

# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,  
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



## AGENDA

Joint REGULAR Meeting

Wednesday, July 12, 2017 \* 6:00 P. M.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- City Council meetings are video recorded and archived as a permanent record. The video recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).

### PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live on Cox Communications-Channel 19, Time Warner-Channel 24, and AT&T U-verse Channel 99. The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's website.

### AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch Library (157 Stevens Ave.), La Colonia Community Ctr., and online [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org). Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, received after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the courtesy agenda posting. Materials submitted for consideration should be forwarded to the City Clerk's department 858-720-2400. The designated location for viewing public documents is the City Clerk's office at City Hall during normal business hours.

### SPEAKERS

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports.

### AMERICAN DISABILITIES ACT TITLE 2

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's office (858) 720-2400 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the Council Chambers.

### CITY COUNCILMEMBERS

**Mike Nichols, Mayor**

**Ginger Marshall, Deputy Mayor**

**David A. Zito, Councilmember**

**Jewel Edson, Councilmember**

**Judy Hegenauer, Councilmember**

Gregory Wade  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

**SPEAKERS:**

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

**READING OF ORDINANCES AND RESOLUTIONS:**

Pursuant to Solana Beach Municipal Code Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

**CALL TO ORDER AND ROLL CALL:**

**CLOSED SESSION REPORT:** (when applicable)

**FLAG SALUTE:**

**APPROVAL OF AGENDA:**

**PROCLAMATIONS/CERTIFICATES:** *Ceremonial*

1. Parks Make Life Better

**PRESENTATIONS:** Ceremonial items that do not contain in-depth discussion and no action/direction.  
*None at the posting of this agenda*

**ORAL COMMUNICATIONS:**

This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Comments relating to items on this evening's agenda are taken at the time the items are heard. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

**COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:**

*An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.*

**A. CONSENT CALENDAR:** (Action Items) (A.1. - A.10.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be discussed immediately after approval of the Consent Calendar.

**A.1. Minutes of the City Council.**

Recommendation: That the City Council

1. Approve the Minutes of the City Council Meetings held May 10, 2017.

**[Item A.1. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.2. Register Of Demands.** (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for June 10 - 23, 2017.

**[Item A.2. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.3. Decomposed Granite Path Restoration on the Coastal Rail Trail.** (File 0840-35)

Recommendation: That the City Council

1. Adopt **Resolution 2017-114**
  - a. Authorizing the City Engineer to accept as complete the DG Path Restoration on the Coastal Rail Trail, Bid No. 2017-04, constructed by Blue Pacific Contracting and Paving.
  - b. Authorizing the City Clerk to file a Notice of Completion.

**[Item A.3. Report \(click here\)](#)**

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.4. Clean and Reseal Concrete Lithocrete Clean and Reseal.** (File 0820-35)

Recommendation: That the City Council

1. Adopt **Resolution 2017-116**:
  - a. Awarding a construction contract for the project to Clean and Reseal Concrete Lithocrete at Various Locations, Bid No. 2017-05, in the amount of \$36,904.50, to Miramar General Engineering.
  - b. Approving an amount of \$5,000 for construction contingency.
  - c. Authorizing the City Manager to execute the construction contract on behalf of the City.
  - d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.

[Item A.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.5. City Sidewalk Repair Project.** (File 0820-45)

Recommendation: That the City Council

1. Adopt **Resolution 2017-117**:
  - a. Awarding a construction contract for the City Sidewalk Repair Project, Bid No. 2016-06, in the amount of \$20,400, to Miramar General Engineering.
  - b. Authorizing the City Manager to execute the construction contract on behalf of the City.

[Item A.5. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.6. La Colonia Community Center Exterior Painting.** (File 0720-20)

Recommendation: That the City Council

1. Adopt **Resolution 2017-118**:
  - a. Authorizing the City Engineer to accept as complete the La Colonia Community Center Exterior Painting Project, Bid No. 2017-01, constructed by Lunar Painting.
  - b. Authorizing the City Clerk to file a Notice of Completion.

[Item A.6. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.7. Seascape Sur Beach Access Stairway – Maintenance and Repairs.** (File 0740-30)

Recommendation: That the City Council

1. Adopt **Resolution 2017-115:**

- a. Awarding a construction contract for the Seascape Sur Beach Access Stairway – Maintenance and Repairs, Bid No. 2017-06, in the amount of \$202,690, to Conan Construction, Inc.
- b. Approving an amount of \$40,000 for construction contingency.
- c. Authorizing the City Manager to execute the construction contract on behalf of the City.
- d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.

[Item A.7. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.8. Approving and Adopting a Letter of Intent to Enter Into a Memorandum of Understanding with Solana Beach Employees' Association-Miscellaneous Unit (SBEA-MISC).** (File 0530-30)

Recommendation: That the City Council

1. Adopt Resolution **2017-126:**

- a. Approving and adopting the Letter of Intent to enter into a Memorandum of Understanding with Solana Beach Employees' Association-Miscellaneous Unit (SBEA-MISC).
- b. Approving an appropriation of \$53,600 to the General Fund and \$13,400 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.
- c. Authorizing the City Treasurer to amend the FY 2017-2018 Adopted Budget accordingly.

[Item A.8. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.9. Memorandum of Understanding between the City and the Solana Beach Employees' Association–Marine Safety Unit.** (File 0530-30)

Recommendation: That the City Council

1. Adopt **Resolution 2017-122:**

- a. Approving a Three-Year Memorandum of Understanding (MOU) between the City and the SBEA-MSU for Fiscal Years 2018-2020.
- b. Approving an appropriation of \$11,340 to the General Fund and \$2,160 to the Camp Program fund allocated between salary and benefits as determined by the Finance Department.
- c. Authorizing the City Treasurer to amend the FY 2017-2018 Adopted Budget accordingly.

[Item A.9. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**A.10. Salary and Compensation Plans for Fiscal Year 2017-2018.** (File 0520-10)

Recommendation: That the City Council

1. Adopt **Resolution 2017-123**
  - a. Approving FY 2017-2018 Salary and Compensation Plans for Executive Management, Mid-Management, Confidential, Marine Safety(SBEA/MSU), Miscellaneous(SBEA-MISC), Fire(SBFA), City Manager, Part-Time/Seasonal/ Temporary employees and Elected Officials.
  - b. Approving an appropriation of \$75,500 to the General Fund and \$17,200 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.
  - c. Authorizing the City Treasurer to amend the FY 2017-2018 Adopted Budget accordingly.

[Item A.10. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)**

**B. PUBLIC HEARINGS:** (B.1. – B.3.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designees for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. All other speakers have three minutes each. Please be aware of the timer light on the Council Dais.

**B.1. City of Solana Beach's Climate Action Plan.** (File 0220-10)

Recommendation: That the City Council

1. Adopt **Resolution 2017-119** finding the CAP exempt from CEQA and adopting the City of Solana Beach Climate Action Plan.

[Item B.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**B.2. 635 Canyon Drive, Applicant: Paeske, Case 17-16-30.** (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP (Development Review Permit) and administratively issue a SDP (Structure Development Permit). Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2017-120** conditionally approving a DRP and an SDP to remodel the existing residence and construct a square footage addition including a new second story at an existing residence with an attached garage and perform associated site improvements at 635 Canyon Drive, Solana Beach.

[Item B.2. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**B.3. Residential Solid Waste Rate Increase for Waste Management Fiscal Year 2017-18.** (File 1030-15)

Recommendation: That the City Council

1. Conduct the Public Hearing: Open the Public Hearing; Report Council Disclosures; Report written protests received; Receive Public Testimony; Close the Public Hearing.
2. Following the Public Hearing, if the City does not receive written protests against the proposed increases to the rates for the trash collection fees by a majority of owners of the parcels within the City, adopt **Resolution 2017- 124** approving WM's rate review request increasing residential solid waste and recycling rates for FY 2017-18 in accordance with the Franchise Agreement.

[Item B.3. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C. STAFF REPORTS:** (C.1. - C.4.)

*Submit speaker slips to the City Clerk.*

**C.1. Quarterly Investment Report.** (File 0350-44)

Recommendation: That the City Council

1. Accepts and files the attached Cash and Investment Report for the quarter ended March 31, 2017.

[Item C.1. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C.2. Temporary Arts Program Site Modifications.** (File 0910-41)

Recommendation: That the City Council

1. Adopt **Resolution 2017-125** approving the PAC's recommendation to modify the Temporary Arts Program by removing two approved locations and adding three new locations.

[Item C.2. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C.3. Parks and Recreation Commission Member Appointment.** (File 0120-06)

Recommendation: That the City Council

1. Make one appointment (by Council-at-large) to the vacant position on the Parks and Recreation Commission with a term expiration date of January 2019.

[Item C.3. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C.4. Ordinance 479 Adoption (2<sup>nd</sup> Reading) Authorizing a Transportation Impact Fee Program - Establishing the Transportation Impact Fee.** (File 0840-10)

Recommendation: That the City Council

1. Adopt **Ordinance 479** establishing the Transportation Impact fee.

[Item C.4. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**C.5. KAABOO**

Staff recommends the City Council:

1. Receive the presentation from the KAABOO organizers and provide feedback, as needed.

[Item C.5. Report \(click here\)](#)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

**WORKPLAN COMMENTS:**

*Adopted June 8, 2016*

**COMPENSATION & REIMBURSEMENT DISCLOSURE:**

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**COUNCIL COMMITTEE REPORTS:**

**Regional Committees: (outside agencies, appointed by this Council)**

- a. City Selection Committee (meets twice a year) – Nichols (Edson, alternate).
- b. County Service Area 17 – Marshall (Nichols, alternate).
- c. Escondido Creek Watershed Authority – Marshall/Staff (no alternate).
- d. League of Ca. Cities’ San Diego County Executive Committee – Nichols (Edson, alternate) and any subcommittees.
- e. League of Ca. Cities’ Local Legislative Committee – Nichols (Edson, alternate)
- f. League of Ca. Cities’ Coastal Cities Issues Group (CCIG) – Nichols (Edson, alternate)
- g. North County Dispatch JPA – Marshall (Edson, alternate).
- h. North County Transit District – Edson (Nichols, alternate)
- i. Regional Solid Waste Association (RSWA) – Nichols (Hegenauer, alternate).
- j. SANDAG – Zito (Primary), Edson (1<sup>st</sup> alternate), Nichols (2<sup>nd</sup> alternate) and any subcommittees.
- k. SANDAG Shoreline Preservation Committee – Zito (Hegenauer, alternate).
- l. San Dieguito River Valley JPA – Hegenauer (Nichols, alternate).
- m. San Elijo JPA – Marshall, Zito (City Manager, alternate).
- n. 22<sup>nd</sup> Agricultural District Association Community Relations Committee – Marshall, Edson.

**Standing Committees: (All Primary Members) (Permanent Committees)**

- a. Business Liaison Committee – Zito, Edson.
- b. Highway 101 / Cedros Ave. Development Committee – Edson, Nichols.
- c. Fire Dept. Management Governance & Organizational Evaluation – Edson, Hegenauer
- d. I-5 Construction Committee – Zito, Edson.
- e. Parks and Recreation Committee – Nichols, Zito
- f. Public Arts Committee – Marshall, Hegenauer.
- g. School Relations Committee – Nichols, Hegenauer.

**ADJOURN:**

**AFFIDAVIT OF POSTING**

STATE OF CALIFORNIA  
 COUNTY OF SAN DIEGO  
 CITY OF SOLANA BEACH } §

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the July 12, 2017 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on July 5, 2017 at 5:45 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., June 12, 2017, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk  
 City of Solana Beach, CA

**UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:**

*Regularly Scheduled, or Special Meetings that have been announced, as of this Agenda Posting. Dates, times, locations are all subject to change. See the City's Commission's website or the City's Events Calendar for updates.*

- **Budget & Finance Commission**  
Thursday, July 20, 2017, 6:30 p.m. (City Hall)
- **Climate Action Commission**  
Wednesday, July 19, 2017, 5:30 p.m. (City Hall)
- **Parks & Recreation Commission**  
Thursday, July 13, 2017, 4:00 p.m. (Fletcher Cove Community Center)
- **Public Arts Commission**  
Tuesday, July 25, 2017, 5:30 p.m. (City Hall)
- **View Assessment Commission**  
Tuesday, July 18, 2017, 6:00 p.m. (Council Chambers)

# CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,  
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



## MINUTES

Joint SPECIAL Meeting

Wednesday, May 10, 2017 \* 5:00 P. M.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

Teleconference Location: Holiday Inn Express and Suites, 226 Aurora Avenue Seattle, WA. 98109 (Zito)

- City Council meetings are video recorded and archived as a permanent record. The video recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a Records Request.

### CITY COUNCILMEMBERS

Mike Nichols, Mayor

Ginger Marshall, Deputy Mayor

David A. Zito, Councilmember

Jewel Edson, Councilmember

Judy Hegenauer, Councilmember

Gregory Wade  
City Manager

Johanna Canlas  
City Attorney

Angela Ivey  
City Clerk

### CALL TO ORDER AND ROLL CALL:

Mayor Nichols called the meeting to order at 5:01 p.m.

Present: Mike Nichols, Ginger Marshall, David A. Zito, Jewel Edson, Judy Hegenauer

Absent: None

Also Present: Greg Wade, City Manager  
Johanna Canlas, City Attorney  
Vaida Pavolas, Deputy City Clerk,  
Mo Sammak, City Engineer/Public Works Dir.  
Marie Berkuti, Finance Manager  
Bill Chopyk, Community Development Dir.  
Danny King, Assistant City Manager

### FLAG SALUTE:

### APPROVAL OF AGENDA:

**Motion:** Moved by Deputy Mayor Marshall and second by Councilmember Edson.  
Approved 5/0 **Motion carried unanimously.**

### ORAL COMMUNICATIONS: None

This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Comments relating to items on this evening's agenda are taken at the time the items are heard. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City

Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

**D. STAFF REPORTS:** (D.1. - D.2.)

*Submit speaker slips to the City Clerk.*

**D.1. Work Plan for Fiscal Year 2017-2018.** (File 0410-08)

Recommendation: That the City Council

1. Approve the revisions to the draft Fiscal Year 2017-2018 Work Plan and direct Staff to return to Council with the final Fiscal Year 2017-2018 Work Plan for approval with the Budget in June 2017.

Item D.1. Report (click here)

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

Greg Wade, City Manager, introduced the item.

Danny King, Assistant City Manager, presented a PowerPoint (on file).

Council and Staff discussed studying an option of undercrossing rather than an at-grade crossing and/or signal on Highway 101, clarification that the Fletcher Cove Community Center rental funds went into the general fund and were allocated as necessary to each identified capital project, that the Fletcher Cove Community Center maintenance was for the rusting portions of the roof and other components, and that sidewalk repairs were included in the budget.

Deputy Mayor Marshall suggested reaching out to Supervisor Horn to add a fenced off area in the San Dieguito County Park dedicated to a dog park which would serve several communities.

Council discussed adding an item on the street sweeping and storm drain cleaning focusing on the most affected areas during and after storm/rain events.

**D.2. Proposed Budget Fiscal Years 2017-2018 and 2018-2019.** (File 0330-30)

Recommendation: That the City Council

1. Review the FY 2017-18 and FY 2018-19 Proposed Budgets and provide Staff with direction to formulate the budgets for adoption on June 14, 2017.

Item D.2. Report (click here)

D.2. Updated Report #1

*Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.*

Greg Wade, City Manager, introduced the item and thanked the Staff.

Marie Berkuti, Finance Manager, presented a PowerPoint (on file).

Council and Staff discussed that the upcoming CIP transfer that was marked for the storm drain and Lomas Santa Fe Corridor study, and that the red light camera fees were around \$230,000 to offset costs and \$280,000 was being budgeted for the next two years.

Council and Staff discussed that the City made a flat capital contribution to San Elijo JPA that was currently being used to pay for the capital projects and that it was programmed in so it wouldn't affect the sewer rates, and that the Senate Bill (SB) 1 which passed would provide for more road funding and was not included in the proposed budget.

Council and Staff clarified that the Gas tax and Transnet extension funds would be continued through SB 1 fund revenues in the future, and that the first and second year budget surpluses would be further reviewed and adjusted to account for employee pay increases.

Council and Staff discussed the opportunity to start setting some money aside for the Marine Safety project but that the funds for the design had been identified but not yet budgeted, that traffic calming funds would be allocated from Transnet, and that the objective was for both tot lots to be done concurrently at the end of the summer.

**ADJOURN:**

Mayor Nichols adjourned the meeting at 6:00 p.m.

Vaida Pavolas, Deputy City Clerk

Approved: \_\_\_\_\_



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** Register of Demands

---

## **BACKGROUND:**

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

Register of Demands- 06/10/17 through 06/23/17

Check Register-Disbursement Fund (Attachment 1)		\$	661,100.10
Retirement Payroll	June 15, 2017		9,539.00
Net Payroll	June 16, 2017		143,615.99
Federal & State Taxes	June 16, 2017		41,600.94
PERS Retirement (EFT)	June 16, 2017		42,885.21

TOTAL		\$	<u>898,741.24</u>
-------	--	----	-------------------

## **DISCUSSION:**

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

## **CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

## **FISCAL IMPACT:**

The register of demands for June 10, 2017 through June 23, 2017 reflects total expenditures of \$898,714.24 from various City funding sources.

CITY COUNCIL ACTION: \_\_\_\_\_

\_\_\_\_\_

**WORK PLAN:**

N/A

**OPTIONS:**

- Ratify the register of demands.
- Do not ratify and provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council ratify the above register of demands.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Check Register – Disbursement Fund

PENTAMATION  
 DATE: 06/26/2017  
 TIME: 15:51:32

CITY OF SOLANA BEACH, CA  
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1  
 ACCTPA21

SELECTION CRITERIA: transact\_gl\_cash='1011' and transact\_ck\_date between '20170610 00:00:00.000' and '20170623 00:00:00.000'  
 ACCOUNTING PERIOD: 12/17

FUND - 001 - GENERAL FUND									
CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT	
1011	90339	06/15/17	4706	24 HOUR ELEVATOR, INC	00165006570	SERVICE-5/11	0.00	264.00	
1011	90340	06/15/17	5137	ABLE PATROL & GUARD, INC	00170007110	FCCC SECURITY-MAY	0.00	262.50	
1011	90341	06/15/17	4979	ACTON MOBILE	25560006180	JG RENT 07/04/17	0.00	319.11	
1011	90342	06/15/17	1135	AFFORDABLE PIPELINE SERV	50900007700	I--SEWER CLEANING-CH	0.00	325.00	
1011	90342	06/15/17	1135	AFFORDABLE PIPELINE SERV	50900007700	I--SEWER CLEANING-GRAN	0.00	487.50	
	TOTAL CHECK						0.00	812.50	
1011	90343	06/15/17	2137	AFLAC	001	MAY 17	0.00	980.68	
1011	90344	06/15/17	2124	AMIGO CUSTOM SCREENPRINT	25560006180	JR GRD UNIFORM-SHIRTS	0.00	9,672.61	
1011	90345	06/15/17	1122	APPLE ONE, INC	00150005150	TEMP HELP PE 05/27	0.00	1,035.15	
1011	90346	06/15/17	4832	AT&T CALNET 3	00160006150	9391012275 04/24-5/23	0.00	164.24	
1011	90347	06/15/17	5269	AUSTIN DANIEL	00150005400	DOJ LIVESCAN	0.00	20.00	
1011	90348	06/15/17	4967	RONALD BORROMEO	00165006520	MILEAGE-06/05/17	0.00	14.55	
1011	90349	06/15/17	3973	C2 PRINT AND MEDIA MANAG	00170007110	MEMORIAL DAY PROGRAMS	0.00	53.86	
1011	90350	06/15/17	1561	CDW GOVERNMENT INC	00150005450	WIRELESS KEYBOARDS	0.00	101.00	
1011	90351	06/15/17	4947	WILLIAM CHOPYK	001	CHOPYK-AEP 5/18-5/21	0.00	-1,178.85	
1011	90351	06/15/17	4947	WILLIAM CHOPYK	00155005550	CHOPYK-AEP 5/18-5/21	0.00	1,475.17	
	TOTAL CHECK						0.00	296.32	
1011	90352	06/15/17	4279	CITY PLACE PLANNING, INC	21355005550	1714.08 AAT SOLANA 10	0.00	6,132.50	
1011	90353	06/15/17	2631	CLEAN STREET	00165006550	STREET SWP-MAY	0.00	3,173.00	
1011	90354	06/15/17	1491	COASTAL FRONTIERS INC	45099266190	9926 SHLN MNT TSK#3	0.00	2,320.00	
1011	90355	06/15/17	693	CODE PUBLISHING COMPANY	00150005150	MUNI CODE UPDATE-APR	0.00	884.20	
1011	90356	06/15/17	2098	CULLIGAN OF SAN DIEGO	00160006120	WATER FLTR 06/01-7/31	0.00	85.60	
1011	90357	06/15/17	218	DATATICKET INC.	00160006140	PRKNG TCKT ADMIN-MAY	0.00	1,120.65	
1011	90358	06/15/17	4252	DEWEY PEST CONTROL INC	00165006570	PEST CNTRL--JUNE	0.00	175.00	
1011	90359	06/15/17	1747	DFM ASSOCIATES INC	00150005150	2017 CA ELECTION CODE	0.00	107.25	
1011	90360	06/15/17	4218	DICK MILLER, INC	220	9327 ST IMP RT PE5/31	0.00	-6,570.74	
1011	90360	06/15/17	4218	DICK MILLER, INC	459	9327 ST IMP PES/31	0.00	-589.12	
1011	90360	06/15/17	4218	DICK MILLER, INC	459	9327 ST IMP PES/31	0.00	-163.75	
1011	90360	06/15/17	4218	DICK MILLER, INC	22093276510	9327 STRT IMP PE05/31	0.00	124,843.79	
1011	90360	06/15/17	4218	DICK MILLER, INC	22093276510	9327 ST IMP RT PE5/31	0.00	6,570.74	
1011	90360	06/15/17	4218	DICK MILLER, INC	45993276510	9327 STRT IMP PE05/31	0.00	3,111.25	

PENTAMATION  
 DATE: 06/26/2017  
 TIME: 15:51:32

CITY OF SOLANA BEACH, CA  
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2  
 ACCTPA21

SELECTION CRITERIA: transact\_gl\_cash='1011' and transact\_ck\_date between '20170610 00:00:00.000' and '20170623 00:00:00.000'  
 ACCOUNTING PERIOD: 12/17

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	90360	06/15/17	4218	DICK MILLER, INC	45993276510	9327 ST IMP RT P55/31	0.00	163.75
1011	90360	06/15/17	4218	DICK MILLER, INC	45993276510	9327 STRT IMP PR05/31	0.00	11,193.37
1011	90360	06/15/17	4218	DICK MILLER, INC	45993276510	9327 ST IMP RT P55/31	0.00	589.12
TOTAL CHECK							0.00	139,148.41
1011	90361	06/15/17	134	DIXIELINE LUMBER CO INC	00165006570	DRILL BITS/SCREWS	0.00	14.60
1011	90361	06/15/17	134	DIXIELINE LUMBER CO INC	00165006570	ANGLE BAR/GLOVES	0.00	53.40
1011	90361	06/15/17	134	DIXIELINE LUMBER CO INC	00165006570	CLEAR PAINT-MAT/GLOSS	0.00	226.64
TOTAL CHECK							0.00	294.64
1011	90362	06/15/17	5268	MALCOLM DOMAIN	00150005400	DOJ LIVESCAN	0.00	20.00
1011	90363	06/15/17	269	DUDEK & ASSOCIATES INC.	50998336510	9833 PUMP STN - PHASE	0.00	2,812.50
1011	90364	06/15/17	223	FEDEX	00150005150	SHIPPING-05/03	0.00	23.06
1011	90364	06/15/17	223	FEDEX	00150005150	SHIPPING-05/15	0.00	33.35
TOTAL CHECK							0.00	56.41
1011	90365	06/15/17	321	GOLDEN TELECOM, INC.	25560006180	MS PHONE SYSTEM	0.00	525.00
1011	90366	06/15/17	1792	HARRIS & ASSOC. INC.	21355005550	1714.08 101/DAHL EIR	0.00	7,262.50
1011	90367	06/15/17	11	ICMA RETIREMENT TRUST-45	001	ICMA PD 06/16/17	0.00	8,352.36
1011	90368	06/15/17	3859	ICMA RETIREMENT TRUST-RH	001	ICMA PD 06/16/17	0.00	1,936.56
1011	90369	06/15/17	1075	IRON MOUNTAIN	00150005150	RECORDS STRG-JUNE	0.00	234.92
1011	90369	06/15/17	1075	IRON MOUNTAIN	00150005150	RECORDS STRG-MAY	0.00	418.34
TOTAL CHECK							0.00	653.26
1011	90370	06/15/17	4600	KYLE KOSZEWNIK	001	KYLE-PAYROLL LAW 5/12	0.00	-199.00
1011	90370	06/15/17	4600	KYLE KOSZEWNIK	00150005300	KYLE-PAYROLL LAW 5/12	0.00	206.12
TOTAL CHECK							0.00	7.12
1011	90371	06/15/17	2102	LEGAL SHIELD CORP	001	PPD LEGAL-MAY 17	0.00	90.65
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	21100007600	LAUNDRY-PUB WORKS	0.00	1.56
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	21100007600	LAUNDRY-PUB WORKS	0.00	1.61
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	21100007600	LAUNDRY-PUB WORKS	0.00	3.71
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	6.25
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	6.46
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	7.03
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	7.04
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	7.26
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	7.26
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	12.50
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	12.91
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	50900007700	LAUNDRY-PUB WORKS	0.00	14.86
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006520	LAUNDRY-PUB WORKS	0.00	16.71
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006560	LAUNDRY-PUB WORKS	0.00	16.72
1011	90372	06/15/17	111	MISSION LINEN & UNIFORM	00165006530	LAUNDRY-PUB WORKS	0.00	29.72
TOTAL CHECK							0.00	151.60

SELECTION CRITERIA: transact\_gl\_cash='1011' and transact\_ck\_date between '20170610 00:00:00.000' and '20170623 00:00:00.000'  
 ACCOUNTING PERIOD: 12/17

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
1011	90373	06/15/17	4522	NISSHO OF CALIFORNIA	00165006530	STREET LNDS CP SVC-MAY	0.00	1,014.83
1011	90373	06/15/17	4522	NISSHO OF CALIFORNIA	00165006560	PRKS LNDS CP SVC-MAY	0.00	10,741.89
1011	90373	06/15/17	4522	NISSHO OF CALIFORNIA	20375007510	MID#33 LNDS CP SVC-MAY	0.00	1,954.96
1011	90373	06/15/17	4522	NISSHO OF CALIFORNIA	00165006570	PUBFAC LNDS CP SVC-MAY	0.00	1,632.60
1011	90373	06/15/17	4522	NISSHO OF CALIFORNIA	20375007510	MID#33 SVC-MAY	0.00	2,241.20
	TOTAL CHECK						0.00	17,585.48
1011	90374	06/15/17	50	OFFICE DEPOT INC	00155005550	PENS	0.00	7.52
1011	90374	06/15/17	50	OFFICE DEPOT INC	00155005550	SCISSORS	0.00	32.31
1011	90374	06/15/17	50	OFFICE DEPOT INC	00155005560	COLOR SHIPPING TAGS	0.00	47.40
1011	90374	06/15/17	50	OFFICE DEPOT INC	00155005550	SCISSORS/ DSK ORGANIZ	0.00	48.36
1011	90374	06/15/17	50	OFFICE DEPOT INC	00155005560	PENS/POST IT/RBR BNDS	0.00	76.00
	TOTAL CHECK						0.00	211.59
1011	90375	06/15/17	4767	PARTNERSHIPS WITH INDUST	00165006570	TRASH ABTMT PE05/31	0.00	1,282.99
1011	90376	06/15/17	1008	PSC, LLC	00165006520	HHW-MAY	0.00	732.80
1011	90377	06/15/17	3307	PURE FLO WATER-LC	00170007110	DRINK WATER-MAY	0.00	52.19
1011	90378	06/15/17	4080	JENNIFER REED	00150005350	ADMIN SVC-MAY	0.00	661.50
1011	90379	06/15/17	3437	RICHARDS, WATSON, & GERS	00150005250	PROF SVC-APR	0.00	1,032.62
1011	90379	06/15/17	3437	RICHARDS, WATSON, & GERS	00150005250	PROF SVC-MAR	0.00	2,503.66
	TOTAL CHECK						0.00	3,536.28
1011	90380	06/15/17	5267	PAIGE ROBINSON	00150005400	DOJ LIVESCAN	0.00	25.00
1011	90380	06/15/17	5267	PAIGE ROBINSON	00170007110	CPR TRAINING	0.00	90.00
	TOTAL CHECK						0.00	115.00
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	00165006530	M#81967699 05/02-6/01	0.00	117.10
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	00165006520	MTR#18473 05/02-06/01	0.00	164.71
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	5090007700	MTR#18473 05/02-06/01	0.00	494.14
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	00165006560	GRP#06-03 05/02-06/01	0.00	220.02
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	00165006560	GRP#06-03 05/02-06/01	0.00	1,030.10
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	5090007700	M#P021406 04/01-06/01	0.00	81.05
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	00165006560	M#61832951 04/01-6/01	0.00	278.15
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	20475007520	GRP 5-25 03/17-05/17	0.00	3,012.86
1011	90381	06/15/17	141	SANTA FE IRRIGATION DIST	20475007520	GRP 6-01 04/26-05/26	0.00	4,694.73
	TOTAL CHECK						0.00	10,092.86
1011	90382	06/15/17	1073	SEASIDE HEATING & AIR CO	00165006570	HVAC MAINT-MAY-MS	0.00	40.00
1011	90382	06/15/17	1073	SEASIDE HEATING & AIR CO	00165006570	HVAC MAINT-MAY-LC	0.00	110.00
1011	90382	06/15/17	1073	SEASIDE HEATING & AIR CO	00165006570	HVAC MAINT-MAY	0.00	40.00
	TOTAL CHECK						0.00	190.00
1011	90383	06/15/17	156	SHARP REES-STEALY MEDICA	00150005400	PRE-EMPLYMT SCREEN	0.00	2,247.00
1011	90384	06/15/17	4281	SIEMENS INDUSTRY, INC	21100007600	ST LIGHT REPAIR-MAY	0.00	1,233.28
1011	90384	06/15/17	4281	SIEMENS INDUSTRY, INC	00165006540	TRAFFIC SGNL MNT-MAY	0.00	974.40
1011	90384	06/15/17	4281	SIEMENS INDUSTRY, INC	00165006540	TRAFFIC CALL OUT-MAY	0.00	484.39

SELECTION CRITERIA: transact\_gl\_cash='1011' and transact\_ck\_date between '20170610 00:00:00.000' and '20170623 00:00:00.000'  
 ACCOUNTING PERIOD: 12/17

FUND - 001 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR NAME	BUDGET UNIT	DESCRIPTION	SALES TAX	AMOUNT
TOTAL CHECK							
1011	90385	06/15/17	SOLANA BEACH FIREFIGHTER 001		FD DUES PD 06/16/17	0.00	2,692.07
1011	90386	06/15/17	ANITA STOFFEN 001		REFUND VISION INSUR	0.00	823.50
1011	90386	06/15/17	ANITA STOFFEN 001		REFUND DENTAL INSUR	0.00	22.60
TOTAL CHECK						0.00	1,197.87
						0.00	1,220.47
1011	90387	06/15/17	T & T JANITORIAL, INC 00165006570		JANITORIAL SVC-MAY	0.00	3,975.00
1011	90388	06/15/17	TELECOM LAW FIRM 21355005550		1717.17/105 N. CEDROS	0.00	408.00
1011	90389	06/15/17	UNDERGROUND SVC ALERT OF 00165006510		DIG ALERT-MAY	0.00	73.50
1011	90390	06/15/17	UNITED WAY OF SAN DIEGO 001		UNITED WY PD 06/16/17	0.00	70.00
1011	90391	06/15/17	VERIZON WIRELESS-SD 00150005450		IT CELL 04/24-05/23	0.00	114.03
1011	90392	06/15/17	WARWICK GROUP CONSULTANT 45099266190		9926 PROF SVC-MAY	0.00	5,375.00
1011	90393	06/15/17	XEROX CORPORATION 00150005350		W7830PT UPSTRS-MAY	0.00	218.99
1011	90393	06/15/17	XEROX CORPORATION 00150005350		EXCESS BLK-4/22-5/21	0.00	45.31
1011	90393	06/15/17	XEROX CORPORATION 00150005350		EXCESS CLR-4/22-5/21	0.00	236.16
1011	90393	06/15/17	XEROX CORPORATION 00150005350		D95CP PLNG LEASE-MAY	0.00	555.18
1011	90393	06/15/17	XEROX CORPORATION 00150005350		EXCSS COPIES4/22-5/21	0.00	145.44
TOTAL CHECK						0.00	1,201.08
1011	90394	06/22/17	12MILESOUT.COM 00150005450		COUNCIL WEB STRM-MAY	0.00	800.00
1011	90395	06/22/17	24 HOUR ELEVATOR, INC 00165006570		ELVTR MAINT-JUN	0.00	151.42
1011	90396	06/22/17	AFFORDABLE PIPELINE SERV 50900007700		G-SEWER CLEANING	0.00	2,000.00
1011	90396	06/22/17	AFFORDABLE PIPELINE SERV 00165006520		H-STORM DRAIN MAINT	0.00	1,000.00
TOTAL CHECK						0.00	3,000.00
1011	90397	06/22/17	AT&T CALNET 3 00150005450		9391012282 04/24-5/23	0.00	18.52
1011	90398	06/22/17	AT&T CALNET 3 00150005450		9391012278 04/24-5/23	0.00	2,186.88
1011	90399	06/22/17	AT&T CALNET 3 00150005450		9391053641 04/24-5/23	0.00	164.24
1011	90400	06/22/17	JOSHUA BLEA 50900007700		MILEAGE-05/27-05/29	0.00	53.50
1011	90400	06/22/17	JOSHUA BLEA 00165006560		MILEAGE-05/27-05/29	0.00	53.50
TOTAL CHECK						0.00	107.00
1011	90401	06/22/17	SAM CASTELLANO 25055005570		CONCERT-06/22-06/29	0.00	680.00
1011	90402	06/22/17	CDW GOVERNMENT INC 00150005450		DATA SWITCH	0.00	64.48
1011	90402	06/22/17	CDW GOVERNMENT INC 00150005450		POWER STRIPS	0.00	91.32
1011	90402	06/22/17	CDW GOVERNMENT INC 00150005450		KEYBOARD	0.00	101.00
1011	90402	06/22/17	CDW GOVERNMENT INC 00150005450		WIRELESS ROUTER	0.00	202.05
TOTAL CHECK						0.00	458.85







# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Consideration of Resolution No. 2017-114: Notice of Completion for the Decomposed Granite Path Restoration on the Coastal Rail Trail**

---

### **BACKGROUND:**

Construction of the Coastal Rail Trail (CRT) was completed in September of 2004. Since that time, only routine maintenance has taken place consisting of minor landscape and irrigation work. The decomposed granite (DG) path on each side of the concrete trail is comprised of a material that slowly degrades and erodes over time. Therefore, a special maintenance project to repair and replace sections of the DG path was initiated.

One reason that the DG path is popular among runners and walkers is that it is a softer surface as compared to concrete which means it is easier on the body during high-impact activities. After almost 13 years, the existing DG path has eroded to a point where it needed to be restored. This project supplemented the existing DG to eliminate the areas where it had eroded.

The project was advertised for construction bids in February 2017 and the City Council awarded a construction contract to Blue Pacific Contracting and Paving on April 12, 2017. This item is before the City Council to report the final project costs, accept the project as complete and direct the City Clerk to file a Notice of Completion.

### **DISCUSSION:**

Blue Pacific Contracting and Paving completed all work on this project in accordance with the approved plans and specifications of Bid No. 2017-04 to the satisfaction of the City Engineer. No change orders were issued on the project. The City will release the retention, in the amount of \$2,310.80, thirty-five (35) days after the Notice of Completion is recorded.

CITY COUNCIL ACTION:

---

---

**CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(c) of the State CEQA Guidelines.

**FISCAL IMPACT:**

There was \$91,000 appropriated for construction of the project, which included \$12,700 for contingencies. Since there were no issued change orders, the construction contingency was not used during construction. The total cost of the project was \$48,316. The project is significantly under budget because Staff anticipated removing and replacing a much larger quantity of steel edging than was actually replaced. The existing steel edge is in much better shape than anticipated.

**WORK PLAN:**

This project was not identified in the 2016/17 Work Plan.

**OPTIONS:**

- Adopt Staff recommendation.
- Approve Staff recommendation with alternative amendments/modifications.
- Provide direction/feedback.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2017-114:

1. Authorizing the City Engineer to accept as complete the DG Path Restoration on the Coastal Rail Trail, Bid No. 2017-04, constructed by Blue Pacific Contracting and Paving.
2. Authorizing the City Clerk to file a Notice of Completion.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-114

**RESOLUTION 2017 - 114**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ACCEPTING AS COMPLETE THE DG PATH RESTORATION ON THE COASTAL RAIL TRAIL, BID NO. 2017-04, AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

**WHEREAS**, since 2004 when the Coastal Rail Trail was constructed, only routine maintenance has taken place consisting of minor landscape and irrigation work. The decomposed granite (DG) path on each side of the concrete trail is comprised of a material that slowly degrades and erodes over time; and

**WHEREAS**, in February 2017, Staff advertised for construction bids the DG Path Restoration on the Coastal Rail Trail, Bid No. 2017-04 and a construction contract was awarded to Blue Pacific Contracting and Paving on April 12, 2017.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council accepts as complete the DG Path Restoration on the Coastal Rail Trail, Bid No. 2017-04, constructed by Blue Pacific Contracting and Paving.
3. That the City Council authorizes the City Clerk to file a Notice of Completion for the project.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Consideration of Resolution No. 2017-116 – Award Construction Contract to Clean and Reseal Concrete Lithocrete at Various Locations**

---

## **BACKGROUND:**

As part of routine public works maintenance, various inspections and maintenance activities are performed on City infrastructure, including cleaning and sealing of existing lithocrete concrete areas. As part of this routine maintenance, Staff determined that various existing lithocrete concrete areas needed to be clean and sealed.

This project was originally advertised for construction bids in February 2017. The apparent low bidder had a discrepancy in their bid so the bid was rejected. The second lowest bidder submitted a bid that was significantly higher than what was appropriated in the budget. Subsequently, all bids were rejected and the project was re-advertised for construction bids.

This item is before the City Council to consider awarding a construction contract to clean and reseal concrete lithocrete at various locations.

## **DISCUSSION:**

Staff prepared drawings and specifications for this project. The locations that will be cleaned and resealed as part of this project include the art nodes along the west side of Highway 101, the compass and sun plaza at Fletcher Cove Park, the Cliff Street pedestrian bridge and the Dahlia/Rosa Street pedestrian bridge. The project was re-advertised for construction bids in April 2017. The City received five bid proposals to Clean and Reseal Concrete Lithocrete at Various Locations, Bid No. 2017-05. On May 9, 2017 at 2:00 p.m., the City Clerk opened the bids and read them publicly. The bids are summarized below in Table 1.

CITY COUNCIL ACTION:

---

---

---

**Table 1 – Bid Results**

<b>Contractor</b>	<b>Bid Price</b>
Miramar General Engineering	\$36,904.50
MC Painting	\$39,446.75
Industrial Coating and Restoration, Inc.	\$44,339.00
AToM Engineering Construction, Inc.	\$57,398.00
Blue Pacific Engineering & Construction	\$58,380.00

The bid submitted by Miramar General Engineering (MGE) was found to be complete and responsive to the bid specifications. Since MGE has successfully completed other projects for the City, Staff is satisfied that they are competent to perform the work. Staff has verified that MGE has a valid contractor's license and is recommending that MGE be awarded the construction contract.

Staff is recommending a contingency of \$5,000 which is approximately 14 percent of the bid amount. The estimated total construction contract, including contingency, is \$41,904.50. The contract allows 45 working days (nine weeks) to complete the work. The project is anticipated to be completed by the end of September 2017 and will be staged to minimize impacts and inconveniences to any adjacent businesses and the community.

**CEQA COMPLIANCE STATEMENT:**

Cleaning and resealing the concrete lithocrete are exempt pursuant to Section 15301(c) of the State CEQA Guidelines.

**FISCAL IMPACT:**

The construction bid submitted by MGE is \$36,904.50. The recommended contingency is \$5,000 for a project total of \$41,904.50. The Fiscal Year (FY) 2017/18 Adopted Budget appropriated \$58,600 for construction of this project in the Street Maintenance budget unit. After completion of the project, complete construction costs will be reported to the City Council as part of filing the Notice of Completion.

**WORK PLAN:**

This project is not identified in the 2017/18 Work Plan.

**OPTIONS:**

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Resolution No. 2017-116:

1. Awarding a construction contract for the project to Clean and Reseal Concrete Lithocrete at Various Locations, Bid No. 2017-05, in the amount of \$36,904.50, to Miramar General Engineering.
2. Approving an amount of \$5,000 for construction contingency.
3. Authorizing the City Manager to execute the construction contract on behalf of the City.
4. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.

**CITY MANAGER RECOMMENDATION:**

Approve Department Recommendation.



---

Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-116

## RESOLUTION 2017 - 116

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT TO MIRAMAR GENERAL ENGINEERING FOR THE PROJECT TO CLEAN AND RESEAL CONCRETE LITHOCRETE AT VARIOUS LOCATIONS

**WHEREAS**, as part of routine public works maintenance, various inspections and maintenance activities are performed on City infrastructure, including cleaning and sealing of existing lithocrete concrete areas. As part of this routine maintenance, Staff determined that the existing lithocrete concrete areas needed to be clean and sealed; and

**WHEREAS**, this project was originally advertised for construction bids in February 2017. The apparent low bidder had a discrepancy in their bid so the bid was rejected. The second lowest bidder submitted a bid that was significantly higher than what was appropriated in the budget. Subsequently, all bids were rejected and the project was re-advertised for construction bids; and

**WHEREAS**, on May 9, 2017, five bids for the project to Clean and Reseal Concrete Lithocrete at Various Locations, Bid No. 2017-05, were received and publicly opened by the City Clerk. At that time, it was determined that Miramar General Engineering was the apparent low bidder with a construction estimate of \$36,904.50; and

**WHEREAS**, Staff recommends a construction contingency of \$5,000 for unforeseen changes.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council awards the construction contract to Miramar General Engineering, in the amount of \$36,904.50, to Clean and Reseal Concrete Lithocrete at Various Locations, Bid No. 2017-05.
3. That the City Council approves an amount of \$5,000 for construction contingency.
4. That the City Council authorizes the City Manager to execute the construction contract on behalf of the City.

5. That the City Council authorizes the City Manager to approve cumulative change orders up to the construction contingency amount.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** Consideration of Resolution No. 2017-117 – Award Construction Contract for the City Sidewalk Repair Project

---

## **BACKGROUND:**

As part of a City-wide inspection, Staff has identified numerous concrete sidewalk panels that need to be repaired in order to prevent further damage and prevent potential tripping hazards. Section 11.16.050 of the Solana Beach Municipal Code states that the owner of any lot fronting the public street shall maintain the sidewalk in such a condition that the sidewalk will not endanger persons or property. In an effort to initiate the repair these sidewalks, Staff sent letters to the property owners adjacent to these damaged sidewalks requesting that they repair these damaged sidewalks.

Staff sent out 28 letters requesting that repairs to the damaged sidewalk panels be completed within 30 days. To date, five homeowners completed the work. Other homeowners have either stated it was their neighbor's responsibility and requested that the City send letters to the neighbor or have requested that the City perform the work and simply reimburse the City. There are a few locations that the City will continue to pursue collecting the fees after the work is done. As part of this proposed project, the City would make the necessary repairs and then send an invoice to the property owner requesting payment for the work performed by the City contract. It is anticipated that approximately 10 to 15 sidewalk panels would be corrected with this proposed project.

This item is before the City Council to consider awarding a construction contract for the City Sidewalk Repair Project.

<b>CITY COUNCIL ACTION:</b>  <hr/> <hr/>
--

**DISCUSSION:**

Staff prepared drawings and specifications for this project. The project was advertised for construction bids in February 2017. The City received four bid proposals for the City Sidewalk Repair Project, Bid No. 2016-06. On March 2, 2017 at 2:00 p.m., the City Clerk opened the bids and read the bids publicly. The bids are summarized below in Table 1.

**Table 1 – Bid Results**

<b>Contractor</b>	<b>Bid Price</b>
Miramar General Engineering	\$22,795
Blue Pacific Engineering & Construction	\$29,700
L.C. Paving and Sealing, Inc.	\$33,625
Kirk Paving, Inc.	\$41,780

The bid submitted by Miramar General Engineering (MGE) was found to be complete and responsive to the bid specifications. Since MGE has successfully completed other projects for the City, Staff is satisfied that they are competent to perform the work. Staff has verified that MGE has a valid contractor's license and is recommending that MGE be awarded the construction contract.

Although the bid submitted by MGE is for \$22,795, the available budget is only \$20,400. Staff has talked with MGE and they have agreed to perform work associated with the project up to the budgeted amount of \$20,400. Staff will work with the contractor to select sidewalk locations to repair that are in the most need. Since the work will be tailored to meet the budget, no contingency is required.

**CEQA COMPLIANCE STATEMENT:**

Construction of damaged sidewalk is exempt pursuant to Section 15301(c) of the State CEQA Guidelines.

**FISCAL IMPACT:**

The Fiscal Year (FY) 2017/18 Adopted Budget allocated \$20,400 for construction of this project in the City CIP Fund. The construction bid submitted by MGE is \$22,795. As described above, MGE has agreed to enter into a contract to perform sidewalk repairs up to a total of \$20,400. After completion of the project, complete construction costs will be reported to the City Council as part of filing the Notice of Completion.

**WORK PLAN:**

This project is not identified in the 2017-2018 Work Plan.

**OPTIONS:**

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

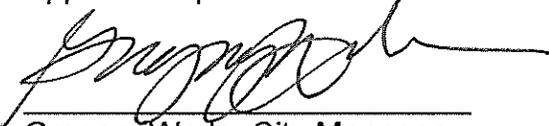
**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Resolution No. 2017-117:

1. Awarding a construction contract for the City Sidewalk Repair Project, Bid No. 2016-06, in the amount of \$20,400, to Miramar General Engineering.
2. Authorizing the City Manager to execute the construction contract on behalf of the City.

**CITY MANAGER RECOMMENDATION:**

Approve Department Recommendation.

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-117

## RESOLUTION 2017 - 117

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT TO MIRAMAR GENERAL ENGINEERING FOR THE CITY SIDEWALK REPAIR PROJECT

**WHEREAS**, as part of a City-wide inspection, Staff has identified numerous concrete sidewalk panels that need to be repaired in order to mitigate potential tripping hazards. In an effort to be proactive about the damaged sidewalks, Staff sent letters to the property owners in which these sidewalks are located; and

**WHEREAS**, Section 11.16.050 of the Solana Beach Municipal Code states that the owner of the lot fronting the public street shall maintain the sidewalk in such a condition that the sidewalk will not endanger persons or property; and

**WHEREAS**, on March 2, 2017, four bids for the project to City Sidewalk Repair Project, Bid No. 2016-06, were received and publicly opened by the City Clerk. At that time, it was determined that Miramar General Engineering was the apparent low bidder with a construction estimate of \$22,795; and

**WHEREAS**, although the bid submitted by MGE is for \$22,795, the available budget is only \$20,400. Staff has negotiated with MGE and they have agreed to perform work associated with the project up to the budgeted amount of \$20,400. Staff will work with the contractor to select sidewalk locations to repair that are in the most need.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council awards the construction contract to Miramar General Engineering, in the amount of \$20,400, for the City Sidewalk Repair Project, Bid No. 2016-06.

3. That the City Council authorizes the City Manager to execute the construction contract on behalf of the City.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Consideration of Resolution No. 2017-118: Notice of Completion for the La Colonia Community Center Exterior Painting**

---

## **BACKGROUND:**

As part of routine building inspections at City facilities, various maintenance projects are identified and prioritized. As part of these inspections, the exterior of the La Colonia Community Center was determined to need painting.

The project was advertised for construction bids in January 2017 and the City Council awarded a construction contract to Lunar Painting on April 26, 2017.

This item is before the City Council to report the final project costs, accept the project as complete and direct the City Clerk to file a Notice of Completion.

## **DISCUSSION:**

Lunar Painting completed all work on this project in accordance with the approved plans and specifications of Bid No. 2017-01 to the satisfaction of the City Engineer. One change order was issued for this project as described in the Fiscal Impact section. The City will release the retention, in the amount of \$864.75, thirty-five (35) days after the Notice of Completion is recorded.

## **CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(a) of the State CEQA Guidelines.

CITY COUNCIL ACTION:

---

---

**FISCAL IMPACT:**

There was \$17,375 appropriated for construction of the project, which included \$1,600 for contingencies. The main construction contract paid Lunar Painting \$15,775 to clean and paint the community center building. There was one change order issued on the project, in the amount of \$1,520. The change order used most of the contingency to paint the stucco columns on the trellis that is located in the courtyard just outside the community center building and to repair dry rot in the wood eaves around the top of the building. Neither of these items were included in the original contract. The total construction cost of the project, including contingency, is \$17,295.

**WORK PLAN:**

This project was not identified in the 2016/17 Work Plan.

**OPTIONS:**

- Adopt Staff recommendation.
- Approve Staff recommendation with alternative amendments/modifications.
- Provide direction/feedback.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2017-118:

1. Authorizing the City Engineer to accept as complete the La Colonia Community Center Exterior Painting Project, Bid No. 2017-01, constructed by Lunar Painting.
2. Authorizing the City Clerk to file a Notice of Completion.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-118

**RESOLUTION 2017 - 118**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ACCEPTING AS COMPLETE THE LA COLONIA COMMUNITY CENTER EXTERIOR PAINTING PROJECT, BID NO. 2017-01, AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

**WHEREAS**, as part of routine building inspections at City facilities, various maintenance projects are identified and prioritized. As part of these inspections, the exterior of the La Colonia Community Center was determined to need painting; and

**WHEREAS**, in January 2017, Staff advertised for construction bids for the La Colonia Community Center Exterior Painting Project, Bid No. 2017-01 and a construction contract was awarded to Lunar Painting on April 26, 2017.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council accepts as complete the La Colonia Community Center Exterior Painting Project, Bid No. 2017-01, constructed by Lunar Painting.
3. That the City Council authorizes the City Clerk to file a Notice of Completion for the project.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Consideration of Resolution No. 2017-115 – Award Construction Contract for the Seascape Sur Beach Access Stairway – Maintenance and Repairs**

---

## **BACKGROUND:**

The Seascape Sur Public Beach Access Stairway (Seascape Stairway) was constructed in 1995. The stairway is constructed with a concrete pier supported structure and several flights of stairs. The piers and the landings over the piers are constructed out of concrete, whereas the stair flights are constructed out of treated lumber. Five of the piers are situated on the bluff and three piers are on the beach. In 2008, the three beach piers were encased with an interlocking jacket system that strengthened the piers against surface wearing that occurs from the constant impact and abrasion of sand, cobble, and water, particularly during winter months and high tide conditions.

Due to the harsh marine environment surrounding the Seascape Stairway, all of the metal hangers and fasteners that support the treated lumber stairs have deteriorated to a point where they need to be replaced. Additionally, the wooden stair treads need to be replaced due to normal wear and tear that has occurred over the 20 years that the stairway has been in service. Although the Seascape Stairway is still safe for public use at this time, if this maintenance work is not performed the deterioration would eventually reach a point where the stairs would have to be closed so that emergency maintenance work could be performed.

On April 13, 2016, the City Council awarded a Professional Services Agreement with Noble Consultants|G.E.C., Inc. (Noble) for design of repairs to the Seascape Stairway. This item is before the City Council to consider awarding a construction contract for the maintenance and repairs to the Seascape Sur Beach Access Stairway.

CITY COUNCIL ACTION:

---

---

**DISCUSSION:**

Staff prepared drawings and specifications for this project. The project was advertised for construction bids in May 2017. The City received six bid proposals for the maintenance and repairs to the Seascape Sur Beach Access Stairway, Bid No. 2017-06. On June 20, 2017 at 2:00 p.m., the City Clerk opened the bids and read them publicly. The bids are summarized below in Table 1.

**Table 1 – Bid Results**

<b>Contractor</b>	<b>Bid Price</b>
Conan Construction, Inc.	\$202,690
RSB Group, Inc.	\$269,475
DLG Contractors, Inc.	\$282,639
New Century Construction, Inc.	\$320,800
Blue Pacific Engineering & Construction	\$324,000
Wright Construction Engineering Corporation	\$326,325

The bid submitted by Conan Construction, Inc. (Conan) was found to be complete and responsive to the bid specifications. Conan was the contractor that constructed the Veterans' Honor Courtyard at La Colonia Park. Since Conan has successfully completed other projects for the City, Staff is satisfied that they are competent to perform the work. Conan has a valid contractor's license and Staff is recommending that Conan be awarded the construction contract.

During the design phase, Staff worked with a local contractor and the design engineer to take apart a few of the metal fittings holding up the stairs. The fittings that were tested came apart with a moderate amount of force. Because Staff is not entirely sure what will happen when trying to disassemble all of the fittings, Staff is recommending a larger than normal contingency. Staff is recommending a contingency of \$40,000, which is approximately 20 percent of the bid amount. The estimated total construction contract, including contingency, is \$242,690. This would allow for removal of hard to remove fittings through methods such as cutting them apart instead of just removing the nuts and bolts with mechanical equipment, which should be sufficient for the majority of the fittings. The contract amount is based on the City Engineer's estimated unit quantities and the contractor's bid unit prices.

