional use permit outlines the authorized land use and the conditions and restrictions upon which the Applicant may conduct business during normal circumstances. The Applicant will have to coordinate with the Monterey County Health Department as to determine the conditions and restrictions that would impact and/or limit the Applicant during the current pandemic.

Advisory Agencies:

Information on the Applicant's project was circulated to the City's advisory agencies (Police, Fire, Building, County Health, Sanitation, and Engineering Departments). The Building Official responded no concerns with the Applicant's Use. No other comments were received at the time of preparing this report.

RECOMMENDATION

Staff recommends **APPROVAL** of a conditional use permit, authorizing the Applicant's floral design workshop at the Subject Property in accordance with the recommended permit conditions.

Findings for an Approval:

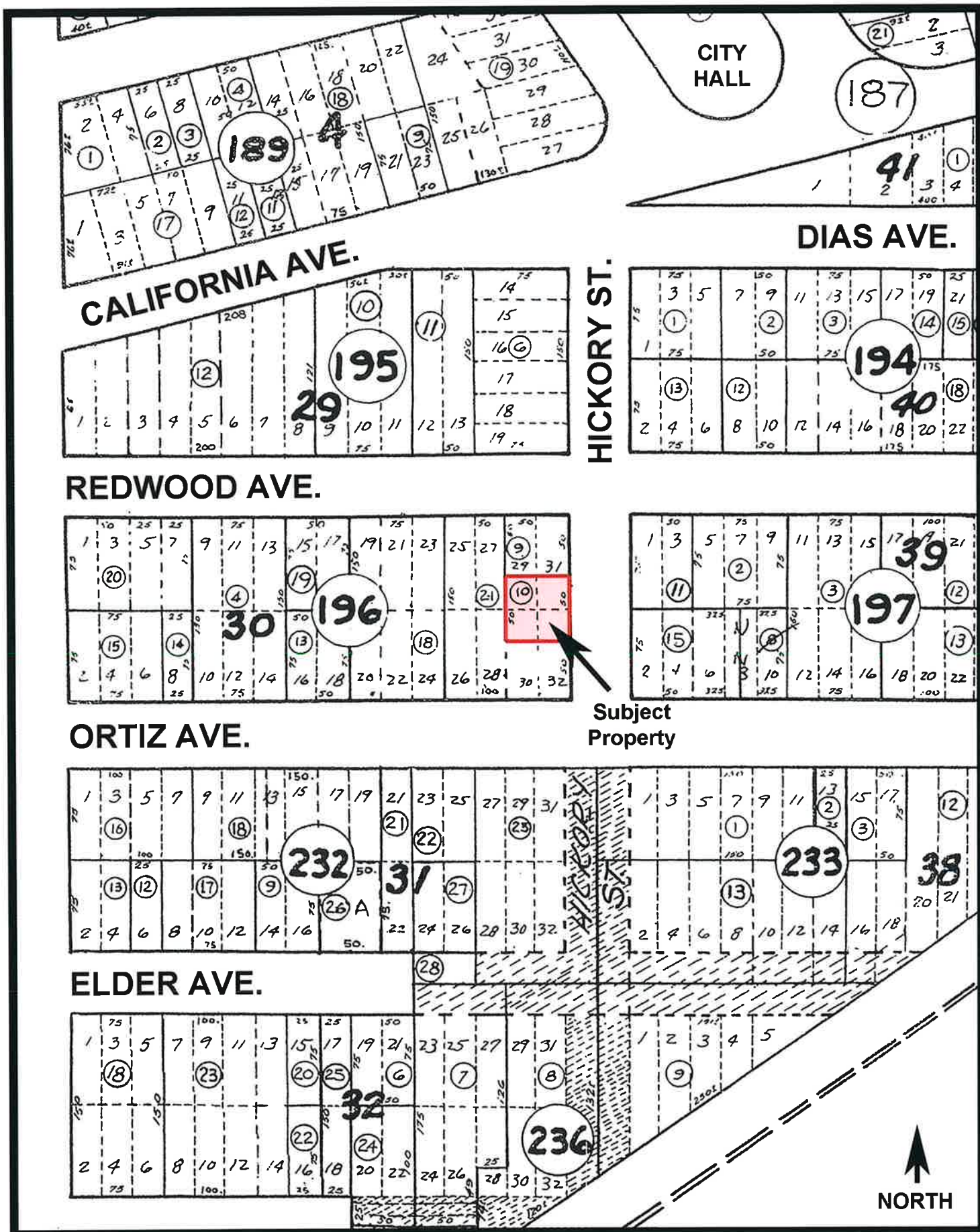
1. The Applicant's Use, at the described scale and intensity and as conditioned, is compatible with City's General plan and the Subject Property's Planned Mixed Use (MU-P).
2. No allocation of water from Sand City is required for the Applicant's Use at the Applicant's Unit.
3. Adequate utilities are available to facilitate the Applicant's Use.
4. General Plan Policy 2.1.1 encourages the establishment of new land uses within the West End District (referred to as "Old Town" in the General Plan) that contribute to a diversity of activities that include artisans, ethnic markets, restaurants, entertainment, and incubator industries.
5. The Applicant's Use is not anticipated to create any potential detrimental impacts to the surrounding neighborhood, existing nearby residential units, or the City as a whole.
6. The Applicant's Use within an existing commercial unit of a mixed-use building qualifies for a categorical exemption, under State CEQA Guidelines, Section 15301.