A component of this contract is to remove the existing concrete walkway from Sierra Ave. to the top landing of the stairs. The concrete walkway has been severely damaged due to tree roots along the walkway and private properties on both sides of the walkway. This contract will replace the sidewalk with a color concrete walkway in the same location. Due to the extent and intensity of construction activities, the stairs and walkway will be closed to the public for the duration of the construction period.

The contract allows 80 working days (four months) to complete the work. The project is anticipated to be completed by the end of February 2018. A portion of the work will require the use of mechanized equipment on the beach. The Coastal Development Permit Waiver issued by the California Coastal Commission states that no work can occur on the beach on weekends, holidays or between Memorial Day and Labor Day of any year. Therefore, construction won't start until at least the first week of September 2017.

**CEQA COMPLIANCE STATEMENT:**

Maintenance and repairs to the Seascape Sur Beach Access Stairway are exempt pursuant to Section 15301(d) of the State CEQA Guidelines.

**FISCAL IMPACT:**

The construction bid submitted by Conan is \$202,690. The recommended contingency is \$40,000 for a project total of \$242,690. The Fiscal Year (FY) 2017/18 Adopted Budget appropriated \$300,000 for construction of this project in the Transient Occupancy Tax Sand Replenishment fund. After completion of the project, complete construction costs will be reported to the City Council as part of filing the Notice of Completion. Any remaining funds will be returned back to the original funding source for reallocation to future projects.

**WORK PLAN:**

This item is consistent with Community Character Priorities, Item B.7 of the FY 2017/18 Work Plan.

**OPTIONS:**

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

**DEPARTMENT RECOMMENDATION:**

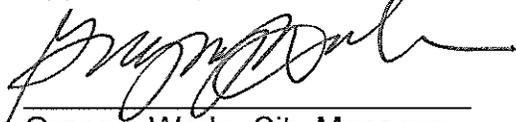
Staff recommends the City Council adopt Resolution No. 2017-115:

1. Awarding a construction contract for the Seascape Sur Beach Access Stairway – Maintenance and Repairs, Bid No. 2017-06, in the amount of \$202,690, to Conan Construction, Inc.

2. Approving an amount of \$40,000 for construction contingency.
3. Authorizing the City Manager to execute the construction contract on behalf of the City.
4. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.

**CITY MANAGER RECOMMENDATION:**

Approve Department Recommendation.



\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-115

## RESOLUTION 2017 - 115

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT TO CONAN CONSTRUCTION, INC. FOR THE SEASCAPE SUR BEACH ACCESS STAIRWAY – MAINTENANCE AND REPAIRS

**WHEREAS**, the Seascape Sur Public Beach Access Stairway (Seascape Stairway) was constructed in 1995; and

**WHEREAS**, due to the harsh marine environment surrounding the Seascape Stairway, all of the metal hangers and fasteners that support the treated lumber stairs have deteriorated to a point where they need to be replaced. Additionally, the treated wooden stair treads need to be replaced due to normal wear and tear that has occurred over the 20 years that the stairway has been in service; and

**WHEREAS**, on June 20, 2017, six bids for the Seascape Sur Beach Access Stairway – Maintenance and Repairs, Bid No. 2017-06, were received and publicly opened by the City Clerk. At that time, it was determined that Conan Construction, Inc. was the apparent low bidder with a construction estimate of \$202,690; and

**WHEREAS**, Staff recommends a construction contingency of \$40,000 for unforeseen changes.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council awards the construction contract to Conan Construction, Inc., in the amount of \$202,690, for the Seascape Sur Beach Access Stairway, Bid No. 2017-06.
3. That the City Council approves an amount of \$40,000 for construction contingency.
4. That the City Council authorizes the City Manager to execute the construction contract on behalf of the City.

5. That the City Council authorizes the City Manager to approve cumulative change orders up to the construction contingency amount.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager's Office  
**SUBJECT:** **Consideration of Resolution 2017-126 Approving and Adopting a Letter of Intent to Enter Into a Memorandum of Understanding with Solana Beach Employees' Association-Miscellaneous Unit (SBEA- MISC)**

---

## **BACKGROUND:**

Employer-Employee Relations for the City of Solana Beach are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act (MMBA). Under the MMBA, the City met and conferred in good faith with the Solana Beach Employees' Association-Miscellaneous Unit (SBEA-MISC), the recognized bargaining unit for the Miscellaneous employees of the City, for a successor Memorandum of Understanding (MOU) to the 2015/2017 MOU which ended on June 30, 2017.

During the meet and confer process, the City and SBEA-MISC reached a tentative agreement on a three-year MOU for Fiscal Years (FY) 2017/2018, 2018/2019, and 2019/2020.

This item is before the Council to approve and adopt the Letter of Intent outlining the terms and conditions of the tentative agreement.

## **DISCUSSION:**

Listed below are the significant modifications agreed upon by the City and the SBEA-MISC employees.

COUNCIL ACTION:

---

---

The terms of the Letter of Intent, which is included at Attachment 1 to this Staff Report, are as follows:

- 1) Three (3) year MOU covering FY 2017/2018, FY 2018/2019, and FY 2019/2020; and
- 2) Salary Increases: 3% salary increase in FY 2017/2018, 2.5% salary increase in FY 2018/2019, and 2.5% salary increase in FY 2019/2020. All salary increases will take effect the first full pay period in July of each fiscal year; and
- 3) Additional Salary Adjustments: One-time salary adjustment to six SBEA-MISC positions over the first or first and second years of the MOU as detailed in the following table, effective the first full pay period in July of each fiscal year; and

	<u>2017/18</u>	<u>2018/19</u>	<u>Total</u>
Sr. Code Compliance Officer	0.30%	0.00%	0.30%
Sr. Engineering Technician	0.66%	0.00%	0.66%
Assistant Civil Engineer	1.05%	1.05%	2.10%
Associate Planner	1.15%	1.15%	2.30%
Assistant Planner	1.75%	1.75%	3.50%
Associate Civil Engineer	3.10%	3.10%	6.20%

- 4) Health Benefits: 10% health benefit flex credit increase in FY 2017/2018, and 5% health benefit flex credit increase in FY 2018/2019 and FY 2019/2020. The health benefit flex credit increase will take effect on July 1<sup>st</sup> of each fiscal year; and
- 5) Holidays: Christmas Eve and New Year's Eve will become a full day holiday closure (9 hours). If either holiday falls on a Friday, the employee will be credited with 8 hours pay; and
- 6) Sick Leave Conversion: The conversion rate will be increased from 40 hours to 60 hours. An employee may convert 60 hours of sick leave to vacation leave when he/she has not used up more than 60 hours (also increased from 40 hours) of sick leave during the prior year and maintains at least 168 hours of sick leave bank after the conversion is made and further provided that the employee has less than the maximum permitted vacation time accrual. All other provisions and requirements regarding sick leave conversion remain unchanged; and
- 7) Bilingual Pay: SBEA-MISC agrees to the proposed modified language contained in Attachment 3; and
- 8) Call Back and Standby Pay: SBEA-MISC agrees to the proposed modified language contained in Attachment 3.

The parties will continue to meet and confer to finalize the language of the MOU within a reasonable time period after execution of the Letter of Intent. Upon completion, the MOU will be brought back before the City Council on August 23, 2017 for approval.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

The fiscal impact of the SBEA-MISC for Fiscal Years 2018/2020 is estimated at a cumulative cost of \$348,542 over the three years of the MOU as detailed in the following table:

Fiscal Year	Incremental	Cumulative
2017/18	\$ 67,000	\$ 67,000
2018/19	51,000	185,000
2019/20	46,000	349,000

To accommodate the above financial terms, the FY 2017/2018 Adopted Budget would need to be modified for the first-year cost of \$67,000 of which approximately 80% is General Fund related. The other 20% would be allocated to other non-General Fund funds such as Sanitation, Highway 101 MID, and Street Lighting funds.

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation.
- Do not approve Staff recommendation and provide direction.

**DEPARTMENT RECOMMENDATION:**

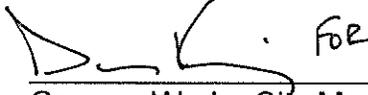
Staff recommends that the City Council adopt Resolution 2017-126 (Attachment 2):

1. Approving and adopting the Letter of Intent to enter into a Memorandum of Understanding with Solana Beach Employees' Association-Miscellaneous Unit (SBEA- MISC).
2. Approving an appropriation of \$53,600 to the General Fund and \$13,400 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.

3. Authorizing the City Treasurer to amend the FY 2017/2018 Adopted Budget accordingly.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

Handwritten signature of Gregory Wade in black ink, consisting of a stylized 'G' and 'W' followed by a period and the initials 'GW'.

---

Gregory Wade, City Manager

Attachments:

1. Letter of Intent between the City and SBEA-MISC
2. Resolution 2017-126
3. Proposed Bilingual Pay and Call Back Standby Language



**Letter of Intent between the City of Solana Beach  
and  
The Solana Beach Employees' Association- Miscellaneous Unit (SBEA-MISC)**

**WHEREAS**, Employer-Employee Relations for the City of Solana Beach (hereinafter, "City") are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act; and

**WHEREAS**, the Solana Beach Employees' Association-Miscellaneous Unit (SBEA-MISC) is the recognized bargaining unit for the Miscellaneous employees of the City of Solana Beach; and

**WHEREAS**, the City and SBEA-MISC entered into a Memorandum of Understanding ("MOU") effective July 1, 2015 through June 30, 2017; and

**WHEREAS**, the parties met and conferred in good faith in an effort to reach an agreement on a new MOU; and

**WHEREAS**, during the meet and confer process, the City and SBEA-MISC reached a tentative agreement on a three year MOU for Fiscal Years 2017/2018, 2018/2019 and 2019/2020; and

**WHEREAS**, the SBEA-MISC membership approved the tentative agreement for a three year MOU by a vote on July 3, 2017; and

**NOW THEREFORE**, the City and SBEA-MISC mutually agree as follows:

1. Three (3) year MOU covering FYs 2017/2018, 2018/2019, and 2019/2020; and
2. Salary Increases: 3.0% salary increase in FY 2017/2018, 2.5% salary increase in FYs 2018/2019 and 2019/2020 across all tiers. The salary increase will take effect the first full pay period in July of each fiscal year; and
3. Additional Salary Adjustments: One-time salary adjustment to six SBEA-MISC positions over the first or first and second years of the MOU as detailed in the following table effective the first full pay period in July of each fiscal year; and

	<u>2017/18</u>	<u>2018/19</u>	<u>Total</u>
Sr. Code Compliance Officer	0.30%	0.00%	0.30%
Sr. Engineering Technician	0.66%	0.00%	0.66%
Assistant Civil Engineer	1.05%	1.05%	2.10%
Associate Planner	1.15%	1.15%	2.30%
Assistant Planner	1.75%	1.75%	3.50%
Associate Civil Engineer	3.10%	3.10%	6.20%

4. Health Benefits: 10% health benefit flex credit increase in FY 2017/2018, and 5% health benefit flex credit increase in FYs 2018/2019 and 2019/2020. The health benefit flex credit increase will take effect on July 1 of each fiscal year; and
5. Holidays: Christmas Eve and New Year's Eve will become a full day holiday closure (9 hours). If either holiday falls on a Friday, the employee will be credited with 8 hours pay; and
6. Sick Leave Conversion: The conversion rate will be increased to 60 hours. An employee may convert 60 hours of sick leave to vacation leave when he/she has not used up more than 60 hours of sick leave during the prior year and maintains at least 168 hours of sick leave bank after the conversion is made and further provided that the employee has less than the maximum permitted vacation time accrual. All other provisions and requirements regarding sick leave conversion remain unchanged; and
7. Bilingual Pay: SBEA-MISC agrees to the proposed modified language.
8. Call Back and Standby Pay: SBEA-MISC agrees to the proposed modified language.
9. The parties will continue to meet and confer to finalize the language of the MOU within a reasonable time period after execution of the Letter of Intent. Upon completion, the MOU will be brought back before the City Council on August 23, 2017 for approval; and
10. The provisions in this Letter of Intent shall go into effect upon City Council approval on July 12, 2017.

//

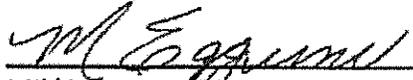
//

//

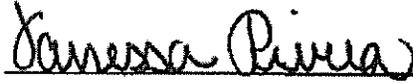
//

Executed in Solana Beach, California by:

SBEA-MISC:

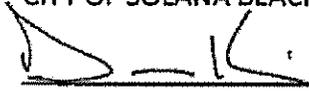
  
\_\_\_\_\_  
Mikki Eggum, SBEA-MISC

7/3/17  
\_\_\_\_\_  
Date

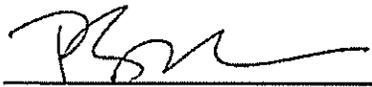
  
\_\_\_\_\_  
Vanessa Rivera, SBEA-MISC

7/3/2017  
\_\_\_\_\_  
Date

CITY OF SOLANA BEACH:

  
\_\_\_\_\_  
Dan King, Assistant City Manager

7/3/2017  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Pouneh Sammak, HR Manager

7/3/2017  
\_\_\_\_\_  
Date

## RESOLUTION 2017-126

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AND ADOPTING A LETTER OF INTENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH SOLANA BEACH EMPLOYEES' ASSOCIATION-MISCELLANEOUS UNIT (SBEA- MISC).

**WHEREAS**, Employer-Employee Relations for the City of Solana Beach (hereinafter, "City") are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act; and

**WHEREAS**, the Solana Beach Employees' Association-Miscellaneous (SBEA-MISC) is the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for full-time and regular part-time Miscellaneous Unit employees; and

**WHEREAS**, the Memorandum of Understanding ("MOU") between the City and the SBEA-MISC for Fiscal Year 2015-2017 expired on June 30, 2017; and

**WHEREAS**, the parties held "meet and confer" sessions in an effort to reach an agreement on a new MOU; and

**WHEREAS**, during the meet and confer process, the City and the SBEA-MISC reached tentative agreements on several provisions and signed a Letter of Intent, attached to this Resolution as Exhibit A and fully incorporated by reference herein; and

**WHEREAS**, the attached Letter of Intent outlining the tentative agreements has been ratified and approved by the SBEA-MISC membership.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitals are true and correct.
2. That the City Council hereby approves the Letter of Intent and tentative agreement as agreed-upon terms and conditions of employment of members of the bargaining unit.
3. That the City Council directs the City Manager, or his designee, to take any and all necessary and appropriate actions to implement these agreed-upon terms and conditions of employment.

4. That the City Council appropriates \$53,600 to the General Fund and \$13,400 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.
5. That the City Council authorizes the City Treasurer to amend the FY 2017/2018 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

---

MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

---

JOHANNA N. CANLAS, City Attorney

---

ANGELA IVEY, City Clerk

# EXHIBIT A



## Letter of Intent between the City of Solana Beach and The Solana Beach Employees' Association- Miscellaneous Unit (SBEA-MISC)

**WHEREAS**, Employer-Employee Relations for the City of Solana Beach (hereinafter, "City") are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act; and

**WHEREAS**, the Solana Beach Employees' Association-Miscellaneous Unit (SBEA-MISC) is the recognized bargaining unit for the Miscellaneous employees of the City of Solana Beach; and

**WHEREAS**, the City and SBEA-MISC entered into a Memorandum of Understanding ("MOU") effective July 1, 2015 through June 30, 2017; and

**WHEREAS**, the parties met and conferred in good faith in an effort to reach an agreement on a new MOU; and

**WHEREAS**, during the meet and confer process, the City and SBEA-MISC reached a tentative agreement on a three year MOU for Fiscal Years 2017/2018, 2018/2019 and 2019/2020; and

**WHEREAS**, the SBEA-MISC membership approved the tentative agreement for a three year MOU by a vote on July 3, 2017; and

**NOW THEREFORE**, the City and SBEA-MISC mutually agree as follows:

1. Three (3) year MOU covering FYs 2017/2018, 2018/2019, and 2019/2020; and
2. Salary Increases: 3.0% salary increase in FY 2017/2018, 2.5% salary increase in FYs 2018/2019 and 2019/2020 across all tiers. The salary increase will take effect the first full pay period in July of each fiscal year; and
3. Additional Salary Adjustments: One-time salary adjustment to six SBEA-MISC positions over the first or first and second years of the MOU as detailed in the following table effective the first full pay period in July of each fiscal year; and

	<u>2017/18</u>	<u>2018/19</u>	<u>Total</u>
Sr. Code Compliance Officer	0.30%	0.00%	0.30%
Sr. Engineering Technician	0.66%	0.00%	0.66%
Assistant Civil Engineer	1.05%	1.05%	2.10%
Associate Planner	1.15%	1.15%	2.30%
Assistant Planner	1.75%	1.75%	3.50%
Associate Civil Engineer	3.10%	3.10%	6.20%

4. Health Benefits: 10% health benefit flex credit increase in FY 2017/2018, and 5% health benefit flex credit increase in FYs 2018/2019 and 2019/2020. The health benefit flex credit increase will take effect on July 1 of each fiscal year; and
5. Holidays: Christmas Eve and New Year's Eve will become a full day holiday closure (9 hours). If either holiday falls on a Friday, the employee will be credited with 8 hours pay; and
6. Sick Leave Conversion: The conversion rate will be increased to 60 hours. An employee may convert 60 hours of sick leave to vacation leave when he/she has not used up more than 60 hours of sick leave during the prior year and maintains at least 168 hours of sick leave bank after the conversion is made and further provided that the employee has less than the maximum permitted vacation time accrual. All other provisions and requirements regarding sick leave conversion remain unchanged; and
7. Bilingual Pay: SBEA-MISC agrees to the proposed modified language.
8. Call Back and Standby Pay: SBEA-MISC agrees to the proposed modified language.
9. The parties will continue to meet and confer to finalize the language of the MOU within a reasonable time period after execution of the Letter of Intent. Upon completion, the MOU will be brought back before the City Council on August 23, 2017 for approval; and
10. The provisions in this Letter of Intent shall go into effect upon City Council approval on July 12, 2017.

//

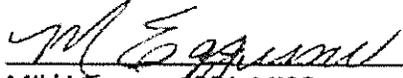
//

//

//

Executed in Solana Beach, California by:

SBEA-MISC:

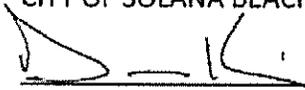
  
Mikki Eggum, SBEA-MISC

7/3/17  
Date

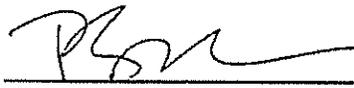
  
Vanessa Rivera, SBEA-MISC

7/3/2017  
Date

CITY OF SOLANA BEACH:

  
Dan King, Assistant City Manager

7/3/2017  
Date

  
Pouneh Sammak, HR Manager

7/3/2017  
Date

**SBEA-MISC Memorandum of Understanding  
Proposed New Language  
Attachment 3**

**BILINGUAL PAY:**

The City agrees to provide additional compensation in the amount of \$100 per month to those employees who regularly use their bilingual skills in the performance of their duties. The employee must successfully pass a Bilingual Performance Examination as determined appropriate by the Human Resources Manager.

- (a) Eligible employees must successfully pass a Bilingual Performance Examination every three (3) years, as determined appropriate by the Human Resources Manager.
- (b) Eligible languages are Spanish and American Sign Language.
- (c) Bilingual pay for permanent part-time employees shall be prorated.
- (d) Bilingual pay will not accrue during any leave (paid or unpaid) of more than thirty (30) days.

**CALL BACK**

Non Public Works Miscellaneous Unit employees shall be entitled to call back pay as provided in the CITY Personnel Rules and Regulations.

**CALL BACK and STAND-BY PAY (Public Works Employees)**

- (a) Call back work is defined as work required by the City of an employee who, following completion of the employee's work day or work week and departure from the employee's work site, is unexpectedly ordered to report back to duty to perform necessary work. Public Works Employees who are called back shall receive a minimum of three (3) hours compensation at time and one-half unless employee is called back less than two hours before start of employee's next regular shift or work day.
- (b) Whenever an employee is called back, the employee shall receive the minimum provided above or pay for hours actually worked, whichever is greater. Hours worked shall be calculated beginning at the time the call back is received by the employee and ending when the employee is relieved of duty.
- (c) If an employee, who was called back to work and has completed his/her assignment and left work, is again called back to work, he/she will not receive another minimum if the time of return is within the previous call back minimum.
- (d) Public Works employees shall be paid for mileage to and from the Public Works Yard during call back duty.
- (e) Stand-by pay will be compensated at one hour at time and a half their straight time pay, at the employee's base rate for each day the employee is on "Stand-by," for represented Public Works employees.



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager  
**SUBJECT:** **Consideration of Resolution 2017-122 Ratifying a Memorandum of Understanding between the City and the Solana Beach Employees' Association–Marine Safety Unit**

---

## **BACKGROUND:**

Employer-Employee Relations for the City of Solana Beach are governed by California Government Code section 3500 through 3511, known as the Meyers-Miliias-Brown Act (MMBA). Under the MMBA, the City's Negotiation Team (City) met and conferred in good faith with the Solana Beach Employees' Association–Marine Safety Unit (SBEA-MSU), the recognized bargaining unit for the Marine Safety Employees of the City, for a successor Memorandum of Understanding (MOU) to the Fiscal Year 2015/2017 SBEA-MSU MOU (Attachment 1) which ended on June 30, 2017.

During the meet and confer process, the City and SBEA-MSU reached an agreement for a three-year MOU for Fiscal Years (FY) 2017/2018, 2018/2019, and 2019/2020 (Attachment 2).

This item is before City Council to ratify a three-year term MOU for the SBEA-MSU group.

## **DISCUSSION:**

Listed below are the significant modifications agreed upon by the City and the SBEA-MSU employees.

### **Solana Beach Employees' Association-Marine Safety Unit**

A strike-out copy of the FY 2015/2017 MOU (Attachment 3) is attached to this Staff Report to more clearly highlight the newly negotiated terms. The key elements of the negotiated MOU between the City and the SBEA-MSU are as follows:

- 1) Three (3) year MOU covering FYs 2017/2018, FY 2018/2019 and FY 2019/2020; and

CITY COUNCIL ACTION:

---

---

- 2) One-time 1% salary adjustment to the Marine Safety Sergeant classification effective the first full pay period in July 2017; and
- 3) 3% salary increase in FY 2017/2018, 2.5% salary increase in FY 2018/2019, and 2.5% salary increase in FY 2019/2020. All salary increases will take effect the first full pay period in July of each fiscal year; and
- 4) 10% flex credit increase in FY 2017/2018, and a 5% flex credit increase in both FY 2018/2019 and FY 2019/2020. The flex credit increases will take effect on July 1<sup>st</sup> of each fiscal year; and
- 5) Sick Leave Accrual: Employees of the SBEA-MSU will receive an increase in the accrual rate of sick leave from 3.69 hours to 5.542 hours of sick leave per pay period; and
- 6) Compensatory (Comp) Time: The cap for Comp Time is increased from 50 hours to 80 hours for members of the SBEA-MSU; and
- 7) Sick Leave and Bereavement Leave: Sick leave and bereavement leave will be considered time worked for purposes of calculating overtime for members of the SBEA-MSU; and
- 8) Other: Minor clean up to the MOU language to make it more clear and concise.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

The fiscal impact of the SBEA-MSU for Fiscal Years 2018/2020 is estimated at a cumulative cost of \$67,500 over the three years of the MOU as detailed in the following table:

Fiscal Year	Incremental	Cumulative
2017/18	\$ 13,500	\$ 13,500
2018/19	8,900	35,900
2019/20	9,200	67,500

To accommodate the above financial terms, the FY 2017/2018 Adopted Budget would need to be modified for the first-year cost of \$13,500 of which approximately 85% is General Fund related. The other 15% would be allocated to the Junior Guard program in the Camp Program fund.

**WORK PLAN:**

N/A

**OPTIONS:**

- Approve Staff recommendation.
- Provide additional direction to Staff.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2017-122 (Attachment 4):

1. Approving a Three-Year Memorandum of Understanding (MOU) between the City and the SBEA-MSU for Fiscal Years 2018/2020.
2. Approving an appropriation of \$11,340 to the General Fund and \$2,160 to the Camp Program fund allocated between salary and benefits as determined by the Finance Department.
3. Authorizing the City Treasurer to amend the FY 2017/2018 Adopted Budget accordingly.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. FY 2015/2017 SBEA-MSU MOU
2. New SBEA-MSU MOU – FY 2018/2020
3. New SBEA-MSU MOU – FY 2018/2020 (Strike-out format)
4. Resolution 2017-122

**MEMORANDUM OF UNDERSTANDING  
 BETWEEN THE CITY OF SOLANA BEACH  
 AND THE SOLANA BEACH EMPLOYEES' ASSOCIATION  
 MARINE SAFETY UNIT  
 July 1, 2014 to June 30, 2017**

TABLE OF CONTENTS

Section 1.	PREAMBLE .....	2
Section 2.	RECOGNITION .....	2
Section 3.	APPROVAL BY THE CITY COUNCIL .....	2
Section 4.	AUTHORIZED AGENTS/REPRESENTATIVES .....	3
Section 5.	BENEFIT PLAN .....	3
Section 6.	CALL BACK.....	4
Section 7.	CITY MANAGEMENT RIGHTS .....	4
Section 8.	EMPLOYEE RIGHTS .....	5
Section 9.	EMPLOYER-EMPLOYEE RELATIONS COMMITTEE .....	7
Section 10.	FULL UNDERSTANDING, MODIFICATION, WAIVER.....	8
Section 11.	HOURS OF WORK.....	9
Section 12.	LEAVE PROVISIONS.....	9
Section 13.	LIFE INSURANCE .....	11
Section 14.	MILEAGE ALLOWANCE .....	11
Section 15.	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT.....	11
Section 16.	OVERTIME.....	11
Section 17.	PEACEFUL PERFORMANCE OF CITY SERVICES.....	12
Section 18.	PRIOR AGREEMENTS .....	12
Section 19.	REOPENER.....	12
Section 20.	RETIREE HEALTH BENEFITS.....	12
Section 21.	RETIREMENT SYSTEM CONTRIBUTIONS .....	13
Section 22.	RULES AND REGULATIONS.....	14
Section 23.	SAFETY COMMITTEE .....	14
Section 24.	SAFETY PROVISIONS .....	14
Section 25.	SALARY ADJUSTMENT .....	14
Section 26.	SAVINGS CLAUSE .....	15
Section 27.	SEVERABILITY .....	15
Section 28.	SEVERANCE PAY .....	15
Section 29.	STANDBY-TIME .....	16
Section 30.	TERM .....	16
Section 31.	UNIFORM ALLOWANCE .....	17
Section 32.	LONG TERM DISABILITY INSURANCE.....	17
Section 33.	BILINGUAL PAY.....	17
Section 34.	EQUAL TREATMENT CLAUSE ("Me too").....	17

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF SOLANA BEACH  
AND  
THE SOLANA BEACH EMPLOYEES' ASSOCIATION  
MARINE SAFETY UNIT  
July 1, 2014 to June 30, 2017**

**SECTION 1. PREAMBLE**

This Memorandum of Understanding (MOU) is made and entered into pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law between the designated management representatives of the City of Solana Beach (CITY), and the Solana Beach Employees' Association (SBEA/MSU), the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for full-time regular Marine Safety Unit employees represented herein.

This MOU is the result of good faith negotiations regarding wages, hours and other terms and conditions of employment under the provisions of the California Meyers-Milias-Brown Act. The parties to this MOU hereto have met and conferred in good faith exchanging various proposals in an attempt to reach agreement. The parties affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of CITY business, and amicable employer-employee relations. The parties encourage the highest possible degree of friendly cooperative relationships between their respective representatives at all levels and with and between all employees.

**SECTION 2. RECOGNITION**

Pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law, the CITY acknowledges SBEA MARINE SAFETY UNIT as the Recognized Employee Organization for Marine Safety Unit employees for purposes of employer-employee relations.

Nothing in this Article is intended to amend, alter, modify or supersede the provisions of Resolution No. 92-52, or the rights of employees thereunder, or the rights of individual employees under the provisions of the Meyers-Milias-Brown Act.

**SECTION 3. APPROVAL BY THE CITY COUNCIL**

This MOU constitutes a mutual recommendation to be jointly submitted to the City Council for its consideration and action. It is agreed that if this memorandum is approved by the City Council, the CITY will act in a timely

manner to make the changes in City ordinances, resolutions, rules, policies and procedures necessary to implement this MOU.

Upon approval by the City Council, this MOU, along with the Solana Beach Personnel Rules and Regulations (as existing on the date of this MOU or as modified by or pursuant to this MOU), and other Policies or Directives established by the CITY (as existing on the date of this MOU or as modified by or pursuant to this MOU) will govern the wages, hours and terms and conditions of employment of the employees represented by the SBEA/MSU, subject to the provisions and limitations of Chapter 2.44 (Personnel System) of the Solana Beach Municipal Code.

#### **SECTION 4. AUTHORIZED AGENTS/REPRESENTATIVES**

CITY's principal authorized agent shall be the City Manager or the Manager's authorized designee, unless a particular officer or employee is specifically designated in connection with the performance of a specific function or obligation set forth in the MOU.

The SBEA/MSU's principal authorized agent shall be its president or a duly authorized designee of the president.

#### **SECTION 5. BENEFIT PLAN**

All regular employees in the SBEA/MSU shall be entitled to receive health, dental and vision insurance in accordance with the group insurance policies acquired by the CITY. Effective July 1, 2014 the CITY will contribute Flexible Plan Credits in the amount of \$1,015.66 per employee, per month, toward the medical, dental, and vision insurance options offered through the CITY's Flexible Benefit Plan (Cafeteria Plan). Effective July 1, 2015, the total amount the City will contribute per full-time employee, per month will be \$1,066.45. Effective July 1, 2016, the total amount the City will contribute per full-time employee, per month will be \$1,119.77.

Under this Plan, the CITY will make available medical, dental, and vision insurance plans for employees in this Unit. The Plan also provides for employee participation in health care and dependent care reimbursements. This Flexible Benefit Plan is established under Section 125 of the Internal Revenue Code and will be administered by the Personnel Officer. Employees will have the choice of applying Flexible Plan Credits to:

- a. Medical, Dental, and Vision Insurance: Amounts designated by employee shall be applied to these insurance costs.
- b. Health Care and Dependent Care Reimbursement Accounts: Amounts designated by employee shall be applied to these reimbursement accounts.

- c. Cash: Employees shall have the option to cash benefit in accordance with the City of Solana Beach Flexible Benefit Plan document.

At a minimum, all employees must elect medical insurance for employee only. Exceptions may be made for an employee who provides proof of medical insurance coverage through another non-CITY plan. Requests for exception must be made by the employee and approved by the CITY's Personnel Officer. After the CITY's initial verification of employee coverage under another non-CITY medical plan, the Personnel Officer may request proof of coverage as often as deemed necessary to ensure employee's continued medical insurance coverage. All costs of insurance coverage for the employee or dependents in excess of the CITY contribution shall be borne by the employee.

All Cafeteria Plan elections must be made on forms approved by the Personnel Officer. Elections must be made prior to the beginning of the Plan year and must remain in effect unless there is a qualifying event as defined under IRS regulations and the City of Solana Beach Flexible Benefit Plan, and approved by the Personnel Officer.

#### **SECTION 6. CALL BACK**

Call Back Pay for Marine Safety employees shall be a minimum of four hours.

#### **SECTION 7. CITY MANAGEMENT RIGHTS**

The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises such exclusive authority in conformance with the express specific terms of this MOU.

The CITY has, except as expressly and lawfully restricted by specific provisions of this MOU, the exclusive decision-making authority to:

- a. Determine and modify the organization of City government and its constituent work units.
- b. Determine the nature, standards, levels and mode of delivery of services to be offered to the public, provided, however, should the CITY determine to change the mode of delivery of services to be offered to the public, it shall first notify SBEA/MSU and if an effect on represented employees is identified, shall meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- c. Determine the budget, to allocate funds and resources and determine revenue sources.
- d. Determine methods, means, and the numbers and kinds of personnel by

which services are to be provided.

- e. determine whether goods or services shall be made, purchased or contracted for, provided, however, should the CITY determine to contract out bargaining unit work, it shall first meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- f. Determine employees, including scheduling and assignment of work and overtime.
- g. Establish employee performance standards and require compliance therewith.
- h. Promote or hire employees and establish job qualifications, descriptions and requirements.
- i. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.
- j. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- k. Implement rules, regulations and directives consistent with law and the specific provisions of this MOU.
- l. Take all necessary actions to protect the public and carry out its mission in emergencies.

## **SECTION 8. EMPLOYEE RIGHTS**

**Non-discrimination:** As a result of this MOU, no person shall be favored or discriminated against, by either the CITY or the SBEA/MSU, to the extent provided by law because of political or religious opinions or affiliations, or because of racial or national origin, or because of age, sex, sexual orientation or disability.

Neither CITY nor SBEA/MSU shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBEA/MSU activity or because of the exercise of any right provided to the employees by this MOU or the Meyers-Milias-Brown Act.

**Individual Rights:** Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances, and rules and regulations.

- a. The right to form, join and participate in the activities of employee

organizations of the employees own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.

- b. Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/ employee relations with the CITY or to be represented through a representative designated by the employee.
- c. The right to review his or her individual personnel file at times convenient to the employee and the City.

**SBEA/MSU Rights:**

- a. CITY recognizes the right of SBEA/MSU to govern its internal affairs.
- b. The CITY shall provide bulletin boards to be placed in CITY offices at a place convenient to SBEA/MSU and approved by the City Manager for the use of SBEA/MSU. Material placed on the bulletin board shall be at the discretion of SBEA/MSU. SBEA/MSU agrees not to post any literature that is offensive, defamatory or violates the rights of employees to a work place free of discrimination or harassment.
- c. SBEA/MSU may, with the prior approval of the City Manager, use CITY facilities for off-duty meetings of SBEA/MSU members. Use by SBEA/MSU of CITY equipment and supplies other than items normally used in business meetings such as desks, chairs, blackboards, and dry boards, despite the presence of such equipment and supplies, is prohibited.
- d. The representatives of SBEA/MSU shall have reasonable access to the members of SBEA/MSU for the purposes of providing representation and consultation. The access shall be subject to approval by the City Manager and shall not interfere with the convenient operation of the CITY's Departments. Access by personal visit to CITY offices shall be subject to reasonable prior notice to the City Manager.
- e. A representative of SBEA/MSU shall be allowed to be present at the request of any employee, at any meeting with management involving a grievance, at appeals of employee performance evaluations, and at any pre-disciplinary or disciplinary meetings.

- f. The CITY agrees to provide reasonable time off without loss of pay, during scheduled work hours, for up to two (2) representatives of SBEA/MSU when said representatives are meeting and conferring on matters within the scope of representation.
- g. SBEA/MSU may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The employee's representative so designated shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing materials for such procedures. Supervisors shall be given at least one day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives who investigate, prepare, or present materials during off-duty time shall do so on their own time. Employee representatives and employees who attend personnel hearings during the off-duty time shall do so on their time; providing, however, that off-duty employees who are ordered or subpoenaed to attend such hearings shall be compensated in accordance with the overtime provisions of this MOU.
- h. A designated employee representative requesting time off under this Article shall direct such request to the City Manager in writing within a reasonable time prior to the date requested, in order to assure that the department meets its staff needs and to assure sufficient coverage of departmental assignments. The City Manager shall respond to the request as soon as feasible, but not later than the end of business on the next business day following the request. If the City Manager does not respond to the request, the Department Head of the affected department may grant the release time. If the City Manager or Department Head cannot grant the release time because of workload or other scheduling reasons, the City Manager or Department Head shall give notice to the employee of a date or dates when the release time will be provided.

## **SECTION 9. EMPLOYER-EMPLOYEE RELATIONS COMMITTEE**

An Employer-Employee Relations Consultation Committee shall be established by the City Manager for the purpose of discussing between representatives of management and employees, employment related issues of common concern to Marine Safety Unit members represented by SBEA.

The committee shall be composed of two employees represented by SBEA/MSU and two representatives from management. Non-employee consultants may attend and participate in committee meetings.

Meetings shall be scheduled by mutual agreement between the management and employee representatives as the need arises to discuss various issues. The committee shall meet every three months unless the management and employee representatives agree that a meeting is not needed.

Meetings shall be informal and shall be scheduled at times which do not interfere with the business of the CITY. Meetings may be scheduled after working hours, in which event the employee representatives shall not receive compensation for attendance.

#### **SECTION 10. FULL UNDERSTANDING, MODIFICATION, WAIVER**

It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of meet and confer sessions which resulted in this MOU. Any other matters, not contained herein, which were addressed during the course of the meet and confer process resulting in this MOU, are superseded and terminated in their entirety. Any understanding or agreement, not contained herein, whether formal or informal, which occurred during the course of meet and confer sessions, resulting in this MOU, are terminated or superseded in their entirety. Any amendment to the provisions of this MOU shall not be effective unless made in writing executed by the parties.

It is the intent of the parties that this MOU be administered in its entirety in good faith during its full term. It is recognized that if during such term it is necessary for the CITY to propose changes in matters within the scope of representation not contained in this memorandum, the CITY shall notify SBEA/MSU, indicating the proposed change prior to its implementation. If SBEA/MSU wishes to consult or meet and confer with the CITY regarding the matter, SBEA/MSU shall notify the CITY within ten (10) working days from the receipt of such notice. Upon receipt of such notice, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of any problem arising as a result of the change instituted by the CITY.

Nothing herein shall limit the authority to the CITY to make changes required during emergencies. However, the CITY shall notify SBEA/MSU of such changes as soon as practicable. Such emergency assignments shall not extend beyond the period of emergency. "Emergency" shall be defined as an unforeseen circumstance requiring immediate implementation of the change.

Failure by the SBEA/MSU to request consultation or negotiations pursuant to this Article shall not be deemed as approval of any action taken by the CITY, but only as a waiver of the right to consult and meet and confer.

The consent to, or waiver of, any breach, provision, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all the provisions of this MOU, nor a consent, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.

**SECTION 11. HOURS OF WORK**

Hours of work and work schedules shall be determined according to Section 9.01 of the City Personnel Rules and Regulations.

**SECTION 12. LEAVE PROVISIONS**

Employees shall be entitled to leaves of absence as provided in Section 10 of the City Personnel Rules and Regulations.

**(a). Vacation**

Vacation Leave shall be determined according to Section 10.01 of the City Personnel Rules and Regulations, all full-time regular employees shall be entitled to vacation based upon the following schedule:

Months of Employment Completed	Hours of Vacation per Year (40 hr weeks)
12-36 Months	10 days per year (3.08 hppp)
37-120 Months	15 days per year (4.62 hppp)
121+ Months	20 days per year (6.15 hppp)

Regular part-time employees shall be entitled to vacation at one-half the rate allowed for regular full-time employees.

Vacation accrual, usage and pay-off shall be subject to the provisions of Section 10.01 of the City Personnel Rules and Regulations.

**(b). Holiday**

In recognition that full-time regular employees of the SBEA/MSU may be scheduled to work on City holidays as part of the regular scheduling process, in order to provide full-time lifeguard protection services, the City agrees to pay each employee holiday-in-lieu pay in accordance with the following schedule effective July 1, 2010:

The first pay date in June: Sixty-one (61) hours at one times the employee's regular hourly rate.

The first pay date in December: Sixty-one (61) hours at one times the employee's regular hourly rate.

Employees in the SBEA/MSU shall observe Christmas and New Years' Day holidays as City Hall observes the holidays.

**(c). Bereavement**

Section 10.03 A. of the City Personnel Rules shall be amended to provide, with respect to SBEA/MSU employees, as follows:

"In the event of the death of a member of the employee's immediate family, the employee shall be granted bereavement leave, without loss of pay, for up to three working days. Immediate family shall be defined as: spouse, child (including stepchild), parent, grandparent, grandchild, step-parent, step-child, legal guardian (or former legal guardian), mother-in-law, father-in-law, son-in-law, daughter-in-law, or sibling.

**(d). Jury Duty/Witness Duty**

Employees shall be compensated for jury duty according to Section 10.04 of the City Personnel Rules and Regulations. Employees shall be compensated for court time according to Section 10.05 (Witness Duty) of the City Personnel Rules and Regulations.

**(e). Special Leaves of Absence Without Pay**

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2).

**(f). Sick Leave**

SBEA/MSU/ MSU Employee members will accrue sick leave at the same rate as general employees. The CITY will provide sick leave payoff at retirement as follows:

**Sick Leave Payoff:** Sick leave payoff would occur for normal (non-disability) retirement only. Payoff would be in cash at the rate of ten percent (10%) of the sick leave balance at the time of retirement up to a maximum payoff of ninety-six (96) hours. To qualify for payoff, an employee would be required to have a minimum of ten (10) years of service with the CITY. There would be no payoff at termination.

The provisions of the City of Solana Beach Personnel Rules and Regulations shall govern all other terms and conditions of employment.

**Sick Leave Conversion:** SBEA/MSU/ MSU Employee members shall be entitled to convert sick leave to vacation leave according to the provisions of the City's Personnel Rules and Regulations. The Personnel Rules and Regulations Section 10.02 (E) regarding Sick Leave Conversion will be updated to reflect that employees will be permitted to convert up to 40 hours of accumulated sick leave to vacation leave if no more than 40 hours of sick leave has been used by the employee during the prior year, and all other terms and conditions in the Personnel Rules regarding Sick Leave are met. All other terms and conditions in the Personnel Rules related to Sick Leave remain the same.

### **SECTION 13. LIFE INSURANCE**

All employees of the CITY governed by this MOU shall be entitled to receive life insurance. The CITY shall pay the cost of the basic coverage for the employee. The life insurance policy shall continue to provide basic coverage at an amount equal to one times the employee's annual salary.

### **SECTION 14. MILEAGE ALLOWANCE**

Employees shall receive a mileage allowance as provided in Section 9.05 of the City Personnel Rules and Regulations.

### **SECTION 15. NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**

The parties agree that negotiations for a successor Memorandum of Understanding shall begin by the submission by either party of a proposal or a written request to meet and confer not later than February 1, 2017. If a proposal or request is submitted, meeting and conferring sessions shall begin by February 15, 2017 and shall continue until agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use their best efforts to conclude meet and confer sessions before May 31, 2017. If neither party submits a proposal or request, all conditions of this MOU shall continue in full force and effect for one year from the date it otherwise would have terminated.

### **SECTION 16. OVERTIME**

Employees shall be entitled to overtime pay or compensatory time off in lieu of overtime pay (comp time) as provided in Section 9.02 of the City Personnel Rules and Regulations.

Overtime work shall first be offered on a rotating basis to qualified employees in a department who desire overtime work and have notified the Department Head in writing of their desire.

Nothing in this MOU or the Personnel Rules shall be construed as guaranteeing that overtime work will be available.

## **SECTION 17. PEACEFUL PERFORMANCE OF CITY SERVICES**

No Strike. During the life of this MOU, neither the employees nor any employees, agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, sickouts, or any other intentional disruption of the operations of the CITY, regardless of the reason for so doing.

Penalty. Any employee engaging in activity prohibited by "No Strike" under this Article, or who instigates or gives leadership to such activity, shall be subject to disciplinary action.

No Lockout. During the term of this MOU, the CITY will not instigate a lockout over a dispute with the employees so long as there is no breach of "No Strike" under this Article.

Association Official Responsibility. Each employee or other person who holds the position of officer of the Recognized Employee Organization occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under "No Strike" of this Article, and to inform them of the penalty for failure to comply.

Enforcement. In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of CITY Services" by court action, or in the event that SBEA/MSU is required to enforce the provisions of said Article by court action, an injunction may be issued.

## **SECTION 18. PRIOR AGREEMENTS**

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBEA/MSU and the CITY. The benefits and other terms and conditions of employment provided pursuant to the CITY's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

## **SECTION 19. REOPENER**

During the duration of this MOU the City will reopen negotiations to discuss the following items for citywide implementation:

- New City Personnel Rules
- Retirement Health Care Savings Account

## **SECTION 20. RETIREE HEALTH BENEFITS**

During the term of this MOU, the City agrees to remain in CalPERS in order to

provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits as follows:

Staff members currently employed who retire from the City at a future date, and who elect to continue their health insurance at the time of their retirement with the City shall receive the following additional compensation as supplemental benefits in recognition of their vested rights and service to the City:

- a. Staff members hired prior to January 1, 2007 shall receive maximum of \$290.00 per month, minus the minimum PEMCHA contribution provided upon retirement to offset medical insurance costs.
- b. Staff members with a date of hire on or after January 1, 2007, who subsequently retire from the City, will receive only the "minimum" retirement benefit contribution amount required under PEMCHA to offset medical insurance costs.

## **SECTION 21. RETIREMENT SYSTEM CONTRIBUTIONS**

Retirement benefits are subject to the Public Employees Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

- A. For employees hired prior to January 1, 2011, the CITY will continue to provide a three percent at 50 (3%@50) retirement benefits from the California Public Employee Retirement System (CalPERS). The SBEA/MSU will pay the entire 9% employee share cost of this benefit.

1. Cost Sharing of Employer Contribution: Employees defined as classic members per CalPERS and PEPRA/PERL agree to pay a portion of the employer's contribution costs as follows:
  - a. Effective July 1, 2015, Employees shall pay an additional 1% of pay towards the costs of the CalPERS retirement benefit. This 1% is in addition to the employees paying the entire employee portion of the CalPERS retirement contribution. (10% of pay total)
  - b. Effective July 1, 2016, Employees shall pay an additional 1% of pay towards the costs of the CalPERS retirement benefit. This 1% is in addition to the employees paying the entire employee portion of the CalPERS retirement contribution. (11% of pay total)

- B. Employees hired on or after January 1, 2011 will receive a two percent at fifty (2% @50) retirement benefit with the use of the average of the employee's highest-three-year-salary. These employees will pay the entire 9% employee share cost of this benefit.
- C. Pursuant to the PEPRA and PERL, new employees (as defined by PEPRA) hired on or after January 1, 2013, will receive the 2.7% @ 57 retirement formula with the use of the average of the employee's highest three-year salary. All new employees/members hired on or after January 1, 2013 will pay 50% of the normal cost contribution.

## **SECTION 22. RULES AND REGULATIONS**

The City of Solana Beach Personnel Rules and Regulations shall remain in full force and effect during the term of this MOU subject only to the provisions of this MOU and to the amendments necessary to implement the terms of this MOU. During the term of this MOU, any amendments proposed by City Management to the Rules and Regulations pursuant to the rights reserved to the CITY under this memorandum shall be made only after providing notice and an opportunity for input to the designated representatives of SBEA/MSU.

## **SECTION 23. SAFETY COMMITTEE**

The employees represented by SBEA/MSU, shall have the right to appoint one employee member to the Safety Committee. The appointment shall be subject to the approval of the City Manager, which approval shall not be unreasonably withheld.

## **SECTION 24. SAFETY PROVISIONS**

### **a. Sunglasses**

The CITY shall provide one pair of sunglasses to each Marine Safety represented employee, or will reimburse said employees an amount not to exceed one hundred fifty dollars (\$150.00) per year, for the employee's purchase of one pair of sunglasses.

### **b. Sunscreen**

The CITY will purchase, in bulk, sunscreen and provide such sunscreen on an as needed basis to all CITY employees who perform work outdoors.

## **SECTION 25. SALARY ADJUSTMENT**

The parties jointly agree that the following salary increases shall be applicable for the term of this MOU for all SBEA/MSU classifications as specified on the salary schedule in Appendix B:

- Effective the first full pay period after July 1, 2014: three percent (3%) salary increase for employees represented by SBEA, Marine Safety Unit.
- Effective the first full pay period after July 1, 2015: two and a half percent (2.5%) salary increase for employees represented by SBEA, Marine Safety Unit.
- Effective the first full pay period after July 1, 2016: two and a half percent (2.5%) salary increase for employees represented by SBEA, Marine Safety Unit.

Pay increases resulting from employee-employer negotiations will become effective on the specific date negotiated between the CITY and SBEA. Increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager in accordance with the City of Solana Beach Personnel Rules and Regulations.

The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.

#### **SECTION 26. SAVINGS CLAUSE**

If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.

In the event of invalidation of any provisions, the CITY and the Association agree to meet within thirty (30) days of notice by either to the other for the purpose of renegotiating said provision.

#### **SECTION 27. SEVERABILITY**

It is understood and agreed that this MOU is subject to all current and future applicable federal and state laws, or federal and state regulations. If any part or provision of this MOU is in conflict or inconsistent with such laws, rules and regulations, or is otherwise held to be invalid or unenforceable by a tribunal or competent jurisdiction, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this MOU shall not be affected.

#### **SECTION 28. SEVERANCE PAY**

The CITY shall provide severance pay for SBEA/MSU employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations as follows:

- (a). Employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations shall receive a severance pay in an amount of the employee's base salary for a period of forty-five days after the date of the employees termination; provided, however, in the event the period from the date of giving notice of proposed layoff to the date of termination pursuant to that notice is greater than thirty days then the days for which severance pay is received shall be reduced by one day for each day the notice period exceeds thirty days, and further provided that the minimum amount of severance pay shall be equivalent to thirty days base salary. Severance pay shall cease if the employee obtains employment prior to the expiration of the severance pay period. If the employee obtains unemployment insurance benefits, the amount of severance pay shall be limited to the difference between the employee's base salary and the amount of the unemployment insurance benefit payment.
- (b). Severance pay shall be payable in installments. The first installment shall be made on the second Friday following the date of termination. Subsequent payments shall be at two week intervals thereafter.
- (c). An employee shall provide the CITY with a certification of continuing eligibility to receive severance pay and receipt or non-receipt of unemployment insurance benefits prior to each severance pay installment. The certification shall be under penalty of perjury.
- (d). In addition to the severance pay, the CITY will continue to pay the monthly premium for health, dental and vision insurance paid by the CITY on the date of termination in order to continue coverage for a period of 90 days from the date of termination.
- (e). An employee receiving severance pay shall not be considered to be an employee of the CITY after the date of termination. Severance pay shall not be considered salary for the purposes of the Public Employees Retirement System.
- (f). Employees who are subject to layoff because the exercise of "bumping" or "retreat" rights by another employee pursuant to Section 11 of the Personnel Rules and Regulations shall receive the same notice of layoff and shall have the same rights to bump less senior employees as the employee originally receiving the notice of proposed layoff.

## **SECTION 29. STANDBY-TIME**

Standby pay will be compensated at fifteen dollars (\$15.00) per day for represented employees.

## **SECTION 30. TERM**

The term of this agreement shall commence on July 1, 2014, subject to formal approval by the City Council, and shall expire at 12:00 a.m. (midnight) on June 30, 2017.

**SECTION 31. UNIFORM ALLOWANCE**

Employees represented by SBEA/MSU, shall receive uniform allowance in the amount of \$500 annually. The uniform allowance payment is to compensate for all costs associated with uniform purchase, replacement, maintenance, etc. The lump sum payment shall be paid the first full pay period in July.

**SECTION 32. LONG TERM DISABILITY INSURANCE (LTD)**

Employees are eligible to participate in the City's LTD Plan. LTD premiums will be paid by the City on behalf of all Marine Safety employees.

**SECTION 33. BILINGUAL PAY**

The Bilingual Pay Program will begin the first full pay period after ratification of the MOU and will include the following components:

- (a) Eligible employees must pass a test of the City's choice and recertify every 3 years thereafter;
- (b) Qualified employees will receive a premium of \$100 per month;
- (c) Eligible languages are Spanish and American Sign Language;
- (d) All Marine Safety employees, including seasonal employees, are eligible to participate in the Bilingual Pay Program.

**SECTION 34. EQUAL TREATMENT CLAUSE ("Me too")**

From July 1, 2014 thru June 30, 2017, if another bargaining unit acquires a benefit that is of greater economic value than what is presently offered to the Association for that specific benefit, and the overall economic benefits offered to the other bargaining group are greater than the overall economic benefits offered to the Association, the City agrees to re-open negotiations to offer the Association the greater economic value of that specific benefit, provided the Association already receives that benefit, and only as long as the overall economic benefits for the Association do not exceed the overall economic benefits to the other bargaining group.

//

//

//

//

**APPENDIX A**

SBEA/MSU represents that this Memorandum of Understanding has been duly ratified by its membership. Following approval by the City Council, its terms and conditions shall be implemented by appropriate ordinance, resolution, or other appropriate lawful action.

**CITY:**

**SBEA/MARINE SAFETY UNIT:**

By: \_\_\_\_\_  
DAVID OTT, CITY MANAGER

By: \_\_\_\_\_  
JASON SHOOK, SBEA-MSU

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
GREG URUBURU, SBEA-MSU

Date: \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

**CITY COUNCIL:**

By: \_\_\_\_\_  
JOHANA N. CANLAS  
CITY ATTORNEY

By: \_\_\_\_\_  
THOMAS M. CAMPBELL  
MAYOR

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
ANGELA VEY  
CITY CLERK

Date: \_\_\_\_\_

**APPENDIX B**

**SALARY SCHEDULE EFFECTIVE FIRST FULL PAY PERIOD IN JULY 2014  
SOLANA BEACH EMPLOYEES ASSOCIATION, MARINE SAFETY UNIT**

<u>Classification</u>	<u>Range</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
4138 Marine Safety Lieutenant	Hourly	\$29.93	\$31.43	\$33.00	\$34.65	\$36.38
	Bi-weekly \$	2,394	\$ 2,514	\$ 2,640	\$ 2,772	\$ 2,910
	Monthly \$	5,188	\$ 5,448	\$ 5,720	\$ 6,006	\$ 6,306
	Annual \$	62,254	\$ 65,374	\$ 68,640	\$ 72,072	\$ 75,670
4118 Marine Safety Sergeant	Hourly	\$24.57	\$25.80	\$27.09	\$28.44	\$29.86
	Bi-weekly \$	1,966	\$ 2,064	\$ 2,167	\$ 2,275	\$ 2,389
	Monthly \$	4,259	\$ 4,472	\$ 4,696	\$ 4,930	\$ 5,176
	Annual \$	51,106	\$ 53,664	\$ 56,347	\$ 59,155	\$ 62,109

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SOLANA BEACH  
AND  
THE SOLANA BEACH EMPLOYEES' ASSOCIATION MARINE SAFETY UNIT  
JULY 1, 2017 to JUNE 30, 2020**

**TABLE OF CONTENTS**

---

Section 1.	PREAMBLE	P. 2
Section 2.	RECOGNITION	P. 2
Section 3.	APPROVAL BY CITY COUNCIL	P. 2
Section 4.	AUTHORIZED AGENTS/REPRESENTATIVES	P. 3
Section 5.	CITY MANAGEMENT RIGHTS	P. 3
Section 6.	EMPLOYEE RIGHTS	P. 4
Section 7.	EMPLOYER-EMPLOYEE RELATIONS COMMITTEE	P. 6
Section 8.	FULL UNDERSTANDING, MODIFICATION, WAIVER	P. 6
Section 9.	PEACEFUL PERFORMANCE OF CITY SERVICES	P. 7
Section 10.	PRIOR AGREEMENTS	P. 7
Section 11.	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT	P. 7
Section 12.	RULES AND REGULATIONS	P. 8
Section 13.	HOURS OF WORK	P. 8
Section 14.	SALARY ADJUSTMENT	P. 8
Section 15.	CAFETERIA BENEFIT PLAN	P. 9
Section 16.	RETIREMENT SYSTEM CONTRIBUTIONS	P. 9
Section 17.	RETIREE HEALTH BENEFITS	P. 10
Section 18.	LIFE INSURANCE	P. 11
Section 19.	LONG TERM DISABILITY INSURANCE	P. 11
Section 20.	LEAVE PROVISIONS	P. 11
Section 21.	OVERTIME/COMP TIME	P. 13
Section 22.	CALL BACK	P. 13
Section 23.	STAND-BY TIME	P. 13
Section 24.	MILEAGE ALLOWANCE	P. 14
Section 25.	UNIFORM ALLOWANCE	P. 14
Section 26.	BILINGUAL PAY	P. 14
Section 27.	SEVERANCE PAY	P. 14
Section 28.	SAFETY COMMITTEE	P. 15
Section 29.	SAFETY PROVISIONS	P. 15
Section 30.	RE-OPENER	P. 16
Section 31.	SAVINGS CLAUSE	P. 16
Section 32.	SEVERABILITY	P. 16
Section 33.	TERM	P. 16
Appendix A.	SIGNATURE PAGE	P. 17
Appendix B.	SALARY SCHEDULES	P. 18

**MORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF SOLANA BEACH AND  
THE SOLANA BEACH EMPLOYEES' ASSOCIATION MARINE  
SAFETY UNIT**

**July 1, 2017 to June 30, 2020**

**SECTION 1. PREAMBLE**

This Memorandum of Understanding (MOU) is made and entered into pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law between the designated management representatives of the City of Solana Beach (CITY), and the Solana Beach Employees' Association (SBEA/MSU), the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for full-time regular Marine Safety Unit employees represented herein.

This MOU is the result of good faith negotiations regarding wages, hours and other terms and conditions of employment under the provisions of the California Meyers-Milias-Brown Act. The parties to this MOU hereto have met and conferred in good faith exchanging various proposals in an attempt to reach agreement. The parties affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of CITY business, and amicable employer-employee relations. The parties encourage the highest possible degree of friendly cooperative relationships between their respective representatives at all levels and with and between all employees.

**SECTION 2. RECOGNITION**

Pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law, the CITY acknowledges SBEA MARINE SAFETY UNIT as the Recognized Employee Organization for Marine Safety Unit employees for purposes of employer-employee relations.

Nothing in this Article is intended to amend, alter, modify or supersede the provisions of Resolution No. 92-52, or the rights of employees thereunder, or the rights of individual employees under the provisions of the Meyers-Milias-Brown Act.

**SECTION 3. APPROVAL BY THE CITY COUNCIL**

This MOU constitutes a mutual recommendation to be jointly submitted to the City Council for its consideration and action. It is agreed that if this memorandum is approved by the City Council, the CITY will act in a timely manner to make the changes in City ordinances, resolutions, rules, policies and procedures necessary to implement this MOU.

Upon approval by the City Council, this MOU, along with the Solana Beach Personnel Rules and Regulations (as existing on the date of this MOU or as modified by or pursuant to this MOU), and other Policies or Directives established by the CITY (as existing on the date of this MOU or as modified by or pursuant to this MOU) will govern the wages, hours and terms and

conditions of employment of the employees represented by the SBEA/MSU, subject to the provisions and limitations of Chapter 2.44 (Personnel System) of the Solana Beach Municipal Code.

#### **SECTION 4. AUTHORIZED AGENTS/REPRESENTATIVES**

CITY's principal authorized agent shall be the City Manager or the Manager's authorized designee; unless a particular officer or employee is specifically designated in connection with the performance of a specific function or obligation set forth in the MOU.

The SBEA/MSU's principal authorized agent shall be its president or a duly authorized designee of the president.

#### **SECTION 5. CITY MANAGEMENT RIGHTS**

The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises such exclusive authority in conformance with the express specific terms of this MOU.

The CITY has, except as expressly and lawfully restricted by specific provisions of this MOU, the exclusive decision-making authority to:

- a. Determine and modify the organization of City government and its constituent work units.
- b. Determine the nature, standards, levels and mode of delivery of services to be offered to the public, provided, however, should the CITY determine to change the mode of delivery of services to be offered to the public, it shall first notify SBEA/MSU and if an effect on represented employees is identified, shall meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- c. Determine the budget, to allocate funds and resources and determine revenue sources.
- d. Determine methods, means, and the numbers and kinds of personnel by which services are to be provided.
- e. determine whether goods or services shall be made, purchased or contracted for, provided, however, should the CITY determine to contract out bargaining unit work, it shall first meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- f. Determine employees, including scheduling and assignment of work and overtime.
- g. Establish employee performance standards and require compliance therewith.
- h. Promote or hire employees and establish job qualifications, descriptions and requirements.

- i. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.
- j. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- k. Implement rules, regulations and directives consistent with law and the specific provisions of this MOU.
- l. Take all necessary actions to protect the public and carry out its mission in emergencies.

## **SECTION 6. EMPLOYEE RIGHTS**

**Non-discrimination:** As a result of this MOU, no person shall be favored or discriminated against, by either the CITY or the SBEA/MSU, to the extent provided by law because of political or religious opinions or affiliations, or because of racial or national origin, or because of age, sex, sexual orientation or disability.

Neither CITY nor SBEA/MSU shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBEA/MSU activity or because of the exercise of any right provided to the employees by this MOU or the Meyers-Milias-Brown Act.

**Individual Rights:** Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances, and rules and regulations.

- a. The right to form, join and participate in the activities of employee organizations of the employees own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.
- b. Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/ employee relations with the CITY or to be represented through a representative designated by the employee.
- c. The right to review his or her individual personnel file at times convenient to the employee and the City.

**SBEA/MSU Rights:**

- a. CITY recognizes the right of SBEA/MSU to govern its internal affairs.
- b. The CITY shall provide bulletin boards to be placed in CITY offices at a place convenient to SBEA/MSU and approved by the City Manager for the use of SBEA/MSU. Material placed on the bulletin board shall be at the discretion of SBEA/MSU. SBEA/MSU agrees not to post any literature that is offensive, defamatory or violates the rights of employees to a work place free of discrimination or harassment.
- c. SBEA/MSU may, with the prior approval of the City Manager, use CITY facilities for off-duty meetings of SBEA/MSU members. Use by SBEA/MSU of CITY equipment and supplies other than items normally used in business meetings such as desks, chairs, blackboards, and dry boards, despite the presence of such equipment and supplies, is prohibited.
- d. The representatives of SBEA/MSU shall have reasonable access to the members of SBEA/MSU for the purposes of providing representation and consultation. The access shall be subject to approval by the City Manager and shall not interfere with the convenient operation of the CITY's Departments. Access by personal visit to CITY offices shall be subject to reasonable prior notice to the City Manager.
- e. A representative of SBEA/MSU shall be allowed to be present at the request of any employee, at any meeting with management involving a grievance, at appeals of employee performance evaluations, and at any pre-disciplinary or disciplinary meetings.
- f. The CITY agrees to provide reasonable time off without loss of pay, during scheduled work hours, for up to two (2) representatives of SBEA/MSU when said representatives are meeting and conferring on matters within the scope of representation.
- g. SBEA/MSU may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The employee's representative so designated shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing materials for such procedures. Supervisors shall be given at least one day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives, who investigate, prepare, or present materials during off-duty time shall do so on their own time. Employee representatives and employees who attend personnel hearings during the off-duty time shall do so on their time; providing, however, that off-duty employees who are ordered or subpoenaed to attend such hearings shall be compensated in accordance with the overtime provisions of this MOU.
- h. A designated employee representative requesting time off under this Article shall direct such request to the City Manager in writing within a reasonable time prior to the date requested, in order to assure that the department meets its staff needs and to assure sufficient coverage of departmental assignments. The City Manager shall respond to the request as soon as feasible, but not later than the end of business on the next business day following the request. If the City Manager does not respond to the request, the Department Head of the affected department

may grant the release time. If the City Manager or Department Head cannot grant the release time because of workload or other scheduling reasons, the City Manager or Department Head shall give notice to the employee of a date or dates when the release time will be provided.

## **SECTION 7. EMPLOYER-EMPLOYEE RELATIONS COMMITTEE**

An Employer-Employee Relations Consultation Committee shall be established by the City Manager for the purpose of discussing between representatives of management and employees, employment related issues of common concern to Marine Safety Unit members represented by SBEA.

The committee shall be composed of two employees represented by SBEA/MSU and two representatives from management. Non-employee consultants may attend and participate in committee meetings.

Meetings shall be scheduled by mutual agreement between the management and employee representatives as the need arises to discuss various issues. The committee shall meet every three months unless the management and employee representatives agree that a meeting is not needed.

Meetings shall be informal and shall be scheduled at times which do not interfere with the business of the CITY. Meetings may be scheduled after working hours, in which event the employee representatives shall not receive compensation for attendance.

## **SECTION 8. FULL UNDERSTANDING, MODIFICATION, WAIVER**

It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of meet and confer sessions which resulted in this MOU. Any other matters, not contained herein, which were addressed during the course of the meet and confer process resulting in this MOU, are superseded and terminated in their entirety. Any understanding or agreement not contained herein, whether formal or informal, which occurred during the course of meet and confer sessions, resulting in this MOU, are terminated or superseded in their entirety. Any amendment to the provisions of this MOU shall not be effective unless made in writing executed by the parties.

It is the intent of the parties that this MOU be administered in its entirety in good faith during its full term. It is recognized that if during such term it is necessary for the CITY to propose changes in matters within the scope of representation not contained in this memorandum, the CITY shall notify SBEA/MSU, indicating the proposed change prior to its implementation. If SBEA/MSU wishes to consult or meet and confer with the CITY regarding the matter, SBEA/MSU shall notify the CITY within ten (10) working days from the receipt of such notice. Upon receipt of such notice, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of any problem arising as a result of the change instituted by the CITY.

Nothing herein shall limit the authority to the CITY to make changes required during emergencies. However, the CITY shall notify SBEA/MSU of such changes as soon as practicable. Such

emergency assignments shall not extend beyond the period of emergency. "Emergency" shall be defined as an unforeseen circumstance requiring immediate implementation of the change.

Failure by the SBEA/MSU to request consultation or negotiations pursuant to this Article shall not be deemed as approval of any action taken by the CITY, but only as a waiver of the right to consult and meet and confer.

The consent to, or waiver of, any breach, provision, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all the provisions of this MOU, nor a consent, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.

## **SECTION 9. PEACEFUL PERFORMANCE OF CITY SERVICES**

No Strike. During the life of this MOU, neither the employees nor any employees, agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, sickouts, or any other intentional disruption of the operations of the CITY, regardless of the reason for so doing.

Penalty. Any employee engaging in activity prohibited by "No Strike" under this Article, or who instigates or gives leadership to such activity, shall be subject to disciplinary action.

No Lockout. During the term of this MOU, the CITY will not instigate a lockout over a dispute with the employees so long as there is no breach of "No Strike" under this Article.

Association Official Responsibility. Each employee or other person who holds the position of officer of the Recognized Employee Organization occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under "No Strike" of this Article, and to inform them of the penalty for failure to comply.

Enforcement. In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of CITY Services" by court action, or in the event that SBEA/MSU is required to enforce the provisions of said Article by court action, an injunction may be issued.

## **SECTION 10. PRIOR AGREEMENTS**

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBEA/MSU and the CITY. The benefits and other terms and conditions of employment provided pursuant to the CITY's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

## **SECTION 11. NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**

The parties agree that negotiations for a successor Memorandum of Understanding shall begin by the submission by either party of a proposal or a written request to meet and confer not later

than February 1, 2020. If a proposal or request is submitted, meeting and conferring sessions shall begin by February 15, 2020 and shall continue until agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use their best efforts to conclude meet and confer sessions before May 31, 2020. If neither party submits a proposal or request, all conditions of this MOU shall continue in full force and effect for one year from the date it otherwise would have terminated.

## **SECTION 12. RULES AND REGULATIONS**

The City of Solana Beach Personnel Rules and Regulations shall remain in full force and effect during the term of this MOU subject only to the provisions of this MOU and to the amendments necessary to implement the terms of this MOU. During the term of this MOU, any amendments proposed by City Management to the Rules and Regulations pursuant to the rights reserved to the CITY under this memorandum shall be made only after providing notice and an opportunity for input to the designated representatives of SBEA/MSU.

## **SECTION 13. HOURS OF WORK**

Hours of work and work schedules shall be determined according to Section 9.01 of the City Personnel Rules and Regulations.

## **SECTION 14. SALARY ADJUSTMENT**

The parties jointly agree that the following salary increases shall be applicable for the term of this MOU for all SBEA/MSU classifications as specified on the salary schedule in Appendix B:

- a. Effective the first full pay period after July 1, 2017: three percent (3%) salary increase for employees represented by SBEA/MSU.
- b. Effective the first full pay period after July 1, 2017: One-time 1% salary adjustment to the Marine Safety Sergeant classification.
- c. Effective the first full pay period after July 1, 2018: two and a half percent (2.5%) salary increase for employees represented by SBEA/MSU.
- d. Effective the first full pay period after July 1, 2019: two and a half percent (2.5%) salary increase for employees represented by SBEA/MSU.

Pay increases resulting from employee-employer negotiations will become effective on the specific date negotiated between the CITY and SBEA/MSU. Increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager in accordance with the City of Solana Beach Personnel Rules and Regulations.

The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.

**SECTION 15. CAFETERIA BENEFIT PLAN**

All regular employees in the SBEA/MSU shall be entitled to receive health, dental and vision insurance in accordance with the group insurance policies acquired by the CITY. Effective July 1, 2017 the CITY will contribute Flexible Plan Credits in the amount of \$1,231.75 per employee, per month, toward the medical, dental, and vision insurance options offered through the CITY's Flexible Benefit Plan (Cafeteria Plan). Effective July 1, 2018, the total amount the City will contribute per full-time employee, per month will be \$1,293.34. Effective July 1, 2019, the total amount the City will contribute per full-time employee, per month will be \$1,358.01.

Under this Plan, the CITY will make available medical, dental, and vision insurance plans for employees in this Unit. The Plan also provides for employee participation in health care and dependent care reimbursements. This Flexible Benefit Plan is established under Section 125 of the Internal Revenue Code and will be administered by the Personnel Officer. Employees will have the choice of applying Flexible Plan Credits to:

- a. Medical, Dental, and Vision Insurance: Amounts designated by employee shall be applied to these insurance costs.
- b. Health Care and Dependent Care Flexible Spending Accounts: Amounts designated by employee shall be applied to these accounts.
- c. Cash: Employees shall have the option to cash benefit in accordance with the City of Solana Beach Cafeteria Benefit Plan document.

At a minimum, all employees must elect medical insurance for employee only. Exceptions may be made for an employee who provides proof of medical insurance coverage through another non-CITY group plan. Requests for exception must be made by the employee and approved by the CITY's Human Resources Manager. After the CITY's initial verification of employee coverage under another non-CITY group medical plan, the Human Resources Manager may request proof of coverage as often as deemed necessary to ensure employee's continued medical insurance coverage. All costs of insurance coverage for the employee or dependents in excess of the CITY contribution shall be borne by the employee.

All Cafeteria Plan elections must be made on forms approved by the City. Elections must be made prior to the beginning of the Plan year and must remain in effect unless there is a qualifying event as defined under IRS regulations and the City of Solana Beach Flexible Benefit Plan, and approved by the Human Resources Manager.

**SECTION 16. RETIREMENT SYSTEM CONTRIBUTIONS**

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

- a. For SBEA-MSU employees hired prior to January 1, 2011, the CITY will continue to provide a 3% @ 50 retirement benefit with the use of the employee's single highest year salary from the California Public Employee Retirement System (CalPERS). The SBEA/MSU

employees will continue to pay the entire 9% employee share cost of their benefit.

- b. Employees hired on or after January 1, 2011 will receive a 2% @50 retirement benefit with the use of the average of the employee's highest-three-year-salary. These employees will continue to pay the entire 9% employee share cost of their benefit.
  1. Cost Sharing of Employer Contribution: Employees defined as "classic members" per CalPERS and PEPRA/PERL agree to pay a portion of the employer's contribution costs as follows:
    - a. Per the CalPERS contract amendment which went into effect on October 29, 2016, SBEA/MSU employees will continue to pay an additional 2% of pay towards the cost of the CalPERS retirement benefit. This 2% is in addition to the employees paying their entire employee portion of the CalPERS retirement contribution. (11% of pay total)
- c. Pursuant to the PEPRA and PERL, new employees (as defined by PEPRA) hired on or after January 1, 2013, will receive the 2.7% @ 57 retirement formula with the use of the average of the employee's highest three-year salary. All new employees/members hired on or after January 1, 2013 will pay 50% of the normal cost contribution.

#### **SECTION 17. RETIREE HEALTH BENEFITS**

During the term of this MOU, the City agrees to remain in CalPERS in order to provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits as follows:

Staff members currently employed who retire from the City at a future date, and who elect to continue their health insurance at the time of their retirement with the City shall receive the following additional compensation as supplemental benefits in recognition of their vested rights and service to the City:

- a. Staff members hired prior to January 1, 2007 shall receive maximum of \$290.00 per month, minus the minimum PEMCHA contribution provided upon retirement to offset medical insurance costs.
- b. Staff members with a date of hire on or after January 1, 2007, who subsequently retire from the City, will receive only the "minimum" retirement benefit contribution amount required under PEMCHA to offset medical insurance costs if enrolled in a CalPERS Retiree Health medical plan.

**SECTION 18. LIFE INSURANCE**

All employees of the CITY governed by this MOU shall be entitled to receive life insurance. The CITY shall pay the cost of the basic coverage for the employee. The life insurance policy shall continue to provide basic coverage at an amount equal to one times the employee's annual salary.

**SECTION 19. LONG TERM DISABILITY INSURANCE (LTD)**

Employees are eligible to participate in the City's LTD Plan. LTD premiums will be paid by the City on behalf of all Marine Safety employees.

**SECTION 20. LEAVE PROVISIONS**

Employees shall be entitled to leaves of absence as provided in Section 10 of the City Personnel Rules and Regulations.

**(a). Vacation**

Vacation Leave shall be determined according to Section 10.01 of the City Personnel Rules and Regulations, all full-time regular/permanent SBEA/MSU employees shall be entitled to vacation based upon the following schedule:

<b>Months of Employment Completed</b>	<b>Hours of Vacation per Year (40 hrs. weeks)</b>
12-36 Months	10 days per year (3.08 hppp)
37-120 Months	15 days per year (4.62 hppp)
121+ Months	20 days per year (6.15 hppp)

Regular/permanent part-time SBEA/MSU employees shall accrue vacation on a prorated basis based on their work schedule (i.e. 50% or 75%).

Vacation accrual, usage and pay-off shall be subject to the provisions of Section 10.01 of the City Personnel Rules and Regulations.

**(b). Holiday**

In recognition that full-time regular/permanent employees of the SBEA/MSU may be scheduled to work on City holidays as part of the regular scheduling process in order to provide full-time lifeguard protection services, the City agrees to pay each full-time regular/permanent employee of the SBEA/MSU an annual total of 122 hours of holiday-in-lieu pay payable in equal installments each two-week pay period. Holiday-in-Lieu pay is considered "Special Compensation" by CalPERS and California Code of Regulations (CCR).

CCR 571 (5) defines "Holiday Pay" as additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require staffing without regards to holidays. For this reason, CalPERS considers Holiday Pay as pensionable compensation.

**(c). Bereavement**

Section 10.03 A. of the City Personnel Rules shall be amended to provide, with respect to SBEA/MSU employees, as follows:

- a. Bereavement Leave is generally granted so an employee does not have the shock of a death in the immediate family compounded by the loss of pay.
- b. Members of the immediate family are defined as an employee's spouse, registered domestic partner, children, father, mother, brothers, sisters, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, fiancés and grandparents.
- c. When a death occurs in an employees' immediate family, the employee shall be granted bereavement leave, without loss of pay, for up to three (3) working days.
- d. All hours of Bereavement Leave will count as hours worked for the purposes of FLSA calculations.

**(d). Jury Duty/Witness Duty**

Employees shall be compensated for jury duty according to Section 10.04 of the City Personnel Rules and Regulations. Employees shall be compensated for court time according to Section 10.05 (Witness Duty) of the City Personnel Rules and Regulations.

**(e). Special Leaves of Absence without Pay**

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2).

**(f). Sick Leave**

- a. SBEA/MSU employee members will accrue sick leave at the rate of 5.542 hours per pay period.
- b. All hours of sick leave will count as hours worked for the purposes of FLSA calculations.

The CITY will provide sick leave payoff at retirement as follows:

**(f-1). Sick Leave Payoff**

Sick leave payoff will occur for normal (non- disability) retirements only. Payoff would be in cash at the rate of ten percent (10%) of the sick leave balance at the time of retirement up to a maximum payoff of ninety-six (96) hours. To qualify for payoff, an employee would be required to have a minimum of ten (10) years of service with the CITY. There will be no payoff at termination.

The provisions of the City of Solana Beach Personnel Rules and Regulations shall govern all other terms and conditions of employment.

**(f-2). Sick Leave Conversion**

SBEA/MSU Employee members shall be entitled to convert sick leave to vacation leave according to the provisions of the City's Personnel Rules and Regulations. The Personnel Rules and Regulations Section 10.02 (E) regarding Sick Leave Conversion will be updated to reflect that employees will be permitted to convert up to 40 hours of accumulated sick leave to vacation leave if no more than 40 hours of sick leave has been used by the employee during the prior year, and all other terms and conditions in the Personnel Rules regarding Sick Leave are met. All other terms and conditions in the Personnel Rules related to Sick Leave remain the same.

**SECTION 21. OVERTIME/COMP TIME**

Employees shall be entitled to overtime pay or compensatory time (comp time) off in lieu of overtime pay as provided in Section 9.02 of the City Personnel Rules and Regulations.

SBEA/MSU employees may accrue and have a maximum current credit of 80 hours of comp time.

Overtime work shall first be offered on a rotating basis to qualified employees in a department who desire overtime work and have notified the Department Head in writing of their desire.

Nothing in this MOU or the Personnel Rules shall be construed as guaranteeing that overtime work will be available.

**SECTION 22. CALL BACK**

Call Back Pay for SBEA/MSU employees shall be a minimum of four (4) hours.

**SECTION 23. STANDBY-TIME**

Standby pay will be compensated at fifteen dollars (\$15.00) per day for SBEA/MSU represented employees.

**SECTION 24. MILEAGE ALLOWANCE**

Employees shall receive a mileage allowance as provided in Section 9.05 of the City Personnel Rules and Regulations.

**SECTION 25. UNIFORM ALLOWANCE**

Employees represented by SBEA/MSU, shall receive uniform allowance in the amount of \$500 annually. The uniform allowance payment is to compensate for all costs associated with uniform purchase, replacement, maintenance, etc. The lump sum payment shall be paid the first full pay period in July.

**SECTION 26. BILINGUAL PAY**

The City agrees to provide Bilingual Pay in the amount of \$100 per month, to those employees who regularly use their bilingual skills in the performance of their duties. The employee must successfully pass a Bilingual Performance Examination as determined appropriate by the Human Resources Manager.

- a. All SBEA/MSU employees, including temporary/seasonal employees, are eligible to participate in the Bilingual Pay Program.
- b. Bilingual Pay will be paid based on 24 pay periods per year.
- c. Eligible employees must successfully pass a Bilingual Performance Examination every three (3) years, as determined appropriate by the Human Resources Manager.
- d. Eligible languages are Spanish and American Sign Language.
- e. Bilingual Pay for permanent part-time SBEA/MSU employees shall be prorated based on work schedule (i.e. 50% or 75%).
- f. Bilingual Pay will not accrue during any leave (paid or unpaid) of more than thirty (30) days.
- g. Temporary/seasonal employees must have paid hours during a pay period in order to receive their bilingual pay. If there are no reportable work hours (i.e. no earnings), the temporary/seasonal employee will not be eligible for Bilingual Pay during that pay period.

**SECTION 27. SEVERANCE PAY**

The CITY shall provide severance pay for SBEA/MSU employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations as follows:

- a. Employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations shall receive a severance pay in an

amount of the employee's base salary for a period of forty-five days after the date of the employee's termination; provided, however, in the event the period from the date of giving notice of proposed layoff to the date of termination pursuant to that notice is greater than thirty days then the days for which severance pay is received shall be reduced by one day for each day the notice period exceeds thirty days, and further provided that the minimum amount of severance pay shall be equivalent to thirty days base salary. Severance pay shall cease if the employee obtains employment prior to the expiration of the severance pay period. If the employee obtains unemployment insurance benefits, the amount of severance pay shall be limited to the difference between the employee's base salary and the amount of the unemployment insurance benefit payment.

- b. Severance pay shall be payable in installments. The first installment shall be made on the second Friday following the date of termination. Subsequent payments shall be at two week intervals thereafter.
- c. An employee shall provide the CITY with a certification of continuing eligibility to receive severance pay and receipt or non-receipt of unemployment insurance benefits prior to each severance pay installment. The certification shall be under penalty of perjury.
- d. In addition to the severance pay, the CITY will continue to pay the monthly premium for health, dental and vision insurance paid by the CITY on the date of termination in order to continue coverage for a period of 90 days from the date of termination.
- e. An employee receiving severance pay shall not be considered to be an employee of the CITY after the date of termination. Severance pay shall not be considered salary for the purposes of the Public Employees Retirement System.
- f. Employees who are subject to layoff because the exercise of "bumping" or "retreat" rights by another employee pursuant to Section 11 of the Personnel Rules and Regulations shall receive the same notice of layoff and shall have the same rights to bump less senior employees as the employee originally receiving the notice of proposed layoff.

## **SECTION 28. SAFETY COMMITTEE**

The employees represented by SBEA/MSU, shall have the right to appoint one employee member to the Safety Committee. The appointment shall be subject to the approval of the City Manager, which approval shall not be unreasonably withheld.

## **SECTION 29. SAFETY PROVISIONS**

### **a. Sunglasses**

The CITY shall provide one pair of sunglasses to each Marine Safety represented employee, or will reimburse said employees an amount not to exceed one hundred fifty dollars (\$150.00) per year, for the employee's purchase of one pair of sunglasses.

**b. Sunscreen**

The CITY will purchase, in bulk, sunscreen and provide such sunscreen on an as needed basis to all CITY employees who perform work outdoors.

**SECTION 30. REOPENER**

During the duration of this MOU the City will reopen negotiations to discuss the following items for citywide implementation:

- a. New City Personnel Rules & Regulations
- b. Retiree Health Savings Account

**SECTION 31. SAVINGS CLAUSE**

If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.

In the event of invalidation of any provisions, the CITY and the Association agree to meet within thirty (30) days of notice by either to the other for the purpose of renegotiating said provision.

**SECTION 32. SEVERABILITY**

It is understood and agreed that this MOU is subject to all current and future applicable federal and state laws, or federal and state regulations. If any part or provision of this MOU is in conflict or inconsistent with such laws, rules and regulations, or is otherwise held to be invalid or unenforceable by a tribunal or competent jurisdiction, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this MOU shall not be affected.

**SECTION 33. TERM**

The term of this agreement shall commence on July 1, 2014, subject to formal approval by the City Council, and shall expire at 12:00 a.m. (midnight) on June 30, 2017.

//

//

//

//

**APPENDIX A**

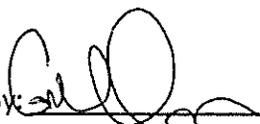
SBEA/MSU represents that this Memorandum of Understanding has been duly ratified by its membership. Following approval by the City Council, its terms and conditions shall be implemented by appropriate ordinance, resolution, or other appropriate lawful action.

**CITY:**

By: \_\_\_\_\_  
GREGORY WADE, CITY MANAGER

Date: \_\_\_\_\_

**SBEA/MARINE SAFETY UNIT:**

By:  \_\_\_\_\_  
GREG URUBURU, SBEA-MSU

Date: 7/5/17 \_\_\_\_\_

By:  \_\_\_\_\_  
ROB MCPHEE, SBEA/MSU

Date: 7/5/17 \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

By: \_\_\_\_\_  
JOHANA N. CANLAS  
CITY ATTORNEY

Date: \_\_\_\_\_

**CITY COUNCIL:**

By: \_\_\_\_\_  
MIKE NICHOLS  
MAYOR

Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
ANGELA IVEY  
CITY CLERK

Date: \_\_\_\_\_

APPENDIX B

SALARY SCHEDULE EFFECTIVE FIRST FULL PAY PERIOD IN JULY 2017 SOLANA BEACH EMPLOYEES  
ASSOCIATION,  
MARINE SAFETY UNIT

Marine Safety Unit Pay Structure Salary Schedule 4  
Effective July 2017

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Marine Safety	100	Marine Safety Sergeant	\$ 26.86	\$ 28.21	\$ 29.62	\$ 31.10	\$ 32.65	\$ 4,889.27	\$ 5,133.73	\$ 5,390.42	\$ 5,659.94	
Marine Safety	119	Marine Safety Lieutenant	\$ 32.46	\$ 34.08	\$ 35.78	\$ 37.57	\$ 39.45	\$ 5,906.77	\$ 6,202.11	\$ 6,512.21	\$ 6,837.82	

Marine Safety Unit Pay Structure Salary Schedule 4  
Effective July 2018

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Marine Safety	100	Marine Safety Sergeant	\$ 27.54	\$ 28.91	\$ 30.36	\$ 31.88	\$ 33.47	\$ 4,772.86	\$ 5,011.50	\$ 5,262.07	\$ 5,525.18	\$ 5,801.44
Marine Safety	119	Marine Safety Lieutenant	\$ 33.27	\$ 34.93	\$ 36.68	\$ 38.51	\$ 40.44	\$ 5,766.13	\$ 6,054.44	\$ 6,357.16	\$ 6,675.02	\$ 7,008.77

Marine Safety Unit Pay Structure Salary Schedule 4  
Effective July 2019

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Marine Safety	100	Marine Safety Sergeant	\$ 27.54	\$ 28.91	\$ 30.36	\$ 31.88	\$ 33.47	\$ 4,772.86	\$ 5,011.50	\$ 5,262.07	\$ 5,525.18	\$ 5,801.44
Marine Safety	119	Marine Safety Lieutenant	\$ 33.27	\$ 34.93	\$ 36.68	\$ 38.51	\$ 40.44	\$ 5,766.13	\$ 6,054.44	\$ 6,357.16	\$ 6,675.02	\$ 7,008.77

**MEMORANDUM OF UNDERSTANDING  
 BETWEEN THE CITY OF SOLANA BEACH  
 AND THE SOLANA BEACH EMPLOYEES' ASSOCIATION  
 MARINE SAFETY UNIT  
 July 1, ~~2017~~ 2017 to June 30,  
~~2017~~ 2020**

TABLE OF CONTENTS

Section 1.	PREAMBLE.....	2
Section 2.	RECOGNITION.....	2
Section 3.	APPROVAL BY THE CITY COUNCIL .....	2
Section 4.	AUTHORIZED AGENTS/REPRESENTATIVES .....	3
<del>Section 7</del> 5.	CITY MANAGEMENT RIGHTS.....	4
Section <del>8</del> 6.	EMPLOYEE RIGHTS.....	5
Section <del>9</del> 7.	EMPLOYER-EMPLOYEE RELATIONS COMMITTEE .....	7
Section <del>10</del> 8.	FULL UNDERSTANDING, MODIFICATION, WAIVER.....	8
Section <del>9</del> .	PEACEFUL PERFORMANCE OF CITY SERVICES.....	12
Section <del>10</del> .	PRIOR AGREEMENTS.....	12
Section <del>11</del> .	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT.....	11
Section <del>2</del> 12.	RULES AND REGULATIONS.....	14
Section <del>1</del> 13.	HOURS OF WORK.....	9
Section <del>25</del> 14.	SALARY ADJUSTMENT.....	14
Section <del>5</del> 15.	BENEFIT PLAN.....	3
Section <del>21</del> 16.	RETIREMENT SYSTEM CONTRIBUTIONS .....	13
Section <del>20</del> 17.	RETIREE HEALTH BENEFITS.....	12
Section <del>13</del> 18.	LIFE INSURANCE .....	11
Section <del>19</del> .	LONG TERM DISABILITY INSURANCE.....	17
Section <del>12</del> 20.	LEAVE PROVISIONS .....	9
Section <del>21</del> .	OVERTIME.....	11
Section <del>6</del> 22.	CALL BACK .....	4
Section <del>29</del> 23.	STANDBY-TIME.....	16
Section <del>14</del> 24.	MILEAGE ALLOWANCE.....	11
Section <del>31</del> 25.	UNIFORM ALLOWANCE.....	17
Section <del>33</del> 26.	BILINGUAL PAY.....	17
Section <del>28</del> 27.	SEVERANCE PAY.....	15
Section <del>23</del> 28.	SAFETY COMMITTEE .....	14
Section <del>24</del> 29.	SAFETY PROVISIONS .....	14
Section <del>19</del> 30.	REOPENER.....	12
Section <del>34</del> .	EQUAL TREATMENT CLAUSE ("Me too").....	
<del>17</del> Section <del>26</del> 32.	SAVINGS CLAUSE .....	15
Section <del>27</del> 33.	SEVERABILITY.....	15
Section <del>30</del> 34.	TERM.....	16

Section 7.	CITY MANAGEMENT RIGHTS.....	4
Section 8.	EMPLOYEE RIGHTS.....	5
Section 9.	EMPLOYER-EMPLOYEE RELATIONS COMMITTEE.....	7
Section 10.	FULL UNDERSTANDING, MODIFICATION, WAIVER.....	8
Section 11.	HOURS OF WORK.....	9
Section 12.	LEAVE PROVISIONS.....	9
Section 13.	LIFE INSURANCE.....	11
Section 14.	MILEAGE ALLOWANCE.....	11
Section 15.	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT.....	11
Section 16.	OVERTIME.....	11
Section 17.	PEACEFUL PERFORMANCE OF CITY SERVICES.....	12
Section 18.	PRIOR AGREEMENTS.....	12
Section 15.	NEGOTIATIONS FOR A SUCCESSOR AGREEMENT.....	11
Section 19.	REOPENER.....	12
Section 20.	RETIREE HEALTH BENEFITS.....	12
Section 21.	RETIREMENT SYSTEM CONTRIBUTIONS.....	13
Section 22.	RULES AND REGULATIONS.....	14
Section 23.	SAFETY COMMITTEE.....	14
Section 24.	SAFETY PROVISIONS.....	14
Section 25.	SALARY ADJUSTMENT.....	14
Section 26.	SAVINGS CLAUSE.....	15
Section 27.	SEVERABILITY.....	15
Section 28.	SEVERANCE PAY.....	15
Section 29.	STANDBY TIME.....	16
Section 30.	TERM.....	16
Section 31.	UNIFORM ALLOWANCE.....	17
Section 32.	LONG TERM DISABILITY INSURANCE.....	17
Section 33.	BILINGUAL PAY.....	17
Section 34.	EQUAL TREATMENT CLAUSE ("Me too").....	17

Formatted: TOC 2, Right: 0.09", Space  
Before: 0 pt, Line spacing: Multiple 1.31 li,  
Tab stops: 1.35", Left + 6.47", Left,Leader: ...  
+ Not at 1.27" + 6.39"

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF SOLANA BEACH  
AND  
THE SOLANA BEACH EMPLOYEES' ASSOCIATION  
MARINE SAFETY UNIT  
July 1, ~~2014-2017~~ to June 30, ~~2017~~2020**

**SECTION 1. PREAMBLE**

This Memorandum of Understanding (MOU) is made and entered into pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law between the designated management representatives of the City of Solana Beach (CITY), and the Solana Beach Employees' Association (SBEA/MSU), the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for full-time regular Marine Safety Unit employees represented herein.

This MOU is the result of good faith negotiations regarding wages, hours and other terms and conditions of employment under the provisions of the California Meyers-Milias-Brown Act. The parties to this MOU hereto have met and conferred in good faith exchanging various proposals in an attempt to reach agreement. The parties affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of CITY business, and amicable employer-employee relations. The parties encourage the highest possible degree of friendly cooperative relationships between their respective representatives at all levels and with and between all employees.

**SECTION 2. RECOGNITION**

Pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law, the CITY acknowledges SBEA MARINE SAFETY UNIT as the Recognized Employee Organization for Marine Safety Unit employees for purposes of employer-employee relations.

Nothing in this Article is intended to amend, alter, modify or supersede the provisions of Resolution No. 92-52, or the rights of employees thereunder, or the rights of individual employees under the provisions of the Meyers-Milias-Brown Act.

**SECTION 3. APPROVAL BY THE CITY COUNCIL**

This MOU constitutes a mutual recommendation to be jointly submitted to the City Council for its consideration and action. It is agreed that if this memorandum is approved by the City Council, the CITY will act in a timely

manner to make the changes in City ordinances, resolutions, rules, policies and procedures necessary to implement this MOU.

Upon approval by the City Council, this MOU, along with the Solana Beach Personnel Rules and Regulations (as existing on the date of this MOU or as modified by or pursuant to this MOU), and other Policies or Directives established by the CITY (as existing on the date of this MOU or as modified by or pursuant to this MOU) will govern the wages, hours and terms and conditions of employment of the employees represented by the SBEA/MSU, subject to the provisions and limitations of Chapter 2.44 (Personnel System) of the Solana Beach Municipal Code.

#### **SECTION 4. AUTHORIZED AGENTS/REPRESENTATIVES**

CITY's principal authorized agent shall be the City Manager or the Manager's authorized designee, unless a particular officer or employee is specifically designated in connection with the performance of a specific function or obligation set forth in the MOU.

The SBEA/MSU's principal authorized agent shall be its president or a duly authorized designee of the president.

#### **SECTION 5. CITY MANAGEMENT RIGHTS**

The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises such exclusive authority in conformance with the express specific terms of this MOU.

The CITY has, except as expressly and lawfully restricted by specific provisions of this MOU, the exclusive decision-making authority to:

- a. Determine and modify the organization of City government and its constituent work units.
- b. Determine the nature, standards, levels and mode of delivery of services to be offered to the public, provided, however, should the CITY determine to change the mode of delivery of services to be offered to the public, it shall first notify SBEA/MSU and if an effect on represented employees is identified, shall meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- c. Determine the budget, to allocate funds and resources and determine revenue sources.
- d. Determine methods, means, and the numbers and kinds of personnel by which services are to be provided.

- e. determine whether goods or services shall be made, purchased or contracted for, provided, however, should the CITY determine to contract out bargaining unit work, it shall first meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.
- f. Determine employees, including scheduling and assignment of work and overtime.
- g. Establish employee performance standards and require compliance therewith.
- h. Promote or hire employees and establish job qualifications, descriptions and requirements.
- i. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.
- j. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- k. Implement rules, regulations and directives consistent with law and the specific provisions of this MOU.
- l. Take all necessary actions to protect the public and carry out its mission in emergencies.

## **SECTION 6. EMPLOYEE RIGHTS**

**Non-discrimination:** As a result of this MOU, no person shall be favored or discriminated against, by either the CITY or the SBEA/MSU, to the extent provided by law because of political or religious opinions or affiliations, or because of racial or national origin, or because of age, sex, sexual orientation or disability.

Neither CITY nor SBEA/MSU shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBEA/MSU activity or because of the exercise of any right provided to the employees by this MOU or the Meyers-Milias-Brown Act.

**Individual Rights:** Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances, and rules and regulations.

- a. The right to form, join and participate in the activities of employee

organizations of the employees own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.

- b. Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/ employee relations with the CITY or to be represented through a representative designated by the employee.
- c. The right to review his or her individual personnel file at times convenient to the employee and the City.

**SBEA/MSU Rights:**

- a. CITY recognizes the right of SBEA/MSU to govern its internal affairs.
- b. The CITY shall provide bulletin boards to be placed in CITY offices at a place convenient to SBEA/MSU and approved by the City Manager for the use of SBEA/MSU. Material placed on the bulletin board shall be at the discretion of SBEA/MSU. SBEA/MSU agrees not to post any literature that is offensive, defamatory or violates the rights of employees to a work place free of discrimination or harassment.
- c. SBEA/MSU may, with the prior approval of the City Manager, use CITY facilities for off-duty meetings of SBEA/MSU members. Use by SBEA/MSU of CITY equipment and supplies other than items normally used in business meetings such as desks, chairs, blackboards, and dry boards, despite the presence of such equipment and supplies, is prohibited.
- d. The representatives of SBEA/MSU shall have reasonable access to the members of SBEA/MSU for the purposes of providing representation and consultation. The access shall be subject to approval by the City Manager and shall not interfere with the convenient operation of the CITY's Departments. Access by personal visit to CITY offices shall be subject to reasonable prior notice to the City Manager.
- e. A representative of SBEA/MSU shall be allowed to be present at the request of any employee, at any meeting with management involving a grievance, at appeals of employee performance evaluations, and at any pre-disciplinary or disciplinary meetings.

- f. The CITY agrees to provide reasonable time off without loss of pay, during scheduled work hours, for up to two (2) representatives of SBEA/MSU when said representatives are meeting and conferring on matters within the scope of representation.
- g. SBEA/MSU may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The employee's representative so designated shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing materials for such procedures. Supervisors shall be given at least one day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives who investigate, prepare, or present materials during off-duty time shall do so on their own time. Employee representatives and employees who attend personnel hearings during the off-duty time shall do so on their time; providing, however, that off-duty employees who are ordered or subpoenaed to attend such hearings shall be compensated in accordance with the overtime provisions of this MOU.
- h. A designated employee representative requesting time off under this Article shall direct such request to the City Manager in writing within a reasonable time prior to the date requested, in order to assure that the department meets its staff needs and to assure sufficient coverage of departmental assignments. The City Manager shall respond to the request as soon as feasible, but not later than the end of business on the next business day following the request. If the City Manager does not respond to the request, the Department Head of the affected department may grant the release time. If the City Manager or Department Head cannot grant the release time because of workload or other scheduling reasons, the City Manager or Department Head shall give notice to the employee of a date or dates when the release time will be provided.

#### **SECTION 97. EMPLOYER-EMPLOYEE RELATIONS COMMITTEE**

An Employer-Employee Relations Consultation Committee shall be established by the City Manager for the purpose of discussing between representatives of management and employees, employment related issues of common concern to Marine Safety Unit members represented by SBEA.

The committee shall be composed of two employees represented by SBEA/MSU and two representatives from management. Non-employee consultants may attend and participate in committee meetings.

Meetings shall be scheduled by mutual agreement between the management and employee representatives as the need arises to discuss various issues. The committee shall meet every three months unless the management and employee representatives agree that a meeting is not needed.

Meetings shall be informal and shall be scheduled at times which do not interfere with the business of the CITY. Meetings may be scheduled after working hours, in which event the employee representatives shall not receive compensation for attendance.

#### **SECTION 108. FULL UNDERSTANDING, MODIFICATION, WAIVER**

It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of meet and confer sessions which resulted in this MOU. Any other matters, not contained herein, which were addressed during the course of the meet and confer process resulting in this MOU, are superseded and terminated in their entirety. Any understanding or agreement, not contained herein, whether formal or informal, which occurred during the course of meet and confer sessions, resulting in this MOU, are terminated or superseded in their entirety. Any amendment to the provisions of this MOU shall not be effective unless made in writing executed by the parties.

It is the intent of the parties that this MOU be administered in its entirety in good faith during its full term. It is recognized that if during such term it is necessary for the CITY to propose changes in matters within the scope of representation not contained in this memorandum, the CITY shall notify SBEA/MSU, indicating the proposed change prior to its implementation. If SBEA/MSU wishes to consult or meet and confer with the CITY regarding the matter, SBEA/MSU shall notify the CITY within ten (10) working days from the receipt of such notice. Upon receipt of such notice, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of any problem arising as a result of the change instituted by the CITY.

Nothing herein shall limit the authority to the CITY to make changes required during emergencies. However, the CITY shall notify SBEA/MSU of such changes as soon as practicable. Such emergency assignments shall not extend beyond the period of emergency. "Emergency" shall be defined as an unforeseen circumstance requiring immediate implementation of the change.

Failure by the SBEA/MSU to request consultation or negotiations pursuant to this Article shall not be deemed as approval of any action taken by the CITY, but only as a waiver of the right to consult and meet and confer.

The consent to, or waiver of, any breach, provision, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all the provisions of this MOU, nor a consent, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.

**SECTION 9. PEACEFUL PERFORMANCE OF CITY SERVICES**

No Strike. During the life of this MOU, neither the employees nor any employees, agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, sickouts, or any other intentional disruption of the operations of the CITY, regardless of the reason for so doing.

Penalty. Any employee engaging in activity prohibited by "No Strike" under this Article, or who instigates or gives leadership to such activity, shall be subject to disciplinary action.

No Lockout. During the term of this MOU, the CITY will not instigate a lockout over a dispute with the employees so long as there is no breach of "No Strike" under this Article.

Association Official Responsibility. Each employee or other person who holds the position of officer of the Recognized Employee Organization occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under "No Strike" of this Article, and to inform them of the penalty for failure to comply.

Enforcement. In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of CITY Services" by court action, or in the event that SBEA/MSU is required to enforce the provisions of said Article by court action, an injunction may be issued.

**SECTION 10. PRIOR AGREEMENTS**

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBEA/MSU and the CITY. The benefits and other terms and conditions of employment provided pursuant to the CITY's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

**SECTION 11. NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**

The parties agree that negotiations for a successor Memorandum of Understanding shall begin by the submission by either party of a proposal or a written request to meet and confer not later than February 1, 2020. If a proposal or request is submitted, meeting and conferring sessions shall begin by February 15, 2020 and shall continue until agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use their best efforts to conclude meet and confer sessions before May 31, 2020. If neither party submits a proposal or request, all conditions of this MOU

shall continue in full force and effect for one year from the date it otherwise would have terminated.

### SECTION 212. RULES AND REGULATIONS

The City of Solana Beach Personnel Rules and Regulations shall remain in full force and effect during the term of this MOU subject only to the provisions of this MOU and to the amendments necessary to implement the terms of this MOU. During the term of this MOU, any amendments proposed by City Management to the Rules and Regulations pursuant to the rights reserved to the CITY under this memorandum shall be made only after providing notice and an opportunity for input to the designated representatives of SBEA/MSU.

### SECTION 13. HOURS OF WORK

Hours of work and work schedules shall be determined according to Section 9.01 of the City Personnel Rules and Regulations.

### SECTION 14. SALARY ADJUSTMENT

The parties jointly agree that the following salary increases shall be applicable for the term of this MOU for all SBEA/MSU classifications as specified on the salary schedule in Appendix B:

- Effective the first full pay period after July 1, 2017: three percent (3%) salary increase for employees represented by SBEA/MSU.
- Effective the first full pay period after July 1, 2017: One-time 1% salary adjustment to the Sergeant classification.
- Effective the first full pay period after July 1, 2018: two and a half percent (2.5%) salary increase for employees represented by SBEA/MSU..
- Effective the first full pay period after July 1, 2019: two and a half percent (2.5%) salary increase for employees represented by SBEA/MSU.

Formatted: Not Expanded by / Condensed by

Formatted: Left, Indent: Left: 0.57", No bullets or numbering

Pay increases resulting from employee-employer negotiations will become effective on the specific date negotiated between the CITY and SBEA/MSU. Increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager in accordance with the City of Solana Beach Personnel Rules and Regulations.

The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.

**SECTION 515. CAFETERIA BENEFIT PLAN**

All regular employees in the SBEA/MSU shall be entitled to receive health, dental and vision insurance in accordance with the group insurance policies acquired by the CITY. Effective July 1, ~~2014-2017~~ the CITY will contribute Flexible Plan Credits in the amount of ~~\$1,015,661,231.75~~ per employee, per month, toward the medical, dental, and vision insurance options offered through the CITY's Flexible Benefit Plan (Cafeteria Plan). Effective July 1, ~~2015-2018~~, the total amount the City will contribute per full-time employee, per month will be ~~\$1,066,451,293.34~~. Effective July 1, ~~2016-2019~~, the total amount the City will contribute per full-time employee, per month will be ~~\$1,119,771,358.01~~.

Formatted: Right: 0.08"

Under this Plan, the CITY will make available medical, dental, and vision insurance plans for employees in this Unit. The Plan also provides for employee participation in health care and dependent care reimbursements. This Flexible Benefit Plan is established under Section 125 of the Internal Revenue Code and will be administered by the Personnel Officer. Employees will have the choice of applying Flexible Plan Credits to:

- a. Medical, Dental, and Vision Insurance: Amounts designated by employee shall be applied to these insurance costs.
- b. Health Care and Dependent Care ~~Reimbursement—Flexible Accounts~~Spending Accounts: Amounts designated by employee shall be applied to these ~~reimbursement~~ accounts.

- c. Cash: Employees shall have the option to cash benefit in accordance with the City of Solana Beach Flexible Benefit Plan document.

At a minimum, all employees must elect medical insurance for employee only. Exceptions may be made for an employee who provides proof of medical insurance coverage through another non-CITY group plan. Requests for exception must be made by the employee and approved by the CITY's ~~Personnel Officer~~ Human Resources Manager. After the CITY's initial verification of employee coverage under another non-CITY group medical plan, the ~~Personnel Officer~~ Human Resources Manager may request proof of coverage as often as deemed necessary to ensure employee's continued medical insurance coverage. All costs of insurance coverage for the employee or dependents in excess of the CITY contribution shall be borne by the employee.

All Cafeteria Plan elections must be made on forms approved by the ~~Personnel Officer~~ City. Elections must be made prior to the beginning of the Plan year and must remain in effect unless there is a qualifying event as defined under IRS regulations and the City of Solana Beach Flexible Benefit Plan, and approved by the ~~Personnel Officer~~ Human Resources Manager.

#### SECTION 16. RETIREMENT SYSTEM CONTRIBUTIONS

Retirement benefits are subject to the Public Employees Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

A. For SBEA-MSU employees hired prior to January 1, 2011, the CITY will continue to provide a 3% @ 50 retirement benefits with the use of the employee's single highest year salary from the California Public Employee Retirement System (CalPERS). The SBEA/MSU employees will continue to pay the entire 9% employee share cost of their benefit.

B. Employees hired on or after January 1, 2011 will receive a 2% @50 retirement benefit with the use of the average of the employee's highest-three-year-salary. These employees will continue to pay the entire 9% employee share cost of their benefit.

1. Cost Sharing of Employer Contribution: Employees defined as "classic members" per CalPERS and PEPRA/PERL agree to pay a portion of the employer's contribution costs as follows:

a. Per the CalPERS contract amendment which went into effect on October 29, 2016, SBEA/MSU employees will continue to pay an additional 2% of pay towards the cost of

the CalPERS retirement benefit. This 2% is in addition to the employees paying their entire employee portion of the CalPERS retirement contribution. (11% of pay total)

C. Pursuant to the PEPRA and PERL, new employees (as defined by PEPRA) hired on or after January 1, 2013, will receive the 2.7% @ 57 retirement formula with the use of the average of the employee's highest three-year salary. All new employees/members hired on or after January 1, 2013 will pay 50% of the normal cost contribution.

#### **SECTION 17. RETIREE HEALTH BENEFITS**

During the term of this MOU, the City agrees to remain in CalPERS in order to provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits as follows:

Formatted: Indent: Left: 0.28", Right: 0", Space Before: 2.5 pt

Staff members currently employed who retire from the City at a future date, and who elect to continue their health insurance at the time of their retirement with the City shall receive the following additional compensation as supplemental benefits in recognition of their vested rights and service to the City:

- a. Staff members hired prior to January 1, 2007 shall receive maximum of \$290.00 per month, minus the minimum PEMCHA contribution provided upon retirement to offset medical insurance costs.
- b. Staff members with a date of hire on or after January 1, 2007, who subsequently retire from the City, will receive only the "minimum" retirement benefit contribution amount required under PEMCHA to offset medical insurance costs if enrolled in a CalPERS Retiree Health medical plan.

#### **SECTION 138. LIFE INSURANCE**

All employees of the CITY governed by this MOU shall be entitled to receive life insurance. The CITY shall pay the cost of the basic coverage for the employee. The life insurance policy shall continue to provide basic coverage at an amount equal to one times the employee's annual salary.

#### **SECTION 3219. LONG TERM DISABILITY INSURANCE (LTD)**

Employees are eligible to participate in the City's LTD Plan. LTD premiums will be paid by the City on behalf of all Marine Safety employees.