Exhibits:

- A. Location Map
- B. Aerial Map
- C. Site Photograph
- D. Site Plan & Ground Level Floor Plan
- E. Applicant's Letter of Intent
- F. Mont. Cnty. Health Dept. Hazardous Material Questionnaire

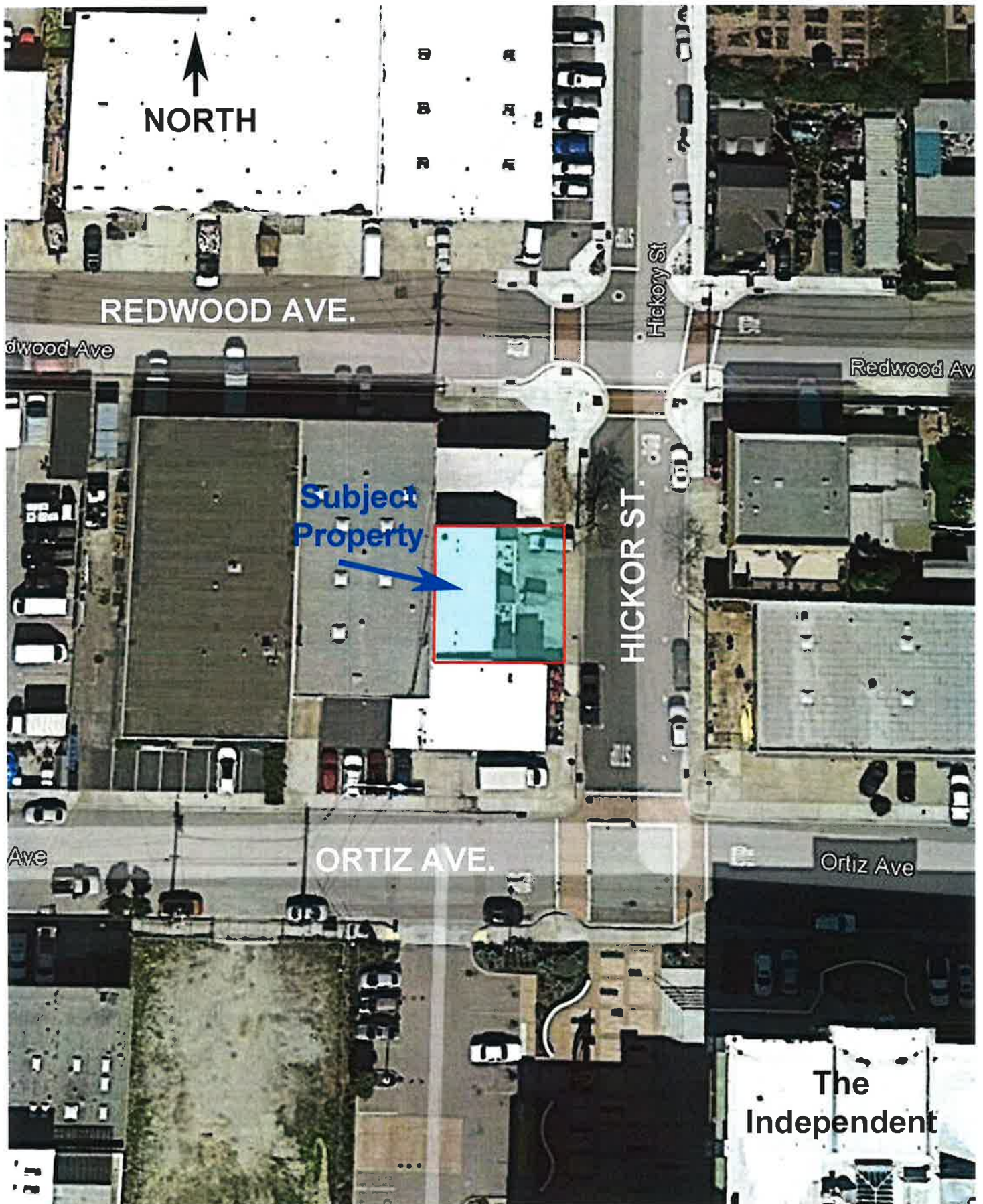
Attachments:

- Draft Resolution to approve a conditional use permit



Location Map

EXHIBIT A



Aerial Map

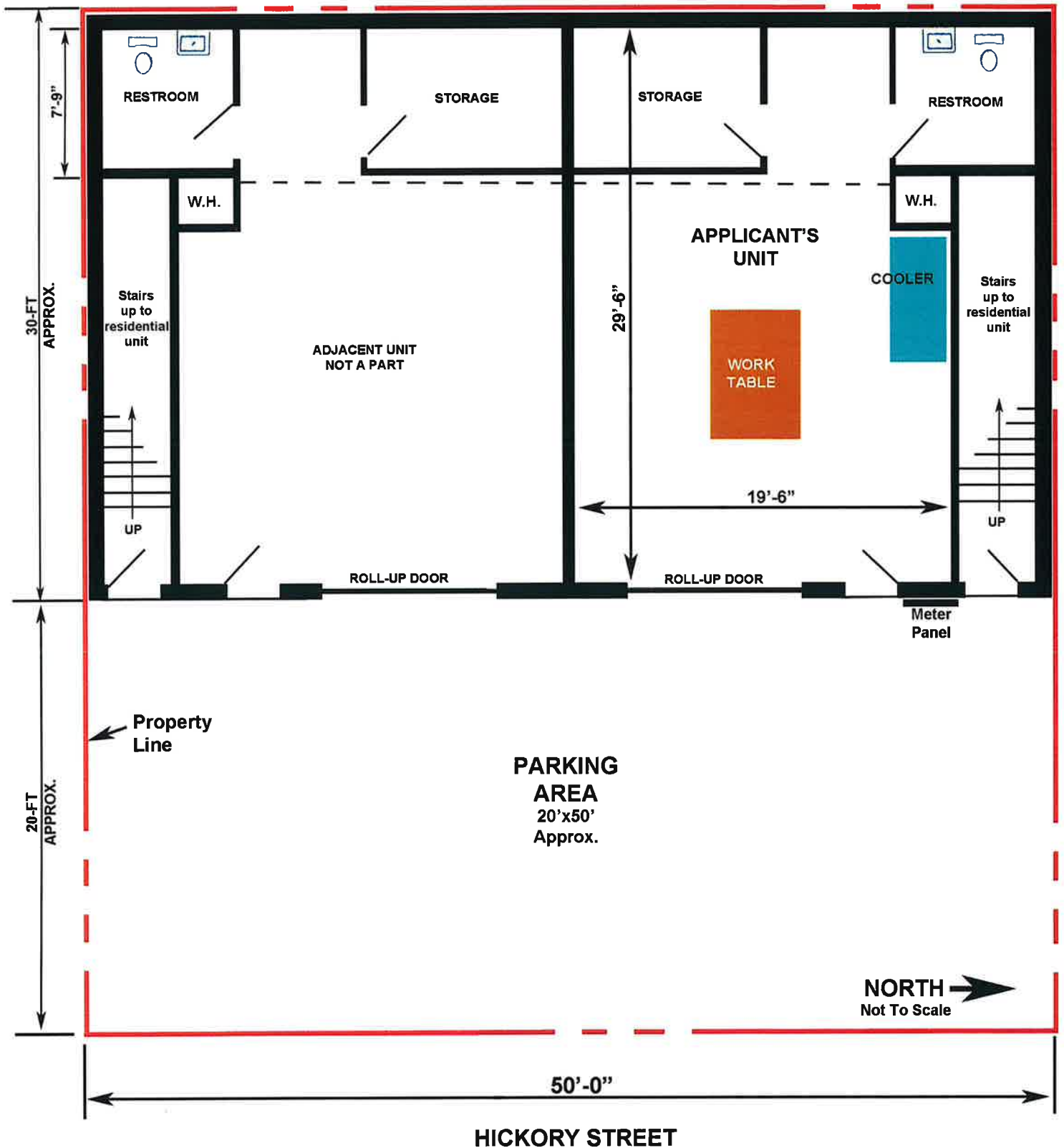
EXHIBIT B



Site Photograph (via Google Earth)

EXHIBIT C

Two Residential Units on Upper Level (Not Illustrated)



Site Plan & Floor Plan

EXHIBIT D

To whom it may concern,

The business I am seeking to establish in the space at 1737 Hickory Unit D in Sand City, Ca is an Event Floral Studio called Willow & Plum. We specialize in creating fresh flowers for weddings.

We plan on using the space as a work area and a storage area for inventory, which consists of a multitude of floral supplies such as vases, ribbon, tape, etc. We will also have one floral cooler.

We are not a business that is open to the public so we won't have regular hours. When we use the studio for making the flowers it is always during daytime hours between 9 and 6.

We have one delivery van that will be stored off property. The unit has one parking space on site for our use.

Our flowers will be shipped to us via local wholesale companies so most often are delivered in small box trucks, cargo vans or occasionally on FedEx overnight.

Thank you for considering our business.

Patti Freestone

Monterey County Health Department
1270 Natividad Road, Room B301
Salinas, CA 93906
(831) 755-4511
Fax (831) 755-8954

Jurisdiction Name Sand City
Use Permit # CUP 651
Or _____
Building Permit # _____
Contact Name _____
Phone # _____

HAZARDOUS MATERIAL QUESTIONNAIRE

Business Name Willow & Plum Type of Business Event Florist
Site Location 1737 Hickory St City Sand City APN: _____
Mailing Address 894 Maple St. P.G. Ca 93950
Business Contact Patti Freestone 831-241-3760
Name Phone Number
Property Owner Steve & Avila
Name Phone Number

1. 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
2. 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
3. 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
4. Will your business/proposed project be using underground storage tanks to store hazardous materials?
☐ Yes ☒ No
5. Will your business/proposed project be generating any quantities of hazardous waste such as waste oil, waste solvents, etc?
☐ Yes ☒ No
6. 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.

Executed AT:

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

City, State

Print Name of Owner/Operator:

Signature of Owner/Operator:

For Local Jurisdiction Use Only:

1. 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
2. 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: _____

Print Name and Title: _____

EXHIBIT F

CITY OF SAND CITY

RESOLUTION SC _____, 2022

**RESOLUTION OF THE CITY COUNCIL OF SAND CITY APPROVING
CONDITIONAL USE PERMIT 651 FOR WILLOW AND PLUMB AUTHORIZING A
FLORAL ARRANGEMENT WORKSHOP AT 1737 HICKORY STREET**

WHEREAS, Patti Freestone of Willow & Plum (the “Applicant”) submitted an application to the City of Sand City (the “City”) for conditional use permit approval to establish and operate a floral arrangement workshop (the “Applicant’s Use”) within an approximate 600 square foot commercial unit of an existing mixed-use building at 1737 Ortiz Avenue, Unit D (portion of APN 011-196-010) in Sand City (the “Subject Property”); and

WHEREAS, the Applicant’s Unit is on property fronting Hickory Street developed as a mixed-use building, prior to the adoption of the current General Plan and Mixed Use Zoning designation, consisting of two residential apartments on the upper level and two commercial units on the lower level with unassigned parking along the frontage; and

WHEREAS, the Planned Mixed Use (MU-P) zoning of the Subject Property requires conditional use permit approval by the City Council to ensure land use compatibility with residential uses and to mitigate potential negative impacts; and

WHEREAS, General Plan Policy 2.1.1 encourages the establishment of new land uses within the West End District (referred to as “Old Town” in the General Plan) that contribute to a diversity of activities that include artisans, ethnic markets, and incubator industries; and

WHEREAS, the Applicant’s Use, within an existing commercial unit of a mixed-use building, qualifies for a Categorical Exemption under CEQA (California Environmental Quality Act) Guidelines, Section 15301; and