**SECTION 20. LEAVE PROVISIONS**

Employees shall be entitled to leaves of absence as provided in Section 10 of the City Personnel Rules and Regulations.

**(a). Vacation**

Vacation Leave shall be determined according to Section 10.01 of the City Personnel Rules and Regulations, all full-time regular/permanent SBEA/MSU employees shall be entitled to vacation based upon the following schedule:

Months of Employment Completed	Hours of Vacation per Year (40 hr weeks)
12-36 Months	10 days per year (3.08 hppp)
37-120 Months	15 days per year (4.62 hppp)
121+ Months	20 days per year (6.15 hppp)

Regular/permanent part-time SBEA/MSU employees shall accrue vacation on a prorated basis based on their work schedule (i.e. 50% or 75%).

Comment [PS1]: I changed this language to make it consistent with our practice of prorating based on hours worked.

Vacation accrual, usage and pay-off shall be subject to the provisions of Section 10.01 of the City Personnel Rules and Regulations.

**(b). Holiday**

In recognition that full-time regular/permanent employees of the SBEA/MSU may be scheduled to work on City holidays as part of the regular scheduling process in order to provide full-time lifeguard protection services, the City agrees to pay each full-time regular/permanent employee of the SBEA/MSU an annual total of 122 hours of holiday-in-lieu pay payable in equal installments each two-week pay period. Holiday-in-Lieu pay is considered "Special Compensation" by CalPERS and California Code of Regulations (CCR).

CCR 571 (5) defines "Holiday Pay" as additional compensation for employees who are normally required to work on an approved holiday because they work in positions that require staffing without regards to holidays. For this reason, CalPERS considers Holiday Pay as pensionable compensation.

**(c). Bereavement**

**(c). Bereavement**

Section 10.03 A. of the City Personnel Rules shall be amended to provide, with respect to SBEA/MSU employees, as follows:

- a. Bereavement Leave is generally granted so an employee does not have the shock of a death in the immediate family compounded by the loss of pay.
- b. Members of the immediate family are defined as an employee's spouse, registered domestic partner, children, father, mother, brothers, sisters, father-in-law, mother-in-law, brothers-in-law, sisters-in-law, fiancés and grandparents.
- c. When a death occurs in an employees' immediate family, the employee shall be granted bereavement leave, without loss of pay, for up to three (3) working days.

All hours of Bereavement Leave will count as hours worked for the purposes of FLSA calculations

Formatted: Font: 12 pt

**(d). Jury Duty/Witness Duty**

Employees shall be compensated for jury duty according to Section 10.04 of the City Personnel Rules and Regulations. Employees shall be compensated for court time according to Section 10.05 (Witness Duty) of the City Personnel Rules and Regulations.

**(e). Special Leaves of Absence without Pay**

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2).

**(f). Sick Leave**

SBEA/MSU employee members will accrue sick leave at the rate of 5.542 hours per pay period.

All hours of Sick Leave will count as hours worked for the purposes of FLSA calculations.

The CITY will provide sick leave payoff at retirement as follows:

**Sick Leave Payoff:** Sick leave payoff will occur for normal (non-disability) retirements only. Payoff would be in cash at the rate of ten percent (10%) of the sick leave balance at the time of retirement up to a maximum payoff of ninety-six (96) hours. To qualify for payoff, an employee would be required to have a minimum of ten (10) years of service with the CITY. There will be no payoff at termination.

The provisions of the City of Solana Beach Personnel Rules and Regulations

shall govern all other terms and conditions of employment.

**Sick Leave Conversion:** SBEA/MSU Employee members shall be entitled to convert sick leave to vacation leave according to the provisions of the City's Personnel Rules and Regulations. The Personnel Rules and Regulations Section 10.02 (E) regarding Sick Leave Conversion will be updated to reflect that employees will be permitted to convert up to 40 hours of accumulated sick leave to vacation leave if no more than 40 hours of sick leave has been used by the employee during the prior year, and all other terms and conditions in the Personnel Rules regarding Sick Leave are met. All other terms and conditions in the Personnel Rules related to Sick Leave remain the same.

**SECTION 21. OVERTIME/COMP TIME**

Employees shall be entitled to overtime pay or compensatory time (comp time) off in lieu of overtime payas provided in Section 9.02 of the City Personnel Rules and Regulations.

SBEA/MSU employees may accrue and have a maximum current credit of 80 hours of comp time.

Overtime work shall first be offered on a rotating basis to qualified employees in a department who desire overtime work and have notified the Department Head in writing of their desire.

Nothing in this MOU or the Personnel Rules shall be construed as guaranteeing that overtime work will be available.

**SECTION 622. CALL BACK**

Call Back Pay for SBEA/MSU Marine Safety employees shall be a minimum of four (4) hours.

**SECTION 23. STANDBY-TIME**

Standby pay will be compensated at fifteen dollars (\$15.00) per day for SBEA/MSU represented employees.

**SECTION 1424. MILEAGE ALLOWANCE**

Employees shall receive a mileage allowance as provided in Section 9.05 of the City Personnel Rules and Regulations.

### SECTION 3125. UNIFORM ALLOWANCE

Employees represented by SBEA/MSU, shall receive uniform allowance in the amount of \$500 annually. The uniform allowance payment is to compensate for all costs associated with uniform purchase, replacement, maintenance, etc. The lump sum payment shall be paid the first full pay period in July.

### SECTION 26. BILINGUAL PAY

The City agrees to provide Bilingual Pay in the amount of \$100 per month, to those employees who regularly use their bilingual skills in the performance of their duties. The employee must successfully pass a Bilingual Performance Examination as determined appropriate by the Human Resources Manager.

- All SBEA/MSU employees, including temporary/seasonal employees, are eligible to participate in the Bilingual Pay Program.
- Bilingual Pay will be paid based on 24 pay periods per year.
- Eligible employees must successfully pass a Bilingual Performance Examination every three (3) years, as determined appropriate by the Human Resources Manager.
- Eligible languages are Spanish and American Sign Language.
- Bilingual Pay for permanent part-time SBEA/MSU employees shall be prorated based on work schedule (i.e. 50% or 75%).
- Bilingual Pay will not accrue during any leave (paid or unpaid) of more than thirty (30) days.
- Temporary/seasonal employees must have paid hours during a pay period in order to receive their bilingual pay. If there are no reportable work hours (i.e. no earnings), the temporary/seasonal employee will not be eligible for Bilingual Pay during that pay period.

### SECTION 287. SEVERANCE PAY

The CITY shall provide severance pay for SBEA/MSU employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations as follows:

- (a). Employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations shall receive a severance pay in an amount of the employee's base salary for a period of forty-five days after the date of the employees termination; provided, however, in the event the period from the date of giving notice of proposed layoff to the date of termination pursuant to that notice is greater than thirty days then the days for which severance pay is received shall be reduced by one day for each day the notice period exceeds thirty days, and further provided that the minimum amount of severance pay shall be equivalent to thirty days base salary. Severance pay shall cease if the employee obtains employment prior to the expiration of the severance pay period. If the employee obtains unemployment insurance benefits, the amount of severance pay shall be limited to the difference between the employee's base salary and the amount of the unemployment insurance benefit payment.
- (b). Severance pay shall be payable in installments. The first installment shall be made on the second Friday following the date of termination. Subsequent payments shall be at two week intervals thereafter.
- (c). An employee shall provide the CITY with a certification of continuing eligibility to receive severance pay and receipt or non-receipt of unemployment insurance benefits prior to each severance pay installment. The certification shall be under penalty of perjury.
- (d). In addition to the severance pay, the CITY will continue to pay the monthly premium for health, dental and vision insurance paid by the CITY on the date of termination in order to continue coverage for a period of 90 days from the date of termination.
- (e). An employee receiving severance pay shall not be considered to be an employee of the CITY after the date of termination. Severance pay shall not be considered salary for the purposes of the Public Employees Retirement System.
- (f). Employees who are subject to layoff because the exercise of "bumping" or "retreat" rights by another employee pursuant to Section 11 of the Personnel Rules and Regulations shall receive the same notice of layoff and shall have the same rights to bump less senior employees as the employee originally receiving the notice of proposed layoff.

#### **SECTION 238. SAFETY COMMITTEE**

The employees represented by SBEA/MSU, shall have the right to appoint one employee member to the Safety Committee. The appointment shall be subject to the approval of the City Manager, which approval shall not be unreasonably withheld.

**SECTION 249. SAFETY PROVISIONS**

**b. Sunglasses**

The CITY shall provide one pair of sunglasses to each Marine Safety represented employee, or will reimburse said employees an amount not to exceed one hundred fifty dollars (\$150.00) per year, for the employee's purchase of one pair of sunglasses.

**c. Sunscreen**

The CITY will purchase, in bulk, sunscreen and provide such sunscreen on an as needed basis to all CITY employees who perform work outdoors.

**SECTION 30. REOPENER**

During the duration of this MOU the City will reopen negotiations to discuss the following items for citywide implementation:

- New City Personnel Rules
- Retirement Health Care Savings Account

Formatted: Font: (Intl) Arial, Not Expanded by / Condensed by

**SECTION 34. EQUAL TREATMENT CLAUSE ("Me too")**

From July 1, 2014 thru June 30, 2017, if another bargaining unit acquires a benefit that is of greater economic value than what is presently offered to the Association for that specific benefit, and the overall economic benefits offered to the other bargaining group are greater than the overall economic benefits offered to the Association, the City agrees to re-open negotiations to offer the Association the greater economic value of that specific benefit, provided the Association already receives that benefit, and only as long as the overall economic benefits for the Association do not exceed the overall economic benefits to the other bargaining group.

**SECTION 2632. SAVINGS CLAUSE**

If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.

In the event of invalidation of any provisions, the CITY and the Association agree to meet within thirty (30) days of notice by either to the other for the purpose of renegotiating said provision.

**SECTION 2733. SEVERABILITY**

It is understood and agreed that this MOU is subject to all current and future applicable federal and state laws, or federal and state regulations. If any part or provision of this MOU is in conflict or inconsistent with such laws, rules and regulations, or is otherwise held to be invalid or unenforceable by a tribunal or competent jurisdiction, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this MOU shall not be affected.

**SECTION 304. TERM**

The term of this agreement shall commence on July 1, 2014, subject to formal approval by the City Council, and shall expire at 12:00 a.m. (midnight) on June 30, 2017.

**SECTION 7. CITY MANAGEMENT RIGHTS**

~~The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises such exclusive authority in conformance with the express specific terms of this MOU.~~

~~The CITY has, except as expressly and lawfully restricted by specific provisions of this MOU, the exclusive decision-making authority to:~~

- ~~a. Determine and modify the organization of City government and its constituent work units.~~
- ~~b. Determine the nature, standards, levels and mode of delivery of services to be offered to the public, provided, however, should the CITY determine to change the mode of delivery of services to be offered to the public, it shall first notify SBEA/MSU and if an effect on represented employees is identified, shall meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.~~
- ~~c. Determine the budget, to allocate funds and resources and determine revenue sources.~~
- ~~d. Determine methods, means, and the numbers and kinds of personnel by~~

~~which services are to be provided.~~

- ~~e. determine whether goods or services shall be made, purchased or contracted for, provided, however, should the CITY determine to contract out bargaining unit work, it shall first meet and confer with SBEA/MSU regarding the effect of such decision on represented employees.~~
- ~~f. Determine employees, including scheduling and assignment of work and overtime.~~
- ~~g. Establish employee performance standards and require compliance therewith.~~
- ~~h. Promote or hire employees and establish job qualifications, descriptions and requirements.~~
- ~~i. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.~~
- ~~j. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.~~
- ~~k. Implement rules, regulations and directives consistent with law and the specific provisions of this MOU.~~
- ~~l. Take all necessary actions to protect the public and carry out its mission in emergencies.~~

#### **SECTION 8. EMPLOYEE RIGHTS**

**Non-discrimination:** ~~As a result of this MOU, no person shall be favored or discriminated against, by either the CITY or the SBEA/MSU, to the extent provided by law because of political or religious opinions or affiliations, or because of racial or national origin, or because of age, sex, sexual orientation or disability.~~

~~Neither CITY nor SBEA/MSU shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBEA/MSU activity or because of the exercise of any right provided to the employees by this MOU or the Meyers-Milias-Brown Act.~~

**Individual Rights:** ~~Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances, and rules and regulations.~~

- ~~a. The right to form, join and participate in the activities of employee~~

~~organizations of the employees own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.~~

- ~~b. Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/ employee relations with the CITY or to be represented through a representative designated by the employee.~~
- ~~c. The right to review his or her individual personnel file at times convenient to the employee and the City.~~

**SBEA/MSU Rights:**

- ~~a. CITY recognizes the right of SBEA/MSU to govern its internal affairs.~~
- ~~b. The CITY shall provide bulletin boards to be placed in CITY offices at a place convenient to SBEA/MSU and approved by the City Manager for the use of SBEA/MSU. Material placed on the bulletin board shall be at the discretion of SBEA/MSU. SBEA/MSU agrees not to post any literature that is offensive, defamatory or violates the rights of employees to a work place free of discrimination or harassment.~~
- ~~c. SBEA/MSU may, with the prior approval of the City Manager, use CITY facilities for off-duty meetings of SBEA/MSU members. Use by SBEA/MSU of CITY equipment and supplies other than items normally used in business meetings such as desks, chairs, blackboards, and dry boards, despite the presence of such equipment and supplies, is prohibited.~~
- ~~d. The representatives of SBEA/MSU shall have reasonable access to the members of SBEA/MSU for the purposes of providing representation and consultation. The access shall be subject to approval by the City Manager and shall not interfere with the convenient operation of the CITY's Departments. Access by personal visit to CITY offices shall be subject to reasonable prior notice to the City Manager.~~
- ~~e. A representative of SBEA/MSU shall be allowed to be present at the request of any employee, at any meeting with management involving a grievance, at appeals of employee performance evaluations, and at any pre-disciplinary or disciplinary meetings.~~

~~f. The CITY agrees to provide reasonable time off without loss of pay, during scheduled work hours, for up to two (2) representatives of SBEA/MSU when said representatives are meeting and conferring on matters within the scope of representation.~~

~~g. SBEA/MSU may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The employee's representative so designated shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing materials for such procedures. Supervisors shall be given at least one day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives who investigate, prepare, or present materials during off-duty time shall do so on their own time. Employee representatives and employees who attend personnel hearings during the off-duty time shall do so on their time; providing, however, that off-duty employees who are ordered or subpoenaed to attend such hearings shall be compensated in accordance with the overtime provisions of this MOU.~~

~~h. A designated employee representative requesting time off under this Article shall direct such request to the City Manager in writing within a reasonable time prior to the date requested, in order to assure that the department meets its staff needs and to assure sufficient coverage of departmental assignments. The City Manager shall respond to the request as soon as feasible, but not later than the end of business on the next business day following the request. If the City Manager does not respond to the request, the Department Head of the affected department may grant the release time. If the City Manager or Department Head cannot grant the release time because of workload or other scheduling reasons, the City Manager or Department Head shall give notice to the employee of a date or dates when the release time will be provided.~~

#### ~~SECTION 9. EMPLOYER-EMPLOYEE RELATIONS COMMITTEE~~

~~An Employer-Employee Relations Consultation Committee shall be established by the City Manager for the purpose of discussing between representatives of management and employees, employment related issues of common concern to Marine Safety Unit members represented by SBEA.~~

~~The committee shall be composed of two employees represented by SBEA/MSU and two representatives from management. Non-employee consultants may attend and participate in committee meetings.~~

~~Meetings shall be scheduled by mutual agreement between the management and employee representatives as the need arises to discuss various issues. The committee shall meet every three months unless the management and employee representatives agree that a meeting is not needed.~~

~~Meetings shall be informal and shall be scheduled at times which do not interfere with the business of the CITY. Meetings may be scheduled after working hours, in which event the employee representatives shall not receive compensation for attendance.~~

#### **~~SECTION 10. FULL UNDERSTANDING, MODIFICATION, WAIVER~~**

~~It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of meet and confer sessions which resulted in this MOU. Any other matters, not contained herein, which were addressed during the course of the meet and confer process resulting in this MOU, are superseded and terminated in their entirety. Any understanding or agreement, not contained herein, whether formal or informal, which occurred during the course of meet and confer sessions, resulting in this MOU, are terminated or superseded in their entirety. Any amendment to the provisions of this MOU shall not be effective unless made in writing executed by the parties.~~

~~It is the intent of the parties that this MOU be administered in its entirety in good faith during its full term. It is recognized that if during such term it is necessary for the CITY to propose changes in matters within the scope of representation not contained in this memorandum, the CITY shall notify SBEA/MSU, indicating the proposed change prior to its implementation. If SBEA/MSU wishes to consult or meet and confer with the CITY regarding the matter, SBEA/MSU shall notify the CITY within ten (10) working days from the receipt of such notice. Upon receipt of such notice, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of any problem arising as a result of the change instituted by the CITY.~~

~~Nothing herein shall limit the authority to the CITY to make changes required during emergencies. However, the CITY shall notify SBEA/MSU of such changes as soon as practicable. Such emergency assignments shall not extend beyond the period of emergency. "Emergency" shall be defined as an unforeseen circumstance requiring immediate implementation of the change.~~

~~Failure by the SBEA/MSU to request consultation or negotiations pursuant to this Article shall not be deemed as approval of any action taken by the CITY, but only as a waiver of the right to consult and meet and confer.~~

~~The consent to, or waiver of, any breach, provision, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all the provisions of this MOU, nor a consent, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.~~

**SECTION 11. — HOURS OF WORK**

~~Hours of work and work schedules shall be determined according to Section 9.01 of the City Personnel Rules and Regulations.~~

**SECTION 12. — LEAVE PROVISIONS**

~~Employees shall be entitled to leaves of absence as provided in Section 10 of the City Personnel Rules and Regulations.~~

**(a). — Vacation**

~~Vacation Leave shall be determined according to Section 10.01 of the City Personnel Rules and Regulations, all full-time regular employees shall be entitled to vacation based upon the following schedule:~~

<b>Months of Employment Completed</b>	<b>Hours of Vacation per Year (40 hr weeks)</b>
12-36 Months	10 days per year (3.08 hppp)
37-120 Months	15 days per year (4.62 hppp)
121+ Months	20 days per year (6.15 hppp)

~~Regular part-time employees shall be entitled to vacation at one-half the rate allowed for regular full-time employees.~~

**Comment [PS2]:** I changed this language to make it consistent with our practice of prorating based on hours worked.

~~Vacation accrual, usage and pay-off shall be subject to the provisions of Section 10.01 of the City Personnel Rules and Regulations.~~

**(b). — Holiday**

~~In recognition that full-time regular employees of the SBEA/MSU may be scheduled to work on City holidays as part of the regular scheduling process, in order to provide full-time lifeguard protection services, the City agrees to pay each employee holiday-in-lieu pay in accordance with the following schedule effective July 1, 2010:~~

~~The first pay date in June: Sixty-one (61) hours at one times the employee's regular hourly rate.~~

~~The first pay date in December: Sixty-one (61) hours at one times the employee's regular hourly rate.~~

Employees in the SBEA/MSU shall observe Christmas and New Years' Day holidays as City Hall observes the holidays.

**(c).—Bereavement**

Section 10.03 A. of the City Personnel Rules shall be amended to provide, with respect to SBEA/MSU employees, as follows:

~~“In the event of the death of a member of the employee's immediate family, the employee shall be granted bereavement leave, without loss of pay, for up to three working days. Immediate family shall be defined as: spouse, child (including stepchild), parent, grandparent, grandchild, step-parent, step-child, legal guardian (or former legal guardian), mother-in-law, father-in-law, son-in-law, daughter-in-law, or sibling.~~

Formatted: Font color: Purple

**(d).—Jury Duty/Witness Duty**

Employees shall be compensated for jury duty according to Section 10.04 of the City Personnel Rules and Regulations. Employees shall be compensated for court time according to Section 10.05 (Witness Duty) of the City Personnel Rules and Regulations.

**(e).—Special Leaves of Absence Without Pay**

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2).

**(f).—Sick Leave**

SBEA/MSU/ MSU Employee members will accrue sick leave at the same rate as general employees. The CITY will provide sick leave payoff at retirement as follows:

**Sick Leave Payoff:** Sick leave payoff would occur for normal (non-disability) retirement only. Payoff would be in cash at the rate of ten percent (10%) of the sick leave balance at the time of retirement up to a maximum payoff of ninety-six (96) hours. To qualify for payoff, an employee would be required to have a minimum of ten (10) years of service with the CITY. There would be no payoff at termination.

The provisions of the City of Solana Beach Personnel Rules and Regulations shall govern all other terms and conditions of employment.

~~**Sick Leave Conversion:** SBEA/MSU/ MSU Employee members shall be entitled to convert sick leave to vacation leave according to the provisions of the City's Personnel Rules and Regulations. The Personnel Rules and Regulations Section 10.02 (E) regarding Sick Leave Conversion will be updated to reflect that employees will be permitted to convert up to 40 hours of accumulated sick leave to vacation leave if no more than 40 hours of sick leave has been used by the employee during the prior year, and all other terms and conditions in the Personnel Rules regarding Sick Leave are met. All other terms and conditions in the Personnel Rules related to Sick Leave remain the same.~~

### ~~**SECTION 13. LIFE INSURANCE**~~

~~All employees of the CITY governed by this MOU shall be entitled to receive life insurance. The CITY shall pay the cost of the basic coverage for the employee. The life insurance policy shall continue to provide basic coverage at an amount equal to one times the employee's annual salary.~~

### ~~**SECTION 14. MILEAGE ALLOWANCE**~~

~~Employees shall receive a mileage allowance as provided in Section 9.05 of the City Personnel Rules and Regulations.~~

### ~~**SECTION 15. NEGOTIATIONS FOR A SUCCESSOR AGREEMENT**~~

~~The parties agree that negotiations for a successor Memorandum of Understanding shall begin by the submission by either party of a proposal or a written request to meet and confer not later than February 1, 2017. If a proposal or request is submitted, meeting and conferring sessions shall begin by February 15, 2017 and shall continue until agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use their best efforts to conclude meet and confer sessions before May 31, 2017. If neither party submits a proposal or request, all conditions of this MOU shall continue in full force and effect for one year from the date it otherwise would have terminated.~~

### ~~**SECTION 16. OVERTIME**~~

~~Employees shall be entitled to overtime pay or compensatory time off in lieu of overtime pay (comp time) as provided in Section 9.02 of the City Personnel Rules and Regulations.~~

~~Overtime work shall first be offered on a rotating basis to qualified employees in a department who desire overtime work and have notified the Department Head in writing of their desire.~~

~~Nothing in this MOU or the Personnel Rules shall be construed as guaranteeing that overtime work will be available.~~

## **SECTION 17. — PEACEFUL PERFORMANCE OF CITY SERVICES**

~~No Strike.~~ During the life of this MOU, neither the employees nor any employees, agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, sickouts, or any other intentional disruption of the operations of the CITY, regardless of the reason for so doing.

~~Penalty.~~ Any employee engaging in activity prohibited by "No Strike" under this Article, or who instigates or gives leadership to such activity, shall be subject to disciplinary action.

~~No Lockout.~~ During the term of this MOU, the CITY will not instigate a lockout over a dispute with the employees so long as there is no breach of "No Strike" under this Article.

~~Association Official Responsibility.~~ Each employee or other person who holds the position of officer of the Recognized Employee Organization occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under "No Strike" of this Article, and to inform them of the penalty for failure to comply.

~~Enforcement.~~ In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of CITY Services" by court action, or in the event that SBEA/MSU is required to enforce the provisions of said Article by court action, an injunction may be issued.

## **SECTION 18. — PRIOR AGREEMENTS**

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBEA/MSU and the CITY. The benefits and other terms and conditions of employment provided pursuant to the CITY's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

## **SECTION 19. — REOPENER**

During the duration of this MOU the City will reopen negotiations to discuss the following items for citywide implementation:

- ~~New City Personnel Rules~~
- ~~Retirement Health Care Savings Account~~

## **SECTION 20. — RETIREE HEALTH BENEFITS**

During the term of this MOU, the City agrees to remain in CalPERS in order to MOU between CITY and SBEA / MSU  
July 1, 2014 through June 30, 2017

~~provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits as follows:~~

~~Staff members currently employed who retire from the City at a future date, and who elect to continue their health insurance at the time of their retirement with the City shall receive the following additional compensation as supplemental benefits in recognition of their vested rights and service to the City:~~

- ~~a. Staff members hired prior to January 1, 2007 shall receive maximum of \$290.00 per month, minus the minimum PEMCHA contribution provided upon retirement to offset medical insurance costs.~~
- ~~b. Staff members with a date of hire on or after January 1, 2007, who subsequently retire from the City, will receive only the "minimum" retirement benefit contribution amount required under PEMCHA to offset medical insurance costs.~~

#### **SECTION 21. RETIREMENT SYSTEM CONTRIBUTIONS**

~~Retirement benefits are subject to the Public Employees Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.~~

~~For employees hired prior to January 1, 2011, the CITY will continue to provide a three percent at 50 (3%@50) retirement benefits from the California Public Employee Retirement System (CalPERS). The SBEA/MSU will pay the entire 9% employee share cost of this benefit. Employees hired on or after January 1, 2011 will receive a two percent at fifty (2% @50) retirement benefit with the use of the average of the employee's highest three-year salary. These employees will pay the entire 9% employee share cost of this benefit.~~

~~A.~~

- ~~1. Cost Sharing of Employer Contribution: Employees defined as classic members per CalPERS and PEPRA/PERL agree to pay a portion of the employer's contribution costs as follows:~~

- ~~a. Effective July 1, 2015, Employees shall pay an additional 1% of pay towards the costs of the CalPERS retirement benefit. This 1% is in addition to the employees paying the entire employee portion of the CalPERS retirement contribution. (10% of pay total)~~
- ~~b. Effective July 1, 2016, Employees shall pay an additional 1% of pay towards the costs of the CalPERS retirement benefit. This 1% is in addition to~~

Formatted: Indent: Left: 0.57", No bullets or numbering

~~the employees paying the entire employee portion of  
the CalPERS retirement contribution. (11% of pay  
total)~~

~~B. Employees hired on or after January 1, 2011 will receive a two percent at fifty (2% @50) retirement benefit with the use of the average of the employee's highest three year salary. These employees will pay the entire 9% employee share cost of this benefit.~~

~~C. Pursuant to the PEPRA and PERL, new employees (as defined by PEPRA) hired on or after January 1, 2013, will receive the 2.7% @ 57 retirement formula with the use of the average of the employee's highest three year salary. All new employees/members hired on or after January 1, 2013 will pay 50% of the normal cost contribution.~~

## ~~SECTION 22. RULES AND REGULATIONS~~

~~The City of Solana Beach Personnel Rules and Regulations shall remain in full force and effect during the term of this MOU subject only to the provisions of this MOU and to the amendments necessary to implement the terms of this MOU. During the term of this MOU, any amendments proposed by City Management to the Rules and Regulations pursuant to the rights reserved to the CITY under this memorandum shall be made only after providing notice and an opportunity for input to the designated representatives of SBEA/MSU.~~

## ~~SECTION 23. SAFETY COMMITTEE~~

~~The employees represented by SBEA/MSU, shall have the right to appoint one employee member to the Safety Committee. The appointment shall be subject to the approval of the City Manager, which approval shall not be unreasonably withheld.~~

## ~~SECTION 24. SAFETY PROVISIONS~~

### ~~a. Sunglasses~~

~~The CITY shall provide one pair of sunglasses to each Marine Safety represented employee, or will reimburse said employees an amount not to exceed one hundred fifty dollars (\$150.00) per year, for the employee's purchase of one pair of sunglasses.~~

### ~~b.a. Sunscreen~~

~~The CITY will purchase, in bulk, sunscreen and provide such sunscreen on an as needed basis to all CITY employees who perform work outdoors.~~

## ~~SECTION 25. SALARY ADJUSTMENT~~

~~The parties jointly agree that the following salary increases shall be applicable for the term of this MOU for all SBEA/MSU classifications as specified on the salary schedule in Appendix B:~~

- ~~• Effective the first full pay period after July 1, 2014: three percent (3%) salary increase for employees represented by SBEA, Marine Safety Unit.~~
- ~~• Effective the first full pay period after July 1, 2015: two and a half percent (2.5%) salary increase for employees represented by SBEA, Marine Safety Unit.~~
- ~~• Effective the first full pay period after July 1, 2016: two and a half percent (2.5%) salary increase for employees represented by SBEA, Marine Safety Unit.~~

~~Pay increases resulting from employee-employer negotiations will become effective on the specific date negotiated between the CITY and SBEA. Increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager in accordance with the City of Solana Beach Personnel Rules and Regulations.~~

~~The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.~~

#### ~~SECTION 26. SAVINGS CLAUSE~~

~~If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.~~

~~In the event of invalidation of any provisions, the CITY and the Association agree to meet within thirty (30) days of notice by either to the other for the purpose of renegotiating said provision.~~

#### ~~SECTION 27. SEVERABILITY~~

~~It is understood and agreed that this MOU is subject to all current and future applicable federal and state laws, or federal and state regulations. If any part or provision of this MOU is in conflict or inconsistent with such laws, rules and regulations, or is otherwise held to be invalid or unenforceable by a tribunal or competent jurisdiction, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this MOU shall not be affected.~~

#### ~~SECTION 28. SEVERANCE PAY~~

~~The CITY shall provide severance pay for SBEA/MSU employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations as follows:~~

- ~~(a). Employees with five or more years of CITY service who are laid off from employment pursuant to Section 11 of the City Personnel Rules and Regulations shall receive a severance pay in an amount of the employee's base salary for a period of forty five days after the date of the employee's termination; provided, however, in the event the period from the date of giving notice of proposed layoff to the date of termination pursuant to that notice is greater than thirty days then the days for which severance pay is received shall be reduced by one day for each day the notice period exceeds thirty days, and further provided that the minimum amount of severance pay shall be equivalent to thirty days base salary. Severance pay shall cease if the employee obtains employment prior to the expiration of the severance pay period. If the employee obtains unemployment insurance benefits, the amount of severance pay shall be limited to the difference between the employee's base salary and the amount of the unemployment insurance benefit payment.~~
- ~~(b). Severance pay shall be payable in installments. The first installment shall be made on the second Friday following the date of termination. Subsequent payments shall be at two week intervals thereafter.~~
- ~~(c). An employee shall provide the CITY with a certification of continuing eligibility to receive severance pay and receipt or non receipt of unemployment insurance benefits prior to each severance pay installment. The certification shall be under penalty of perjury.~~
- ~~(d). In addition to the severance pay, the CITY will continue to pay the monthly premium for health, dental and vision insurance paid by the CITY on the date of termination in order to continue coverage for a period of 90 days from the date of termination.~~
- ~~(e). An employee receiving severance pay shall not be considered to be an employee of the CITY after the date of termination. Severance pay shall not be considered salary for the purposes of the Public Employees Retirement System.~~
- ~~(f). Employees who are subject to layoff because the exercise of "bumping" or "retreat" rights by another employee pursuant to Section 11 of the Personnel Rules and Regulations shall receive the same notice of layoff and shall have the same rights to bump less senior employees as the employee originally receiving the notice of proposed layoff.~~

#### ~~SECTION 29. — STANDBY-TIME~~

~~Standby pay will be compensated at fifteen dollars (\$15.00) per day for represented employees.~~

#### ~~SECTION 30. — TERM~~

~~The term of this agreement shall commence on July 1, 2014, subject to formal approval by the City Council, and shall expire at 12:00 a.m. (midnight) on June 30, 2017.~~

**~~SECTION 31. UNIFORM ALLOWANCE~~**

~~Employees represented by SBEA/MSU, shall receive uniform allowance in the amount of \$500 annually. The uniform allowance payment is to compensate for all costs associated with uniform purchase, replacement, maintenance, etc. The lump sum payment shall be paid the first full pay period in July.~~

**~~SECTION 32. LONG TERM DISABILITY INSURANCE (LTD)~~**

~~Employees are eligible to participate in the City's LTD Plan. LTD premiums will be paid by the City on behalf of all Marine Safety employees.~~

**~~SECTION 33. BILINGUAL PAY~~**

~~The Bilingual Pay Program will begin the first full pay period after ratification of the MOU and will include the following components:~~

- ~~(a) Eligible employees must pass a test of the City's choice and recertify every 3 years thereafter;~~
- ~~(b) Qualified employees will receive a premium of \$100 per month;~~
- ~~(c) Eligible languages are Spanish and American Sign Language;~~
- ~~(d) All Marine Safety employees, including seasonal employees, are eligible to participate in the Bilingual Pay Program.~~

**~~SECTION 34. EQUAL TREATMENT CLAUSE ("Me too")~~**

~~From July 1, 2014 thru June 30, 2017, if another bargaining unit acquires a benefit that is of greater economic value than what is presently offered to the Association for that specific benefit, and the overall economic benefits offered to the other bargaining group are greater than the overall economic benefits offered to the Association, the City agrees to re-open negotiations to offer the Association the greater economic value of that specific benefit, provided the Association already receives that benefit, and only as long as the overall economic benefits for the Association do not exceed the overall economic benefits to the other bargaining group.~~

~~//~~

~~//~~

~~//~~

~~//~~

**APPENDIX A**

SBEA/MSU represents that this Memorandum of Understanding has been duly ratified by its membership. Following approval by the City Council, its terms and conditions shall be implemented by appropriate ordinance, resolution, or other appropriate lawful action.

**CITY:**

**SBEA/MARINE SAFETY UNIT:**

By: \_\_\_\_\_ By: \_\_\_\_\_  
DAVID OTTGREGORY WADE, CITY MANAGER GREG URUBURU,  
SBEA-MSU JASON SHOOK, SBEA-MSU

Date: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_  
GREG URUBURU, SBEA-MSU  
ROB MCPHEE, SBEA/MSU

Date: \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**

**CITY COUNCIL:**

By: \_\_\_\_\_  
JOHANA N. CANLAS  
NICHOLS  
CITY ATTORNEY

By: \_\_\_\_\_  
THOMAS M. CAMPBELL  
MIKE  
MAYOR

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

**CITY CLERK**

By: \_\_\_\_\_  
ANGELA IVEY

Date: \_\_\_\_\_

**APPENDIX B**

**SALARY SCHEDULE EFFECTIVE FIRST FULL PAY PERIOD IN JULY ~~2014~~  
2017 SOLANA BEACH EMPLOYEES ASSOCIATION,  
MARINE SAFETY UNIT**

<u>Classification</u>	<u>Range</u>	<u>Step-A</u>	<u>Step-B</u>	<u>Step-C</u>	<u>Step-D</u>	<u>Step-E</u>
4138 Marine-Safety-Lieutenant	Hourly	\$29.93	\$31.43	\$33.00	\$34.65	\$36.38
	Bi-weekly \$	2,394	\$-2,514	\$-2,640	\$-2,772	\$-2,910
	Monthly \$	5,188	\$-5,448	\$-5,720	\$-6,006	\$-6,306
	Annual \$	62,254	\$-65,374	\$-68,640	\$-72,072	\$-75,670
4118 Marine-Safety-Sergeant	Hourly	\$24.57	\$25.80	\$27.09	\$28.44	\$29.86
	Bi-weekly \$	1,966	\$-2,064	\$-2,167	\$-2,275	\$-2,389
	Monthly \$	4,259	\$-4,472	\$-4,696	\$-4,930	\$-5,176
	Annual \$	51,106	\$-53,664	\$-56,347	\$-59,155	\$-62,109

**Comment [PS3]:** The salary schedule needs to be updated/



# STAFF REPORT

## CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager's Office  
**SUBJECT:** Consideration of Resolution 2017-123 Adopting Fiscal Year 2017/2018 Salary and Compensation Plans for the Non-Represented (Executive Management, Mid-Management and Confidential) Employees, the Solana Beach Miscellaneous Unit (SBEA-MISC), the Marine Safety Unit (SBEA/MSU), Solana Beach Firefighters' Association (SBFA), City Manager, Part-Time/Seasonal/Temporary Employees, and Elected Officials

---

### **BACKGROUND:**

In accordance with the City's Personnel Rules and Regulations, Section 8.10, the City Council authorizes and approves all salary and benefit plans for employees and establishes salary ranges pursuant to the recommendation by the City Manager. Salary and benefits for Non-Represented Employees (Executive Management, Mid-Management and Confidential) are included in the salary and compensation plans approved by the City Council each fiscal year. The City Council must approve a Salary and Compensation Plan for all employees to coincide with fiscal appropriations of a new fiscal year and new budget. Subsequent revisions to the adopted Salary and Compensation Plan will be recommended by the City Manager pursuant to City Personnel Rules and approved by the City Council.

The Solana Beach Employees Association – Marine Safety Unit (SBEA-MSU) and the Solana Beach Employees Association – Miscellaneous Unit (SBEA-MISC) have both reached an agreement with the City for a three-year Memorandum of Understanding (MOU) that covers Fiscal Years (FY) 2017/2018, FY 2018/2019, and FY 2019/2020. The proposed FY 2017/2018 Salary and Compensation Plans include the negotiated and approved 3% salary increase for the SBEA-MSU employees and a one-time 1% increase to the Marine Safety Sergeant position. The proposed FY 2017/2018 Salary

COUNCIL ACTION:

---

---

and Compensation Plans also include the negotiated and approved 3% salary increase for the SBEA-MISC employees as well as a one-time salary adjustment over the first two years of the three-year MOU for six positions within the SBEA-MISC employee group.

The Non-Represented Executive, Mid-Management, and Confidential employees will also receive a 3% salary increase in FY 2017/2018.

The SBEA-MSU, SBEA-MISC employees and Non-Represented employees will also receive a 10% increase to their health benefit flex credit (\$1,231.74 per month) for FY 2017/2018.

The Solana Beach Firefighters' Association (SBFA) is currently in the middle of a multi-year MOU which covers FY 2017/2018. Per the terms of the MOU, a 4.5% salary adjustment and a 10% (\$1,231.74 per month) health benefit flex credit increase are due to the SBFA Salary and Compensation Plan for FY 2017/2018. Per the terms of the current SBFA MOU, effective July 8, 2017, SBFA Classic members as defined by CalPERS (Tier 1 and Tier 2) will contribute 3% towards the employer's share of their CalPERS pension formula in addition to paying the entire employee share of 9%, for a total of 12% contributed by Classic member employees.

This item is before the City Council to consider the adoption of the FY 2017/2018 Salary and Compensation Plans for SBEA-MISC, SBEA-MSU, SBFA, Non-Represented, City Manager, Part-Time/Seasonal Temporary employees, and Elected Officials.

### **DISCUSSION:**

The City Manager recommends adoption of the FY 2017/2018 Salary & Classification Plan for the SBEA-MISC, SBEA-MSU, SBFA, Non-Represented, City Manager, Part-Time/Seasonal/Temporary employees, and Elected Officials, which include the following major points outlined below.

### **Proposed FY 2017/2018 Salary and Compensation Plans**

#### **Non-Represented Confidential, Mid-Management and Executive Management Employees (excluding City Attorney and City Manager):**

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. 3% salary increase effective first full pay period in July, 2017
  - Mid-Management and Executive Management FY 2017/2018 Salary Schedule 1 (Attachment 1)
  - Confidential Employees' FY 2017/2018 Salary Schedule 2 (Attachment 2)
3. 10% increase in Health Care Benefits: \$1,231.74/month effective July 1, 2017.

SBEA-MISC (Miscellaneous Employees):

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. One-time salary adjustments as listed below for the following positions over a two-year period:

	2017/18	2018/19	Total
Sr. Code Compliance Officer	0.30%	0.00%	0.30%
Sr. Engineering Technician	0.66%	0.00%	0.66%
Assistant Civil Engineer	1.05%	1.05%	2.10%
Associate Planner	1.15%	1.15%	2.30%
Assistant Planner	1.75%	1.75%	3.50%
Associate Civil Engineer	3.10%	3.10%	6.20%

3. 3% salary increase effective first full pay period in July, 2017.
  - Miscellaneous Employees' FY 2017/2018 Salary Schedule 3 (Attachment 3)
4. 10% increase in Health Care Benefits: \$1,231.74/month effective July 1, 2017.

SBEA-MSU Employees (Marine Safety):

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. 1% salary increase to the Marine Safety Sergeant Classification effective first full pay period in July, 2017.
3. 3% salary increase effective first full pay period in July, 2017.
  - Marine Safety Employees' FY 2017/2018 Salary Schedule 4 (Attachment 4)
4. 10% increase in Health Care Benefits: \$1,231.74/month effective July 1, 2017.

SBFA Employees (Firefighters):

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. 4.5% salary increase effective first full pay period in July, 2017.
  - Fire Employees' FY 2017/2018 Salary Schedule 5 (Attachment 5)
3. 10% increase in Health Care Benefits: \$1,231.74/month effective July 1, 2017.

City Manager and Elected Officials:

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. No changes.
  - City Manager FY 2017/2018 Salary Schedule 7 (Attachment 6)
  - Elected Officials FY 2017/2018 Salary Schedule 8 (Attachment 7)
3. 10% increase in Health Care Benefits: \$1,231.74/month effective July 1, 2017.

Part-Time/Temporary/Seasonal Employees:

1. Term of Compensation Plan: July 1, 2017 to June 30, 2018.
2. No changes.
  - Part-Time/Temporary/Seasonal Employees' FY 2017/2018 Salary Schedule 6 (Attachment 8)

**Administrative Services Director/Deputy City Manager**

Staff is recommending removing the title of Deputy City Manager from the Administrative Service Director/Deputy City Manager classification and replacing it with the more commonly used title of Assistant City Manager (Attachment 9). No additional changes are required to the job description and the classification will remain in the M8 pay grade on the Management Salary Schedule 1.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

The Adopted Budget for FY 2017/2018 included the SBFA Employees (Firefighters) salary and compensation costs. An appropriation is needed for the Marine Safety and Non-Represented Confidential, Mid-Management and Executive Management Employees and City Manager and Elected Officials salary and compensation costs.

The SBEA-MSU and SBEA-MISC salary and compensation costs are included as part of Resolution 2017-122 and are being presented as part of the SBEA-MSU MOU Staff Report and as part of the SBEA-MISC Letter of Intent Staff Report at tonight's meeting.

A total appropriation of \$92,700 is needed for the Non-represented Confidential, Mid-Management and Executive Management Employees and City Manager and Elected Officials salary and compensation costs of which approximately 80% is General Fund related. The other 20% would be allocated to other non-General Fund funds such as Sanitation, Highway 101 MID, and Street Lighting funds.

**WORK PLAN:**

N/A

**OPTIONS:**

- Approve the FY 2017/2018 Salary and Compensation Plans as recommended by Staff.
- Approve the FY 2017/2018 Salary and Compensation Plans with modifications.
- Do not approve the FY 2017/2018 Salary and Compensation Plans and provide alternative direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Resolution 2017-123 (Attachment 10):

1. Approving FY 2017/2018 Salary and Compensation Plans for Executive Management, Mid-Management, Confidential, Marine Safety, Miscellaneous, Fire, City Manager, Part-Time/Seasonal/Temporary employees and Elected Officials.
2. Approving an appropriation of \$75,500 to the General Fund and \$17,200 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.
3. Authorizing the City Treasurer to amend the FY 2017/2018 Adopted Budget accordingly.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. 2017/2018 Executive/Senior Management/Mid-management Salary Schedule 1
2. 2017/2018 Confidential Employees' Salary Schedule 2
3. 2017/2018 SBEA / Miscellaneous Employees' Salary Schedule 3
4. 2017/2018 SBEA / Marine Safety Unit Salary Schedule 4
5. 2017/2018 Firefighters' Salary Schedule 5
6. 2017/2018 City Manager Salary Schedule 7
7. 2017/2018 Elected Officials Salary Schedule 8
8. 2017/2018 Part-Time/Seasonal Temporary Employees Salary Schedule 6
9. Administrative Services Director/Assistant City Manager Job Description
10. Resolution No. 2017-123 Adopting the FY 2017/18 Salary and Compensation Plans

Management Pay Structure  
Schedule 1  
Effective July 1, 2017

Pay Grade	Job Classifications	Payment Schedule	Range			Range			Range		
			Minimum	25th Percentile	Midpoint	75th Percentile	Maximum	Minimum	25th Percentile	Midpoint	75th Percentile
M1	Deputy City Clerk Management Analyst Human Resources Analyst Recreation Supervisor	Annual	\$59,634	\$68,579	\$77,524	\$86,469	\$95,415				
		Monthly	\$4,970	\$5,715	\$6,460	\$7,205	\$7,951				
		Bi-weekly Hourly	\$2,485 \$37.27	\$2,857 \$37.27	\$3,230 \$37.27	\$3,603 \$41.57	\$3,976 \$45.87				
M2	Senior Human Resources Analyst	Annual	\$68,221	\$76,749	\$85,277	\$93,804	\$102,332				
		Monthly	\$5,685	\$6,396	\$7,106	\$7,817	\$8,528				
		Bi-weekly Hourly	\$2,843 \$41.00	\$3,198 \$41.00	\$3,553 \$41.00	\$3,909 \$45.10	\$4,264 \$49.20				
M3	Principal Planner Marine Safety Captain Recreation Manager Network System Engineer Senior Accountant	Annual	\$75,044	\$84,424	\$93,804	\$103,185	\$112,565				
		Monthly	\$6,254	\$7,035	\$7,817	\$8,599	\$9,380				
		Bi-weekly Hourly	\$3,127 \$40.59	\$3,518 \$40.59	\$3,909 \$45.10	\$4,299 \$49.61	\$4,690 \$54.12				
M4	Information Technology Manager Principal Civil Engineer Public Works Operations Manager Human Resources Manager Human Resources Manager	Annual	\$82,548	\$92,866	\$103,185	\$113,503	\$123,822				
		Monthly	\$6,879	\$7,739	\$8,599	\$9,459	\$10,318				
		Bi-weekly Hourly	\$3,439 \$44.85	\$3,869 \$44.85	\$4,299 \$49.61	\$4,729 \$54.57	\$5,159 \$69.53				
M4-A	Fire Battalion Chief (2912 annual hours)	Annual	\$90,225	\$101,504	\$112,782	\$124,060	\$135,338				
		Monthly	\$7,519	\$8,459	\$9,398	\$10,338	\$11,278				
		Bi-weekly Hourly	\$3,759 \$30.98	\$4,229 \$34.86	\$4,699 \$38.73	\$5,169 \$42.60	\$5,639 \$46.48				
M5	Assistant to the City Manager / Sr Management Analyst	Annual	\$90,803	\$102,153	\$113,503	\$124,854	\$136,204				
		Monthly	\$7,567	\$8,513	\$9,459	\$10,404	\$11,350				
		Bi-weekly Hourly	\$3,783 \$43.66	\$4,256 \$49.11	\$4,729 \$54.57	\$5,202 \$60.03	\$5,675 \$65.48				
M6	City Clerk	Annual	\$99,883	\$112,368	\$124,854	\$137,339	\$149,824				
		Monthly	\$8,324	\$9,364	\$10,404	\$11,445	\$12,485				
		Bi-weekly Hourly	\$4,162 \$48.02	\$4,682 \$54.02	\$5,202 \$60.03	\$5,722 \$66.03	\$6,243 \$72.03				
M7	Deputy Fire Chief Finance Manager/City Treasurer	Annual	\$105,645	\$121,492	\$137,339	\$153,186	\$169,033				
		Monthly	\$8,804	\$10,124	\$11,445	\$12,765	\$14,086				
		Bi-weekly Hourly	\$4,402 \$50.79	\$5,062 \$58.41	\$5,722 \$66.03	\$6,383 \$73.66	\$7,043 \$81.27				
M8	City Engineer/Public Works Director Community Development Director Fire Chief Finance Director Administrative Services Director/Assistant City Manager	Annual	\$116,210	\$133,641	\$151,073	\$168,504	\$185,936				
		Monthly	\$9,684	\$11,137	\$12,589	\$14,042	\$15,495				
		Bi-weekly Hourly	\$4,842 \$55.87	\$5,568 \$64.25	\$6,295 \$72.63	\$7,021 \$81.01	\$7,747 \$89.39				

Pay Structure Legend:  
Range Spread = 60%  
Pay Structure Aging: 07/01/14 = 3.0%  
Constant Grade Differential = 10%

**Confidential Employees Pay Structure**  
**Salary Schedule 2**  
 Effective July 1, 2017

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Confidential	86	Confidential Administrative Assistant	\$ 23.37	\$ 24.54	\$ 25.77	\$ 27.06	\$ 28.41	\$4,050.93	\$4,253.48	\$4,466.16	\$4,689.46	\$ 4,923.94
Confidential	87	Fiscal Services Specialist	\$ 23.60	\$ 24.79	\$ 26.02	\$ 27.33	\$ 28.69	\$4,091.44	\$4,296.02	\$4,510.82	\$ 4,736.36	\$ 4,973.18
Confidential	99	Administrative Assistant IV Fiscal Services Specialist II	\$ 26.60	\$ 27.93	\$ 29.32	\$ 30.79	\$ 32.33	\$4,610.34	\$ 4,840.86	\$5,082.90	\$ 5,337.05	\$ 5,603.90
Confidential	106	Accountant	\$ 28.52	\$ 29.94	\$ 31.44	\$ 33.01	\$ 34.66	\$4,942.91	\$5,190.06	\$5,449.56	\$ 5,722.04	\$ 6,008.14

**CITY OF SOLANA BEACH - SBEA Miscellaneous Employees Pay Structure**  
**Salary Schedule 3**  
 Effective July 1, 2017

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
MIS (MS)	44	Administrative Assistant I	\$ 15.39	\$ 16.16	\$ 16.97	\$ 17.81	\$ 18.70	\$ 2,667.21	\$ 2,800.57	\$ 2,940.60	\$ 3,087.63	\$ 3,242.01
MIS (MS)	63	Maintenance Worker I	\$ 18.59	\$ 19.52	\$ 20.50	\$ 21.52	\$ 22.60	\$ 3,222.28	\$ 3,383.40	\$ 3,552.57	\$ 3,730.19	\$ 3,916.70
MIS (MS)	64	Administrative Assistant II	\$ 18.78	\$ 19.72	\$ 20.70	\$ 21.74	\$ 22.82	\$ 3,254.51	\$ 3,417.23	\$ 3,588.09	\$ 3,767.50	\$ 3,955.87
MIS (MS)	75	Maintenance Worker II	\$ 20.95	\$ 22.00	\$ 23.10	\$ 24.25	\$ 25.46	\$ 3,630.95	\$ 3,812.50	\$ 4,003.12	\$ 4,203.28	\$ 4,413.44
MIS (MS)	84	Code Compliance Specialist	\$ 22.91	\$ 24.06	\$ 25.26	\$ 26.52	\$ 27.85	\$ 3,971.11	\$ 4,169.67	\$ 4,378.15	\$ 4,597.06	\$ 4,826.91
MIS (MS)	85	Junior Planner	\$ 23.14	\$ 24.30	\$ 25.51	\$ 26.79	\$ 28.13	\$ 4,010.83	\$ 4,211.37	\$ 4,421.94	\$ 4,643.03	\$ 4,875.18
MIS (MS)	86	Administrative Assistant III	\$ 23.37	\$ 24.54	\$ 25.77	\$ 27.06	\$ 28.41	\$ 4,050.93	\$ 4,253.48	\$ 4,466.16	\$ 4,689.46	\$ 4,923.94
MIS (MS)		Community Services Coordinator										
MIS (MS)	89	Lead Maintenance Worker	\$ 24.08	\$ 25.28	\$ 26.55	\$ 27.87	\$ 29.27	\$ 4,173.68	\$ 4,382.37	\$ 4,601.48	\$ 4,831.56	\$ 5,073.14
MIS (MS)	94	Code Compliance Officer	\$ 25.31	\$ 26.57	\$ 27.90	\$ 29.30	\$ 30.76	\$ 4,386.58	\$ 4,605.91	\$ 4,836.21	\$ 5,078.02	\$ 5,331.92
MIS (MS)	102A	Assistant Planner	\$ 27.61	\$ 28.99	\$ 30.44	\$ 31.96	\$ 33.56	\$ 4,785.66	\$ 5,024.95	\$ 5,276.19	\$ 5,540.00	\$ 5,817.00
MIS (MS)	103A	Senior Engineering Technician	\$ 27.86	\$ 29.25	\$ 30.72	\$ 32.25	\$ 33.87	\$ 4,829.20	\$ 5,070.66	\$ 5,324.20	\$ 5,590.41	\$ 5,869.93
MIS (MS)	106A	Environmental Specialist	\$ 28.60	\$ 30.03	\$ 31.53	\$ 33.11	\$ 34.77	\$ 4,957.74	\$ 5,205.63	\$ 5,465.91	\$ 5,739.20	\$ 6,026.16
MIS (MS)		Senior Code Compliance Officer										
MIS (MS)	109	Public Works Inspector	\$ 29.38	\$ 30.85	\$ 32.39	\$ 34.01	\$ 35.71	\$ 5,092.68	\$ 5,347.32	\$ 5,614.68	\$ 5,895.42	\$ 6,190.19
MIS (MS)	115A	Associate Planner	\$ 31.24	\$ 32.80	\$ 34.44	\$ 36.16	\$ 37.97	\$ 5,414.10	\$ 5,684.80	\$ 5,969.04	\$ 6,267.49	\$ 6,580.87
MIS (MS)	117	Assistant Civil Engineer	\$ 31.82	\$ 33.41	\$ 35.08	\$ 36.83	\$ 38.67	\$ 5,514.65	\$ 5,790.38	\$ 6,079.90	\$ 6,383.89	\$ 6,703.09
MIS (MS)	118A	Assistant Civil Engineer	\$ 32.15	\$ 33.76	\$ 35.45	\$ 37.22	\$ 39.08	\$ 5,572.58	\$ 5,851.21	\$ 6,143.77	\$ 6,450.96	\$ 6,773.50
MIS (MS)	134A	Associate Civil Engineer	\$ 37.72	\$ 39.60	\$ 41.58	\$ 43.66	\$ 45.85	\$ 6,537.55	\$ 6,864.43	\$ 7,207.65	\$ 7,568.03	\$ 7,946.44

CITY OF SOLANA BEACH - Marine Safety Unit Pay Structure

Salary Schedule 4

Effective July 1, 2017

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Marine Safety	100	Marine Safety Sergeant	\$ 26.86	\$ 28.21	\$ 29.62	\$ 31.10	\$ 32.65	\$4,656.44	\$4,889.27	\$5,133.73	\$ 5,390.42	\$ 5,659.94
Marine Safety	119	Marine Safety Lieutenant	\$ 32.46	\$ 34.08	\$ 35.78	\$ 37.57	\$ 39.45	\$5,625.49	\$5,906.77	\$6,202.11	\$ 6,512.21	\$ 6,837.82

**City of Solana Beach Fire Schedule  
FY 2017/18  
(Salary Schedule 5)  
Effective July 1, 2017**

<u>Classification</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
<b>5091</b> <u>Firefighter / Paramedic</u>					
Base Rate	\$ <b>23.94</b>	\$ 25.14	\$ 26.40	\$ 27.72	\$ 29.11
OT Premium	\$ 11.97	\$ 12.57	\$ 13.20	\$ 13.86	\$ 14.56
Bi-weekly Base <sup>(1)</sup>	\$ 2,681	\$ 2,816	\$ 2,957	\$ 3,105	\$ 3,260
Monthly Base <sup>(1)</sup>	\$ 5,809	\$ 6,101	\$ 6,406	\$ 6,727	\$ 7,064
Annual Base <sup>(1)</sup>	\$ 69,713	\$ 73,208	\$ 76,877	\$ 80,721	\$ 84,768
Estimated Annual FLSA OT <sup>(2)</sup>	\$ 1,867	\$ 1,961	\$ 2,059	\$ 2,162	\$ 2,271
<b>Estimated Annual Total <sup>(2)</sup></b>	<b>\$ 71,581</b>	<b>\$ 75,169</b>	<b>\$ 78,936</b>	<b>\$ 82,883</b>	<b>\$ 87,040</b>
<b>5091-A</b> <u>Fire Engineer</u>					
Base Rate	\$ <b>25.14</b>	\$ 26.40	\$ 27.72	\$ 29.11	\$ 30.57
OT Premium	\$ 12.57	\$ 13.20	\$ 13.86	\$ 14.56	\$ 15.29
Bi-weekly Base <sup>(1)</sup>	\$ 2,816	\$ 2,957	\$ 3,105	\$ 3,260	\$ 3,424
Monthly Base <sup>(1)</sup>	\$ 6,101	\$ 6,406	\$ 6,727	\$ 7,064	\$ 7,418
Annual Base <sup>(1)</sup>	\$ 73,208	\$ 76,877	\$ 80,721	\$ 84,768	\$ 89,020
Estimated Annual FLSA OT <sup>(2)</sup>	\$ 1,961	\$ 2,059	\$ 2,162	\$ 2,271	\$ 2,385
<b>Estimated Annual Total <sup>(2)</sup></b>	<b>\$ 75,169</b>	<b>\$ 78,936</b>	<b>\$ 82,883</b>	<b>\$ 87,040</b>	<b>\$ 91,405</b>
<b>5100</b> <u>Fire Engineer w/ Paramedic Cert (3% differential above Fire Engineer)</u>					
Base Rate	\$ <b>27.06</b>	\$ 27.19	\$ 28.55	\$ 29.98	\$ 31.49
OT Premium	\$ 13.53	\$ 13.60	\$ 14.28	\$ 14.99	\$ 15.75
Bi-weekly Base <sup>(1)</sup>	\$ 3,031	\$ 3,045	\$ 3,198	\$ 3,358	\$ 3,527
Monthly Base <sup>(1)</sup>	\$ 6,567	\$ 6,598	\$ 6,928	\$ 7,275	\$ 7,642
Annual Base <sup>(1)</sup>	\$ 78,799	\$ 79,177	\$ 83,138	\$ 87,302	\$ 91,699
Estimated Annual FLSA OT <sup>(2)</sup>	\$ 2,111	\$ 2,122	\$ 2,228	\$ 2,338	\$ 2,457
<b>Estimated Annual Total <sup>(2)</sup></b>	<b>\$ 80,909</b>	<b>\$ 81,299</b>	<b>\$ 85,365</b>	<b>\$ 89,640</b>	<b>\$ 94,156</b>
<b>5099</b> <u>Fire Captain</u>					
Base Rate	\$ <b>28.47</b>	\$ 29.89	\$ 31.38	\$ 32.95	\$ 34.60
OT Premium	\$ 14.24	\$ 14.95	\$ 15.69	\$ 16.48	\$ 17.30
Bi-weekly Base <sup>(1)</sup>	\$ 3,189	\$ 3,348	\$ 3,515	\$ 3,690	\$ 3,875
Monthly Base <sup>(1)</sup>	\$ 6,909	\$ 7,253	\$ 7,615	\$ 7,996	\$ 8,396
Annual Base <sup>(1)</sup>	\$ 82,905	\$ 87,040	\$ 91,379	\$ 95,950	\$ 100,755
Estimated Annual FLSA OT <sup>(2)</sup>	\$ 2,221	\$ 2,332	\$ 2,448	\$ 2,571	\$ 2,699
<b>Estimated Annual Total <sup>(2)</sup></b>	<b>\$ 85,126</b>	<b>\$ 89,372</b>	<b>\$ 93,826</b>	<b>\$ 98,521</b>	<b>\$ 103,454</b>
<b>5109</b> <u>Fire Captain (Shift)</u>					
Base Rate	\$ <b>29.04</b>	\$ 30.49	\$ 32.01	\$ 33.61	\$ 35.29
OT Premium	\$ 14.52	\$ 15.25	\$ 16.01	\$ 16.81	\$ 17.65
Bi-weekly Base <sup>(1)</sup>	\$ 3,252	\$ 3,415	\$ 3,585	\$ 3,764	\$ 3,952
Monthly Base <sup>(1)</sup>	\$ 7,047	\$ 7,399	\$ 7,768	\$ 8,156	\$ 8,564
Annual Base <sup>(1)</sup>	\$ 84,564	\$ 88,787	\$ 93,213	\$ 97,872	\$ 102,764
Estimated Annual FLSA OT <sup>(2)</sup>	\$ 2,265	\$ 2,379	\$ 2,498	\$ 2,622	\$ 2,753
<b>Estimated Annual Total <sup>(2)</sup></b>	<b>\$ 86,830</b>	<b>\$ 91,166</b>	<b>\$ 95,711</b>	<b>\$ 100,495</b>	<b>\$ 105,518</b>

(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.

**City Manager Pay Structure**  
**Schedule 7**  
Effective July 1, 2016

	<b>Grade</b>	<b>Job Classification</b>	<b>Hourly</b>	<b>Monthly</b>
CM	Per Contract	City Manager	\$ 96.62	\$ 16,747.47

**City Council Pay Structure**  
**Schedule 8**  
Effective December 10, 2008

	<b>Grade</b>	<b>Job Classification</b>	<b>Monthly</b>
CC	Per Ord 389	City Council Member	\$ 712.58

**Time/Seasonal Temporary Employees**  
**Salary Schedule 6**  
 Effective July 1, 2017

Grade	Job Classification	Step A	Step B	Step C	Step D	Step E
PTS	9 Junior Lifeguard Intern	\$ 10.04	\$ 10.54	\$ 11.07	\$ 11.62	\$ 12.20
PTS	19 Management Intern	\$ 11.09	\$ 11.64	\$ 12.22	\$ 12.84	\$ 13.48
PTS	21 Parking Enforcement Officer	\$ 11.31	\$ 11.88	\$ 12.47	\$ 13.09	\$ 13.75
PTS	24 Junior Lifeguard Instructor	\$ 11.65	\$ 12.24	\$ 12.85	\$ 13.49	\$ 14.17
PTS	25 Recreation Leader	\$ 11.77	\$ 12.36	\$ 12.98	\$ 13.63	\$ 14.31
PTS	35 Senior Recreation Leader	\$ 13.00	\$ 13.65	\$ 14.33	\$ 15.05	\$ 15.80
PTS	36 Temporary Administrative Assistant	\$ 13.13	\$ 13.79	\$ 14.48	\$ 15.20	\$ 15.96
PTS	37 Lifeguard	\$ 13.26	\$ 13.93	\$ 14.62	\$ 15.35	\$ 16.12
PTS	42 Lifeguard + EMT	\$ 13.94	\$ 14.64	\$ 15.37	\$ 16.14	\$ 16.94
PTS	50 Jr. Lifeguard Instructor Sr.	\$ 15.09	\$ 15.85	\$ 16.64	\$ 17.47	\$ 18.35
PTS	57 Temporary Maintenance Worker I	\$ 16.18	\$ 16.99	\$ 17.84	\$ 18.73	\$ 19.67
PTS	58 Temporary Fire Fighter	\$ 16.35	\$ 17.16	\$ 18.02	\$ 18.92	\$ 19.87
PTS	59 Temporary Planning Technician	\$ 16.51	\$ 17.33	\$ 18.20	\$ 19.11	\$ 20.07
	Temporary Engineering Technician					
PTS	62 Jr. Lifeguard Program Director Assistant	\$ 17.01	\$ 17.86	\$ 18.75	\$ 19.69	\$ 20.67
	Senior Lifeguard					
PTS	67 Code Compliance Officer Assistant	\$ 17.88	\$ 18.77	\$ 19.71	\$ 20.69	\$ 21.73
	Senior Lifeguard & EMT					
PTS	75 Junior Lifeguard Program Director	\$ 19.36	\$ 20.33	\$ 21.34	\$ 22.41	\$ 23.53
PTS	83 Temporary Management Assistant	\$ 20.96	\$ 22.01	\$ 23.11	\$ 24.27	\$ 25.48
PTS	104 Temporary Fire Prevention Technician	\$ 25.83	\$ 27.13	\$ 28.48	\$ 29.91	\$ 31.40

## **CITY OF SOLANA BEACH**

### **Administrative Services Director/Assistant City Manager**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

#### **DEFINITION**

Under general administrative direction, performs highly responsible and complex professional administrative support to the City Manager in planning, managing, coordinating, and evaluating the activities of all City departments; directs and oversees various special projects and associated operations including the Human Resources, Information Technology, Community Services and Recreation departments; promotes effective and efficient operations throughout the organization by facilitating interdepartmental cooperation and sharing of resources; provides work direction and guidance to departments as necessary; administers the City government in the absence of the City Manager; performs related work as required.

#### **CLASS CHARACTERISTICS**

This is a single incumbent position serving as a member of the Executive Management team. The Administrative Services Director/Deputy City Manager acts with a high degree of independence of action and decision-making ability in the assigned area of responsibility. Direction received consists of the assignment of the responsibility to attain objectives according to policy guidelines. The incumbent is expected to develop methods and procedures and solve problems encountered. Except where a significant deviation in policy is involved or area of assignment is controversial, most work is not reviewed directly by the City Manager and when work is reviewed, the review is directed toward final outcomes and results. Administrative Services Director/Deputy City Manager is an unclassified, at-will, FLSA exempt position.

#### **ESSENTIAL JOB FUNCTIONS**

*The following duties are typical for positions in this classification. Incumbents may not perform all listed job functions, nor are all listed duties necessarily performed by everyone in this class depending upon business need and changing business practices:*

1. Provides assistance and support to the City Manager; plans, recommends, implements and administers City-wide policies, goals and objectives.
2. Assists the City Manager in planning, organizing and directing the services and activities of City departments and programs; supervises the work of management, professional, and administrative staff; manages day-to-day routine associated with assigned governmental operations of the City; serves as Acting City Manager in the City Manager's absence.
3. Implements directives and policy from the City Manager; meets and coordinates with department directors in order to develop, implement and direct programs, projects and goals focused on achieving the City's mission and priorities; assigns projects and programmatic areas of responsibility; meets with department directors to identify and resolve organizational and operational problems both within departments and across departmental

- lines; ensures the successful completion and implementation of programs and projects to achieve City and department goals.
4. Manages and directs various functions of the City Manager's Office including Human Resources, labor relations, legislative analysis, public information, public arts, capital improvement projects, major City-wide projects, intergovernmental relations, and other services; serves as chief negotiator on the City's labor relations team.
  5. Manages and directs the functions of the Human Resources, Information Technology, Community Services and Recreation departments.
  6. Plans and prepares the City's Capital Improvement Program; monitors project implementation activities and funding opportunities.
  7. Oversees the City's grant program; provides training to staff of securing grants; out-sources grant preparation as needed; establishes and implements programs to assist in securing additional grants for the City.
  8. Assists the City Manager with the selection of department directors; directs and evaluates the performance of department directors; establishes performance requirements and personal development targets; regularly monitors performance and provides coaching for performance improvement and development; recommends and implements disciplinary action up to and including termination to address performance deficiencies or rule/policy violations.
  9. Assesses and monitors work load, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs and implements changes; assesses future staffing needs.
  10. Assists in developing and implementing the budget and long range goals for the City; monitors the assigned budgets and approves expenditures as needed.
  11. Directs and oversees the preparation of a wide variety of reports and presentations for the City Council, City management and outside agencies; presents reports to the City Council and other commissions, committees and boards; supervises the drafting of press releases and materials for dissemination to the media and public.
  12. Represents the City Manager's Office to outside agencies and organizations; serves as liaison with City Council and external agencies.
  13. Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of public administration.
  14. Responds to and resolves difficult and sensitive inquiries and complaints.

### **QUALIFICATIONS GUIDELINES**

#### **Education, Experience and Training**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

- ◆ Equivalent to a Bachelor's degree from an accredited college or university with major coursework in public administration, business administration, or a related field. Master's degree in related field is highly desirable.

Experience:

- ◆ Five years of increasingly responsible administrative experience in municipal or local government including at least three years of management experience.

Knowledge and Abilities

Knowledge of:

- ◆ Advanced principles and practices of public administration including the organization, functions and issues related to municipal or local government.
- ◆ Operations, services and activities of a municipal or local government.
- ◆ Current social, political, and economic trends and operating issues of municipal government.
- ◆ Organization and management practices as applied to the analysis and evaluation of programs, policies and operational needs.
- ◆ Advanced principles and practices of municipal or local government program development, budget preparation and decision making.
- ◆ Principles of effective public relations and interrelations with community groups and agencies, private businesses, and other levels of government; advanced interpersonal relations techniques.
- ◆ Pertinent Federal, State and local laws, codes, rules, and regulations.
- ◆ Principles and practices of personnel administration including labor negotiations.
- ◆ Methods and techniques of research, data collection, statistical analysis, report presentations and public speaking; business letter writing and report preparation; grant writing and program development.
- ◆ Advanced principles and practices of employee supervision, training and discipline; performance evaluations; employee relations.
- ◆ Appropriate safety precautions and procedures; safe driving principles and practices.
- ◆ A variety of software applications as needed to effectively execute the duties and responsibilities of the position.

Ability to:

- ◆ Provide effective leadership and support to the City Manager; coordinate the activities of a municipal organization.
- ◆ Effectively administer a variety of City-wide programs and administrative activities.
- ◆ Oversee and direct a variety of special projects and programs.
- ◆ Analyze a variety of administrative and organizational problems; identify alternative solutions and consequences of proposed actions; make sound policy and procedural recommendations; implement recommendations in support of organizational goals.
- ◆ Exercise independent judgment and work under minimal supervision.
- ◆ Ensure compliance with Federal, State, and local rules, laws, and regulations; learn, apply and interpret laws, regulations and rules; develop policies and procedures.
- ◆ Prepare and administer annual and long-range programs and budgets.
- ◆ Write technically sound, clear, concise and persuasive reports and other materials; make effective public presentations.
- ◆ Plan, organize and direct the work of staff; select, supervise, train, and evaluate staff.
- ◆ Identify and respond to community, City Manager and City Council concerns, issues and needs.
- ◆ Establish and maintain effective relationships with those contacted in the course of work.
- ◆ Communicate clearly and concisely, both verbally and in writing; read, understand and apply difficult materials.
- ◆ Analyze unusual situations and resolve through application of City policy and requisite knowledge; exercise good judgment, flexibility, creativity, and sensitivity in response to changing situations and needs.
- ◆ Conduct thorough investigations including research, collection, compiling, and analyzing information and data.
- ◆ Operate related office equipment including a computer.

Special Requirements

- ◆ Possession of or ability to obtain a Class "C" California driver's license within six (6) months of hire; and possession of a satisfactory driving record.

**PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS**

*The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

- ◆ **Mental function:** Includes reading, writing, mathematical computations, operating a computer, problem solving, managing multiple projects, calmly handling complaints and problems from irate citizens or contractors, and decision making under stressful conditions.
- ◆ **Productivity:** Incumbents must perform work in an efficient, effective and timely manner with minimal direction.
- ◆ **Mobility:** Incumbents require sufficient mobility to work in an office setting and operate office equipment as well as to function as the Incident Commander under emergency conditions. Incumbents may be required to perform light lifting and carrying, file documents in various locations and heights, and sit, stand, walk, remain seated, and work at a video display terminal for prolonged periods of time.
- ◆ **Vision:** Vision sufficient to read small print, computer screens, and printed documents, and to operate assigned equipment.
- ◆ **Hearing:** Incumbents are required to hear in the normal audio range with or without correction.
- ◆ **Environment:** Normal office setting with some travel to attend meetings. Incumbents may be required to work at both indoor and outdoor environments. Individuals may be exposed to noise, dust and inclement weather conditions.
- ◆ **Other factors:** Incumbents may be required to work extended hours including evenings and weekends. Incumbents may be required to travel outside City boundaries to attend meetings and to use a personal vehicle in the course of employment. Availability for emergency calls.

**RESOLUTION NO. 2017-123**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SOLANA BEACH, CALIFORNIA, APPROVING FY 2017/2018  
SALARY AND COMPENSATION PLANS**

**WHEREAS**, the City Council authorizes all salary and compensation plans (Section 8.10 of the City's Personnel Rules and Regulations); and

**WHEREAS**, the City Council must approve a salary and compensation plan for employees including executive management, mid-management and confidential, the Solana Beach Employees Association – Miscellaneous (SBEA-MISC), the Solana Beach Employees Association – Marine Safety Unit (SBEA-MSU), the Solana Beach Firefighters' Association (SBFA) and the Part-Time/Seasonal/Employee groups to coincide with fiscal appropriations each fiscal year; and

**WHEREAS**, the City Council has reviewed and considered the City Manager's recommendations for salary and compensation plans and is prepared to adopt the FY 2017/2018 Salary and Compensation plans as recommended.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. The FY 2017/2018 Salary and Compensation Plans for represented employees, executive management, mid-management, confidential, City Manager, part-time/seasonal/temporary employees and elected officials are as follows:
  - A. SBEA / Marine Safety Represented Employees:
    - i. 3% salary increase.
    - ii. One-time 1% salary increase to the Sergeant position.
    - iii. 10% increase in Health Care Benefits.
  - B. SBEA / Miscellaneous Unit Represented Employees:
    - i. 3% salary increase.
    - ii. One-time salary increases over a two-year period to the Sr. Code Compliance Officer (0.30%), Sr. Engineering Technician (0.66%), Assistant Civil Engineer (1.05%), Associate Planner (1.15%), Assistant Planner (1.75%), and the Associate Civil Engineer (3.10%) positions.
    - iii. 10% increase in Health Care Benefits.

- C. Non-Represented Employees: (Executive Management, Mid-Management and Confidential):
    - i. 3% salary increase.
    - ii. 10% increase in Health Care Benefits.
  - D. Part-Time/Seasonal/Temporary Employees:
    - i. No salary changes.
  - E. SBFA (Fire) Represented Employees:
    - i. 4.5% salary increase.
    - ii. 10% increase in Health Care Benefits.
  - F. City Manager:
    - i. No salary changes.
    - ii. 10% increase in Health Care Benefits.
  - G. Elected Officials:
    - i. No salary changes.
    - ii. 10% increase in Health Care Benefits.
  - H. Except as identified above, the terms of the FY 2017/2018 Salary and Compensation Plans shall continue in full force and effect for all employees.
  - I. Term: The FY 2017/2018 Salary and Compensation Plans shall be effective July 1, 2017, for all employees, and will remain in effect for an unspecified period of time until revised by City Council.
3. That the City Council approves an appropriation of \$75,500 to the General Fund and \$17,200 to non-General Fund funds allocated between salary and benefits as determined by the Finance Department.
4. That the City Council authorizes the City Treasurer to amend the FY 2017/18 Adopted Budget accordingly.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of July 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California, by the following vote:

AYES: Councilmembers –

NOES: Councilmembers –

ABSENT: Councilmembers –

ABSTAIN: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **Council Consideration of Resolution 2017-119 Adopting the City of Solana Beach's Climate Action Plan**

---

## BACKGROUND:

Beginning with the landmark passing of Assembly Bill 32 (AB 32), the California Global Warming Solutions Act of 2006, which established a greenhouse gas (GHG) emission reduction target of 1990 levels by 2020 (or 15% below 2010 levels by 2020), California has been at the forefront of GHG emission reduction efforts. Building upon that legislation, Governor Brown issued Executive Order B-30-15 that established the most aggressive benchmark enacted by any government in North America to reduce GHG emissions 40% below 1990 levels by 2030. In addition, Senate Bill 32 (SB 32) codified into statute the mid-term 2030 target established by Executive Order B-30-15 that places California on a trajectory towards meeting the goal of reducing statewide GHG emissions to 80% below 1990 levels by 2050. Many cities are now embarking on the development of Climate Action Plans to set targets in alignment with California law and to implement quantifiable measures to meet those targets.

The City of Solana Beach (City) is widely recognized as a leader in environmental sustainability in the region and has been at the forefront of the adoption of many progressive environmental programs and policies including, among other things, being the first in the region to ban single-use plastic bags, to ban polystyrene take-out containers and complete a Technical Study for Community Choice Aggregation (CCA). Although the City has been at the forefront in adopting these progressive policies and implementing these programs, the City had never officially developed a comprehensive Climate Action Plan (CAP). The development of a CAP includes updating the City's GHG Inventory, setting GHG reduction targets and implementing appropriate, quantifiable mitigation and adaptation strategies to meet those targets.

On November 4, 2015, the City Council adopted Resolution 2015-127 establishing a Climate Action Commission (CAC) to oversee development of the CAP and address

COUNCIL ACTION:

---

---

specific issues involved in both its preparation and content. This has included reviewing the City's GHG Inventory, setting reduction targets, identifying reduction measures and will include assisting in the development of an implementation plan, performing periodic monitoring, verification and evaluation of these measures. Since establishment, the CAC has held over fifteen monthly public meetings and has conducted two public workshops (November 17, 2016 and May 31, 2017) to engage the community, encourage public input and solicit comments on the draft CAP.

This item is before the City Council to consider adoption of Resolution 2017-119 (Attachment 1) adopting the City of Solana Beach Climate Action Plan.

### **DISCUSSION:**

This draft CAP (Attachment 2) provides a comprehensive roadmap to address the challenges of climate change in the City. This substantial effort has been the culmination of years of work dating back to 2007 with the City becoming a signatory to the U.S. Mayors Climate Protection Agreement. This noteworthy accomplishment launched the establishment of the City's unofficial Clean and Green Committee, made up of volunteer community members donating their time and expertise to assist the City with developing and implementing progressive environmental programs and policies. This group was instrumental in paving the way for the development of the City's first CAP.

City Staff and the CAC worked with the San Diego Association of Governments (SANDAG) to utilize climate planning services through SANDAG's Energy Roadmap Program. These services, funded by SANDAG and San Diego Gas & Electric (SDG&E), provide no-cost technical assistance for climate planning to local jurisdictions via two on-call consultants, the Energy Policy Initiatives Center (EPIC) and Ascent Environmental (Ascent). City Staff and the CAC developed a Scope of Work with SANDAG staff, which was then used to bring on EPIC and Ascent to develop and write the draft CAP. To that end, SDG&E cosponsored the first of the two CAP workshops and also had a representative in attendance at most of the CAC meetings. This was a collaborative effort between the City, CAC, SANDAG, SDG&E, the consultant team and the public that led to the development of this comprehensive CAP.

EPIC has developed modeling software that assists jurisdictions with updating their GHG Emissions Inventories, setting reduction targets and selecting mitigation measures to develop a quantifiable CAP. Utilizing EPIC's expertise and software allowed the City to use local conditions to build successful and achievable GHG targets and reduction measures. Ascent is highly regarded throughout the region and has assisted multiple cities with both the development and update of their respective CAPs. Ascent focused on writing the draft CAP, incorporating EPIC's baseline GHG Inventory and modeling work.

## CAP Summary

The entire draft CAP is included in this Staff Report as Attachment 2. However, the following is a brief summary of the significant components of the CAP.

1. A baseline GHG emissions inventory was prepared for 2010 which found:
  - Approximately 139,216 metric tons of carbon dioxide equivalent (MTCO<sub>2e</sub>) were emitted by community-wide sources in the City in 2010.
  - The largest source of emissions was the transportation sector, which accounted for 63 percent of the inventory; while the electricity sector accounted for approximately 20 percent of the inventory.
2. GHG emissions forecasts and reduction targets were identified for 2020 and 2035, consistent with the targets recommended by the 2008 AB 32 Scoping Plan and with the State targets.
  - Without any future actions (i.e., business-as-usual “BAU” conditions), GHG emissions are expected to increase by 2020 and 2035.
  - GHG emissions reduction targets for the CAP were established consistent with State guidance:
    - 15 percent below 2010 levels by 2020; and
    - 50 percent below 2010 levels by 2035.
  - Legislative actions by State or federal agencies help to reduce emissions in the future, but are not enough to achieve the targets.
  - Achieving the 2035 target will require local action to help close the gap between legislative-adjusted emissions forecasts and the emissions limits established by the CAP’s targets.
3. Local GHG emissions reduction strategies and measures were identified to help the City achieve the 2035 GHG reduction target.
  - GHG reduction strategies in the CAP are aligned with each of the GHG inventory sectors and contain a total of 30 specific local GHG reduction measures that will achieve GHG reductions.
  - The top five measures in the CAP that will the achieve the most local GHG emissions reductions include:
    - Measure T-1: Increasing electric vehicles and alternative fuel vehicles in the region will reduce emissions by 17,495 MTCO<sub>2e</sub> by 2035.

- Measure E-1: Implementing Community Choice Aggregation (CCA), subject to City Council approval, to achieve the goal of 100 percent renewable electricity by 2035 will reduce emissions by 10,466 MTCO<sub>2</sub>e by 2035.
  - Measure E-2: Installing 10.8 megawatts of residential rooftop solar photovoltaic systems will reduce emissions by 5,858 MTCO<sub>2</sub>e by 2035.
  - Measure W-1: Diverting 90 percent of solid waste from landfills, with an 85 percent capture rate will result in the reduction of 3,389 MTCO<sub>2</sub>e by 2035.
  - Measure E-4: Installing solar hot water heaters at commercial spaces in the City will result in a reduction of 2,811 MTCO<sub>2</sub>e by 2035.
- While the measures included in the CAP are generally geared towards reducing GHG emissions, many will also result in health and quality of life, environmental, or economic “co-benefits,” including climate adaptation co-benefits.

The following tables from the draft CAP show the GHG reductions from the proposed reduction strategies and measures (Table 3-1) and the effect of CAP measures on the City’s emissions and targets (Table 3-2).

Table 3-1 GHG Reductions from Proposed Reduction Strategies and Measures (MTCO <sub>2</sub> e)	
Strategy	2035
Legislative Reductions	27,021
Transportation	19,644
Electricity and Natural Gas	21,213
Waste and Water	4,183
Carbon Sequestration (Urban Tree Planting Program)	986
<b>Total Reductions</b>	<b>73,047</b>

Notes: Columns may not add to totals due to rounding.  
 GHG = greenhouse gas emissions  
 MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

Table 3-2 Effect of Plan Measures on City of Solana Beach Emissions and Target (MTCO <sub>2</sub> e)	
Emissions	2035
BAU Emissions Forecast	142,707
Legislative Reductions	27,021
Legislative-Adjusted BAU Emissions Forecast (BAU Forecast – Legislative Reductions)	115,683
Baseline Emissions (2010)	139,216
City of Solana Beach GHG Reduction Target (Percent below 2010)	50%
Target Emissions	69,608
Reductions from CAP Measures	46,026
City of Solana Beach Emissions with CAP (Legislative-Adjusted BAU – CAP Reductions)	69,659
Additional GHG Reductions Needed to meet Target (Target Emissions – CAP Reductions)	51

Notes: Columns may not add to totals due to rounding.  
 BAU = Business-As-Usual  
 CAP = Climate Action Plan  
 GHG = greenhouse gas emissions  
 MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

The City is proposing to establish a 2020 GHG emissions reduction target (15 percent below 2010 levels) and 2035 target (50 percent below 2010 levels) to reduce annual GHG emissions levels, consistent with State goals. If community emissions in the City were to continue growing under BAU practices and activities, the City’s GHG emissions will meet and exceed the 2020 reduction target by just over 10,000 MTCO<sub>2</sub>e, but would fall short of the 2035 target by 73,099 MTCO<sub>2</sub>e. Detailed reduction measures are focused in 2035 because the 2020 targets are achieved by the City through State and federal measures. After legislative reductions and proposed reduction strategies and measures in this CAP, there is a gap of approximately 51 MTCO<sub>2</sub>e to reach the 2035 target. Staff may present to City Council, at a future time, the purchase of carbon offsets as an option for the City Council to consider and decide on how best to close this gap.

GHG Reduction Measure Selection Process

The process to select, analyze and ultimately choose which GHG reduction measures to incorporate into the draft CAP was an extensive process. EPIC’s modeling software contains a large amount of potential measures that could be included in a CAP. City Staff, the CAC and the public took a considerable amount of time to analyze each measure, its potential GHG reduction capabilities, the costs of implementation and the ease of implementation into account before proposing the measures that are included in the draft CAP. Over 50 measures were considered and analyzed at multiple public meetings and workshops, and the measures ultimately selected for inclusion in this draft CAP were chosen for the reasons listed above. GHG reduction measures were analyzed from all sectors and chosen based on GHG reduction capabilities, costs of implementation and ease of implementation. City Staff, the CAC and the consultant

team (with feedback and comments from the public included) believe the measures chosen are the most appropriate package to reach the GHG reduction targets as recommended by the State and which are the targets widely used in local government CAPs throughout the region.

### Implementation Plan and Cost Study

As part of the overall strategy to reduce GHG emissions and reach established targets, the City ensured that part of the Energy Roadmap Program Scope of Work included the development of an Implementation Plan and Cost Study. The draft CAP is a guiding document that lays the foundation for climate action to reduce GHG emissions in accordance with state guidelines. However, the Implementation Plan will be the document that demonstrates how the City is going to implement the reduction measures in the draft CAP (ordinances, programs, policies, etc.) Chapter 5 of the draft CAP explains this process, and the draft CAP also has an abbreviated Implementation Matrix in Appendix C. However, the Implementation Plan will be a more robust document that will be essential for the success of this draft CAP. Another important component to come will be the associated Cost Study that will examine the different measures and determine the individual costs associated with each measure, which will be brought to City Council for approval and adoption. This will allow the City Council to review the cost/benefit of each proposed action prior to giving authorization for its implementation. It is anticipated that the Implementation Plan and Cost Study will be completed and brought to City Council before the end of 2017.

### Public Participation

The CAC has held over fifteen public meetings since March 2, 2016. The meetings have been well attended by citizens and representatives from SANDAG and SDG&E. Two public workshops on the CAP were conducted on November 17, 2016 and May 31, 2017 to engage the community, encourage public input and receive comments on the draft CAP. The City released the draft CAP for public review and comment from May 19, 2017 to June 12, 2017 and well over 100 individual comments were received. The comments were compiled and addressed by City Staff, the CAC and the consultant team in a public meeting and incorporated into this final draft CAP where appropriate, with most of the comments received pertaining to specific recommended implementation measures. These public comments have been incorporated into the draft CAP where appropriate, with the understanding that an Implementation Plan and Cost Study of the specific GHG reduction implementation measures will be presented to the Council in the near future. After considering the public comments, the CAC has recommended City Council approval of the CAP.

### **CEQA COMPLIANCE STATEMENT:**

The proposed CAP is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15308, Class 8, Actions by Regulatory Agencies for Protection of the Environment, which states that actions taken to assure the

enhancement or protection of the environment are exempt from CEQA review. Additionally, the approval of this CAP does not constitute a “project” under CEQA because it is an “aspirational document” that does not mandate regulatory compliance and would not result in any physical changes.

**FISCAL IMPACT:**

There would be no fiscal impact from approving the proposed CAP which contains broad GHG reduction goals and policies to address climate change and adaptation. If the CAP is approved by the City Council, an Implementation Plan and Cost Study would follow for future Council consideration which would identify specific costs associated with implementing the identified GHG reduction implementation measures and actions.

**WORK PLAN:**

The proposed CAP is aligned with Environmental Sustainability - Policy Development “Community-Wide GHG Emission Reductions” Priority Item.

**OPTIONS:**

In considering this matter, the City Council has the following options:

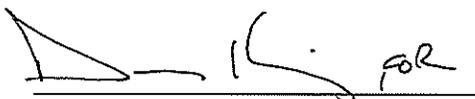
- Approve Staff’s recommendation.
- Approve Staff’s recommendation with modifications.
- Do not approve Staff’s recommendation.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution No. 2017-119 finding the CAP exempt from CEQA and adopting the City of Solana Beach Climate Action Plan.

**CITY MANAGER’S RECOMMENDATION:**

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2017-119
2. City of Solana Beach Climate Action Plan

## RESOLUTION NO. 2017-119

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE SOLANA BEACH CLIMATE ACTION PLAN

**WHEREAS**, California is at the forefront of Greenhouse Gas (“GHG”) emission reduction laws, starting with the landmark passing of Assembly Bill 32 (“AB 32”) the California Global Warming Solutions Act of 2006, that established a GHG reduction target of 1990 levels by 2020. Building from that, Governor Brown issued Executive Order B-30-15 that established the most aggressive benchmark enacted by any government in North America to reduce GHG emissions 40% below 1990 levels by 2030. In addition, Senate Bill 32 (“SB 32”) codified into statute the mid-term 2030 target established by Executive Order B-30-15 that places California on a trajectory towards meeting the goal of reducing statewide emissions to 80% below 1990 levels by 2050. Many cities are now embarking on the development of Climate Action Plans to set targets in alignment with California law and implement quantifiable measures to meet those targets; and

**WHEREAS**, the development of a Climate Action Plan includes updating the City’s GHG Inventory, setting GHG reduction targets and implementing appropriate, quantifiable mitigation and adaptation strategies to meet those targets; and

**WHEREAS**, on November 4, 2015, the City Council adopted Resolution 2015-127 establishing a Climate Action Commission (“CAC”) to focus on specific issues surrounding the development of a CAP including updating the City’s Greenhouse Gas Emissions Inventory, setting reduction targets, implementing mitigation measures and performing periodic monitoring, verification and evaluations; and

**WHEREAS**, the CAC held numerous public meetings and conducted two public workshops on November 17, 2016 and May 31, 2017 to engage the community and encourage public input and comments on the Draft CAP; and

**WHEREAS**, numerous public comments received on the Draft CAP were discussed by the CAC and recommendations resulting therefrom were incorporated into the Draft CAP to the extent possible; and

**WHEREAS**, the City has also engaged the San Diego Association of Governments (“SANDAG”), the Energy Policy Initiatives Center (“EPIC”) from the University of San Diego, and the Environmental Consulting Firm Ascent Environmental, Inc. (“Ascent”) to assist the City in the development of the CAP. EPIC has developed modeling software that assists jurisdictions with updating their GHG Emissions Inventory, setting reduction targets and selecting mitigation measures to develop a quantifiable CAP. Utilizing EPIC’s expertise and software will allow the City to use local conditions to build a successful and achievable GHG targets and reduction measures. Ascent is highly regarded throughout the region and has assisted multiple cities with the

development and updating of their respective CAPs. This partnership between SANDAG, EPIC, Ascent, the CAC and City Staff resulted in the development of the CAP document with outside funding made available through SANDAG to assist the City throughout this CAP development process; and

**WHEREAS**, in addition, the City has engaged SDG&E through the Emerging Cities Program (“ECP”) to assist with funding for certain aspects of the CAP development. The ECP is part of the Local Government Partnership and is intended to provide local governments additional resources to support and build capacity in engaging in energy efficiency activities. ECP collaborates with SANDAG’s Energy Roadmap Program to provide energy assistance to public entities with energy and sustainability projects and community outreach; and

**WHEREAS**, the CAC recommends City Council approval of the CAP, with an Implementation Plan and Cost Study to follow that identifies all costs associated with implementation of the CAP GHG reduction measures and actions; and

**WHEREAS**, the proposed CAP is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15308, Class 8, Actions by Regulatory Agencies for Protection of the Environment, which states that actions taken to assure the enhancement or protection of the environment are exempt from CEQA review. Additionally, the approval of this CAP does not constitute a “project” under CEQA because it is an “aspirational document” and does not mandate regulatory compliance, and would not result in any direct or indirect physical change in the environment.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. The proposed CAP is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15308, Class 8, Actions by Regulatory Agencies for Protection of the Environment.
3. The City of Solana Beach Climate Action Plan is hereby approved with the understanding that an Implementation Plan and detailed Cost Study, identifying all costs associated with implementation of the CAP GHG reduction measures and actions, will be presented to the City Council at a later date.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 12th day of July 2017, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSENT: Councilmembers –  
ABSTAIN: Councilmembers –

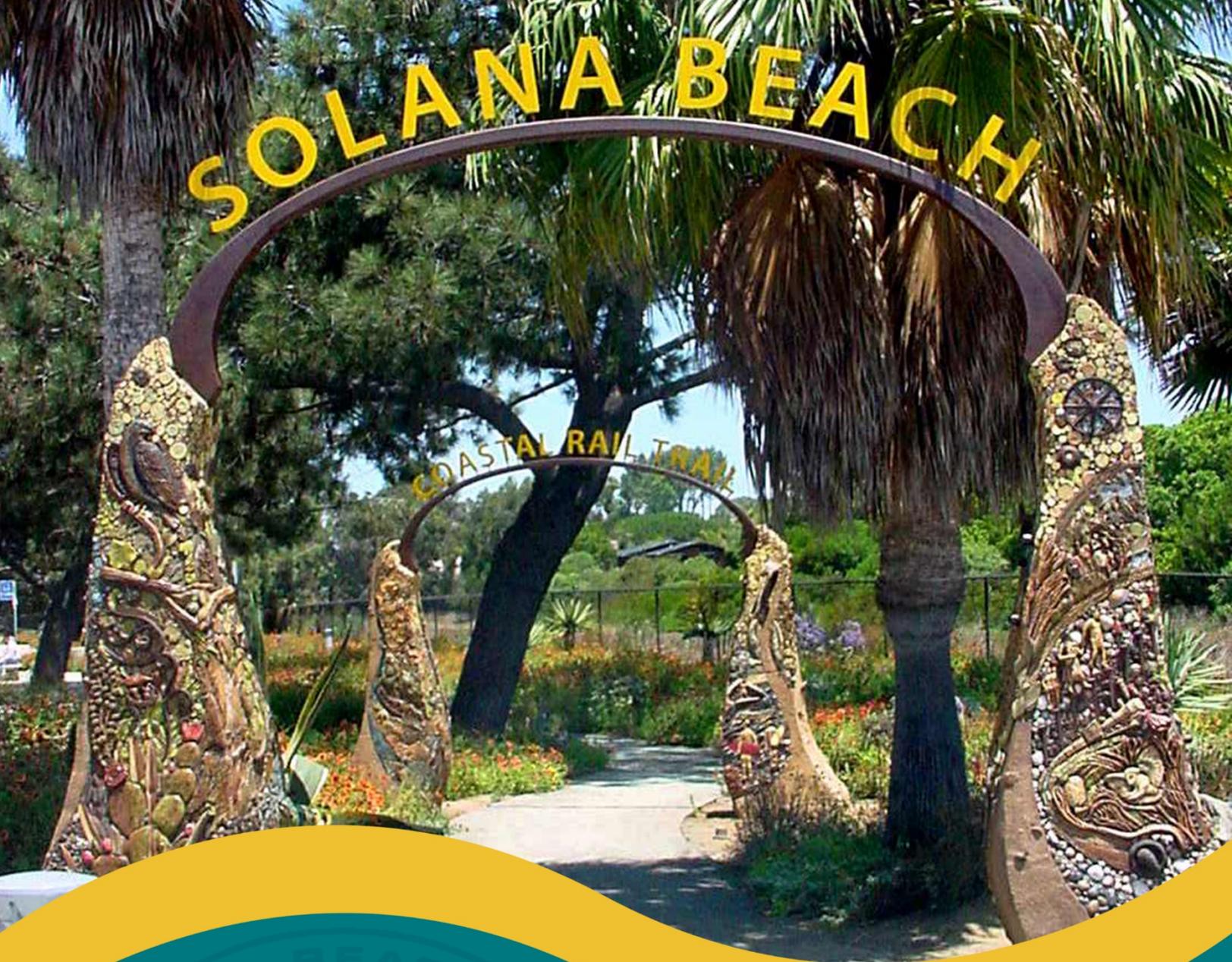
\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



**City of Solana Beach**

# Climate Action Plan



# City of Solana Beach Climate Action Plan

*Prepared for:*



**City of Solana Beach**  
635 South Highway 101  
Solana Beach, California 92075

*Prepared by:*



600 B Street, Suite 300  
San Diego, California 92101



5998 Alcalá Park  
San Diego, California 92110

*Prepared in partnership with the San Diego Association of Governments (SANDAG) and the Energy Roadmap Program. This Program is partially funded by California utility customers and administered by San Diego Gas & Electric Company under the auspices of the California Public Utilities Commission.*

**JULY 12, 2017**

---



# Credits and Acknowledgements

## City of Solana Beach City Council

Mike Nichols, Mayor  
Ginger Marshall, Deputy Mayor  
David A. Zito, City Councilmember  
Jewel Edson, City Councilmember  
Judy Hegenauer, PhD, City Councilmember

## Climate Action Commission

Mary Yang, PhD  
Peter Zahn  
Kristi Becker  
Heidi Dewar  
Shawna McGarry, MS  
Chester Koblinsky, PhD  
Nicole Capretz  
Melissa Seipel  
Judy Hegenauer, PhD, City Councilmember  
Steve Goetsch, PhD, Former Commission Member  
Lesia Heebner, Former Commission and City Councilmember  
David Kramer, Former Commission Member

## City Staff

Greg Wade, City Manager  
Dan King, Assistant City Manager  
Bill Chopyk, Community Development Director  
Tiffany Wade, Junior Planner

## Special Advisor

Jack Hegenauer, PhD

## Ascent Environmental

Honey Walters, Principal  
Poonam Boparai, Senior Air Quality & Climate Change Specialist  
Samantha Wang, Air Quality & Climate Change Specialist  
Corey Alling, Communications Specialist  
Michele Mattei, Document Production Specialist

## Energy Policy Initiatives Center (EPIC) – University of San Diego

Scott Anders, Director  
Nilmini Silva-Send, PhD, Assistant Director/Adjunct Professor  
Yichao Gu, Technical Policy Analyst

## San Diego Association of Governments (SANDAG)

Allison Wood, Associate Regional Energy/Climate Planner  
Katie Hentrich, Regional Energy/Climate Planner

## San Diego Gas & Electric Company (SDG&E)

Christopher Nanson, Program Manager



# Table of Contents

**Executive Summary..... ES-1**

**1 Introduction .....1-1**

1.1 Introduction to Climate Change Science .....1-2

1.2 Regulatory Background.....1-3

1.2.1 California ..... 1-3

1.2.2 City of Solana Beach..... 1-6

1.3 Climate Action Plan Purpose and Objectives.....1-8

1.4 Co-Benefits.....1-8

1.5 Community Action and Public Involvement .....1-9

1.5.1 Community Action ..... 1-9

1.5.2 Summary of Public Involvement..... 1-10

**2 Greenhouse Gas Emissions Inventory, Forecasts, and Reduction Targets .....2-1**

2.1 Introduction.....2-1

2.1.1 Why Prepare a Greenhouse Gas Emissions Inventory?..... 2-1

2.2 Inventory.....2-1

2.2.1 City of Solana Beach 2010 GHG Emissions ..... 2-3

2.3 Forecasts.....2-4

2.3.1 Demographic Trends..... 2-4

2.3.2 BAU GHG Emissions Forecasts with Legislative Reductions..... 2-5

2.4 Reduction Targets .....2-6

**3 Greenhouse Gas Reduction Strategies and Measures .....3-1**

3.1 Introduction.....3-1

3.2 Summary of Greenhouse Gas Reduction Strategies .....3-1

3.3 Strategies and Measures to Reduce Greenhouse Gases .....3-2

3.3.1 Solana Beach General Plan ..... 3-3

3.3.2 Transportation ..... 3-3

3.3.3 Renewable Energy and Buildings..... 3-9

3.3.4 Waste and Water ..... 3-12

3.3.5 Carbon Sequestration (Urban Tree Planting) ..... 3-15

3.3.6 Summary ..... 15

**4 Climate Adaptation .....4-1**

4.1 Introduction.....4-1

4.2 Summary of Climate Change Effects .....4-1

4.2.1 Climate Change Effects .....4-1

4.3 Adaptation Strategies and Measures .....4-4

4.3.1 Protect Public Health & Safety.....4-4

4.3.2 Prepare for Increased Risk of Wildfire .....4-6

4.3.3 Prepare for Variable Water Supplies .....4-6

4.3.4 Prepare for Coastal Flooding .....4-7

4.3.5 Prepare for Increased Electrical Demand .....4-7

4.3.6 Protect Coastal Habitat.....4-8

**5 Implementation and Monitoring.....5-1**

5.1 Introduction.....5-1

5.2 Implementation Strategy .....5-1

5.2.1 Measure Implementation .....5-2

5.3 Monitoring and Updates .....5-4

5.4 Ongoing Community Engagement and Participation .....5-6

**6 References.....6-1**

Appendices

A Technical Document #1 – City of Solana Beach Greenhouse Gas Emissions Inventory and Forecast

B Technical Document #2 – Methods for Estimating Greenhouse Gas Emissions Reduction from Solana Beach Climate Action Plan

C Implementation Matrix

Figures

Figure 1-1: The Greenhouse Effect .....1-2

Figure 2-1 City of Solana Beach 2010 GHG Emissions .....2-3

Figure 2-2 City of Solana Beach BAU GHG Emissions Forecasts and Targets without CAP Measures .....2-7

Figure 3-1: City of Solana Beach Greenhouse Gas Emissions Reductions .....3-16

Figure 5-1. CAP Monitoring Schedule .....5-5

Tables

Table 1-1	Relevant Federal and State Regulations.....	1-5
Table 2-1	2010 City of Solana Beach Greenhouse Gas Inventory.....	2-4
Table 2-2	City of Solana Beach Emissions Forecasts (MTCO <sub>2</sub> e/year).....	2-5
Table 3-1	GHG Reductions from Proposed Reduction Strategies and Measures (MTCO <sub>2</sub> e/year) .....	3-2
Table 3-2	Effect of Plan Measures on City of Solana Beach Emissions and Target (MTCO <sub>2</sub> e/year) .....	3-2
Table 3-3	Summary of Transportation Measures .....	3-4
Table 3-4	Summary of Electricity and Natural Gas Measures .....	3-9
Table 3-5	Summary of Waste and Water Measures.....	3-13
Table 5-1	Measures Implementation Criteria.....	5-2
Table 5-2	Potential Funding Sources to Support GHG Reduction Measures.....	5-3

## Acronyms and Abbreviations

AFV	alternative fuel vehicle
AB	Assembly Bill
BAU	business-as-usual
BRT	Bus Rapid Transit
ARB	California Air Resources Board
CEC	California Energy Commission
CEQA	California Environmental Quality Act
CNRA	California Natural Resources Agency
CSI	California Solar Initiatives
CO <sub>2</sub>	carbon dioxide
CO <sub>2</sub> e	carbon dioxide equivalent
CFCs	chlorofluorocarbons
City	City of Solana Beach
CAA	Clean Air Act
CAP	Climate Action Plan
CCA	community choice aggregation
CAFE	Corporate Average Fuel Economy
°C	degrees Celsius
°F	degrees Fahrenheit
DOC	Department of Conservation
EV	electric vehicle
EEM	Energy Efficient Mortgages
EPIC	Energy Policy Initiatives Center
EO	Executive Order
GWP	global warming potential
GHG	greenhouse gas
HERO	Home Energy Renovation Opportunity
HFC	hydrofluorocarbon
IPCC	Intergovernmental Panel on Climate Change
ICLEI	International Council for Local Environmental Initiatives
KPI	Key Performance Indicator
LED	Light-emitting diode
LGC	Local Government Commission
CH <sub>4</sub>	methane

MT	metric ton
MPO	Metropolitan Planning Organization
MW	megawatt
MMT	million metric ton
NCTD	North County Transit District
N <sub>2</sub> O	nitrous oxide
OBF	On-Bill Financing
O <sub>3</sub>	ozone
ppm	parts per million
%	percent
PFCs	perfluorocarbons
PV	photovoltaic
PPA	Power Purchase Agreements
PACE	Property Assessed Clean Energy
RTP	Regional Transportation Plan
SANDAG	San Diego Association of Governments
SDG&E	San Diego Gas & Electric
MTS	San Diego Metropolitan Transit System
SB	Senate Bill
SHW	solar hot water heater
SGC	Strategic Growth Council
SF <sub>6</sub>	sulfur hexafluoride
SCS	Sustainable Communities Strategy
TDM	Transportation Demand Management
VMT	vehicle miles traveled

This page intentionally left blank.

# Executive Summary

This Climate Action Plan (CAP) provides a comprehensive roadmap to address the challenges of climate change in the City of Solana Beach (City). Acting on climate change means both reducing greenhouse gas (GHG) emissions from activities within the City and helping the community to adapt to climate change and improve its resilience over the long term. The City takes issues related to climate change and the effects of climate change seriously, and has dedicated resources to create a CAP that strives to achieve GHG reductions. The City is undertaking preparation of this CAP to implement its General Plan policies by establishing GHG emission targets and identifying achievable actions to reduce GHG emissions based on the technical analysis provided in this CAP.

The CAP aims to address climate change by reducing GHG emissions from activities within the City, and by identifying threats and strategies for adapting to future environmental conditions caused by climate change.

The scientific consensus is that it is “extremely likely” that global climate change is caused by GHG emissions associated with human activities, and that significant reductions in human-caused GHG emissions are needed by the mid-21<sup>st</sup> century to prevent the most catastrophic effects of climate change. The Intergovernmental Panel on Climate Change (IPCC) defines “extremely likely” as a 95 percent probability of occurrence/outcome. Additionally, multiple studies published in peer-reviewed scientific journals show that 97 percent or more of actively publishing climate scientists agree that climate change trends over the past century are “extremely likely” due to human activities. To this end, in 2006, the California Global Warming Solutions Act (Assembly Bill [AB] 32) established the State’s first target to reduce GHG emissions, which established a goal of lowering emissions to 1990 levels by 2020. California has been making steady progress and is expected to achieve the 2020 target; however, ongoing reductions in GHG emissions are needed as noted above.

As directed by AB 32 and SB 32, the State aims to reduce annual GHG emissions to:

- 1990 levels by 2020; and
- 40 percent below 1990 levels by 2030.

The State’s longer-term goal is to reduce emissions down to 80 percent below 1990 levels by 2050.

In 2016, Governor Brown signed Senate Bill (SB) 32 into law, which established a new mid-term GHG reduction target of 40 percent below 1990 levels by 2030. This target aligns with those of leading international governments such as the 28-nation European Union which adopted the same target in October 2014. The new 2030 target places California on a trajectory towards meeting its longer-term goal, which is to bring emissions down to 80 percent below 1990 levels by 2050. Many climate experts believe that eventually a reduction of greater than 80 percent will be required to achieve climate stabilization.

Over the last decade, the City has taken several steps to begin addressing climate change and achieving reductions in GHG emissions, both in the City’s operations as well as the broader community. Dating as far back as 2005, the City has been involved in various efforts to quantify GHG emissions sources and formulate reduction strategies at both a City-specific and larger, regional level.

The top five emitting sectors in 2010 are:

1. Transportation (63%)
2. Electricity (20%)
3. Natural Gas (11%)
4. Solid Waste (3%)
5. Water Consumption (2%)

The key components of the climate action planning process represented in this CAP are briefly summarized below:

1. A baseline GHG emissions inventory was prepared for 2010, consistent with the City of San Diego’s CAP 2010 baseline year.

- Approximately 139,216 metric tons of carbon dioxide equivalent (MTCO<sub>2e</sub>) were emitted by communitywide sources in the City in 2010. The term CO<sub>2e</sub> accounts for contributions from carbon dioxide, methane and nitrous oxide based on their varying global warming potentials.
- The largest source of emissions was the transportation sector, which accounted for 63 percent of the annual GHG emissions as determined from the annual inventory; while the electricity sector accounted for approximately 20 percent. Transportation emissions are based on the origin-destination analysis, where pass-through trips with no end point in the City are excluded.

The top five GHG reduction measures will reduce City emissions by a total of 40,019 MTCO<sub>2e</sub> by 2035.

2. GHG emissions forecasts and reduction targets were identified for 2020 and 2035, consistent with the targets recommended by the 2008 AB 32 Scoping Plan and with the State targets. A 2030 statewide target was not available when the CAP process was initiated by the City. The 2030 target would lie along with trajectory to meet 2035 targets.