WHEREAS, the City Council of the City of Sand City, on _____, 2022, has found and determined that the Applicant’s Use, as identified by the Applicant and appropriately conditioned, will not adversely impact the character of the surrounding neighborhood, nor be injurious or detrimental to adjoining properties or the rights of the owners therein, and thus Conditional Use Permit 651 shall be granted upon the conditions hereinafter set forth; and

WHEREAS, the City Council of the City of Sand City has accepted the analysis and findings for approving Conditional Use Permit 651 (hereinafter “CUP 651”) as outlined in the City staff report, dated March 14, 2022.
; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sand City to hereby grant and issue CUP 651 upon the following terms and conditions:

1. Execution & Acceptance: CUP 651 is not valid, and the Applicant's Use of the Subject Property shall not commence unless and until two copies of this Resolution/Permit, signed by the Applicant as the permittee and the Subject Property's owner, acknowledging receipt of the Permit and acceptance of the terms and conditions, is returned to the City's Planning Department. Failure to return said signed/executed document may be grounds for City termination of CUP 651.
2. Purpose: CUP 651 is for the express purpose of authorizing, at the scope and scale described by the Applicant, a floral design and arrangement workshop, including office and storage activities associated with the approved Use, within a 600 square foot unit of an existing commercial building at 1737 Ortiz Avenue (portion of APN 011-196-010) in Sand City. There shall be no expansion to the scope or intensity of this operation beyond that use authorized by CUP 651 without either an amendment of said Permit or the issuance of a new permit. All service, office, storage, and other activities associated with this use shall be maintained within the Applicant's unit of the building at all times, or as otherwise specified by CUP 651. CUP 651 is not transferrable to another property.
3. Hours of Operation: Authorized hours of operation shall be between 7:00 a.m. to 6:00 p.m. Monday through Friday and 9:00 a.m. to 6:00 p.m. on weekends. Office activity by employees is allowed beyond these hours provided that such activity does not pose a nuisance to surrounding units and/or properties. All loading/unloading activities and shipments/delivery activities shall only occur during this Permit's authorized hours of operation.
4. Parking: A minimum of one (1) off-street parking space shall be provided by the Subject Property's owner to the Applicant in front of the Applicant's unit for the Applicant's Use.
5. Truck & Trailer Street Parking: In accordance with City Municipal Code Chapter 10.08, the Applicant's Use shall not park or store trucks, trailers (hitched or unhitched), or other large vehicles, as listed in Chapter 10.08, within any City street at any time unless actively involved with loading/unloading or otherwise has a valid City issued annual parking permit. Violation of this condition may result in the issuance of citations in accordance with City Municipal Code Chapter 10.08.
6. Loading/Unloading: All deliveries/shipments and/or loading/unloading of any item associated with the Applicant's Use at the Subject Property shall only occur during those hours specified for such activity by CUP 651. At no time shall loading/unloading activities associated with the Applicant's Use impede 2-way traffic circulation on Hickory Street or any other public right-of-way within Sand City. Short term (approximately 5-minute) loading/unloading via private shipment companies (i.e. Federal Express, UPS, etc.) is exempt and allowed, provided such action does not impede traffic circulation of public streets.
7. Storage: There shall be no storage of any inventory item, or other material, equipment, packaging, crate, pallet, vehicle, debris, or any other item associated

with the Applicant's Use outside the building. All storage for the Applicant's Use shall be maintained within the building unless otherwise allowed by CUP 651.