- Without any future actions (i.e., “business-as-usual” conditions), GHG emissions are expected to increase by 2020 and 2035.
- GHG emissions reduction targets for the CAP were established consistent with State guidance (the AB 32 Scoping Plan and the trajectory to meet 2050 goals):
  - 15 percent below 2010 levels by 2020; and
  - 50 percent below 2010 levels by 2035.
- Legislative actions by State or federal agencies help to reduce emissions in the future, but are not enough to achieve the targets.
- Achieving the 2035 target will require local action to help close the gap between legislative-adjusted emissions forecasts and the emissions limits established by the CAP’s targets.



Source: City of Solana Beach

3. Local GHG emissions reduction strategies and measures were identified to help the City achieve the 2035 target.

- GHG reduction strategies in the CAP are aligned with each of the GHG inventory sectors and contain a total of 30 specific local GHG reduction measures that will achieve GHG reductions.
- The top five measures in the CAP that will the achieve the most local GHG emissions reductions include:
  - Measure T-1: Increasing electric vehicles and alternative fuel vehicles in the region will reduce emissions by 17,495 MTCO<sub>2e</sub> by 2035.
  - Measure E-1: Implementing Community Choice Aggregation, subject to City Council approval, to achieve the goal of 100 percent renewable electricity by 2035 will reduce emissions by 10,466 MTCO<sub>2e</sub> by 2035.

Climate change is a global problem, but one that must be addressed on a local level through partnerships and individual actions.

- Measure E-2: Installing 10.8 megawatts of residential rooftop solar photovoltaic systems will reduce emissions by 5,858 MTCO<sub>2e</sub> by 2035.
- Measure W-1: Diverting 90 percent of solid waste from landfills, with an 85 percent capture rate will result in the reduction of 3,389 MTCO<sub>2e</sub> by 2035.
- Measure E-4: Installing solar hot water heaters at commercial spaces in the City will result in an reduction of 2,811 MTCO<sub>2e</sub> by 2035.

Co-benefits are the collateral positive side effects that result from strategies and measures identified in the CAP.

- While the measures included in the CAP are generally geared towards reducing GHG emissions, many will also result in health and quality of life, environmental, or economic “co-benefits,” including climate adaptation co-benefits.

4. Climate change vulnerability is addressed through climate adaptation measures to improve community sustainability resilience.

- Specific adaptation measures are included in Chapter 4 to address these effects. Many of the measures require the City and other partnering agencies to address climate-related risks as part of existing planning processes, as well as to move towards incremental changes in the way that City services and infrastructure are maintained and operated. Community education and awareness-building are also important components of the adaptation strategies.

Local governments play an important role in achieving the State’s long-term GHG targets for 2030 and 2050. Action and collaboration are needed at all levels to complement and support State level actions.

5. Implementation and monitoring mechanisms are identified that will help the City to ensure that the measures and targets are achieved.

- Implementation of the measures in the CAP will require the City to develop and implement new ordinances, programs, and projects, or modify existing ones. This will require careful consideration of the operational and capital resources needed, as well as the timing and phasing of implementation. Chapter 5 outlines these considerations.
- Monitoring is an important aspect of the CAP to ensure that the City is on track to achieve the GHG reduction targets and desired outcomes for increasing resilience in the face of a changing climate. To this end, the City will need to review and update the GHG emissions inventory periodically (every two years), track the community’s progress on the implementation status of each measure in the CAP, and conduct a CAP update periodically (every five years).
- Local action on climate change cannot be addressed insularly by one agency or community, but requires active and ongoing partnerships between residents, businesses, the City, and other agencies and organizations in the region. On a community-wide level, individuals and businesses can play an important role in combating climate change. By changing habits to consume less energy; producing less waste through recycling, organics processing, and conserving water; and driving less by choosing to carpool, take transit, or walk and bike more frequently, individuals and businesses can work towards reducing their carbon footprint. The combination of these small efforts can lead to better outcomes for the environment and the City.

The CAP contains a total of 30 local GHG reduction measures. The combination of all measures contributes towards achieving the 2035 target.

This page intentionally left blank.



# Chapter 1

## Introduction



The City of Solana Beach (City) has a long history of environmental stewardship and planning for a sustainable future for all persons living and working here. For example, the City was the first in San Diego county to ban single-use plastic bags and polystyrene containers because of their lasting environmental effects. The City has also been working with stakeholders and residents to plan for ways to reduce its impacts on climate change, as well as to adapt to future climate change.

The CAP provides the City with a roadmap to address two climate change challenges: to reduce GHG emissions from activities within the City and to improve its resilience to climate change over the long term.

The City Council authorized the City to sign onto the U.S. Mayors Climate Protection Agreement committing to 12 steps for environmental sustainability in 2007. The Solana Beach Clean and Green Team (or Committee) was formed in 2007 at the urging of local citizens to provide the impetus for signing the agreement and implementing its goals. On November 18, 2015, the City signed onto the Compact of Mayors (Compact), which was launched at the 2014 United Nations Climate Summit. The Compact is a global coalition of mayors and city officials committing to reduce local GHG emissions, enhance resilience to climate change and track their progress publicly.

This Climate Action Plan (CAP) builds upon past and current City efforts in combating global climate change. It also enables the City to meet State legislative and regulatory mandates. The City takes issues related to climate change and the effects of climate change seriously, and has dedicated resources to create a CAP that strives to achieve GHG reductions. This CAP is intended to implement the City's General Plan policies by establishing GHG emissions targets, and identifying achievable actions to reduce GHG emissions based on the technical analysis provided.

There is strong consensus among the scientific community that global climate change is occurring; seasons are shifting, average temperatures are increasing, precipitation levels are changing, and sea levels are rising (Melillo et al. 2014). These changes have the potential to adversely affect human health and safety, economic prosperity, provision of basic services, and the availability of natural resources in the City.

Climate change is the greatest environmental challenge of the 21<sup>st</sup> century. It poses a serious threat not only to our region's natural resources, but to our jobs and health. Climate change also presents big opportunities. Large amounts of money will be saved and made during the transition to a low-carbon economy.

Climate change is already negatively impacting the City. Without concerted actions, conditions will worsen. As discussed in Chapter 4, the effects of climate change on the City may be severe. Possible impacts include sea-level rise up to 4.6 feet by 2100, increased annual average temperatures up to 5.8 degrees Fahrenheit (°F) by 2090, prolonged droughts, and increased unpredictable weather patterns.

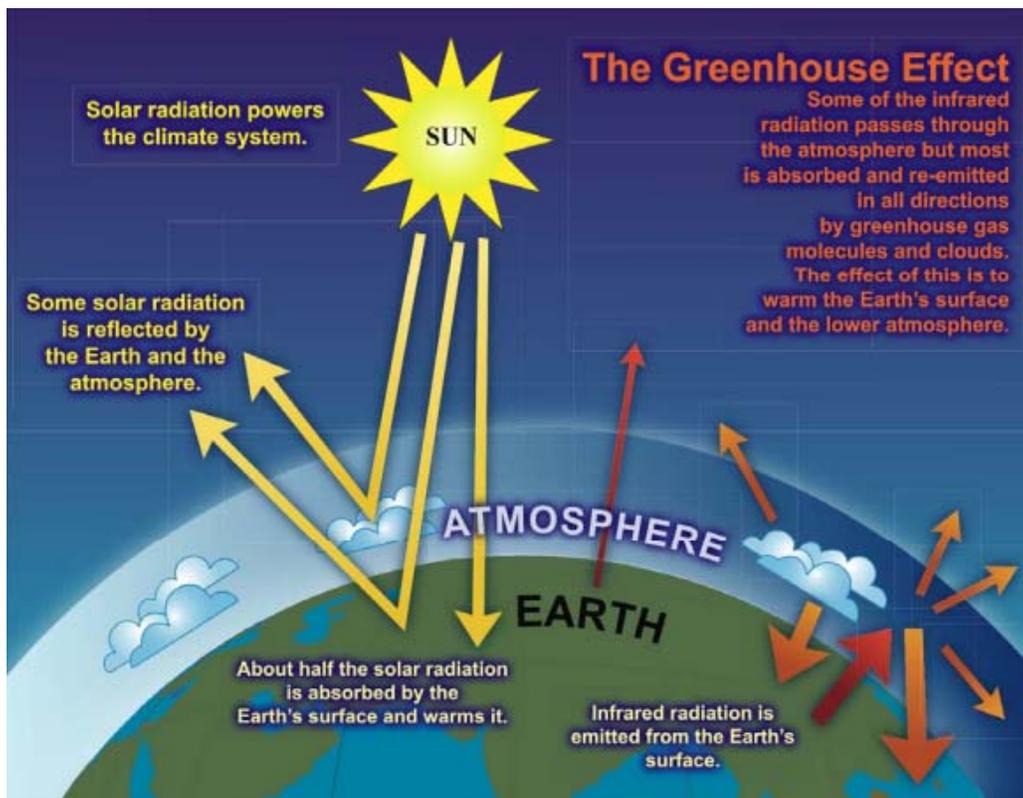
The City will monitor, review, and update the CAP to ensure continued effectiveness and relevance of the document.

The CAP sets a course of action for the City to address global climate change. The CAP, consistent with and complimentary to Statewide legislation and actions, provides a feasible roadmap for the City to both reduce greenhouse gas (GHG) emissions from activities within the City and to address the challenges of a changing climate by helping to adapt to climate change and improve its resilience over the long term.

While the CAP uses the best information, research, and techniques available today, technologies and markets are constantly changing. Thus, strategies identified in the CAP may become obsolete considering the development of new technologies that do not yet exist, or new State and federal laws passed. The overarching goals of the CAP, however, remain the same: to reduce GHG emissions and prepare for and adapt to climate change.

# 1.1 Introduction to Climate Change Science

The greenhouse effect, as outlined below in Figure 1-1, results from a collection of atmospheric gases called GHGs that insulate the Earth and help regulate its temperature. These gases, mainly water vapor, carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), ozone (O<sub>3</sub>), and chlorofluorocarbons (CFCs) all act as effective global insulators, reflecting Earth's visible light and infrared radiation to keep temperatures on Earth conducive to life as we know it. Without the greenhouse effect, Earth would not be able to support life as we know it.



**Figure 1-1: The Greenhouse Effect**

(Source: IPCC 2007.)

However, human activities (e.g., burning of fossil fuels for transportation and energy, increasing rates of deforestation and development) have contributed to the elevated concentration of these gases in the atmosphere. Human-caused (i.e., anthropogenic) emissions of these GHGs above natural ambient concentrations are responsible for intensifying the greenhouse effect and leading to a trend of unnatural warming of the Earth's climate, known as global climate change, or global warming. There is strong scientific consensus that it is "extremely likely" that most of the changes in the world's climate during the last 50 years are a result of anthropogenic GHG emissions (Intergovernmental Panel on Climate Change [IPCC] 2014:3, 5). IPCC defines "extremely likely" as a 95 percent probability of occurrence/outcome. Additionally, multiple studies published in peer-reviewed scientific journals show that 97 percent or more of actively publishing climate scientists agree that climate change trends over the past century are "extremely likely" due to human activities. Global climate change, in turn, is the driver behind changes in precipitation patterns, shrinking polar ice caps, an increase in sea level, and other impacts to biological resources and humans. Chapter 2 of the CAP summarizes the City's GHG emissions that are contributing to global warming.

It is "extremely likely" that in the last 50 years, most of the changes in the world's climate are a result of anthropogenic, or human-generated, activities.

For over twenty years, the world's nations have recognized that climate change is a global problem and can lead to significant fluctuations in regional climates. While there is consensus that global climate change is occurring, and is influenced by human activity, there is less certainty as to the timing, severity, and potential consequences of climate change phenomena, particularly at specific locations. Chapter 4 of the CAP discusses the predicted climate change effects in the City and strategies to adapt to the changing climate.

The CAP represents an important step in acknowledging global climate change effects on the City. Chapters 3, 4 and 5 of the CAP include strategies, specific measures, and implementation programs and monitoring mechanisms to reduce GHG emissions and plan for climate change impacts.

## 1.2 Regulatory Background

In response to the threat of global climate change, the State and City have already taken several steps to both reduce GHG emissions and adapt to climate change. These efforts, briefly summarized below, provide important policy direction and context for the CAP.

Virtually every nation signed the Paris Agreement in 2015, to limit global temperature rise to a maximum of 2 degrees Celsius ([°C], 3.7 °F) from pre-industrial levels. A further reduction to a maximum increase of 1.5°C was determined to be needed and desirable, although it is a very aggressive target. On June 1, 2017, President Trump announced that the U.S. would withdraw from the Paris Climate Agreement. Since then, over 1,200 governors, mayors, businesses, investors and colleges and universities from across the U.S. declared their intent to continue to ensure the U.S. remains a global leader in reducing carbon emissions. The Solana Beach City Council officially confirmed its commitment to the Paris Climate Agreement on June 28, 2017.



(Source: City of Solana Beach)

### 1.2.1 California

In 2005, Governor Arnold Schwarzenegger signed Executive Order S-3-05, which directed California to reduce GHG emissions to 1990 levels by 2020, and to 80 percent below 1990 levels by 2050. A year later, in 2006, the Global Warming Solutions Act (Assembly Bill [AB] 32) was passed, establishing regulatory, reporting, and market mechanisms to achieve quantifiable reductions in GHG emissions. AB 32 put a cap on GHG emissions, setting a target of reducing GHG emissions to 1990 levels by 2020. As part of its implementation of AB 32 and Executive Order S-3-05, the California Air Resources Board (ARB) developed a Scoping Plan in 2008. The Scoping Plan, along with its Update in 2014, describes the approach California will take to reduce GHGs to achieve reduction targets and goals. California is currently on track to meet or exceed the AB 32 current target of reducing GHG emissions to 1990 levels by 2020.

On April 20, 2015, Governor Edmund G. Brown Jr. signed Executive Order B-30-15, establishing a new GHG emissions reduction target of 40 percent below 1990 levels by 2030. This target aligns with those of leading international governments such as the 28-nation European Union which adopted the same target in October 2014. Executive Order B-30-15 also directed ARB to update the AB 32 Scoping Plan to reflect the path to achieving the 2030 target. In September 2016, Governor Brown also signed Senate Bill (SB) 32, which codified into statute the mid-term 2030 target established by Executive Order B-30-15. The new 2030 GHG

emissions reduction target places California on a trajectory towards meeting the goal of reducing statewide emissions to 80 percent below 1990 levels by 2050.

On January 20, 2017, ARB released *The 2017 Climate Change Scoping Plan Update* (proposed 2017 Scoping Plan Update), which lays out the framework for achieving the 2030 reductions as established in Executive Order B-30-15 and SB 32. The proposed 2017 Scoping Plan Update identifies GHG reductions by emissions sector to achieve a statewide emissions level that is 40 percent below 1990 levels by 2030. The proposed 2017 Scoping Plan Update is currently in draft form and has not been adopted by ARB as of this writing.

In addition to legislation setting statewide GHG reduction targets, SB 375, signed by Governor Schwarzenegger in 2008, better aligned regional transportation planning efforts, regional GHG emissions reduction targets, and land use and housing allocations. SB 375 requires Metropolitan Planning Organizations (MPOs) to adopt a Sustainable Communities Strategy (SCS) or Alternative Planning Strategy, showing prescribed land use allocations in each MPO's Regional Transportation Plan (RTP). ARB, in consultation with the MPOs, provides each affected region with reduction targets for GHGs emitted by passenger cars and light trucks in their respective regions for 2020 and 2035. SANDAG adopted *San Diego Forward: The Regional Plan* that integrates the RTP and SCS in October 2015.

As directed by AB 32, SB 32, and Executive Orders B-30-15 and S-3-05, the State aims to reduce annual GHG emissions to:

- 1990 levels by 2020;
- 40 percent below 1990 levels by 2030; and
- 80 percent below 1990 levels by 2050.

On February 16, 2005 the Kyoto Protocol, the international agreement to address climate disruption, became law for the 141 countries that have ratified it to date. On that day, Seattle Mayor Greg Nickels launched the U.S. Conference of Mayors' Climate Protection Agreement, to advance the goals of the Kyoto Protocol through leadership and action by at least 141 American cities. Back in 2007, the City Council authorized the City to sign onto the U.S. Mayors Climate Protection Agreement committing to 12 steps for environmental sustainability.

To effectively address the challenges that a changing climate will bring, the State also prepared the 2009 California Climate Adaptation Strategy, which highlights climate risks and outlines possible solutions that can be implemented throughout the State. This Strategy was updated in 2014 and is now known as *Safeguarding California*. In 2015, the State also developed the Safeguarding California Implementation Action Plans.

Other relevant federal and State regulations relevant to the CAP are identified below:

Table 1-1 Relevant Federal and State Regulations		
Federal	Federal Clean Air Act (CAA)	In 2007, the U.S. Supreme Court ruled that CO <sub>2</sub> is an air pollutant as defined under the CAA, and the U.S. Environmental Protection Agency has the authority to regulate emissions of GHG.
Federal	Corporate Average Fuel Economy (CAFE) Standards	The federal CAFE Standards determine the fuel efficiency of certain vehicle classes in the U.S.
State	SB 97	The State Office of Planning and Research prepared and the Natural Resources Agency adopted amendments to the State California Environmental Quality Act (CEQA) Guidelines for the feasible mitigation of GHG emissions or the effects of GHG emissions. Effective as of March 2010, the revisions to the CEQA Environmental Checklist Form (Appendix G) and the Energy Conservation Appendix (Appendix F) provide a framework to address global climate change impacts in the CEQA process; State CEQA Guidelines Section 15064.4 was also added to provide an approach to assessing impacts from GHGs.
State	Executive Order S-21-09	Executive Order S-21-09 directed ARB, under its AB 32 authority, to adopt a regulation by July 31, 2010 that sets a 33 percent renewable energy target as established by Executive Order S-14-08.
State	Executive Order S-01-07	Executive Order S-01-07 set forth a low carbon fuel standard for California, whereby the carbon intensity of California's transportation fuels is to be reduced by at least 10 percent by 2020.
State	California Building Efficiency Standards Title 24 Part 6	The California Code of Regulations Title 24 Part 6: California's Energy Efficiency Standards for Residential and Nonresidential Buildings are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.
State	AB 1493	AB 1493 (Pavley) required ARB to develop and adopt regulations that reduce GHGs emitted by passenger vehicles and light-duty trucks.
State	AB 197	AB 197 creates a legislative committee to oversee ARB and requires ARB to take specific actions when adopting plans and regulations pursuant to SB 32 related to disadvantaged communities, identification of specific information regarding reduction measures, and information regarding existing GHGs at the local level.
State	SB 350	SB 350 requires the State to set GHG emission reduction targets for the load serving entities through Integrated Resource Planning. SB 350 requires an increase in the Renewable Portfolio Standard to 50 percent by 2030 and doubling energy savings in electricity and natural gas end uses.
State	Advanced Clean Cars Program	In January 2012, ARB approved the Advanced Clean Cars program, which combines the control of GHG emissions and criteria air pollutants, as well as requirements for greater numbers of zero-emission vehicles, into a single package of standards for vehicle model years 2017 through 2025.
State	SB X1-2	SB X1-2 of 2011 requires all California utilities to generate 33 percent of their electricity from renewables by 2020. SB X1-2 mandates that renewables supplied to the California grid from sources within, or directly proximate to, California make up at least 50 percent of the total renewable energy for the 2011-2013 compliance period, at least 65 percent for the 2014-2016 compliance period, and at least 75 percent for 2016 and beyond.

## 1.2.2 City of Solana Beach

Over the last decade, the City, with the assistance of the community volunteer group the Clean and Green Team, has taken several steps to begin addressing climate change, sustainability, and reductions in GHG emissions. Dating as far back as 2005, the City has been involved in various efforts to quantify GHG emissions sources and formulate reduction strategies at both a municipal and community level. This CAP consolidates these past efforts by establishing a new baseline GHG inventory for 2010 and forecasting emissions to 2020 and 2035 to comply with State goals. Other notable City efforts are highlighted below.

- The City's General Plan outlines steps to become a more sustainable community by furthering the use of green techniques, reducing GHG emissions, improving water quality, promoting alternative modes of transportation, reducing energy and water consumption, and increasing energy efficiency and availability of renewable resources.
  - One of the City's four overall strategic objectives is environmental sustainability. This includes actions to reduce and adapt to the effects of climate change.
- 
- (Source: City of Solana Beach)*
- The City has continued its GHG emissions reduction efforts through the establishment of the Solana Beach Clean and Green Team. Since 2007, the team, comprised of local residents and business owners, has been working to help preserve the City's environment through coastal cleanups, support of a mandatory construction and demolition debris recycling ordinance, and participation in the GHG emissions inventory process. Along with City staff, the team has engaged in public outreach and education to help implement the City's ban on single-use plastic bags and food-related polystyrene initiatives. Throughout development of the CAP, the Climate Action Commission has provided input and comments on recommended implementation and adaptation measures to meet the goals of the City.
  - Other notable City achievements include:
    - First in San Diego county to establish the single-use plastic bag ban;
    - First in San Diego county to establish the polystyrene ban at food establishments;
    - First in San Diego county to complete a Community Choice Aggregation Feasibility Study;
    - Adoption of Green Building Codes;
    - Streamlined online permitting for rooftop solar photovoltaic and solar hot water heating;
    - Adoption of mandatory Construction and Demolition Debris Recycling ordinance;
    - Adoption of mandatory recycling requirement for all commercial businesses in Solana Beach;
    - Adoption of Water Efficient Landscape Ordinance to promote water conservation;

- First in San Diego county to install and convert all City-owned streetlights to LEDs and be approved by San Diego Gas & Electric for rate reductions;
  - Implementation of a City employee Commuter Incentive Program that provides monetary incentives for employees to use alternative modes of transportation (bike, walk, public transit, electric vehicles, etc.) or carpool to get to work;
  - Won four Beacon Awards in consecutive years from the Local Government Commission (LGC) for Community GHG Reductions and Sustainability Best Practices;
  - Signatory to the U.S. Mayor’s Climate Protection Agreement in 2007;
  - Installed three electric vehicle charging stations at City Hall in 2011; and
  - Energy efficiency retrofits to all City facilities.
- The City of Solana Beach General Plan includes goals, objectives, and policies that address climate change, sustainability, and GHG reduction efforts, such as:

**Land Use Element**

---

Goal LU-3.0 To be a leader in efforts to reduce greenhouse gas emissions.

---

Policy LU-3.2 Enable residents to reduce their commutes by allowing and encouraging the creation of live/work units for artists, craftspeople, and other professions, promoting home occupations and telecommuting, and supporting other means of achieving jobs/housing balance.

---

Policy LU-3.5 Reduce urban heat island effect through sustainable design and building practices, cool roofs, green roofs, light colored pavement, shade trees, shading, and other means.

---

Policy LU-3.6 Promote the use of solar panels, solar hot water heaters, and other green energy sources in conjunction with new development and retrofits to existing structures.

---

**Conservation and Open Space Element**

---

Objective 2.0 Establish a master plan of hiking/jogging, bicycle, and equestrian trails.

---

Policy 2.a The city shall adopt a master plan of trails and shall develop at least one mile of trails annually until completion of the planned system. This trail system shall link the city’s greenbelts, parks, and open space to the greatest extent possible.

---

- Solana Beach has been a member of the International Council for Local Environmental Initiatives (ICLEI) since 2008, demonstrating a commitment toward continued action toward sustainability. As a member, the City benefits from the toolsets provided by the Local Governments for Sustainability. These include the Clear Path California Software (ClearPath), and the Local Government and Community protocols and reference guides to help guide the City in preparing a CAP.
- The City also joined the Compact of Mayors in 2015, agreeing on a set of climate change measures in concert with other members.

## 1.3 Climate Action Plan Purpose and Objectives

The CAP outlines a course of action for the City to reduce community-wide GHG emissions, as well as prepare for and adapt to climate change. Goals for addressing climate change were developed in consideration of the built-out nature of the City and the limited potential for new development.

The overarching goals for the City's CAP are to:

- Reduce GHG emissions; and
- Identify adaptation measures for City government, businesses, and residential sustainability.

The GHG reduction targets for the City are established based on State goals embodied in AB 32, SB 32, and Executive Orders B-30-15 and S-3-05. The CAP aims to achieve the following local community-wide GHG reduction targets:

- 15 percent below 2010 levels by 2020; and
- 50 percent below 2010 levels by 2035.

To achieve these objectives, the CAP identifies the following:

- A summary of baseline GHG emissions and the potential growth of these emissions over time;
- The expected climate change effects on the City;
- GHG emissions reduction targets and goals to reduce the community's contribution to global warming; and
- Identification and evaluation of strategies and specific measures to comply with statewide GHG reduction targets and goals, along with measures to help the community adapt to climate change impacts.

AB 32, SB 32, and Executive Orders B-30-15 and S-3-05 use 1990 levels as a benchmark to identify statewide reduction targets. Because the City's 1990 emissions level were not estimated, proportional targets for the City's CAP were developed for 2010.

As part of CAP implementation, each strategy and measure should be continually assessed and monitored. Reporting on the status of implementation of these strategies, periodic updates to the GHG emissions inventory, and other monitoring activities will help to ensure that the CAP is making progress. See Chapter 5 for more information on administering, implementing, and monitoring the CAP.

## 1.4 Co-Benefits

While the measures included in the CAP are generally geared towards reducing GHG emissions, many will also result in environmental or economic "co-benefits." Environmental co-benefits include improvements to air quality, water supplies, and biological resources, public health outcomes, and beneficial outcomes for other resources.

For example, a significant co-benefit of implementing CAP measures related to reductions in motor vehicle use and associated fuel combustion will result in fewer toxic air contaminants, leading to better air quality and improved health for everyone. Other strategies focus on improving energy and water-use efficiency in new and existing buildings, lowering overall housing and operation costs for residents and businesses.

Co-benefits are the complementary, positive side effects that result from strategies and measures identified in the CAP.

The benefits of the CAP include:

- **Local Control.** The CAP allows the City to maintain control over GHG reduction strategies that are most advantageous to the City, while promoting economic competitiveness and prepositioning to obtain funding for CAP implementation.
- **Energy and Resource Efficiency.** Increased energy efficiency reduces energy consumption and GHG emissions. Renewable energy technology reduces fossil fuel reliance by using alternative sustainable sources of energy to reduce GHG emissions.
- **Improved Public Health.** Several reduction measures encourage alternative commuting transportation modes that allow people to drive less, save money, and enjoy a better quality of life.
- **Demonstrating Consistency with State GHG Reduction Targets.** The CAP demonstrates that the City is aligned with the State targets for reducing GHG emissions.

Co-Benefits identified in the CAP:

- Improved Air Quality
- Improved Public Health
- Increased Non-Motorized Transportation
- Reduced Fossil Fuel Reliance
- Energy Efficiency/Reduced Energy Demand
- Increased Renewable Energy
- Water Conservation
- Increased Resiliency

More detailed discussion of reduction measures, along with their co-benefits, can be found in Chapter 3, Greenhouse Gas Emissions Reduction Strategies and Measures.

## 1.5 Community Action and Public Involvement

### 1.5.1 Community Action

While global change is happening worldwide, local efforts to reduce human-induced GHG emissions and build resilience in the face of adverse climate change effects can make a difference. Local action on climate change cannot be addressed insularly by one agency or community, but requires active and ongoing partnerships between residents, businesses, the City, and other agencies and organizations in the region. By beginning to plan now and engage in more sustainable practices, communities will be better suited to adapt to climate change and be more resilient in the future.

Climate change is a global problem, but one that must also be addressed on a local level through partnerships and individual actions.

At the regional and local scale, individuals and businesses can play an important role in combating climate change. By changing habits to consume less energy, producing less waste through recycling, conserving water, composting, and driving less by choosing to carpool, take transit, or walk and bike more frequently, individuals and businesses can work towards reducing their carbon footprint. The combination of these small efforts can lead to better outcomes for the environment and the City.

Effective and long-term climate action and resiliency in the City can only be achieved through efforts that continue to change the way individuals interact with the environment. The CAP serves as a resource and starting point to support long term sustainability efforts. The City is committed to implementing the actions in the CAP to advance equality and reduce disparities. Opportunities to participate and share the benefits of the City's actions will be inclusive for all City residents.

## 1.5.2 Summary of Public Involvement

The CAP was developed with input from the City's Climate Action Commission. The Climate Action Commission meets monthly to discuss the City's GHG emissions inventory, set emission reduction targets, explore reduction measures, and review periodic monitoring and evaluations. The Commission was formed by City Council action in November 2015 and held its first meeting in March 2016. The Commission has held monthly meetings since, for a total of 15 regular meetings. A Community Choice Aggregation (CCA) discussion has been a standing agenda item at every meeting.

Preceding the formation of the Climate Action Commission, the Clean & Green Team discussed climate action and reduction measures in open meetings from 2006-2016.

The City and the Climate Action Commission held two CAP Workshops in November 2016 and May 2017, engaging the community and presenting the CAP methodology, GHG reduction targets, and proposed reduction measures to assist the City in achieving the State GHG reduction targets. The Draft CAP was circulated for public review from May 19<sup>th</sup> to June 12<sup>th</sup>, 2017. Public comments were received, reviewed, and discussed at the public workshop in May 2017 and the Climate Action Commission meeting in June 2017. The City will continue to engage the community during and after CAP adoption.



(Source: City of Solana Beach)



## Chapter 2

Greenhouse Gas  
Emissions Inventory,  
Forecasts and  
Reduction Targets



## 2.1 Introduction

This chapter summarizes the community’s contribution to global warming by offering a detailed accounting of greenhouse gas (GHG) emissions within the City of Solana Beach (City). It includes a discussion of the primary sources and annual levels of GHG emissions from 2010 (i.e., baseline inventory), describes likely trends if emissions are not reduced for 2020 and 2035 (i.e., forecasts), and sets a path forward to reduce emissions for 2020 and 2035 (i.e., targets). Emissions from community activities are discussed in Sections 2.2 through 2.4.

### 2.1.1 Why Prepare a Greenhouse Gas Emissions Inventory?

Recent changes in global weather patterns and temperatures are highly correlated with elevated GHG emissions resulting from human activities. Per the scientific community, to avoid “dangerous climate change” in the Earth’s climate system, GHG emissions will need to be stabilized so that global temperatures do not increase more than 3.6 degrees Fahrenheit (°F) (2 degrees Celsius [°C]) above pre-industrial levels. To achieve this outcome, global carbon dioxide (CO<sub>2</sub>) emissions must be stabilized at 450 parts per million (ppm).

One of the main objectives of this climate action plan (CAP) is to identify and reduce local contributions to global GHG emissions. This chapter is intended to serve as a foundation for the strategies and measures that will implement the commitment of the City to reducing GHG emissions. Measuring GHG emissions is a critical first step in developing the CAP for several reasons. First, the GHG inventory identifies major sources and quantities of GHG emissions associated with the activities and choices currently made by residents, businesses, and public institutions. Second, the inventory provides the baseline that is used to forecast emissions trends and to develop an accurate near-term reduction target and interim goals consistent with State objectives. Finally, the inventory sets the baseline for the City to develop, evaluate, and implement strategies and measures to achieve its near-term target and interim goals.

The inventory baseline is used to:

- forecast emissions;
- develop reduction targets; and
- develop, evaluate, and implement strategies to achieve the targets.

The GHG emissions inventory also plays a role in ensuring that the City stays on course to meet the GHG reduction targets. After the CAP is adopted, the City will prepare regularly updated GHG emissions inventories that will be compared to the baseline inventory and be used to track progress in reducing emissions as CAP measures are implemented.

The emissions inventory is limited to gases that are generated by activities in the City from a defined set of sources (e.g., transportation, electricity use, waste) that can be readily monitored and reduced through City actions.

The inventory establishes 2010 as the baseline year from which the City determines GHG reduction targets.

## 2.2 Inventory

The first step in the City’s climate action planning process is to understand the sources and amounts of GHG emissions generated from activities within the City. A GHG emissions inventory is an estimate of a defined set of gases (e.g., CO<sub>2</sub>, methane [CH<sub>4</sub>], nitrous oxide [N<sub>2</sub>O]) that contribute to climate change. The emissions inventory prepared for this CAP is limited to emissions that are generated due to activities within the City from a defined set of sources (e.g., transportation, electricity use, waste). These include emissions that can be readily estimated, monitored and reduced by City measures that support the efforts of residents and businesses, and are within local jurisdictional control.

AB 32, SB 32, and Executive Orders B-30-15 and S-3-05 use 1990 levels as a benchmark to identify statewide reduction targets. Because the City’s 1990 emissions level was not estimated, proportional targets for the City’s CAP were developed from the 2010 baseline that are consistent with direction in the 2008 Scoping Plan.

The City's 2010 inventory of GHG emissions is broken down into the following sectors, shown in decreasing order by level of contribution:

- **Transportation:** On-road transportation emissions associated with gasoline and diesel consumption from driving that occurred on roadways.
- **Electricity:** Building energy use emissions associated with electricity in residential and commercial buildings.
- **Natural Gas:** Building energy use emissions associated with combustion of natural gas in residential and commercial buildings.
- **Solid Waste:** Waste emissions associated with the disposal of organic waste in landfills and community-generated mixed waste generated by residents and businesses in the City.
- **Water:** Emissions associated with the water supplied, conveyed, distributed, and treated to residents and businesses within the City.
- **Wastewater:** Wastewater treatment emissions associated with both the energy consumed during treatment and fugitive emissions resulting from the treatment process for domestic sewage.

The City's 2010 GHG Emissions Inventory has Six Sectors:

1. Transportation
2. Electricity
3. Natural Gas
4. Solid Waste
5. Water
6. Wastewater

Further details on the methodology for the inventory can be found in Appendix A.

It should be noted that residents, businesses, and organizations make choices daily that produce GHG emissions that may be beyond the influence of the City and the CAP. This does not mean that individual residents or business in the City should feel limited to only those measures identified in this CAP, which are focused primarily on the City's inventoried emissions. Rather, members of the community can still make climate-friendly choices, such as buying locally-grown foods and locally-manufactured products that reduce electricity and energy use, to further reduce the local carbon footprint and further contribute to helping reverse global warming trends on a global scale.



Source: City of Solana Beach

## 2.2.1 City of Solana Beach 2010 GHG Emissions

An important aspect of GHG accounting is the unit of measurement used to inventory and estimate emissions. CO<sub>2</sub> is the largest contributor to global warming and the most recognized GHG; however, there are five other primary GHGs that must be addressed to meet State reduction targets, including: CH<sub>4</sub>, N<sub>2</sub>O, sulfur hexafluoride (SF<sub>6</sub>), hydrofluorocarbons (HFCs), and perfluorocarbons (PFCs). To simplify discussion and comparison of these emissions collectively, climate action plans use a measurement known as carbon dioxide equivalent (CO<sub>2</sub>e).

CO<sub>2</sub>e measurement translates each GHG to an equivalent volume of CO<sub>2</sub> by weighting it by its relative global warming potential (GWP). For example, per the Intergovernmental Panel on Climate Change (IPCC), CH<sub>4</sub> and N<sub>2</sub>O are 25 and 298 times more potent, respectively, than CO<sub>2</sub> in their ability to trap heat in the atmosphere (IPCC 2007). Converting these gases into “carbon dioxide equivalents (CO<sub>2</sub>e)” allows consideration of all the gases in comparable terms and makes it easier to communicate how various sources and types of GHG emissions contribute to global warming. A metric ton of CO<sub>2</sub>e (MTCO<sub>2</sub>e) is the standard measurement of the amount of GHG emissions produced and released into the atmosphere.

**Breakdown of Emitting Sectors in 2010:**

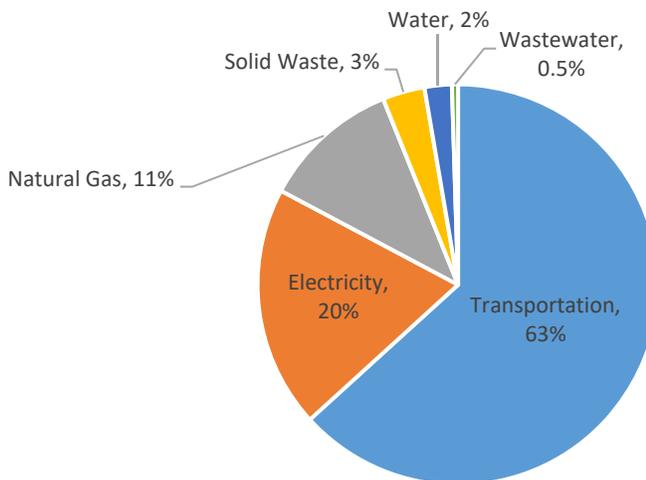
1. Transportation (63%)
2. Electricity (20%)
3. Natural Gas (11%)
4. Solid Waste (3%)
5. Water (2%)
6. Wastewater (0.5%)

Note: Values may not add to totals due to rounding.

In 2010, community activities in the City accounted for 139,216 MTCO<sub>2</sub>e. A large proportion of emissions were due to on-road vehicle activity and building energy use. Emissions from gasoline and diesel consumption related to vehicles on local and regional roads accounted for 63 percent of the City’s emissions in 2010, while electricity consumption accounted for 20 percent of the emissions.

The City’s 2010 emissions are equal to the emissions of a car driving 334 million miles, or driving to the moon and back 699 times.

To put the City’s emissions into perspective, 139,216 MTCO<sub>2</sub>e is equivalent to combusting 15.7 million gallons of gasoline, combusting 74,278 tons of coal, or a year’s worth of carbon sequestration from 131,782 acres of U.S. forests. Assuming an average car gets about 25 miles to the gallon, the City’s 2010 emissions is the same as a single car driving 334 million miles, or driving to the moon and back 699 times (U.S. Environmental Protection Agency 2016).



Source: EPIC 2016.

**Figure 2-1: City of Solana Beach 2010 GHG Emissions**

Additional details related to the specific emission sectors, data sources, assumptions, and methodology can be found in Appendix A. Figure 2-1 above and Table 2-1 below show the breakdown of the City's GHG emissions in 2010.

Emissions Sector	MTCO <sub>2</sub> e	Percent (%)
Transportation	88,049	63
Electricity	27,182	20
Natural Gas	15,504	11
Solid Waste	4,736	3
Water	3,052	2
Wastewater	693	0.5
<b>Total</b>	<b>139,216</b>	<b>100</b>

Notes: Columns may not add to totals due to rounding.  
MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
Source: EPIC 2016.

## 2.3 Forecasts

GHG emissions forecasts provide an estimate of future emission levels based on a continuation of current trends in activity, while also accounting for known regulatory actions by State or federal agencies (i.e., “legislative” actions) that could reduce emissions in the future. Forecasts provide insights into the scale of local reductions needed to achieve the GHG emissions reduction targets, in addition to legislative actions.

The BAU GHG emissions forecasts in the CAP assume a continued increase in population, housing units, employment and vehicle activity. Projections are based on SANDAG's Series 13 Regional Growth Forecast.

The first step in preparing GHG emissions forecasts is the preparation of a “business-as-usual” (BAU) forecast, which assumes that no additional efforts or legislative actions beyond what have already been adopted will be made to reduce GHG emissions in the future. The BAU forecast also assumes that population, housing, employment, and transportation activity will grow over time, consistent with City projections. Finally, the BAU forecast does not account for GHG emissions reductions associated with implementation of the CAP or legislative actions.

Details on how the forecasts were developed and the indicators used to estimate each sector can be found in Appendix B.

### 2.3.1 Demographic Trends

GHG emission forecasts were estimated for 2020 and 2035 using City-specific demographic and vehicle activity projections through 2035 from the San Diego Association of Governments (SANDAG) Series 13 Regional Growth Forecast. In general, the City is anticipated to experience modest growth by 2020 and 2035, as reflected in the emissions forecasts. Based on data used by the Energy Policy Initiatives Center (EPIC) to estimate projections, the City's population is expected to increase by 4 percent by 2020 and 6 percent by 2035 from 2010 levels. Total occupied housing units is expected to increase by 1 percent by 2020 and 6 percent by 2035 from 2010 levels. Furthermore, employment is expected to increase by 7 percent in 2020 and 12 percent by 2035 from 2010 levels. Further details on the underlying SANDAG data used for emissions forecasts can be found in Appendix A.

From 2010 levels, population in the City is expected to increase by:

- 4 % by 2020, and
- 6 % by 2035.

## Legislative Reductions

The City's GHG forecasts account for a variety of legislative actions that will reduce future emissions in the City, without any additional local government action called for in this CAP. The applied legislative reductions include:

- Federal and State Vehicle Efficiency Standards;
- California Tire Pressure Program;
- California Renewables Portfolio Standards;
- California Utility Energy Efficiency Program;
- 2013 Building Energy Efficiency Standards; and
- Additional Achievable Energy Efficiency Savings from California Energy and Appliance Standards.

A detailed description and analysis of how specific legislative reductions are included in the City's BAU GHG emissions inventory and forecast can be found in Appendix A and B. Table 2-2 and Figure 2-2 below show the summary of the City's forecasted BAU GHG emissions.

Emissions Sector	2010	2020		2035	
		BAU Forecast	Legislative-Adjusted Forecast	BAU Forecast	Legislative-Adjusted Forecast
Transportation	88,049	82,849	76,750	90,927	77,176
Electricity	27,182	26,483	17,875	27,905	15,954
Natural Gas	15,504	13,444	13,120	14,217	12,895
Solid Waste	4,736	5,231	5,231	5,556	5,556
Water	3,052	3,244	3,244	3,446	3,446
Wastewater	693	617	617	656	656
<b>Total</b>	<b>139,216</b>	<b>131,868</b>	<b>116,837</b>	<b>142,707</b>	<b>115,683</b>
<i>Percent change from 2010 (%)</i>	-	-5%	-16%	3%	-17%

Notes: Columns may not add to totals due to rounding.  
 BAU = business as usual  
 GHG = greenhouse gas emissions  
 MTCO<sub>2e</sub> = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

### 2.3.2 BAU GHG Emissions Forecasts with Legislative Reductions

The legislative actions listed above will help to lower GHG emissions in the City, as shown in Table 2-2. By 2020, total emissions will decrease by 16 percent below 2010 levels. The overall decrease in emissions is primarily due to State and federal policies in place in 2010. Furthermore, emissions will decrease by 17 percent in 2035 from 2010 levels.

Taking legislative reductions into account, emissions are projected to decrease in the BAU forecast in 2020 to meet the State goals. Legislative actions are expected to reduce the BAU forecast in 2035; however, reductions in emissions in 2035 are not, in and of themselves, enough to meet State goals.

## 2.4 Reduction Targets

This CAP focuses on reducing emissions by 15 percent below 2010 levels by 2020 and 50 percent below 2010 levels by 2035.

As directed in Assembly Bill (AB) 32, Senate Bill (SB) 32, and Executive Orders B-30-15 and S-3-05, the State aims to reduce annual statewide GHG emissions to:

- 1990 levels by 2020;
- 40 percent below 1990 levels by 2030; and
- 80 percent below 1990 levels by 2050.

The City's reduction targets are consistent with recommended community targets in ARB's Scoping Plan.

The California Air Resources Board (ARB) released *The 2017 Climate Change Scoping Plan Update* (proposed 2017 Scoping Plan Update) pursuant to AB 32 and SB 32. It indicated that reducing the State's emissions to 80 percent below 1990 levels by 2050 would be consistent with the IPCC's analysis. IPCC's analysis specified the global emissions trajectory needed to stabilize atmospheric concentrations at 450 ppm or less, to reduce the likelihood of catastrophic global climate change (ARB 2017).

Pursuant to AB 32, ARB's 2008 Climate Change Scoping Plan recommended local governments to adopt a goal for local emissions reduction by 15 percent from current levels by 2020. In accordance with ARB's recommendation, the City's CAP includes a target to achieve a 15 percent reduction from 2010 baseline by 2020. In the 2014 update to the Climate Change Scoping Plan, ARB recommended local governments to chart a reduction trajectory that is consistent with, or exceeds, the Statewide goals to meet 80 percent below 1990 levels by 2050. The City set a 2035 target based upon the trajectory for meeting the State's 2050 reductions. Thus, consistent with State goals, the following reduction targets should be achieved in the City:

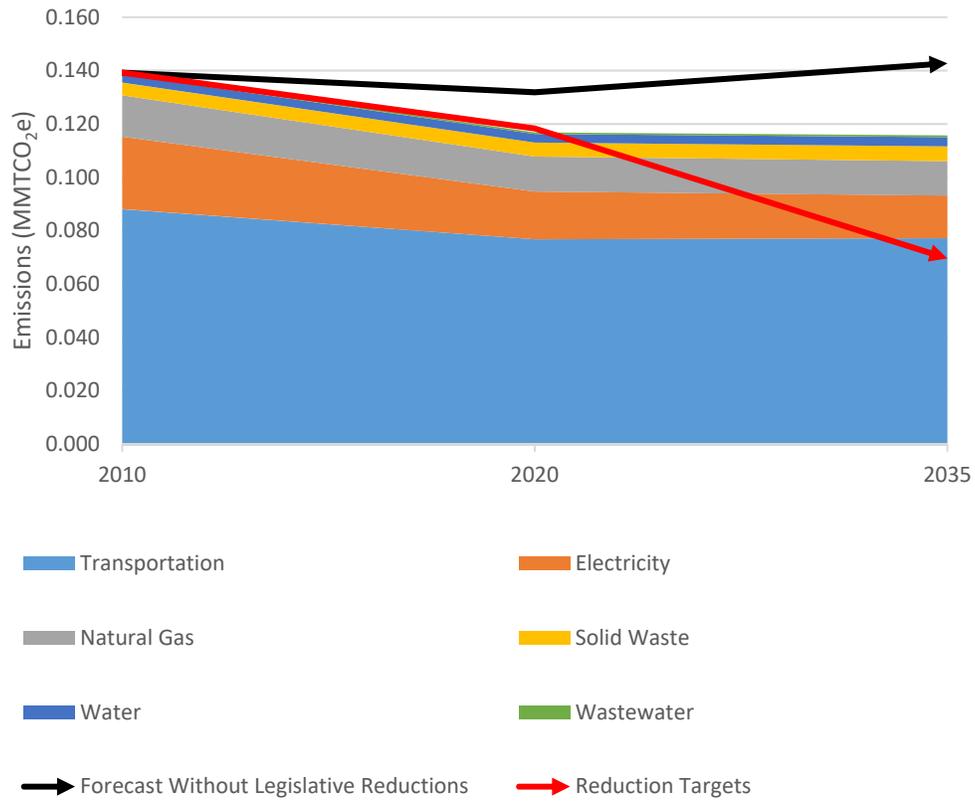
- 15 percent below 2010 levels by 2020, and
- 50 percent below 2010 levels by 2035.

To meet reduction targets, the City will need to reduce emissions to:

- 118,334 MTCO<sub>2e</sub>/year in 2020; and
- 69,608 MTCO<sub>2e</sub>/year in 2035.

Attaining a 15 percent reduction in GHG emissions will require that emissions be reduced to approximately 118,334 MTCO<sub>2e</sub>/year in 2020, which is about 13,534 MTCO<sub>2e</sub>/year lower than 2010 levels.

To achieve long-term GHG reductions, the City will need to reduce emissions to 69,608 MTCO<sub>2e</sub>/year by 2035, or about 73,099 MTCO<sub>2e</sub> (50 percent) below 2010 GHG emissions levels. The City achieves the 2020 target through State and federal legislative measures; however, reductions in emissions in 2035 are not, in and of themselves, enough to meet the reduction target consistent with State goals. A detailed technical analysis of the City's emissions reduction target and goals can be found in Appendix B. Figure 2-2 below shows the GHG reduction targets alongside the breakdown of the City's emissions over time, discounting any actions and measures proposed in this CAP.



Note: MMTCO<sub>2</sub>e = million metric tons of carbon dioxide equivalent

Source: EPIC 2017.

**Figure 2-2: City of Solana Beach Business-as-Usual GHG Emissions Forecasts and Targets**

This page intentionally left blank.



## Chapter 3

# Greenhouse Gas Reduction Strategies and Measures



## 3.1 Introduction

This chapter outlines strategies and specific measures to be implemented by the City of Solana Beach (City) to achieve its greenhouse gas (GHG) reduction targets over the coming decades. The strategies and measures focus on locally-based actions to reduce GHG emissions in various sectors as a complement to legislative actions taken by the State and federal government.

The strategies mainly focus on community-scale strategies, but also include municipal operations strategies to address both public and private responsibility for climate change. Through partnerships with and among residents, businesses, and other organizations, these measures will provide net benefits for everyone, such as an improved environment, long-term cost savings, conserved resources, a strengthened economy, and greater quality of life, to contribute to a healthier planet.

Strategies are organized under four GHG emissions sector-based strategies. Measures identify specific locally-based actions to reduce GHG emissions.

In addition to defining new measures, the Climate Action Plan (CAP) accounts for existing plans, programs, and activities that the City has already undertaken to reduce GHG emissions. The CAP acknowledges these efforts and, in some cases, builds or expands on them.

Many of the strategies and measures to reduce GHG emissions will also have important co-benefits, which are discussed in this chapter. Climate change adaptation is an important co-benefit of many GHG reduction measures, and this is discussed in further detail in Chapter 4, Climate Adaptation.

Co-benefits are the additional, beneficial effects that will result from implementation of strategies and measures identified in the CAP.

## 3.2 Summary of Greenhouse Gas Reduction Strategies

As described in Chapter 2, the City has established a 2020 GHG emissions reduction target (15 percent below 2010 levels) and 2035 target (50 percent below 2010 levels) to reduce annual emissions levels, consistent with State goals. If community emissions in the City were to continue growing under business-as-usual (BAU) practices and activities, the City's GHG emissions will meet and exceed the 2020 reduction target by just over 10,000 metric tons of carbon dioxide equivalent (MTCO<sub>2e</sub>), but would fall short of the 2035 target by 73,099 MTCO<sub>2e</sub>. Detailed reduction measures are focused in 2035 because the 2020 targets are achieved by the City through State and federal measures. After legislative reductions and proposed reduction strategies and measures in this CAP, there is a gap of approximately 51 MTCO<sub>2e</sub> to reach the 2035 target. The City may present the purchase of carbon offsets as an option for the City Council to consider and decide on to close this gap.

Table 3-1 below shows the GHG reductions attributable to the measures included in this CAP. Table 3-2 shows how the anticipated reductions will help the City meet its GHG reduction targets. Detailed calculations and descriptions of the calculation methodologies are provided in Appendix B.

The City aims to reduce annual GHG emissions to:

- 15% below 2010 levels by 2020, and
- 50% below 2010 levels by 2035.

Strategy	2035
Legislative Reductions	27,021
Transportation	19,644
Renewable Energy and Buildings	21,213
Waste and Water	4,183
Carbon Sequestration (Urban Tree Planting Program)	986
<b>Total Reductions</b>	<b>73,047</b>

Notes: Columns may not add to totals due to rounding.  
 GHG = greenhouse gas emissions  
 MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

Emissions	2035
BAU Emissions Forecast	142,707
Legislative Reductions	27,021
Legislative-Adjusted BAU Emissions Forecast (BAU Forecast – Legislative Reductions)	115,683
Baseline Emissions (2010)	139,216
City of Solana Beach GHG Reduction Target (Percent below 2010)	50%
Target Emissions	69,608
Reductions from CAP Measures	<b>46,026</b>
City of Solana Beach Emissions with CAP (Legislative-Adjusted BAU – CAP Reductions)	69,659
Additional GHG Reductions Needed to meet Target (Target Emissions – CAP Reductions)	51

Notes: Columns may not add to totals due to rounding.  
 BAU = Business-As-Usual  
 CAP = Climate Action Plan  
 GHG = greenhouse gas emissions  
 MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

## 3.3 Strategies and Measures to Reduce Greenhouse Gases

To help close the gap between the City's future BAU emissions and State targets, the CAP proposes 30 GHG-reducing measures that are organized under four GHG emissions sector-based strategies.

There are 30 GHG-reducing measures, organized under four GHG emissions sector-based strategies.

The measures were developed based on a combination of factors, including:

- the feasibility of the measure to be implemented by the City;

- the need for greater reductions in the sectors with the most emissions;
- existing policies, actions, or programs that can be expanded or proposed policies yet to be adopted;
- feedback from community and other stakeholders; and
- technological innovations.

The discussion below describes each strategy, measure, and associated GHG emissions reductions. Additional detail and calculations can be found in Appendix B. Chapter 5 further describes how individual measures will be implemented.

### 3.3.1 Solana Beach General Plan

The Solana Beach General Plan represents the City’s vision for its future. The General Plan also includes goals and policies that would serve to implement the City’s vision. Implementation and maintenance of a CAP is a policy in the General Plan Land Use Element (Policy LU-3.11). The Land Use Element is intended to complement and maintain consistency with the San Diego Association of Governments (SANDAG) Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS). Most of the redevelopment, infill, and new growth is expected to occur within the “downtown” or “town center” area of the City. These areas are intended to accommodate compact, mixed-use, and walkable areas that are connected to the regional transportation system.

### 3.3.2 Transportation

Transportation is a significant contributor to GHG emissions in the City, accounting for 63 percent of total emissions in 2010. Most of these emissions, as well as congestion on City streets, come from personal driving. Getting people out of their single occupancy vehicles and electrifying vehicles that are driven, will significantly reduce GHG emissions and congestion on City streets. Transportation-related emissions were estimated based on the origin-destination method, whereby trips that originate and end within the designated boundary are included in their entirety, while pass-through trips that do not have an end point in the City are excluded. Trips that either originate or end within City boundaries are divided by 2 to evenly allocate the miles to the outside jurisdiction. Additional details on transportation emissions quantification are provided in Appendix A.

Electric vehicles are an important part of the climate action strategy. Under the CAP, the City will work to ensure that existing and potential electric vehicle owners can find adequate charging infrastructure at public and workplace locations. The City will also add plug-in vehicles to its municipal fleet and encourage plug-in adoption for car-share organizations. In addition, the City will support public outreach to educate and motivate residents to drive electric vehicles (EVs) and property owners to install chargers and/or become EV-ready.