8. Property Maintenance: The Subject Property, to the extent accessible by the Applicant, shall be maintained in a clean, orderly, weed-free, and litter-free condition. There shall be no storage of waste material or debris on-site, except as otherwise allowed by CUP 651. The Applicant shall be responsible for maintenance and upkeep of the Applicant's Unit for the duration of the Applicant's Use as authorized by CUP 651.
9. Signs: Commercial signs on the exterior of the building or anywhere on the Subject Property, identifying the Applicant's Use, shall be reviewed and approved by the Sand City Design Review Committee (the "DRC") in the issuance of a sign permit prior to the establishment of any sign such as at the Subject Property. Signs attached to the building shall also obtain a City building permit prior to installation. The Applicant shall not place any free-standing sign anywhere within City limits without City Planning Department approval.
10. Waste: The Applicant shall contact the City's franchised waste hauler, to acquire an organic waste bin of sufficient size to collect all organic material waste generated by the Applicant's Use at the Subject Property. Trash, litter, boxes, crates, debris, or other used and/or discarded materials generated by this operation shall be stored in an appropriate waste collection bin or dumpster. Said bin(s) or dumpster(s) shall be maintained within the building or within an enclosure on-site. No dumpsters or bins are allowed along the Hickory Street frontage except for scheduled collection times. The Subject Property's owner may create a trash enclosure on-site, subject to review and approval by the City's Planning Department and no on-site parking is lost. The Applicant shall implement recycling and organic waste collection through the City's franchised waste hauler as part of this operation's regular routine when feasible.
11. Hazardous Waste: Any and all hazardous materials and/or waste used/generated by the Applicant's Use shall be legally stored and disposed of in accordance with the regulations of the City, the County of Monterey, and the State of California. The Applicant shall concede to any direction of the City's Fire Department, City Code Enforcement Officer, and/or the Monterey County Health Department regarding the storage and/or handling of hazardous materials in the Applicant's Unit or on the Subject Property. Any illegal material storage, dumping, and/or disposal by the Applicant's Use shall be sufficient grounds for City termination of CUP 651.
12. Water Runoff: The Applicant's Use shall not create water run-off within the City, including vehicle washing on the Subject Property, in accordance with Chapter 13.05 of the Sand City Municipal Code regarding storm water management.
13. Water: Issuance of CUP 651 does not grant the Applicant and/or Subject Property's owner(s) any right or privilege to any allocation of water from the City of Sand City or other entity. The Applicant's Use shall be limited to that water credit available to

the Applicant's Unit and/or other water allocated/assigned, in accordance with the regulations of the Monterey Peninsula Water Management District (MPWMD).

14. 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 San Diego 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 651.
15. Fire Department: The Applicant's Use of the Subject Property, as authorized by CUP 651, 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 and/or Fire Department inspector. 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 651.
16. Nuisance: The Applicant's Use of the Applicant's Unit shall be conducted as to not constitute a nuisance to surrounding units and/or properties or the occupants thereof. The Applicant shall be considered responsible for the impacts created by the Applicant's Use and activities. The Applicant shall implement all mitigation necessary to inhibit any noise, vibration, particulate, odors, and/or other negative impact(s) that this operation may or will generate. Any mitigation to abate negative impacts of the Applicant's Use, as directed by the City, shall be implemented by the Applicant to the City's satisfaction as to effectively mitigate such negative impacts.
17. Violation/Termination: If the City determines that any term or condition of CUP 651 has been violated, and/or the Applicant's use of the Subject Property constitutes a nuisance or is otherwise detrimental to the neighborhood or the community, written notice shall be issued to the Applicant, that if such violation is not corrected or removed within a specified time, a public hearing may then be scheduled where the City Council may consider amending or revoking CUP 651 and may then order said Permit amended or revoked. The Applicant shall be notified of any such public hearing, and provided an opportunity to address the City Council prior to any action by the City Council to amend or terminate CUP 651.
18. Interpretation: Any question of intent or interpretation regarding any condition within CUP 651 shall be resolved by the City's Planning Department.
19. The issuance of CUP 651 shall not supersede or override any requirement of any other City, County, State, or Federal agency.

20. 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.
21. Business License: The Applicant shall acquire, maintain, and annually renew a Sand City business license for the duration of the Applicant's Use within Sand City. Failure to maintain a current City business license may be sufficient grounds for termination of CUP 651.

PASSED AND ADOPTED by the City Council of Sand City this ____ day of April, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

APPROVED:

Connie Horca, City Clerk

Mary Ann Carbone, Mayor

This is to certify that the Conditional Use Permit (CUP) 651 contains the conditions specified by the City Council in approving said Permit.

Charles Pooler, City Planner

APPLICANT ACCEPTANCE (CUP 651)

The Conditional Use Permit is hereby accepted upon the express terms and conditions hereof, and the undersigned agrees to strictly conform to and comply with each and all of the said terms and conditions therein.

DATED: _____

BY: _____

Applicant

Signatures continued on following page...

Signatures continued from previous page.

CONSENT OF OWNER (CUP 651)

Consent is hereby granted to the permittee to carry out the terms and conditions of the Conditional Use Permit.

DATED: _____

BY: _____
Property Owner