#### Co-Benefits

- Improved Air Quality
- Improved Public Health
- Increased Non-Motorized Transportation
- Reduced Fossil Fuel Reliance

Legislative reductions will reduce transportation emissions in 2035 by 10 percent, mainly due to improvements in State and federal vehicle fuel efficiency standards. These legislative reductions apply to the fuel efficiency of vehicle operations, while measures that affect the frequency or distance of vehicle travel are within local or regional control and can be addressed in a local CAP.

Measures under the transportation strategy will reduce transportation emissions by an additional 14 percent, resulting in an approximately 24 percent reduction in transportation emissions in 2035 when combined with legislative reductions. The transportation measures proposed under this strategy aim to further reduce emissions by reducing vehicle trips and vehicle fuel use. Emissions reductions from these measures rely on

successful coordination with, and participation from, local and regional transportation and planning agencies, residents, and businesses, and the City. Emissions reduction calculation details can be found in Appendix B.

The transportation strategy includes 11 measures. Table 3-3 summarizes the reductions anticipated from transportation measures. Each measure is described in further detail below.

Measure Number	Measure Description	GHG Reductions (MTCO <sub>2</sub> e)
		2035
T-1	Increase EVs and AFVs VMT to 30% of total VMT	17,495
T-2	Increase commuting by vanpools to 20% of labor force	608
T-3	Reduce average commuter trip distance by 1 mile	464
T-4	Increase commuting by mass transit to 10% of labor force	429
T-5	Increase preferred parking for EVs and AFVs to 20% of eligible parking spots	325
T-6	Retime four traffic signals	144
T-7	Promote telecommuting to achieve 10% participation	86
T-8	Convert municipal gasoline fueled vehicle fleet to EVs to achieve 50% gasoline reduction	56
T-9	Increase commuting by walking to 5% of labor force	16
T-10	Increase commuting by bicycling by achieving approximately 17 bike lane miles	11
T-11	Promote alternative work schedule to achieve participation from 1% of labor force	9
<b>TOTAL</b>		<b>19,643</b>

Notes: Columns may not add to totals due to rounding.

AFV = alternative fuel vehicle; EV = electric vehicle; GHG = greenhouse gas; VMT = vehicle miles traveled

MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent

Source: EPIC 2017.

***Measure T-1 Increase EVs and alternative fuel vehicles (AFVs) vehicle miles traveled (VMT) to 30 percent of total VMT***

This measure will reduce emissions by replacing fossil fuel-driven vehicles with EVs and other AFVs that have lower GHG emissions. The CAP goal is to increase the percentage of VMT driven by EVs and other AFVs to 30 percent of total VMT by 2035. The City will encourage a shift to EVs and AFVs through the following actions:

- Support public and private sector provisions of alternative fueling stations in the City and adjacent cities.
- Require EV charging stations and EV charger-ready wiring in commercial/multi-family and residential structures (both new construction and substantial remodels) as follows: residential EV charger-ready wiring; commercial and multi-family EV charger-ready wiring at all garages; and EV chargers in quantities proportional to the total parking spaces available.
- Collaborate with SANDAG to increase EVs in the region.
- Provide incentives for the City's residents to increase use of EVs.
- Explore grant funding for electric vehicle chargers.

- Advocate for and facilitate the implementation of an EV car sharing fleet network to serve the City.
- Explore barriers for EV charging for garage-free homes, install charging infrastructure integrated into streetlights; support use of electric bikes.

*Measure T-2 Increase commuting by vanpools to 20 percent of labor force*

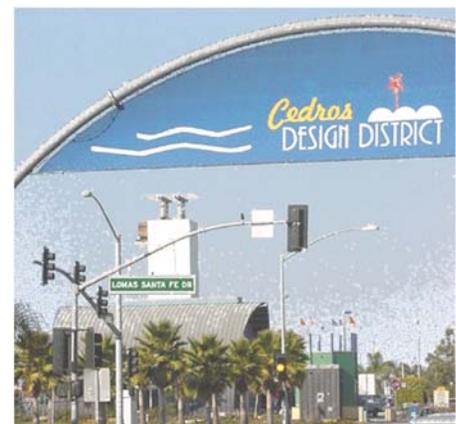
This measure will reduce VMT from single occupancy vehicles by promoting ridesharing. The City will increase vanpooling to 20 percent of its resident and employer labor force through the following actions:

- Collaborate with SANDAG to identify the longest commute distances and associated employers to add vanpooling.
- Collaborate with SANDAG on successfully implementing its North Coast Transportation Demand Management (TDM) plan (SANDAG 2013), and connect the City's employers and residents to travel-planning resources.
- Review Key Performance Indicators (KPIs) in SANDAG's TDM implementation plan (SANDAG 2012) at least once annually.
- Explore modifying the Solana Beach Municipal Code parking standard requirements to incentivize provision of parking stalls for carpool or vanpool vehicles as a credit toward parking requirements.
- Advocate for Interstate 5 high-occupancy vehicle lanes at least to and from City on-ramps and off-ramps.

*Measure T-3 Reduce average commuter trip distance by one mile*

This measure would reduce average trip distance from commuter trips by the labor force by one mile. The current average commute distance in the City is 15 miles, as reported by SANDAG. The City contains adequate sites designated for mixed-use and higher density residential units to accommodate its share of the regional housing need. These sites are generally located where mixed-use and compact infill development is encouraged, such as along the planned multi-modal boulevards and adjacent to existing commercial areas. Accommodating additional housing in these locations would serve to reduce commuter trip distances. The City will reduce average commuter trip distance of its labor force by one mile through the following actions:

- Improve land use and transportation planning to provide a well-connected transportation network. Higher-density and mixed-use neighborhoods with complete street design provide infrastructure for vehicles, bicycles, and pedestrians, allowing a shift from single-occupancy vehicles.
- Implement the General Plan Land Use Element, specifically Goal LU-3.0 and the following policies:
  - Policy LU-3.1 Concentrate commercial, mixed-use, and medium to high density residential development along transit corridors and near activity centers that can be served efficiently by public transit and alternative transportation modes.
  - Policy LU-3.2 Enable residents to reduce their commutes by allowing and encouraging the creation of live/work units for artists, craftspeople, and other professions, promoting home occupations and telecommuting, and supporting other means of achieving a jobs/housing balance.



Source: City of Solana Beach

- Policy LU-3.3 Identify and prioritize infrastructure improvements needed to support increased use of alternatives to private vehicle travel, including transit, bicycle, and pedestrian modes.

***Measure T-4 Increase commuting by mass transit to 10 percent of labor force***

This measure will reduce VMT by single occupancy vehicles by promoting use of public transportation. The City will achieve 10 percent mass transit ridership by its labor force through the following actions:

- Advocate for funding of bus enhancements (i.e., Express [limited stops]) or Bus Rapid Transit (BRT) on the 101 Coast Highway.
- Advocate to San Diego Metropolitan Transit System (MTS), North County Transit District (NCTD), and SANDAG to improve transit service and promote east-west shuttle on Lomas Santa Fe Drive. Support measures that prioritize mass transit over automobile projects.
- Collaborate with SANDAG on successfully implementing its North Coast TDM plan, and connect the City's employers and residents to travel-planning resources.
- Improve connectivity (by public transit, bicycle infrastructure, and pedestrian walkways) to the Solana Beach train station for access to commuter rail.
- Implement the General Plan's Circulation Element for a "Complete Streets" approach in designing streets, which considers every transportation mode and user for applicable arterial streets and incorporates multi-modal design and principles in all projects.

***Measure T-5 Increase preferred parking for EVs and AFVs by converting 20 percent of eligible parking spots***

Providing increased parking for EVs and AFVs will encourage the transition from conventional vehicles to low emission vehicles. The City will increase preferred parking for EVs and AFVs through the following actions:

- Identify eligible on-street parking spots and spots in City-owned lots for conversion to preferred parking for EVs and AFVs.
- Explore modifying the Solana Beach Municipal Code parking standard requirements to incentivize parking stalls for EVs and charging stations as a credit toward parking requirements.
- Install dedicated stalls for EV parking and charging stations at City facilities.
- Conduct outreach and education for the City's businesses and commercial property owners to encourage the conversion of private parking spaces to EV and AFV preferred parking.

***Measure T-6 Retime four traffic signals***

Retiming traffic signals would have traffic flow smoothing effects leading to reduced fuel use by on-road vehicles at affected intersections. The City will retime four traffic signals through the following action:

- Conduct a traffic study to identify candidate traffic lights along arterials that could be re-timed.
- Retime identified traffic signals to reduce delays and vehicle idling.

***Measure T-7 Promote telecommuting to achieve 10 percent participation***

Telecommuting can contribute to VMT reduction by allowing employees to work from home and avoid a daily commute. The CAP goal is to achieve participation from 10 percent of the eligible labor force to telecommute two days per week. The City will promote telecommuting and increase telecommuting participation to 10 percent through the following actions:

- Collaborate with SANDAG on successfully implementing its North Coast TDM plan (SANDAG 2013), and connect the City's employers and residents to travel-planning resources.
- Review KPIs in SANDAG's TDM implementation plan at least once annually.
- Work with local office-based businesses to encourage telecommuting. Telecommuting should not impede on normal business practices, and therefore, may not be suitable for businesses that require physical employee presence, such as retail storefronts and warehouses.
- Conduct educational outreach to residents and businesses to disseminate information about resources, such as SANDAG's iCommute program, to reduce commuter trips.



Source: City of Solana Beach

***Measure T-8 Convert municipal gasoline fueled vehicle fleet to EVs to achieve a 50 percent reduction in gasoline consumption***

The City maintains a vehicle fleet for municipal operations use. Converting the municipal gasoline-fueled vehicle fleet to EVs or AFVs will reduce gasoline use and reduce GHG emissions. The current fleet gasoline consumption is approximately 12,000 gallons. The CAP goal is to reduce gasoline consumption in the municipal fleet by 50 percent. The City will reduce its current gasoline consumption by 50 percent through the following action:

- Replace the City's municipal fleet with EVs and AFVs to achieve the 50 percent reduction in gasoline consumption from current levels. For the remaining vehicles, explore low-carbon fuels for City vehicles, including biodiesel, compressed natural gas, liquid natural gas, and propane.
- Adopt a clean vehicle purchasing policy for new fleet vehicles.

***Measure T-9 Increase commuting by walking to five percent of labor force***

This measure would reduce emissions by encouraging more commuters to walk to work. The City will increase the labor force commuting by walking to five percent through the following actions:

- Implement the General Plan's Circulation Element for a "Complete Streets" approach in designing streets, which considers every transportation mode and user for applicable arterial streets and incorporates multi-modal design and principles in all projects.
- Implement the General Plan's Circulation Element and develop and implement a Pedestrian Master Plan that would comprehensively review and plan for pedestrian improvements and identify mobility linkages to promote walkability and safety for pedestrians.

***Measure T-10 Increase commuting by bicycling by increasing bike lanes to approximately 17 miles and providing bike parking***

The City currently has 10 miles of bicycle lanes within its 3.5 square mile jurisdiction, translating to approximately 3 bike lane miles per square mile. The City is currently implementing a plan to increase this number to 13 lane miles by 2019, or approximately 4 bike lane miles per square mile. The CAP goal is to achieve an additional mile per square mile by 2035, or approximately 5 bike lane miles per square mile. This converts to approximately 17 bike lane miles by 2035. The City will implement this measure through the following actions:

- Implement the General Plan’s Circulation Element and continue to update and implement the City’s Bicycle Transportation Plan which identifies ideal bicycle routes to optimal destinations in the City, connects the regional bicycle path network, and prioritizes effective bicycle path routes for implementation.
- Adopt and implement the Comprehensive Active Transportation Strategy that provides the foundation for improved bicycle and pedestrian facilities within the City and connections to adjacent jurisdictions and greater regional networks over the next 15 years.
- Make existing bike lanes more user-friendly, including options such as:
  - Widening bike lanes;
  - Enhancing safety elements and markings; and
  - Identifying locations to install additional bicycle racks and repair stations.
- Increase the number of publicly available bike parking spaces in the City.



Source: City of Solana Beach

***Measure T-11 Promote alternative work schedule to achieve participation from one percent of the labor force***

An alternative work schedule serves to reduce VMT by avoiding commuter trips during rush hour traffic. The City will increase the labor force with a four-day-a-week work schedule to one percent through the following actions:

- Identify employers in the City that could be candidates for alternative work schedules.
- Collaborate with SANDAG to encourage alternative work schedules for the City’s employers.
- Conduct surveys for City residents to identify opportunities for alternative work schedules for commuters that work outside the City.
- Collaborate with SANDAG on successfully implementing its North Coast TDM plan, and connect the City’s employers and residents to travel-planning resources.
- Review KPIs in SANDAG’s TDM implementation plan at least once annually.
- Conduct educational outreach to residents and businesses to disseminate information about resources, such as SANDAG’s iCommute program, to reduce commuter trips.

### 3.3.3 Renewable Energy and Buildings

Like transportation, building energy is also a significant contributor to the City’s GHG emissions. Emissions from electricity and natural gas sources accounted for 31 percent of the City’s total emissions in 2010. Legislative reductions from State actions will reduce electricity and natural gas emissions by 9 percent in 2035.

**Co-Benefits**

- Energy Efficiency/Reduced Energy Demand
- Increased Renewable Energy
- Energy Efficiency Education

An overall goal of the CAP is to have 100 percent of the electricity used in the City to come from renewable sources that do not emit GHGs (i.e., wind, solar, geothermal, hydroelectric, and biomass energy) by 2035. The building energy measures included in the CAP aim to further reduce emissions by improving energy efficiency earlier than, or beyond State requirements, streamlining access to renewable energy, and increasing the supply of renewable energy for homes and businesses within the City. The success of these measures relies on coordination with local utility providers and organizations, participation from the community, and administration of new or revised local policies and programs.

The renewable energy and buildings strategy includes eight measures that are quantified. Emissions reduction calculation details can be found in Appendix B. Table 3-4 summarizes the reductions anticipated from renewable energy and building measures. Each measure is described in further detail below.

Measure Number	Measure Description	GHG Reductions (MTCO <sub>2e</sub> )
		2035
E-1	Implement a Community Choice Aggregation program, subject to City Council approval	10,466
E-2	Achieve 10.8 MW residential rooftop solar photovoltaic systems	5,858
E-3	Achieve 2 MW commercial rooftop solar photovoltaic systems	1,085
E-4	Solar hot water heating at 20% of existing commercial spaces	2,811
E-5	Solar hot water heating at 25% of new homes and home retrofits	539
E-6	Reduction in non-space/water heating residential natural gas use by 15%	359
E-7	Residential energy efficiency retrofits to achieve 15% reduction	59
E-8	Commercial energy efficiency retrofits to achieve 15% reduction	37
<b>TOTAL</b>		<b>21,214</b>

Notes: Columns may not add to totals due to rounding.  
 MTCO<sub>2e</sub> = metric tons of carbon dioxide equivalent; MW = megawatts  
 Source: EPIC 2017.

***Measure E-1 Implement a Community Choice Aggregation program, subject to City Council approval, and provide 100 percent renewable energy by 2035***

The CAP goal is to achieve 100 percent renewable electricity supply from this measure by 2035. The City can expand its supply of renewable energy through Community Choice Aggregation (CCA). CCA programs enable local governments to aggregate electricity demand within their jurisdictions to procure alternative energy supplies while maintaining the existing electricity provider for transmission and distribution services. Typically for these programs, residents are automatically enrolled but can opt-out at any time. A CCA program would aid in reducing GHG emissions in the City by reducing the emissions factor for electricity. It is the goal of this measure to supply 100 percent renewable electricity through a CCA program. It should be noted that there would still be a residual supply from the utility, which is assumed to achieve the mandated 50 percent renewable mix in 2030. The total supply is therefore approximately 96 percent renewable

electricity in 2035. This would be achieved through a combination of renewable electricity supply policies, utility renewable supply, a CCA, and/or distributed photovoltaic (PV) systems, as detailed in Appendix B. The City will increase renewable energy supply through a CCA and through the following actions:

- Continue with implementation of a CCA, based on City Council approval, to achieve the 100 percent renewable energy goal, based on the technical analysis conducted previously.
- Explore opportunities to collaborate with other cities in the region for a regional CCA for San Diego County.
- Explore opportunities to source renewable energy – whether via CCA or otherwise – from our region.
- Support statewide energy decarbonization, renewable energy, and similar initiatives and consider supporting the State call for federal carbon fee and dividend legislation, pending Council consideration and approval.

#### *Measure E-2 Achieve 10.8 MW residential rooftop solar PV systems*

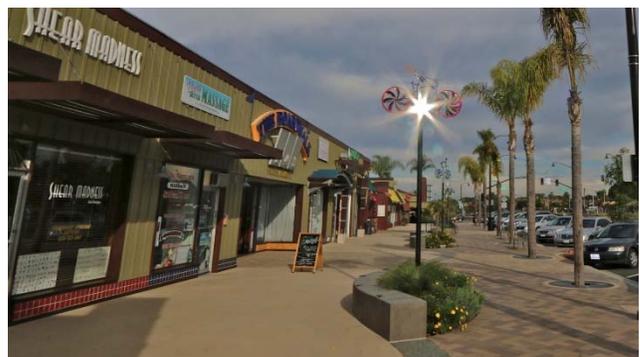
Residential solar PV capacity was approximately 0.4 megawatts (MW) from approximately 18 interconnected systems in 2010. In the past few years, residential solar system installation has increased rapidly in the City, with more than 70 systems interconnected in 2015 alone and a total of 1.6 MW at the end of 2015. This measure assumes that this trend will continue, with 0.5 MW capacity added every year in the residential sector. The City will reach 10.8 MW, or approximately 2,000 single-family and multi-family homes, of residential rooftop solar PV systems through the following actions:

- Work with San Diego Gas & Electric (SDG&E), and through a CCA, and local non-profit organizations to reach 100 percent of households
- annually with targeted educational and marketing materials (e.g., website or e-blast).
- Provide expedited permitting incentives for installation of rooftop solar PV systems on residential buildings.
- Conduct educational outreach to residents about incentives available for installation of PV systems.
- Explore the development of a mandatory ordinance requiring “solar ready” or the installation of solar PV systems for major remodel/renovation projects, pending Council consideration and approval.

#### *Measure E-3 Achieve 2 MW commercial rooftop solar photovoltaic systems*

The commercial solar PV capacity in the City was less than 0.1 MW, with less than five systems interconnected in 2010. Ten new systems have been interconnected at commercial spaces since 2010 and new opportunities for commercial solar PV systems are available city-wide. Under this measure, the City will reach 2 MW of commercial rooftop solar PV systems through the following actions:

- Work with SDG&E, and through a CCA, to reach 100 percent of businesses and schools annually with targeted educational and marketing materials (e.g., website or e-blast).



Source: City of Solana Beach

- Provide expedited permitting incentives for installation of rooftop solar PV systems on commercial buildings.
- Conduct educational outreach to local businesses and schools about incentives available for installation of PV systems.
- Support the development of community solar projects that benefit all residents, including lower-income communities.
- Explore the development of a mandatory ordinance requiring “solar ready” or the installation of solar PV systems for new commercial development and major remodel/renovation projects, pending Council consideration and approval.
- Establish policies, programs and ordinances that promote the siting of new onsite PV generation and energy storage, pending Council consideration and approval.

***Measure E-4 Solar hot water heating at 20 percent of existing commercial spaces***

On average, 6 percent of commercial building energy use is for water heating. The CAP aims to retrofit 20 percent of existing commercial spaces in the City with solar hot water heaters (SHW). It was assumed that 60 percent of existing water heaters are fueled by natural gas, while the remaining 40 percent are fueled by electricity. The City will retrofit 20 percent of its existing commercial spaces with SHWs through the following actions:

- Work with SDG&E, or through a CCA, to reach 100 percent of businesses annually with targeted educational and marketing materials (e.g., website or e-blast).
- Promote the installation of SHWs by publicizing incentives, rebates, and financing options, such as Property Assessed Clean Energy (PACE) financing, California Solar Initiatives (CSI), or CSI-Thermal Program, for existing commercial buildings by posting on the City’s website or e-blast.
- Explore the development of a mandatory ordinance requiring “solar ready” or the installation of SHWs for major remodel/renovation projects, pending Council consideration and approval.

***Measure E-5 Solar hot water heating at 25 percent of new homes and home retrofits***

The CAP goal is retrofit 25 percent of existing homes with SHWs and install SHWs in 25 percent of new homes in the City. The City will implement this measure through the following actions:

- Work with SDG&E to reach 100 percent of households annually with targeted educational and marketing materials (e.g., website or e-blast).
- Promote the installation of SHWs by publicizing incentives, rebates, and financing options, such as PACE financing, CSI, or CSI-Thermal Program, for existing residential buildings by posting on the City’s website or e-blast.
- Explore the development of an ordinance requiring installation of SHWs for new homes and major remodel/renovation projects.

***Measure E-6 Reduction in non-space/water heating residential natural gas use by 15 percent***

In California, approximately 22 percent of household end-use natural gas consumption is from non-space and water heating natural gas use. Other natural gas use includes cooking appliances, clothes washers and dryers, dishwashers, and other small appliances. The CAP goal is to reduce 15 percent of the non-space/water heating natural gas use by 2035. The City will reduce non-space/water heating residential natural gas use through the following actions:

- Provide incentives to reduce 15 percent of non-space/water heating natural gas use, such as dryers, ovens, and cooktops, for new and existing residential buildings by 2035.
- Provide expedited permitting incentives for replacement of natural gas space and water heaters.
- Explore the development of an ordinance requiring non-natural gas appliances in new residential development.

*Measure E-7 Residential energy efficiency retrofits to achieve 15 percent reduction*

The City will achieve 15 percent in energy reduction from programs for single-family and multi-family homes through the following actions:

- Work with SDG&E, or through a CCA, to reach 100 percent of households annually with targeted educational and marketing materials (e.g., website or e-blast).
- Publicize incentives, rebates, and financing options, such as PACE financing, CSI, or CSI-Thermal Program, for existing residential buildings by posting on the City’s website or e-blast.

*Measure E-8 Commercial energy efficiency retrofits to achieve 15 percent reduction*

The City will achieve 15 percent reduction in electricity and natural gas consumption from commercial spaces through the following actions:

- Work with SDG&E, or through a CCA, to reach 100 percent of businesses annually with targeted educational and marketing materials (e.g., website or e-blast).
- Publicize incentives, rebates, and financing options, such as PACE Financing, CSI, or CSI-Thermal Program, for existing commercial buildings by posting on the City’s website or e-blast.
- Increase use of solar technology on municipal-owned buildings.
- Develop a Zero Net Energy policy for municipal-owned buildings.
- Prepare and adopt an energy efficiency and reduction plan for municipal facilities.
- Explore City government carbon accountability at the departmental level.

### 3.3.4 Waste and Water

The waste and water sectors accounted for 5 percent of the City’s emissions in 2010. Legislative reductions outside of the City’s jurisdiction will reduce solid waste emissions by 3 percent in 2035. The measures included in the CAP aim to further reduce emissions by reducing solid waste entering landfills, capturing landfill gas emissions, reducing methane emissions from wastewater treatment, and reducing City-wide water consumption. Solid waste emissions reductions depend on participation from landfills; expansion of City waste reduction, recycling, and composting programs; and participation from City residents and businesses to reduce waste and increase recycling.

**Co-Benefits**

- Water Conservation
- Increased Resiliency

Although waste and water-related GHG emissions only accounted for 5 percent of the City’s emissions in 2010, water conservation is needed to address serious periodic drought issues affecting the City and the State. As discussed further in Chapter 4, drought conditions could increase in frequency and severity because of climate change over the long term.

Waste and water measures will reduce waste and water GHG emissions by 3% in 2035.

Water- and wastewater-related measures included in this CAP will reduce both the strain on water supplies and GHG emissions from pumping and treatment activities. Emission reduction calculation details can be found in Appendix B.

This strategy includes five measures. Table 3-5 summarizes the measures included in this strategy. Each measure is described in further detail below.

Measure Number	Measure Description	GHG Reductions (MTCO <sub>2</sub> e)
		2035
W-1	Divert 90% of waste from landfills and capture 85% of landfill gas emissions	3,389
W-2	Implementation of existing water rate and billing structure	407
W-3	Expand recycled water program expansion to reduce potable water consumption by 10%	292
W-4	Capture 100% of emissions from wastewater treatment	66
W-5	Water conservation	30
TOTAL		4,184

Notes: Columns may not add to totals due to rounding.  
 MTCO<sub>2</sub>e = metric tons of carbon dioxide equivalent  
 Source: EPIC 2017.

***Measure W-1 Divert 90 percent of waste from landfills and capture 85 percent of landfill gas emissions***

The CAP goal is to achieve 90 percent waste diversion by 2035. In addition, the CAP goals also include achieving a landfill gas capture rate of 85 percent by 2035. Landfill gas is a mix of predominantly methane and carbon dioxide that can be captured and utilized onsite as a fuel to operate boiler systems and/or to generate electricity. Increasing gas capture reduces direct emissions and reduces energy consumption and associated emissions. The City will divert 90 percent of solid waste from entering landfills with an 85 percent gas capture rate at landfills through the following actions:

- Adopt a policy that requires all City-sponsored events (and City-funded non-profit events) to be zero waste (e.g., use recyclable and compostable materials and provide corresponding waste receptacles), and promote zero-waste events to community organizations and businesses.
- Adopt a policy that requires a minimum of 75 percent of construction and demolition waste be recycled or re-used.
- Develop an Organics Diversion Program to eliminate organic waste from landfills.
- Start and implement a pilot education program on organics recycling.
- Develop a food waste prevention plan for restaurants in the City and collaborate with other municipalities to develop a regional plan.
- Provide public education to promote textile recycling (e.g., mattresses, carpets, clothing, and other textiles).
- Advocate to the agencies that own and operate landfills serving the City to encourage increased methane capture at the landfills.
- Explore creation of regional compost facility with other municipalities.

- Expand opportunities for food production and neighborhood-scale distribution including community gardens, especially for low-income communities.
- Develop and implement a City Green Purchasing Plan and set targets to reduce carbon emissions associated with purchased goods and services.
- Explore and support development of local and regional biogas resources, including anaerobic digestion of food scraps.
- Develop and implement a Zero Waste Plan, pending Council consideration and approval.

***Measure W-2 Implementation of existing water rate and billing structure***

In October 2015, the board of directors of Santa Fe Irrigation District approved a rate proposal to raise the rates by an average of 9 percent annually over the following three years beginning in February 2016, thereby achieving a compounded increase of 30 percent in the three years from 2016 to 2018. Reduction in water use will reduce the energy associated with upstream water supply, water treatment and distribution. This measure does not have specific City actions but would aid in reducing GHG emissions from water consumption beyond the 2010 baseline.

***Measure W-3 Expand recycled water program expansion to reduce potable water use by 10 percent***

This measure aims to achieve a 10 percent reduction in potable water use by 2035, by specifically targeting commercial and multi-family common areas landscape irrigation water use. Replacing potable water with recycled water reduces the upstream, conveyance and treatment energy use associated with the potable water supply. The City will implement this measure through the following actions:

- Expand the current recycled water program and purple pipe infrastructure.

***Measure W-4 Capture 100 percent of emissions from wastewater treatment***

The goal of the CAP is to achieve a 100 percent methane capture rate from wastewater treatment by 2035 by collaborating with the wastewater treatment operators. The City will achieve a 100 percent methane capture from wastewater treatment through the following action:

- Advocate to the San Elijo Wastewater Treatment Plant for 100 percent methane capture.



Source: City of Solana Beach

***Measure W-5 Water conservation***

The City will reduce water use through the following actions:

- Implement PACE Programs in the City and continue to assess other efficiency financing tools for possible use in the community.
- Educate property owners about eligibility for PACE financing.
- Actively promote water efficiency rebate programs offered by San Diego County Water Authority and Metropolitan Water District.
- Maintain a water waste reporting public education and enforcement program to repair leaks and decrease over-irrigation.
- Promote programs/resources to help customers convert to more water-efficient landscaping.
- Encourage greywater use for landscaping.

- Provide incentives for installation of rainwater catchment systems on roofs to use rainwater generated.
- Work with the Santa Fe Irrigation District to track per capita water consumption in the City separately.
- Support water rate structures that provide incentives to conserve and reuse water, including greywater use.
- Explore amendments to City's outdoor landscaping ordinance that would require use of weather-based irrigation controls.

### 3.3.5 Carbon Sequestration (Urban Tree Planting)

Trees and vegetation can provide shade and cooling through transpiration and evaporation processes, which reduce the temperature of the environment around them. Well-shaded streets and parking areas can reduce the heat-island effect of higher air and structure temperatures in an urban setting. Trees and vegetation also reduce GHG emissions through sequestration by decreasing the concentration of carbon dioxide in the atmosphere. The City's goal is to achieve urban tree canopy coverage in 30 percent of developed areas by 2035, or 2,107 acres of land in the City. The most recent urban tree canopy assessment in San Diego region, based on high-resolution Light Detection and Ranging (LiDAR), shows that Solana Beach has 22 percent existing urban tree canopy. Emissions reduction calculation details can be found in Appendix B.

**Co-Benefits**

- Improved Air Quality
- Improved Public Health
- Energy Efficiency/Reduced Energy Demand
- Increased Resiliency

***Measure U-1 Carbon Sequestration (Urban Tree Planting Program)***

The City will achieve 30 percent of developed areas covered by urban tree canopy through the following action:

- Implement the Urban Tree Planting Program to achieve the City's goal to cover 2,107 acres of developed areas with urban tree canopy by 2035. The program would require new development to plant trees to achieve an equivalent canopy coverage. Furthermore, the City would plant trees at City-owned properties and public areas to achieve the same canopy coverage. Public areas would cover open space, streets, and parking lots.
- Educate and encourage residents and businesses to maintain and care for existing trees and plant new trees.
- Continue research and monitor developments of Blue Carbon for sequestration.



Source: City of Solana Beach

### 3.3.6 Summary

As described in Chapter 2, the City will meet and exceed the 2020 GHG emissions reduction target (15 percent below 2010 levels) by just over 10,000 MTCO<sub>2e</sub>, but would fall short of the 2035 target (50 percent below 2010 levels) by 73,099 MTCO<sub>2e</sub>. Proposed reduction strategies and measures will further reduce 2035 GHG emissions by 46,026 MTCO<sub>2e</sub>. After legislative reductions and proposed reduction strategies and measures in this CAP, there is a gap of approximately 51 MTCO<sub>2e</sub> to reach the 2035 target. The BAU emissions, 2020 and 2035 GHG emissions reduction targets, GHG emission reductions from the proposed reduction measures, and the remaining emissions after reductions are depicted in Figure 3-1.

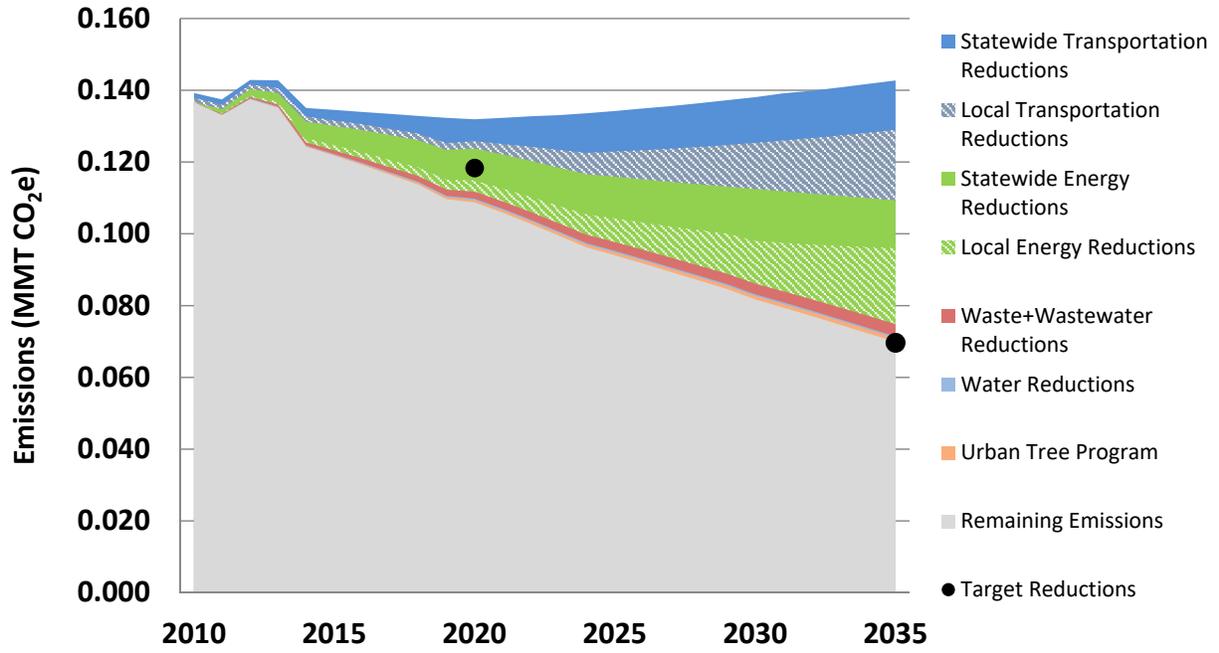
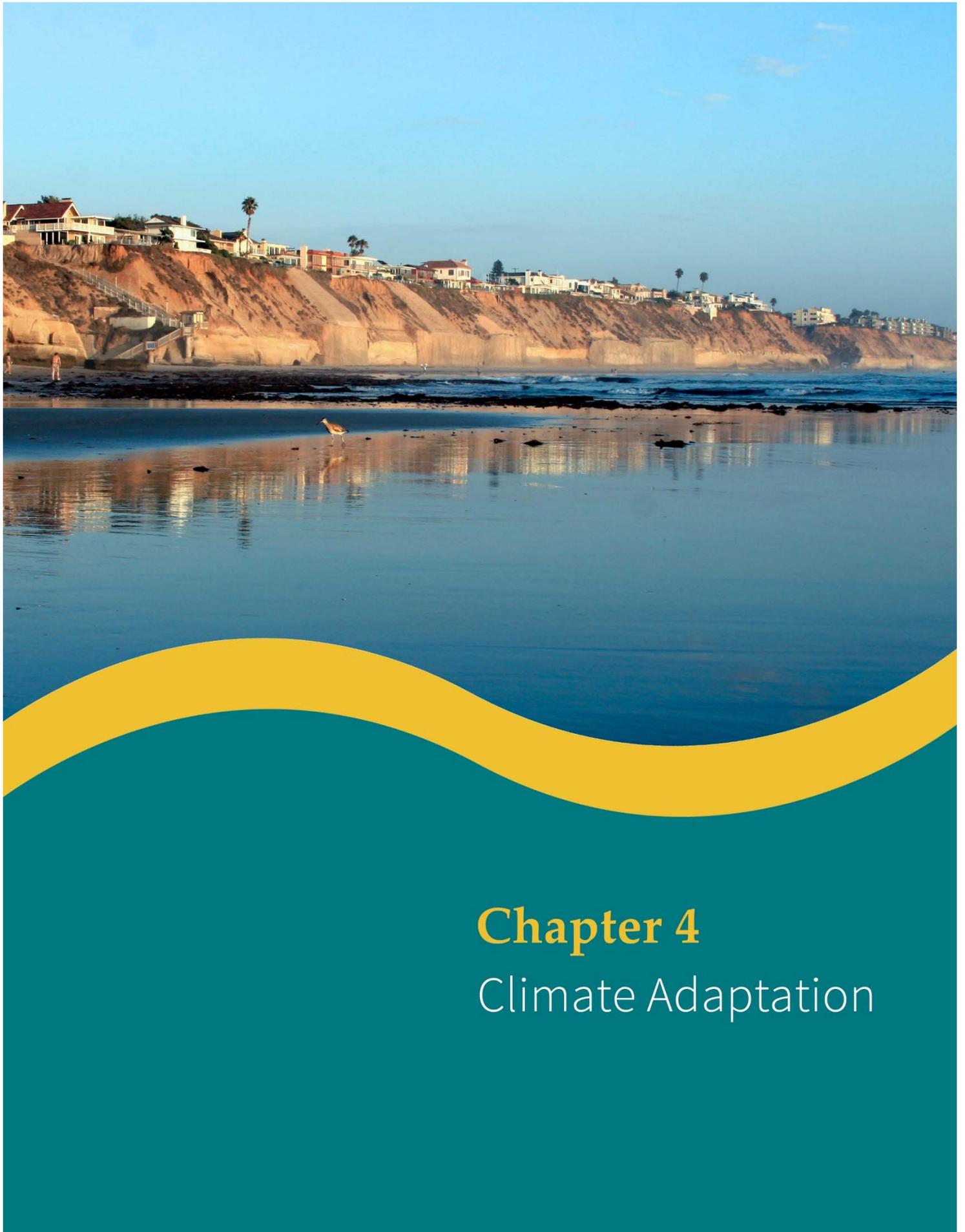


Figure 3-1: City of Solana Beach Greenhouse Gas Emissions Reductions



## Chapter 4

# Climate Adaptation



## 4.1 Introduction

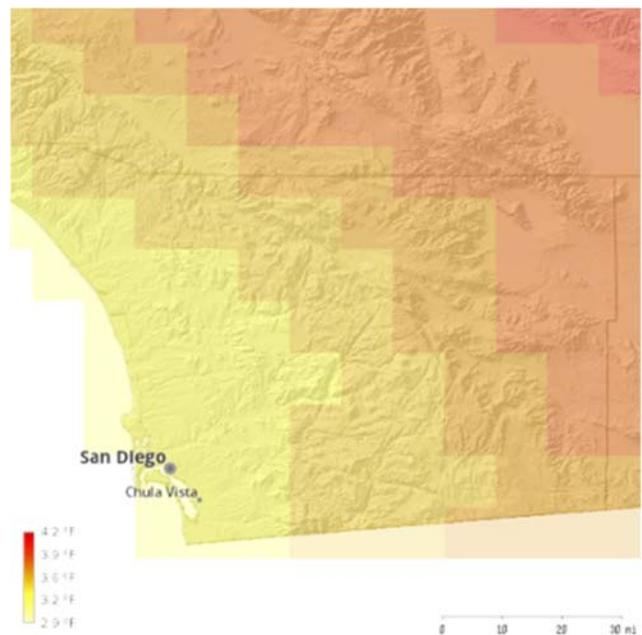
Climate change is a global phenomenon that over the long term has the potential for a wide variety of impacts on human health and safety, economic continuity, water supply, ecosystem function, and the provision of basic services (California Natural Resources Agency [CNRA] 2012:3). Locally, climate change is already affecting and will continue to affect the physical environment throughout California, the San Diego region, and the City of Solana Beach (City). Because impacts of climate change vary by location and other social and economic characteristics, it is important to identify the projected severity these impacts could have in the City. Climate adaptation strategies and measures for the City are included in Section 4.3 of this chapter.

## 4.2 Summary of Climate Change Effects

This section identifies localized climate change exposure and related effects and the consideration of how likely and how quickly impacts will occur.

### 4.2.1 Climate Change Effects

The first step is to identify what climate change effects the City will experience in the future. To begin assessing potential climate change impacts over time, Cal-Adapt, a climate change scenario planning tool was used for the San Diego region because specific projections for the City alone are not available. Cal-Adapt downscales global climate simulation model data to local and regional resolution under both high and low global GHG emissions scenarios. The high GHG emissions scenario predicts GHG emissions will continue to rise over the 21<sup>st</sup> century. The low GHG emissions scenario predicts GHG emissions will level off in the middle of the 21<sup>st</sup> century and decrease to lower than 1990 levels by the end of the century. Results from both GHG emissions scenarios effecting wildfire risks, change in precipitation and hydrology, non-coastal flooding, and increased erosion and ground instability are considered in this summary and distinguished where possible.



Source: CalAdapt 2016.

The direct, or primary, changes analyzed for the City include average temperature, annual precipitation, and sea-level rise. Secondary impacts, which can occur because of individual or a combination of these changes, are also assessed and include extreme heat and its frequency, wildfire risk, and changes in precipitation and hydrology (CNRA 2012:16-17).

### Increased Temperatures

Annual temperatures in the San Diego region are projected to climb steadily. San Diego's historical average temperature, based on data from 1960-1990, is 64.0 degrees Fahrenheit (°F). Under the low-emissions scenario, annual average temperature is projected to increase to 67.3 °F by 2090, an increase of 3.3 °F. The annual average temperature under the high-emissions scenario is projected to increase 5.8 °F to 69.8 °F by the end of the century.

The San Diego region's average annual low temperature, based on historical data from 1960-1990, is 53.1°F. Under the low-emissions scenario, annual low temperature is projected to increase to 57.8°F by 2090, an increase of approximately 4.7°F. The annual average low temperature under the high-emissions scenario is projected to increase to 60.4°F in 2090, an increase of approximately 7.3°F. Historically, annual high temperatures average 73.4°F. Annual average high temperatures are projected to increase under the low-emissions scenario by approximately 3.5°F to 76.9°F. Under the high-emissions scenario, annual average high temperature is projected to increase to 80.2°F, an increase of approximately 6.8°F.

Annual average temperatures are projected to increase between 3.3°F and 5.8°F by the end of the century.

## Increased Frequency of Extreme Heat Events and Heat Waves

In the San Diego region, “extreme heat” is considered a high temperature of at least 89°F (Cal-Adapt 2016). Historically, the San Diego region has experienced an average of 4 extreme heat days a year. Because of climate change, the number of extreme heat days is projected to increase substantially by 2099. The projected annual average number of extreme heat days is expected to increase approximately 19-55 days per year in 2050, and 19-99 days per year towards the end of the 21<sup>st</sup> century.

Heat waves have been historically infrequent in the San Diego region. However, with climate change, a significant rise in the frequency of heat waves is projected to occur.

Heat waves, which can be defined as 5 or more consecutive extreme heat days, have been historically infrequent in the San Diego region, with no more than 3 heat waves occurring in a year. However, with climate change, a significant rise in the frequency of heat waves is projected under both emissions scenarios. Under the low emissions scenario, projections show an increase of heat wave events with around 4 per year at the middle of the century and up to 8 per year in 2094. The high emissions scenario also shows an increase in annual heat wave events, with up to 6 heat wave events occurring annually by midcentury and as high as 19 heat wave events in 2098. Along with an increased frequency of heat events, heat waves are also projected to occur both earlier and later in the season, which historically started in late June and ended in mid-October.

## Sea-Level Rise

Another outcome of global climate change is sea-level rise. The City encompasses approximately 3.5 square miles of land with 1.7 miles of coastline. The City is located between the San Elijo Lagoon to the north and the Del Mar Estuary/San Dieguito River to the south. Elevations in the City range from sea level to the west, to several hundred feet above sea level to the east.

Global sea-level rise will vary in severity across the globe due to the function of a variety of factors. For example, the melting of West Antarctic Ice Sheet may cause a change in the Earth's gravitational field and rotation which could result in higher sea-level rise along the coast of California as compared to global mean sea level. The science surrounding future projections of sea-level rise has advanced in recent years to account for previously underappreciated glaciological processes. As such, sea levels may rise by 6 feet or more from 2000 sea levels by the end of the century if emissions remain unabated (California Ocean Protection Council Science Advisory Team [OPC-SAT] 2017). Further, given the long-term nature of sea-level rise, the nascent science associated with sea-level rise projections, and the



Source: City of Solana Beach

uncertainty of future emissions levels, estimates of sea-level rise by 2050 and 2100 will continue to develop as the century unfolds (OPC-SAT 2017).

Based on the data and emissions projections scenarios used in OPC-SAT's April 2017 Rising Seas in California report, sea-level rise at La Jolla has a 1 percent and 0.4 percent chance of experiencing a 6-foot rise in sea level from 2000 levels by 2100 under a high-emissions scenario (i.e., IPCC's representative concentration pathway [RCP] 8.5) and low-emissions scenario (i.e., IPCC's RCP 2.6), respectively. Using the same modeling parameters, sea-level rise on the coast of La Jolla has a 50 percent chance of increasing by an average of 6.7 millimeters per year (mm/year) and 5.1 mm/year between 2030 and 2050 under RCP 8.5 and RCP 2.6, respectively (OPC-SAT 2017).

A total of 9,300 people are vulnerable to a 100-year flood along the San Diego coast (CEC 2009a). This magnitude of sea-level rise would impact Solana Beach by potentially increasing the frequency of days when the beaches are not accessible. This would have adverse impacts on tourism and recreational opportunities in the City.

The City has recognized the challenges that come with managing the actively eroding shoreline. Multiple factors, such as wave action, winter storms, sea-level rise, and the lack of sand replenishment contribute to an unstable geologic environment. Seacliff erosion poses a threat to the public recreational use of the beach and to the homes located at the top of the bluffs. Shoreline protective devices along the coast include seawalls, revetments, shotcrete walls/cave infills, notch and dripline infills, and mid- and upper-bluff retention systems. More than 50 percent of the City's coastline is protected by some type of bluff retention device (City Solana Beach 2013).

## Changes to Water Availability

While projections generally show little change in total annual precipitation in California and trends are not consistent, even modest changes could have a significant effect on California ecosystems that are conditioned to historical precipitation levels (Cal-Adapt 2016).

The City has a Mediterranean climate with wet winters and dry summers. Historically, the El Niño/Southern Oscillation has been an important influence on weather conditions in Southern California. The City experiences higher than normal precipitation during El Niño winters and lower than normal precipitation during La Niña winters (CEC 2009b).

Climate change is expected to reduce water supplies in Southern California, as well as in the available imported water from the Colorado River, the State Water Project, and local surface and ground water due to a warmer climate, a decrease in overall precipitation, a decline in river flow due to reduced snowpack, and more frequent and severe periods of drought (Island Press 2013). These climate characteristics will present challenges for Southern California in terms of water supply.

The State Water Project water supply is reliant on spring and early-summer snowmelt in the Sierra Nevada and the flow of the Colorado River is dependent on the melting of the Rocky Mountain snowpack. Future water supplies to Southern California are also expected to be affected by the CALFED program, which is trying to balance water supplies with environmental goals for the Sacramento-San Joaquin River Delta, as well as the amount and availability of freshwater associated with the Sierra snowpack. The Delta's deteriorating levee system may be subject to more frequent and severe winter rain storms as a result



Source: City of Solana Beach

of climate change. A failure of the levee system and sea water intrusion into the Delta due to rising sea level could result in significant reductions in water supply (CEC 2009b).

Thus, the City could face increasing challenges of providing adequate water supplies due to increased uncertainty in the amount and timing of water availability to meet future demand. If demand exceeds supply, water users could face shortages in normal or dry years.

## Increased Wildfire Risk

Drought conditions are expected to increase the likelihood of large wildfires. Wildfires in the San Diego region occur throughout the year, primarily during late summer and early fall. In the past 10 years, the extent of wildfires has exceeded that during any past decade. In 2003 and 2007, wildfires burned nearly 740,000 acres. The cost of the 2007 wildfires in San Diego was estimated at nearly \$2 billion for losses in residential and commercial properties. Increased incidence of wildfires also contributes to direct injuries and mortality and indirect health effects of air pollution (CEC 2009b).

## 4.3 Adaptation Strategies and Measures

This section defines the strategies and measures that the City will pursue to further its climate adaptation efforts. These strategies build upon current efforts to be more sustainable, adaptive, and progressive. The City's General Plan contains a number of policies aimed at maintaining balanced land use throughout the City's recreational and residential areas; promoting the protection, maintenance, and use of natural resources; preserving and rehabilitating neighborhoods and commercial areas; and achieving and sustaining a high quality of life for citizens and visitors. The strategies and measures within this section define the specific steps necessary to prepare for the future effects of a changing climate. Other City plans, programs, efforts, and policies support this vision and contribute to addressing climate change issues.

Adaptation measures are grouped into six strategies. These strategies address the climate change impacts identified above (i.e., temperature, wildfire, water, and sea-level rise). Within each strategy are a series of measures that define the programs, policies and regulations the City will implement to remain responsive to the challenges created by climate change. Consideration for how likely and how soon impacts are expected to occur are included, with specific attention given to those exposures that pose the most serious and near-term threats to the City. More detailed discussion on implementation and monitoring of the CAP can be found in Chapter 5. Strategies also have the potential to provide other important benefits including co-benefits to the community.

Below are the six strategies included in this section:

- Protect Public Health & Safety;
- Prepare for Increased Risk of Wildfire;
- Prepare for Variable Water Supplies;
- Prepare for Coastal Flooding;
- Prepare for Increased Electrical Demand; and
- Protect Coastal Habitat.

### 4.3.1 Protect Public Health & Safety

Temperature-related impacts because of climate change are likely to affect the City in several ways. Increased average temperatures, along with more frequent extreme heat events, are likely to exacerbate already high temperatures, in what are known in developed areas as urban heat islands. Developed areas,

which tend to have a prominence of asphalt and less vegetation, create, intensify, and retain heat. Anthropogenic warming will likely disproportionately affect coastal communities which have been historically moderate in terms of temperature range. According to a 2012 study, coastal heat waves will become more intense relative to the milder warming regulated by the ocean's proximity, especially during nighttime hours. These warming trends will pose challenges for Solana Beach where physiological acclimatization and air conditioning penetration are lower than the state average (Gershunov and Guirguis 2012).

Prolonged or intense exposure to high temperatures can lead to heat-related illnesses, such as heat exhaustion, heat cramps, and heat strokes. Changes in temperature also exacerbate the air quality by increasing ozone levels and particulate matter concentrations, which can cause respiratory symptoms such as asthma, shortness of breath, and respiratory harm. Sensitive populations, such as the young and elderly, are the most affected by these changes. Outdoor workers, such as construction and maintenance workers, are also more susceptible due to extended periods of exposure to extreme temperatures. Workers should be aware of heat-related illnesses and be provided training for education and prevention. The 2006 California heat wave resulted in 147 reported deaths, over 1200 hospitalizations, and over 16,000 emergency room visits (Knowlton et al. 2009).

Co-Benefits

- Improved Air Quality
- Improved Public Health
- Energy Efficiency/Reduced Energy Demand
- Increased Resiliency

Air pollution-related impacts, mainly particulate matter and ozone, are of concern to public health. Long-term exposure to particulate matter are associated with increased risk of mortality from cardiopulmonary causes. Fine particulate matter with a diameter smaller than 2.5 microns (PM<sub>2.5</sub>) have been reported to cause chronic respiratory problems, and possibly decreasing lung function. High ozone levels also cause adverse health effects, including exacerbating asthma and other respiratory diseases, cardiac effects, and mortality. Furthermore, meteorological changes have direct and indirect effects on infectious disease. Weather-related factors can effect incidence and spread of infectious diseases (The San Diego Foundation 2008).

Wildfires can cause mortality and morbidity through fire-related injuries. Wildfire smoke can worsen lung disease and other respiratory problems. Measures to protect public health and safety are listed below:

- Advocate nearby hospitals and emergency service providers to ensure sufficient resources are available to respond to extreme heat events;
- Educate residents on heat-related illness prevention;
- Increase public outreach and educational programs to inform the public of health & safety resources;
- Assist in facilitating access to cooling centers and pools for the public;
- Explore opportunities to reduce the urban heat island effect through cool roadway technology (e.g. light reflecting pavement), planting shade trees in parking lots, and creating additional green spaces;
- Promote design of buildings, public areas, and infrastructure to reduce reliance on mechanical cooling and energy use (e.g., cool roofs);
- Explore use of community alert/notification system for public updates regarding heat or air quality advisories; and
- Improve parking lot shading and landscaping in new construction and promote planting of additional trees and landscaping in existing parking lots.

## 4.3.2 Prepare for Increased Risk of Wildfire

Increased temperatures and reduced precipitation result in more frequent and widespread wildfires in the region that is already dealing with a water shortage. It is imperative that the City prepare for increased wildfire risk as a result of climate change. Wildfire smoke can irritate the eyes and respiratory system, and worsen chronic heart and lung diseases. Also, wildfires can cause potential loss of lives, damage property, and disrupt business activity. Measures to prepare the City for increased risk of wildfire are listed below:

- Map and identify locations that are at fire risk;
- Maintain adequate fire emergency services and resources;
- Leverage the City's Community Emergency Response Team program to integrate emergency preparedness in case of wildfires;
- Encourage the use of fire-resistant building design, materials, and landscaping;
- Manage combustible vegetation and maintain defensible space; and
- Encourage removal of eucalyptus and other non-native vegetation from the wildland-urban interface.

### Co-Benefits

- Improved Air Quality
- Improved Public Health
- Increased Resiliency

## 4.3.3 Prepare for Variable Water Supplies

Climate change effects will result in variable water supplies in the City. Multi-year droughts threaten water supplies and limit imported water supply caused by reduced rainfall, decreased snowfall, and increased temperatures. Extreme weather events, not consistent with historical patterns, disrupt existing processes and storage (e.g., time and amounts) to both store and release water (e.g., snowpack, lakes, and reservoirs). To prepare for these conditions, the City will promote conservation and advocate for recycled water use. Measures to prepare for variable water supplies are listed below:

- Educate the public about water conservation;
- Promote conversion of turf grass to drought tolerant landscaping;
- Encourage residents to install greywater systems;
- Advocate for the development of local water supplies that would not be affected by climate change, such as advanced water purification;
- Pursue grant funding opportunities for water resource planning projects; and
- Implement a storm water catchment and water reserve system.

### Co-Benefits

- Water Conservation
- Increased Resiliency

### 4.3.4 Prepare for Coastal Flooding

The combination of sea-level rise, higher tides and greater winter storms are likely to result in more frequent coastal flooding. Rising sea level will likely accelerate shoreline recession due to erosion. Measures to prepare for coastal flooding are listed below:

- As data and coastal science progress, conduct sea-level rise studies in addition to the study prepared as a part of the U.S. Army Corps of Engineers (USACE) Solano Beach & City of Encinitas Coastal Storm Damage Reduction Project to better understand the risks and cost/benefits of development within flooding hazard zones and potential long-term mitigation recommendations;
- Protect existing, and construct new buffers to protect the coastline from flooding;
- Implement and expand upon the short- and long-term sediment management programs identified in the Solano Beach & City of Encinitas Coastal Storm Damage Reduction Project to preserve shorelines through beach replenishment and nourishment to address impacts of sea-level rise on shorelines;
- Incorporate sea-level rise effects into capital improvement plans;
- Install “green infrastructure,” using vegetation and soils to restore natural processes required to manage stormwater, around buildings and other parcel areas;
- Expand upon living shoreline-related projects similar to the Southern California Reef Technology Project to create shoreline habitat, enhance recreation, and improve sand retention; and
- Encourage the use of native landscaping with deep roots that can provide a sponge-effect by absorbing urban runoff.
- Join with other coastal cities in the region to share information and collaborate on adaptation measures.

#### Co-Benefits

- Increased Resiliency

### 4.3.5 Prepare for Increased Electrical Demand

Extreme and prolonged high temperatures threaten local energy supply due to high demand for electricity use, which burdens the ability of the utility provider to meet increased demand. Surge in energy use in the City and the San Diego region may cause brownouts or blackouts. Measures to prepare for increased electrical demand are listed below:

- Educate the public to become more energy efficient, reduce demand, and optimize time-of-use;
- Encourage improved building envelopes by adding insulation and placing trees to provide shade;
- Explore opportunities to reduce urban heat island effect through cool roadway technology (e.g. light reflecting pavement), planting shade trees in parking lots, and creating additional green spaces. Promote design of buildings, public areas, and infrastructure to reduce reliance on mechanical cooling and energy use (e.g., cool roofs);

#### Co-Benefits

- Energy Efficiency/Reduced Energy Demand
- Increased Renewable Energy
- Energy Efficiency Education
- Increased Resiliency

- Encourage and incentivize solar-based or other renewable energy sources to supplement the grid and reduce peak demand; and
- Encourage renewable energy battery storage to mitigate for electricity supply and demand variability.

### 4.3.6 Protect Coastal Habitat

Increased temperatures, sea-level rise, and changes to precipitation patterns potentially impact San Diego's habitat and ecosystem. Increased storm water runoff can be detrimental by causing shoreline erosion impacting the surrounding habitat. Furthermore, increased nutrient and toxic runoff can cause algal blooms and closure of coastal recreation. Coastal habitats defend against storm surges, provide agriculture opportunities, and wetlands serve as a filter for pollutants. It is important to conserve and protect local wildlife and the environment. San Diego County is rich in biodiversity, including a variety of plants, animals, and other living things, and the County supports more biodiversity than any other county in North America. Protecting and maintaining biodiversity is important for balancing and allowing the ecosystem to thrive (SDSU 2004). Measures to protect coastal habitat are listed below:

- Encourage the use of native landscaping with deep roots that can provide a sponge-effect by absorbing urban runoff;
- Install "green infrastructure," that uses vegetation and soils to restore natural processes required to manage stormwater, around buildings and other parcel areas;
- Organize local beach cleanup events;
- Acquire and protect open space areas;
- Educate the public on benefits of using native and drought tolerant landscaping;
- Protect, preserve, and restore native habitats; and
- Encourage removal of eucalyptus and other non-native vegetation from the wildland-urban interface.

#### Co-Benefits

- Water Conservation
- Increased Resiliency



## Chapter 5

### Implementation and Monitoring



## 5.1 Introduction

This chapter outlines how the City of Solana Beach (City) will implement and monitor the Climate Action Plan (CAP) strategies and measures over time to reduce greenhouse gases (GHGs) and adapt to climate change. To achieve the GHG emissions reductions and adaptation strategies described in Chapters 3 and 4, measures should also be continuously assessed and monitored to ensure that: (1) the measures are effective; (2) the CAP is on track to achieve the GHG reduction targets; and (3) desired community outcomes are attained.

## 5.2 Implementation Strategy

Implementation of the recommended reduction measures will require ongoing management, oversight, and staffing. Ensuring that the measures translate to on-the-ground results and reductions in GHG emissions is critical to the success of the CAP. Success of the City's CAP and GHG emissions reduction measures will depend on the participation of the City's residents, businesses, and local government entities.

This chapter describes how City staff will implement CAP measures, and how the CAP will be updated over time to ensure continued effectiveness and relevance of the document.

The City will implement strategies and measures of the CAP through several types of programs and activities that can be grouped into the following categories:

- **New Ordinances.** Several of the measures in the CAP would be implemented through new regulations adopted by the City, such as the “solar ready” ordinance or installation of solar panels on new or significantly remodeled development projects. New ordinances will ensure that the City requirements are in place to achieve the objectives of the CAP.
- **Code Updates.** Like adopting new ordinances, certain measures in the CAP would be implemented through amended regulations as part of City's Municipal Code updates. The City, for example, may modify the Solana Beach Municipal Code parking standard requirements to incentivize parking stalls for carpool or vanpool vehicles as a credit toward parking requirements.
- **Financing and Incentives.** Identifying mechanisms for funding and allocating resources will help ensure that the CAP is successfully implemented.
- **Partnerships.** Inter-agency coordination and partnerships with other organizations is critical to ensuring implementation of certain measures (e.g., collaborate with the San Diego Association of Governments [SANDAG] on successfully implementing its North Coast Transportation Demand Management plan) and with other governments, universities, and non-profits in the region.
- **Education and Outreach.** Education efforts about the objectives of the CAP will help create support for the CAP and involve the community in its implementation.



Source: City of Solana Beach

The City will develop more detailed implementation schedules for each measure, based on staff requirements and funding opportunities available for implementing the measures outlined in the CAP. Key staff in each department will facilitate and oversee action implementation. Priority will be given to measures based on cost-effectiveness, GHG reduction potential, available funding, and the ease and length of time for implementation. These details will be developed further through an Implementation Plan for the CAP.

## 5.2.1 Measure Implementation

A separate Implementation Plan will be prepared after CAP adoption to identify relevant parties, ordinances needed, key actions, funding sources, timeline, and costs for implementation of each GHG reduction measure. To provide preliminary implementation information, the recommended reduction measures were evaluated qualitatively to assess the level of effort required for implementation. Measures can be categorized based on the convention of low, medium, or high, with low-level measures requiring the least level of effort by the City and being the most likely to be pursued initially. Prioritization of the recommended measures was based on the following factors:

- GHG reduction efficiency;
- Cost-effectiveness;
- Level of City control/effort;
- Ease of implementation;
- Time required to implement; and
- Community input.

Criteria are shown in Table 5-1 below.

Table 5-1 Measures Implementation Criteria	
Implementation Effort Level	Sample Criteria
Low	<ul style="list-style-type: none"> <li>• Requires limited staff resources.</li> <li>• Existing programs in place to support implementation.</li> <li>• External and internal coordination is limited.</li> <li>• Revisions to policy or code are limited.</li> </ul>
Medium	<ul style="list-style-type: none"> <li>• Requires staff resources beyond typical daily level.</li> <li>• External and internal coordination is required.</li> <li>• Policy or code revisions necessary.</li> </ul>
High	<ul style="list-style-type: none"> <li>• Requires extensive staff resources.</li> <li>• Development of new policies, programs, or codes, or revision to the General Plan.</li> <li>• Robust outreach program required to residents and businesses.</li> <li>• Requires regional cooperation and securing long-term funding.</li> </ul>

The City will incur costs to implement some of the measures outlined in the CAP. These include initial start-up, ongoing administration, and enforcement costs. While some measures will only require funding from public entities, others would result in increased costs for businesses, new construction, and residents. However, most measures provide substantial cost-savings in the long term. The City will be diligent in seeking cost-effective implementation, strategic funding opportunities and using partnerships to share the cost. All measures with potentially significant costs will be brought to City Council for consideration and approval.

Success of the CAP will require capital improvements, investments, and increased operations and maintenance costs. The summary of funding and financing options are summarized in Table 5-2 below. Funding options are included from a variety of sources including the City, regional agencies such as SANDAG, or San Diego Gas & Electric (SDG&E). The City should monitor private and public funding sources for new grant and rebate opportunities. Leveraging funding opportunities would facilitate successful implementation of the GHG reduction measures.

Table 5-2 Potential Funding Sources to Support GHG Reduction Measures	
Funding Source	Description
<b>City</b>	
California Department of Resources Recycling and Recovery (CalRecycle)	<ul style="list-style-type: none"> <li>• CalRecycle grant programs allow jurisdictions to assist public and private entities in management of waste streams.</li> <li>• Incorporated cities and counties in California are eligible for funds.</li> </ul> Program funds are intended to: <ul style="list-style-type: none"> <li>• Reduce, reuse, and recycle all waste.</li> <li>• Encourage development of recycled-content products and markets.</li> <li>• Protect public health and safety and foster environmental sustainability.</li> </ul>
California Air Resources Board (ARB)	<ul style="list-style-type: none"> <li>• ARB offers several grants, incentives, and credit programs to reduce on-road and off-road transportation emissions. Residents, businesses, and fleet operators can receive funds or incentives depending on the program.</li> </ul> The following programs can be utilized to fund local measures: <ul style="list-style-type: none"> <li>• Air Quality Improvement Program (Assembly Bill 118)</li> <li>• Loan Incentives Program</li> <li>• California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project</li> </ul>
Transportation-Related Federal and State Funding	<ul style="list-style-type: none"> <li>• For funding measures related to transit, bicycle, or pedestrian improvements, the following funding sources from SANDAG may be utilized:               <ul style="list-style-type: none"> <li>• Smart Growth Incentive Program</li> <li>• Active Transportation Grant Program</li> <li>• Job Access and Reverse Commute and New Freedom Programs</li> </ul> </li> </ul>
New Development Impact Fees	<ul style="list-style-type: none"> <li>• These types of fees may have some potential to provide funding for proposed programs and projects, but such fees are best implemented when the real estate market and overall regional economic conditions are strong.</li> </ul>
General Obligation Bond	<ul style="list-style-type: none"> <li>• A general obligation bond is a form of long-term borrowing and could be utilized to fund municipal improvements.</li> </ul>
Other Funding Mechanisms for Implementation	<ul style="list-style-type: none"> <li>• Grants may be available from the Strategic Growth Council (SGC) or the State Department of Conservation (DOC) to fund sustainable community planning, natural resource conservation, and development, and adoption.</li> </ul>
<b>Community</b>	
San Diego Gas & Electric (SDG&E)	<ul style="list-style-type: none"> <li>• SDG&amp;E is one of the utilities participating in the Go Solar initiative.</li> <li>• A variety of rebates are available for existing and new homes.</li> <li>• Photovoltaics, thermal technologies, and solar hot water projects are eligible.</li> <li>• Single-family homes, commercial development, and affordable housing are eligible.</li> </ul>
Property-Assessed Clean Energy (PACE)	<ul style="list-style-type: none"> <li>• The PACE finance program is intended to finance energy and water improvements within a home or business through a land-secured loan, and funds are repaid through property assessments.</li> </ul>

Table 5-2 Potential Funding Sources to Support GHG Reduction Measures

Funding Source	Description
	<ul style="list-style-type: none"> <li>• Municipalities are authorized to designate areas where property owners can enter into contractual assessments to receive long-term, low-interest loans for energy and water efficiency improvements, and renewable energy installation on their property.</li> <li>• Financing is repaid through property tax bills.</li> <li>• SANDAG has implemented the Home Energy Renovation Opportunity (HERO; a PACE program) in the County to assist residents in financing residential energy efficiency and solar retrofits.</li> </ul>
Energy Upgrade California	<ul style="list-style-type: none"> <li>• Program is intended for home energy upgrades.</li> <li>• Funded by the American Recovery and Reinvestment Act, California utility ratepayers, and private contributions.</li> <li>• Utilities administer the program, offering homeowners the choice of one of two upgrade packages—basic or advanced.</li> <li>• Homeowners are connected to home energy professionals.</li> <li>• Rebates, incentives, and financing are available.</li> <li>• Homeowners can receive up to \$4,000 back on an upgrade through the local utility.</li> </ul>
Federal Tax Credits for Energy Efficiency	<ul style="list-style-type: none"> <li>• Tax credits for energy efficiency can be promoted to residents.</li> </ul>
Energy Efficient Mortgages (EEM)	<ul style="list-style-type: none"> <li>• An EEM is a mortgage that credits a home's energy efficiency in the mortgage itself.</li> <li>• Residents can finance energy saving measures as part of a single mortgage.</li> <li>• To verify a home's energy efficiency, an EEM typically requires a home energy rating of the house by a home energy rater before financing is approved.</li> <li>• EEMs typically are used to purchase a new home that is already energy efficient, such as an ENERGY STAR® qualified home.</li> </ul>
Private Funding	<ul style="list-style-type: none"> <li>• Private equity can be used to finance energy improvements, with returns realized as future cost savings.</li> <li>• Rent increases can fund retrofits in commercial buildings.</li> <li>• Net energy cost savings can fund retrofits in households.</li> <li>• Power Purchase Agreements (PPA) involve a private company that purchases, installs, and maintains a renewable energy technology through a contract that typically lasts 15 years. After 15 years, the company would uninstall the technology or sign a new contract.</li> <li>• On-Bill Financing (OBF) can be promoted to businesses for energy-efficiency retrofits. Funding from OBF is a no-interest loan that is paid back through the monthly utility bill. Lighting, refrigeration, heating, ventilation, and air conditioning, and light-emitting diode streetlights are all eligible projects.</li> </ul>
Community Choice Aggregation (CCA) Revenue	<ul style="list-style-type: none"> <li>• Revenue generated by a local CCA program may be used to fund or incentivize GHG reduction measures.</li> </ul>

## 5.3 Monitoring and Updates

The CAP lays out a broad-based strategy to reduce GHG emissions and improve the sustainability and resilience of the community. However, the CAP will need to be updated and maintained if it is to remain relevant and effective. Thus, City staff will need to evaluate and monitor plan performance over time and make recommendations to alter or amend the plan if it is not achieving the proposed reduction targets. This will include conducting periodic GHG emissions inventory updates and analyzing measure performance.

Upon adoption, the CAP's measures and actions will begin to be implemented by the City. It is anticipated that the City will spend two years after the CAP's adoption for initial start-up and to initiate data tracking. City Staff will prepare an initial presentation to the City Council in 2018, and staff will present to the City Council every year beginning in 2019 to summarize the inventory and achievements to date. To track progress, City staff will coordinate updates to the inventory every two years beginning with the 2016 inventory year, consistent with SANDAG's Regional Framework schedule. This will help ensure progress is being made towards achieving emissions reduction targets.

**The City will:**

- Prepare an initial presentation to the City Council in 2018.
- Prepare a presentation to the Climate Action Commission and City Council every year starting in 2019;
- Coordinate inventory updates every 2 years, starting with a 2016 inventory;
- Evaluate and summarize measures in a report to City Council every 2 years starting in 2019; and
- Prepare a CAP update every 5 years starting in 2022.

In addition to updating the City's emissions inventory, City staff will also evaluate the GHG emissions reduction measures' capacity, cost, effectiveness, and benefits of each individual measure. Evaluating CAP measure performance entails monitoring the level of community participation, costs, and barriers to implementation, as well as actual reductions in fuel consumption, vehicle miles traveled, energy usage, water usage, landfilled waste, or other activities that result in GHG emissions reductions. By evaluating whether the implementation of a measure is on track to achieve its reduction potential, the City can identify successful measures and reevaluate or replace under-performing ones.

CAP Monitoring Schedule	
2017	<b>CAP Adopted</b> City Council adopts plan and staff begins to implement CAP measures.
2017-2019	<b>Initial Set-up</b> Staff performs initial start-up tasks and implementation of data tracking.
2018	<b>Inventory Update</b> City staff conducts update to inventory every two years starting with the 2016 inventory year.
2018	<b>Initial Presentation to City Council</b> City Staff prepares initial presentation to City Council.
2019	<b>Presentation to City Council</b> City Staff prepares presentation to the Climate Action Commission and City Council annually starting in 2020. The presentation summarizes the inventory and achievements to date and provides a status of implementation.
2019/2021 2022	<b>Measure Status Review / CAP Report / CAP Update</b> City staff, in coordination with the City Council, conducts updates to inventory, reviews measure performance, provides an initial review of the status of implementation, summarizes achievements to date, and makes recommended changes to the CAP if measures prove infeasible, and prepares report to City Council. The report will identify ways to adapt the plan to maintain the desired reduction path. City staff prepares a CAP update based on the recommendations and findings in the report. The report is conducted every two years starting in 2019 while the CAP update is conducted every five years.

**Figure 5-1. CAP Monitoring Schedule**

City staff, in coordination with the City Council, will evaluate measures every two years beginning in 2019 and will summarize progress toward meeting the GHG reduction target at that time in a report to the City Council that describes:

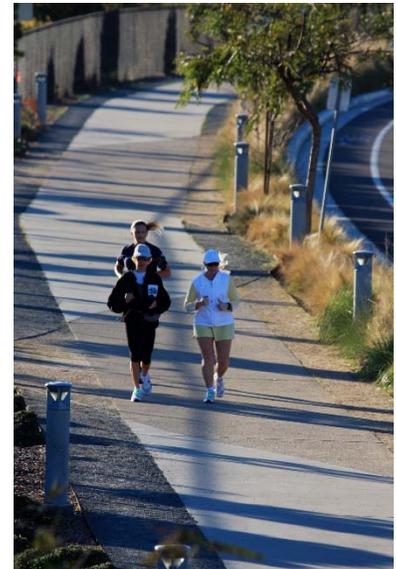
- estimated annual GHG reductions;
- participation rates (where applicable);
- implementation costs and funding needs;
- community benefits realized;
- remaining barriers to implementation; and
- recommendations for changes to the CAP.

Additionally, the City will prepare a CAP update every five years beginning in 2022, following the second CAP report after adoption. The CAP will be updated based on the recommended changes and findings in the CAP report.

## 5.4 Ongoing Community Engagement and Participation

As the City continues to implement and monitor progress on the CAP, continued engagement with, and participation by the community is critical. This includes individual residents and businesses, community organizations, developers, property owners, other local and regional government agencies, and others. While this CAP focuses on measures in which the City has a role, many of the measures require partnership and collaboration.

The City is also committed to public education about the important role individuals play in combating climate change. Effective and long term climate action and resiliency in the City can only be achieved through efforts that continue to change the way individuals interact with the environment. Many of the measures in Chapters 3 and 4 are focused on increasing community awareness and participation in existing programs, or connecting the community with new information, tools, funding or resources to take action. Thus, this CAP serves as a resource that supports community-based action.



Source: City of Solana Beach



## Chapter 6

### References



## Executive Summary

*None present.*

## Chapter 1, Introduction

Intergovernmental Panel on Climate Change. 2007. Frequently Asked Questions: What is the Greenhouse Effect. Available: <http://www.ipcc.ch/pdf/assessment-report/ar4/wg1/ar4-wg1-faqs.pdf>. Accessed April 12, 2017.

\_\_\_\_\_. 2014 (November). *Climate Change 2014 Synthesis Report: Approved Summary for Policymakers*. Available: [http://www.ipcc.ch/pdf/assessment-report/ar5/syr/AR5\\_SYR\\_FINAL\\_SPM.pdf](http://www.ipcc.ch/pdf/assessment-report/ar5/syr/AR5_SYR_FINAL_SPM.pdf). Accessed April 12, 2017.

IPCC. See Intergovernmental Panel on Climate Change.

Melillo, Jerry M., Terese (T.C.) Richmond, and Gary W. Yohe, Eds., 2014: *Climate Change Impacts in the United States: The Third National Climate Assessment*. U.S. Global Change Research Program, 841 pp. doi:10.7930/J0Z31WJ2.

## Chapter 2, Greenhouse Gas Emissions Inventory, Forecasts, and Reduction Targets

ARB. See California Air Resources Board.

California Air Resources Board. 2017 (January). *The 2017 Climate Change Scoping Plan Update*. Available: [https://www.arb.ca.gov/cc/scopingplan/2030sp\\_pp\\_final.pdf](https://www.arb.ca.gov/cc/scopingplan/2030sp_pp_final.pdf). Accessed April 12, 2017.

EPA. See U.S. Environmental Protection Agency.

Intergovernmental Panel on Climate Change. 2007 (February). *Climate Change 2007: The Physical Science Basis*. Contribution of Working Group I to the Fourth Assessment Report of the IPCC. Geneva, Switzerland

IPCC. See Intergovernmental Panel on Climate Change.

U.S. Environmental Protection Agency. 2016 (May). Greenhouse Gas Equivalencies Calculator. Available: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>. Accessed April 12, 2017. Last Updated: May 2016.

## Chapter 3, Greenhouse Gas Reduction Strategies and Measures

SANDAG. See San Diego Association of Governments.

San Diego Association of Governments. 2012 (May). *Integrating Transportation Demand Management into the Planning and Development Process: A Reference for Cities*. Available: [http://www.icommutesd.com/documents/TDMStudy\\_May2012\\_webversion\\_000.pdf](http://www.icommutesd.com/documents/TDMStudy_May2012_webversion_000.pdf). Accessed April 19, 2017.

\_\_\_\_\_. 2013 (September). *North Coast Corridor Transportation Demand Management Implementation Plan*. Available: [http://www.sandag.org/uploads/projectid/projectid\\_19\\_16644.pdf](http://www.sandag.org/uploads/projectid/projectid_19_16644.pdf). Accessed April 19, 2017.

## Chapter 4, Climate Adaptation

Cal-Adapt. 2016. Cal-Adapt Local Climate Snapshots for City of Solana Beach. Prepared under contract by Scripps Institute of Oceanography. Available: <http://cal-adapt.org/tools/factsheet/>. Accessed March 28, 2017.

California Energy Commission. 2009a (August). *Impacts of Sea-Level Rise on the California Coast*. Available: <http://www.energy.ca.gov/2009publications/CEC-500-2009-024/CEC-500-2009-024-F.PDF>. Accessed: March 28, 2017.

\_\_\_\_\_. 2009b (August). *Climate Change-Related Impacts in the San Diego Region by 2050*. Available: <http://www.energy.ca.gov/2009publications/CEC-500-2009-027/CEC-500-2009-027-F.PDF>. Accessed: March 28, 2017.

\_\_\_\_\_. 2012 (July). *The Impacts of Sea-Level Rise on the San Francisco Bay*. Available: <http://www.energy.ca.gov/2012publications/CEC-500-2012-014/CEC-500-2012-014.pdf>. Accessed April 18, 2017.

California Natural Resources Agency. 2012 (July). *California Adaptation Planning Guide: Planning for Adaptive Communities*. Available: [http://resources.ca.gov/docs/climate/01APG\\_Planning\\_for\\_Adaptive\\_Communities.pdf](http://resources.ca.gov/docs/climate/01APG_Planning_for_Adaptive_Communities.pdf). Accessed March 28, 2017.

\_\_\_\_\_. 2014 (July). *Safeguarding California: Reducing Climate Risk. An update to the 2009 California Climate Adaptation Strategy*. Available: [http://resources.ca.gov/docs/climate/Final\\_Safeguarding\\_CA\\_Plan\\_July\\_31\\_2014.pdf](http://resources.ca.gov/docs/climate/Final_Safeguarding_CA_Plan_July_31_2014.pdf). Accessed March 28, 2017.

CEC. See California Energy Commission.

Census. See U.S. Census Bureau.

City. See City of Solana Beach.

City of Solana Beach. 2013 (February). *City of Solana Beach Local Coastal Plan*. Amended February 27, 2013.

CNRA. See California Natural Resources Agency.

County of San Diego. 2010 (August). *Multi-Jurisdictional Hazard Mitigation Plan*. Available: <http://www.sandiegocounty.gov/content/dam/sdc/oes/docs/2010-HazMit-Final-August-2010.pdf>. Accessed April 4, 2017.

IPCC. See Intergovernmental Panel on Climate Change.

Intergovernmental Panel on Climate Change. 2001. *Climate Change 2001 Synthesis Report: Summary for Policymakers*. Available: <https://www.ipcc.ch/ipccreports/tar/vol4/english/index.htm/>. Accessed March 29, 2017.

The San Diego Foundation. 2008. *Chapter 7: Public Health in The San Diego Foundation Regional Focus 2050 Study: Working Papers for the 2008 Climate Change Impacts Assessment, Second Biennial*

*Science Report to the California Climate Action Team. San Diego, California. Available: <http://www.delmar.ca.us/DocumentCenter/View/1891>. Accessed May 15, 2017.*

San Diego State University Foundation. 2004. *Overview of San Diego's Biodiversity*. Available: [https://interwork.sdsu.edu/fire/resources/overview\\_biodiversity.htm](https://interwork.sdsu.edu/fire/resources/overview_biodiversity.htm). Accessed May 15, 2017.

SDSU. See San Diego State University Foundation.

## Chapter 5, Implementation and Monitoring

*None present.*

This page intentionally left blank.



## **Appendix A**

GHG Inventory &  
Forecast Report

# City of Solana Beach Greenhouse Gas Emissions Inventory and Forecast

April 2016

Prepared for the City of Solana Beach



Prepared by the Energy Policy Initiatives Center



## **About EPIC**

The Energy Policy Initiatives Center (EPIC) is a nonprofit academic and research center of the USD School of Law that studies energy policy issues affecting the San Diego region and California. EPIC integrates research and analysis, law school study, and public education, and serves as a source of legal and policy expertise and information in the development of sustainable solutions that meet our future energy needs.

For more information, please visit the EPIC website at [www.sandiego.edu/epic](http://www.sandiego.edu/epic).

## TABLE OF CONTENT

1	INTRODUCTION.....	1
2	BACKGROUND.....	1
2.1	Greenhouse Gases .....	1
2.2	Categories of Emissions .....	1
3	SUMMARY OF GHG EMISSIONS .....	2
4	SUMMARY OF METHODS BY CATEGORY .....	3
4.1	Electricity .....	3
4.2	Natural Gas .....	6
4.3	Transportation .....	8
4.4	Solid Waste .....	11
4.5	Water .....	12
4.6	Wastewater .....	15
5	EMISSION FORECAST TO 2020 AND 2035 .....	16
5.1	Summary of Emission Forecasts .....	16
5.2	Summary of Projection Methods by Category.....	17
6	DIFFERENCE FROM 2005 INVENTORY.....	20
6.1	Electricity .....	21
6.2	Natural Gas .....	21
6.3	Transportation .....	22
6.4	Solid Waste .....	22
6.5	Water .....	22
6.6	Wastewater .....	22

## TABLES AND FIGURES

Table 1 Global Warming Potentials Used in the Solana Beach Inventory .....	1
Table 2 Breakdown of GHG Emissions by Category from City of Solana Beach (2010 to 2013).....	3
Table 3 Electricity Consumption, Emission Factor and GHG Emissions in Solana Beach (2010 - 2013) .....	4
Table 4 Natural Gas Consumption, Emission Factor and GHG Emissions in Solana Beach (2010 - 2013) ....	7
Table 5 Original-Destination (O-D) VMT for Trips in Solana Beach (2010-2013) .....	9
Table 6 Total VMT, Emission Rate and GHG Emissions in Solana Beach (2010-2013) .....	10
Table 7 Solid Waste Disposed by Solana Beach and GHG Emissions (2010 - 2013) .....	11
Table 8 Energy Intensity for Each Segment of Water System .....	12
Table 9 SDG&E Service Territory Electricity Emission Factors (2010-2013) .....	13
Table 10 Water Supplied to Solana Beach and GHG Emissions (2010 - 2013) .....	14
Table 11 Wastewater Generation in Solana Beach and GHG Emissions (2010 - 2013).....	16
Table 12 Population Estimates, Population and Job Forecast for Solana Beach.....	17
Table 13 Projected Electricity Consumption and GHG Emissions in Solana Beach (2020, 2030 and 2035)18	
Table 14 Projected Natural Gas Consumption and GHG Emissions in Solana Beach (2020, 2030 and 2035) .....	19
Table 15 Total VMT, Emission Rate and GHG Emissions in Solana Beach (2020, 2030 and 2035).....	19
Table 16 Projected Waste Disposal from Solana Beach and GHG Emissions (2020, 2030 and 2035).....	19
Table 17 Projected Water Supplied and GHG Emissions in Solana Beach (2020, 2020 and 2035) .....	20
Table 18 Projected Wastewater Generation and GHG Emissions in Solana Beach (2020 and 2035) .....	20
Table 19 Total Emissions and Emissions Breakdown by Categories in 2005, 2010 and 2013 .....	21
Figure 1 Breakdown of GHG Emissions in City of Solana Beach by Category (2010) .....	2
Figure 2 Trends in Electricity Consumption and GHG Emissions in Solana Beach (2010-2013) .....	5
Figure 3 Breakdown of Emissions from the Electricity Category in Solana Beach (2013) .....	6
Figure 4 Trends in Natural Gas Consumption and GHG Emissions in Solana Beach (2010-2013) .....	7
Figure 5 Breakdown of GHG Emissions from Natural Gas Category in City of Solana Beach (2013).....	8
Figure 6 Components of Origin-Destination (O-D) method for Calculation of Vehicle Miles Traveled.....	9
Figure 7 Trends in Total VMT and GHG Emissions in Solana Beach (2010-2013).....	11

Figure 8 Trends in Solid Waste Generation and GHG Emissions in Solana Beach, 2010-2013..... 12

Figure 9 Trends in Water Consumption and GHG Emissions in Solana Beach, 2010-2013 ..... 14

Figure 10 Breakdown of Emissions from Water Category in City of Solana Beach (2013)..... 15

Figure 11 Trends in Wastewater Generation and GHG Emissions in Solana Beach (2010-2013) ..... 16

Figure 12 Comparison of Emissions Breakdown by Category in Solana Beach ..... 17

## 1 INTRODUCTION

This report provides a summary of community-scale greenhouse gas (GHG) emissions from 2010 to 2013 and business-as-usual (BAU) GHG emissions projection for 2020 and 2035 for the City of Solana Beach. This document also describes the methodology used to calculate the 2010 to 2013 GHG emissions by category and BAU GHG emissions from the City of Solana Beach.

Section 2 provides background sources and common assumptions used to estimate GHG emissions. Section 3 provides the results of GHG emissions from the City of Solana Beach from 2010 to 2013. More details on method used in each category, input data, and emission factors are provided in Section 4. The methods used for BAU emission projections are provided in Section 5. Section 6 provided a discussion of the major methodological differences with the previous 2005 inventory.

## 2 BACKGROUND

### 2.1 Greenhouse Gases

The primary greenhouse gases (GHGs) included in this inventory are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O). Each GHG has a different capability of trapping heat in the atmosphere, known as its global warming potential (GWP), which is normalized relative to CO<sub>2</sub> and expressed in carbon dioxide equivalents (CO<sub>2</sub>e). In general, the 100-year GWPs reported by the Intergovernmental Panel on Climate Change (IPCC) are used to estimate greenhouse gas emissions. The GWPs used in this inventory are from IPCC Forth Assessment Report (AR4)<sup>1</sup>, given in Table 1.

**Table 1 Global Warming Potentials Used in the Solana Beach Inventory**

Greenhouse Gas	Global Warming Potential (GWP)
Carbon dioxide (CO <sub>2</sub> )	1
Methane (CH <sub>4</sub> )	25
Nitrous oxide (N <sub>2</sub> O)	298

IPCC, 2007

### 2.2 Categories of Emissions

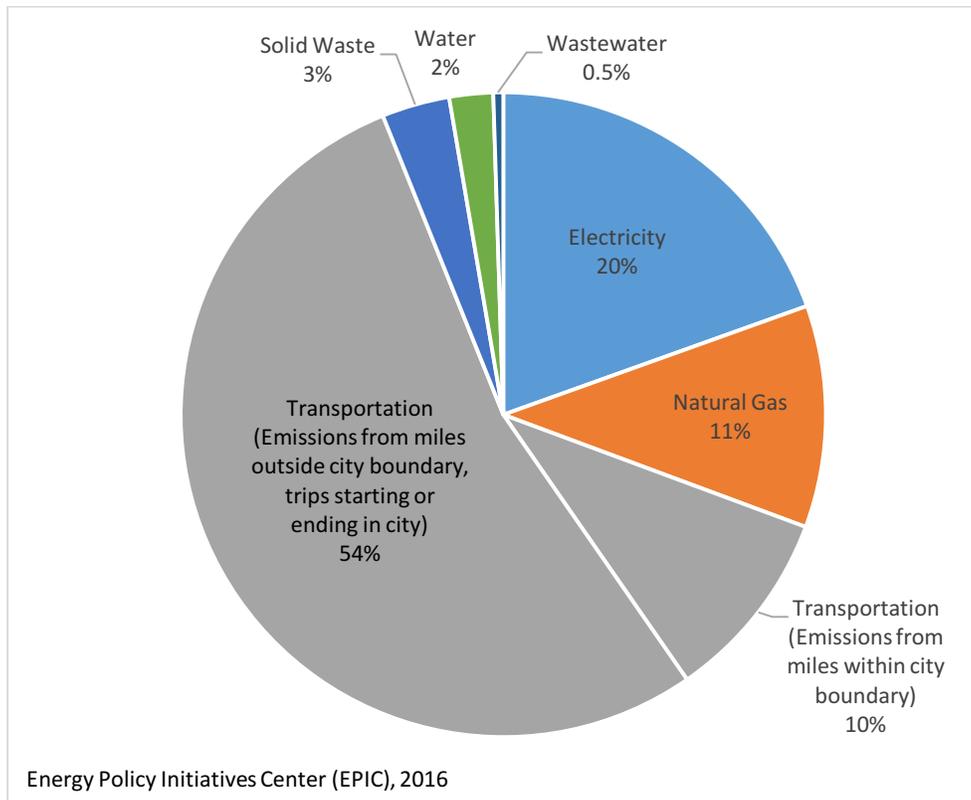
The U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions published by ICLEI USA (referred to as the ICLEI Community Protocol) recommends including emissions from six categories for a typical community-scale GHG inventory.<sup>2</sup> These categories are: electricity, natural gas, transportation, solid waste, water, and wastewater. GHG emissions are calculated by multiplying activity data (e.g., kilowatt-hours of electricity, tons of solid waste) by an emissions factor. For these categories, methods used in this inventory were based on the ICLEI Community Protocol standard methods, with modifications based on regional- or city-specific data when available.

<sup>1</sup> IPCC Forth Assessment Report: Climate Change 2007. Direct Global Warming Potentials. [https://www.ipcc.ch/publications\\_and\\_data/ar4/wg1/en/ch2s2-10-2.html](https://www.ipcc.ch/publications_and_data/ar4/wg1/en/ch2s2-10-2.html)

<sup>2</sup> ICLEI – Local Governments for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0. (2012). <http://icleiusa.org/tools/ghg-protocols/>

### 3 SUMMARY OF GHG EMISSIONS

In 2010, the total GHG emissions from the City of Solana Beach were 139,216 metric tons CO<sub>2</sub>e (MT CO<sub>2</sub>e), distributed into six categories as shown in Figure 1.



**Figure 1 Breakdown of GHG Emissions in City of Solana Beach by Category (2010)**

Transportation contributed the most to overall GHG emissions: 10% from trips within the Solana Beach boundary and 54% from trips outside the Solana Beach boundary but starting or ending in the city. Wastewater contributed the least to overall GHG emissions (<1%).

The total GHG emissions from the City of Solana Beach in 2013 were 142,750 metric tons CO<sub>2</sub>e (MT CO<sub>2</sub>e), 3% higher than the total GHG emissions in 2010, with similar distribution of the categories. The emissions in each category from 2010 to 2013 are presented in Table 2.

**Table 2 Breakdown of GHG Emissions by Category from City of Solana Beach (2010 to 2013)**

Category	2010	2011	2012	2013
Electricity	27,182	25,267	30,762	29,205
Natural Gas	15,504	15,631	15,315	15,614
Transportation (Emissions from miles within city boundary)	13,489	13,484	13,433	13,513
Transportation (Emissions from miles outside city boundary, trips starting or ending in city)	74,560	74,772	74,718	75,395
Solid Waste	4,736	4,622	4,419	4,862
Water	3,052	2,963	3,601	3,553
Wastewater	693	673	621	607
<b>Total (MT CO<sub>2</sub>e)</b>	<b>139,216</b>	<b>137,412</b>	<b>142,868</b>	<b>142,750</b>

EPIC, 2016

Between 2010 and 2013, the lowest total GHG emissions were generated in 2010 and the highest were generated in 2012.

## 4 SUMMARY OF METHODS BY CATEGORY

### 4.1 Electricity

GHG emissions from electricity consumption by the City of Solana Beach were estimated using method BE.2 Emissions from Electricity Use, from the ICLEI Community Protocol.<sup>3</sup> Electricity consumption in the City of Solana Beach was provided by the local utility, San Diego Gas & Electric (SDG&E), for two customer classes: residential and commercial.<sup>4</sup> Two modifications were made to the consumption (Table 3) for this inventory. First, the annual electricity consumption obtained from SDG&E was grossed up using a loss factor<sup>5</sup> of 1.066 to account for transmission and distribution losses.<sup>6</sup> Second, in order to avoid double counting, the portion of electricity consumption associated with the local distribution of water was subtracted from the electricity category and attributed to the water category.

The modified electricity consumption was multiplied by the electricity emission factor for the City of Solana Beach in the given year (Table 3) and expressed in pounds of CO<sub>2</sub>e per megawatt-hour (lbs

<sup>3</sup> ICLEI – Local Governments for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0. (2012). Appendix C: Built Environment Emission Activities and Sources. <http://iclei.org/tools/ghg-protocols/>

<sup>4</sup> Communication with SDG&E. Data provided to EPIC on 10/28/2015.

<sup>5</sup> Transmission and Distribution Loss Factor is used to scale end-use demand or retail sales to produce net energy for load. Wong (2011). *A review of transmission losses in planning studies*. CEC Staff Paper. <http://www.energy.ca.gov/2011publications/CEC-200-2011-009/CEC-200-2011-009.pdf>

<sup>6</sup> California Energy Commission (CEC). *California Energy Demand 2015-2025 Final Forecast Mid-Case Final Baseline Demand Forecast Forms*. SDG&E Mid. Download Date: 06/23/2015. The transmission and distribution loss factor, 1.066, is calculated based on SDG&E Form 1.2 Mid. [http://www.energy.ca.gov/2014\\_energypolicy/documents/demand\\_forecast\\_cmf/Mid\\_Case/](http://www.energy.ca.gov/2014_energypolicy/documents/demand_forecast_cmf/Mid_Case/)

CO<sub>2</sub>e/MWh). For a given year, the electricity emission factor in the City of Solana Beach is developed based on the city-specific power mix of SDG&E bundled power<sup>7</sup> and the power provided by other electricity providers – known as Direct Access (DA),<sup>8</sup> and their respective emission factors (lbs CO<sub>2</sub>e/MWh). The SDG&E bundled emission factor was calculated using Federal Energy Regulatory Commission (FERC) Form 1<sup>9</sup> and California Energy Commission (CEC) Power Source Disclosure Program<sup>10</sup> on SDG&E owned and purchased power, and U.S. EPA Emissions and Generating Resource Integrated Database (eGRID)<sup>11</sup> on specific power plant emissions. The Direct Access emission factor used here was adopted in CPUC Decision D.14-12-037<sup>12</sup>.

The differences in the electricity emission factors in Table 3 reflect the change in power mix in Solana Beach as well as in the entire SDG&E service territory over the years. The emissions factor increased in 2012 compared with previous years. This was due to the shut-down in 2012 of the zero-emissions electricity supply from the San Onofre Nuclear Generation Station (SONGS). The SONGS electricity supply was replaced by other natural gas-fired power plant sources<sup>13</sup> that increased the emission factor.

The total electricity consumption, electricity emission factor, and corresponding GHG emissions in the City of Solana Beach are given in Table 3.

**Table 3 Electricity Consumption, Emission Factor and GHG Emissions in Solana Beach (2010 - 2013)**

Year	Electricity Consumption (MWh)	Emission Factor (lbs CO <sub>2</sub> e)/MWh)	GHG Emissions (MT CO <sub>2</sub> e)
2010	89,211	672	27,182
2011	88,991	626	25,267
2012	89,957	754	30,762
2013	87,729	734	29,205

EPIC, 2016

<sup>7</sup> SDG&E bundled power includes the electricity from SDG&E owned power plants and the electricity from its net procurements.

<sup>8</sup> Direct Access Program includes the electricity customers purchased from electric service providers (ESPs) but SDG&E provides transmission and distribution services. <http://www.sdge.com/customer-choice/electricity/direct-access-faq>

<sup>9</sup> Federal Energy Regulatory Commission (FERC). Form 1- Electricity Utility Annual Report. <http://www.ferc.gov/docs-filing/forms/form-1/viewer-instruct.asp>. Download Date: 07/20/2015

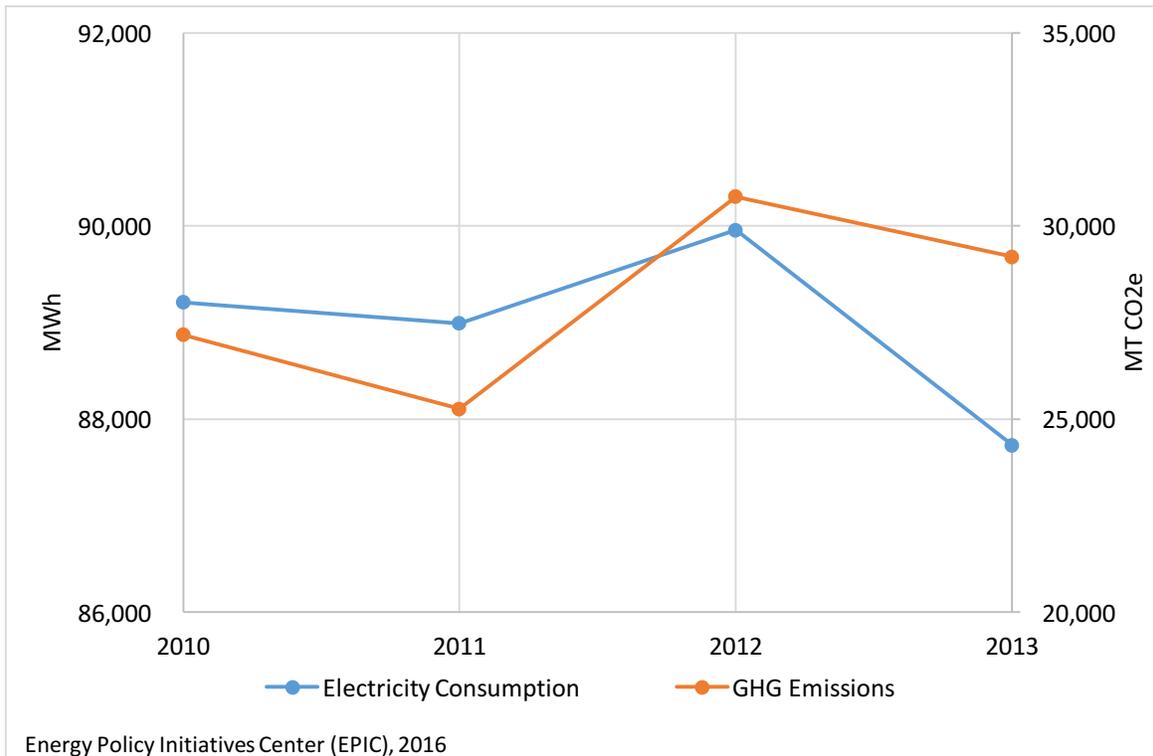
<sup>10</sup> California Energy Commission (CEC) Power Source Disclosure Program under Senate Bill 1305. <http://www.energy.ca.gov/sb1305/> Obtained SDG&E annual report, 2010-2014, from CEC staff on 08/07/2015.

<sup>11</sup> U.S. EPA. eGRID 2012. (2015) <http://www2.epa.gov/energy/egrid> Download Date: 10/09/2015

<sup>12</sup> Decision 14-12-037, December 18, 2014 in Rulemaking 11-03-012 (Filed March 24, 2011). <http://docs.cpuc.ca.gov/PublishedDocs/Published/G000/M144/K130/144130487.pdf>. The Decision adopts an emission factor of 0.379 MT CO<sub>2</sub>e/MW) for direct access electricity purchased from all investor-owned utilities, publicly owned utilities and energy service providers other than PG&E. EPIC converted the emission factor 0.379 MT CO<sub>2</sub>e/MWh to 836 lbs CO<sub>2</sub>e/MWh as the DA emission factor.

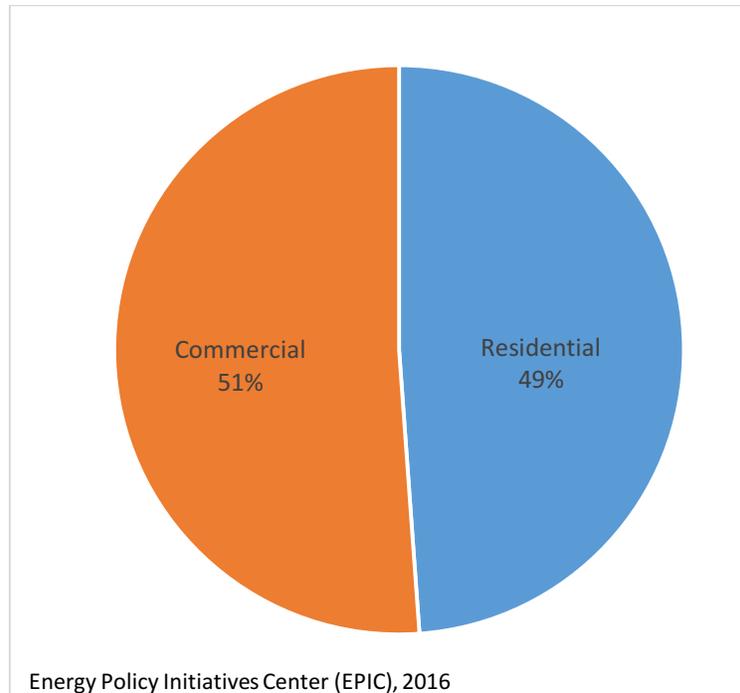
<sup>13</sup> SONGS is partially owned by SDG&E and historically accounted for approximately 15-20% of its power generation. SONGS was permanently closed in 2013 and the energy generation is replaced by other sources, including non-renewable sources, which may increase the emissions factor for SDG&E-generated electricity. <https://www.sdge.com/sites/default/files/documents/1390903853/2011%20Power%20Content%20Label.pdf>

Electricity consumption in Solana Beach was lowest in 2013 of the years 2010 to 2013, however, the GHG emissions varied due to the changes in the emission factor as show in Figure 2.



**Figure 2 Trends in Electricity Consumption and GHG Emissions in Solana Beach (2010-2013)**

These emissions can be broken down further into residential and commercial customer classes. In 2013, 51% of emissions could be attributed to commercial electricity consumption, while 49% came from residential electricity consumption. Figure 3 represents this breakdown in 2013, and the breakdown between commercial and residential customer class in 2010 was also 51% and 49%.



**Figure 3 Breakdown of Emissions from the Electricity Category in Solana Beach (2013)**

## 4.2 Natural Gas

GHG emissions from combustion of natural gas for end-use applications in City of Solana Beach were estimated based on method BE.1 Emissions from Stationary Fuel Combustion of the ICLEI Community Protocol.<sup>14</sup> Natural gas consumption in the City of Solana Beach was provided by SDG&E for two customer classes: residential and commercial.<sup>15</sup>

Natural gas consumption was multiplied by the natural gas GHG emission factor, 0.00544 metric ton CO<sub>2</sub>e per million therm (MMT CO<sub>2</sub>e/MMTherm). For a given year, the natural gas emission factor is calculated based on the heat content of natural gas, fuel CO<sub>2</sub>, CH<sub>4</sub>, and N<sub>2</sub>O emissions from the latest California's Greenhouse Gas Inventory developed by California Air Resources Board (ARB),<sup>16</sup> and GWP of CH<sub>4</sub> and N<sub>2</sub>O from Table 1.

The total natural gas consumption and GHG emissions in the City of Solana Beach are given in Table 4 and the trends are shown in Figure 4.

<sup>14</sup> ICLEI 2012. See Note 3.

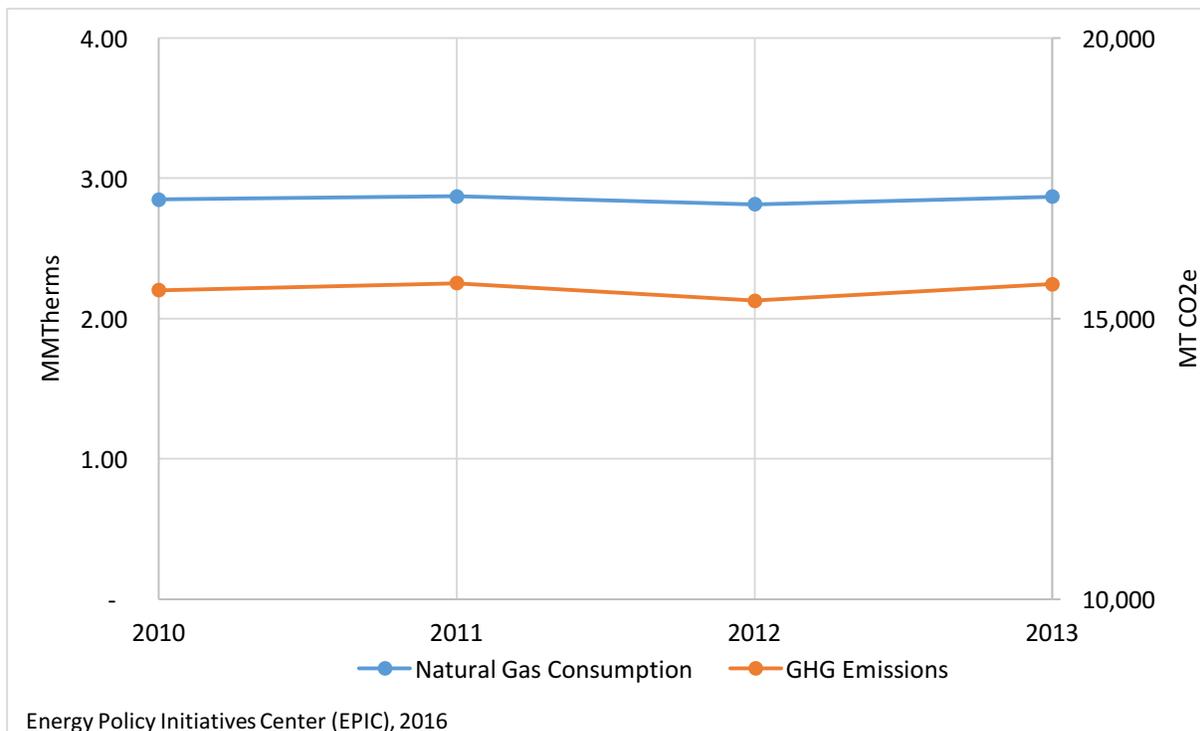
<sup>15</sup> Communication with SDG&E. Data provided to EPIC on 10/28/2015.

<sup>16</sup> ARB. 2014. Documentation of California's Greenhouse Gas Inventory. Fuel Combustion – Natural Gas. [http://www.arb.ca.gov/cc/inventory/doc/docs1/1a1ai\\_instategenerationutilityowned\\_fuelcombustion\\_naturalgas\\_ch4\\_2013.htm](http://www.arb.ca.gov/cc/inventory/doc/docs1/1a1ai_instategenerationutilityowned_fuelcombustion_naturalgas_ch4_2013.htm)

**Table 4 Natural Gas Consumption, Emission Factor and GHG Emissions in Solana Beach (2010 - 2013)**

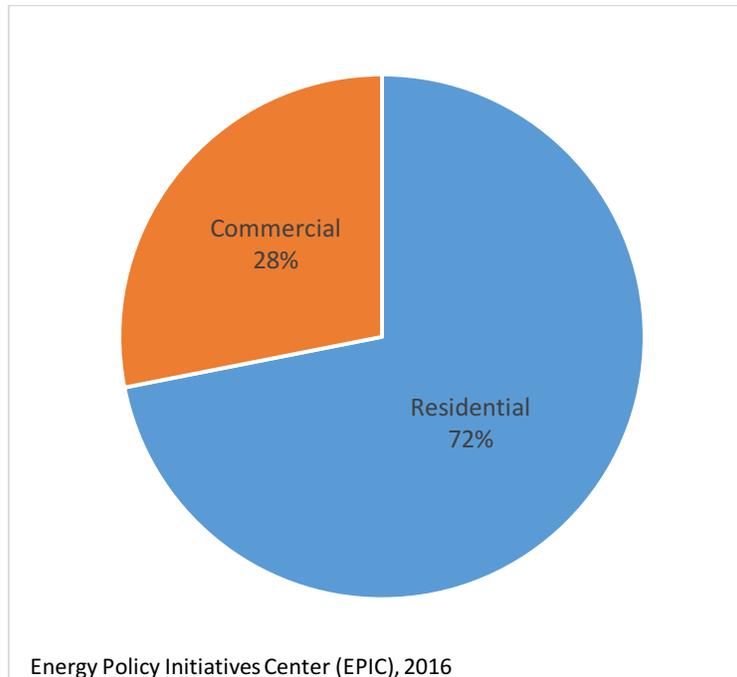
Year	Natural Gas Consumption (MM Therms)	GHG Emissions (MT CO <sub>2</sub> e)
2010	2.85	15,504
2011	2.87	15,631
2012	2.81	15,315
2013	2.87	15,614

SDG&E, EPIC 2016



**Figure 4 Trends in Natural Gas Consumption and GHG Emissions in Solana Beach (2010-2013)**

Emissions from natural gas can be broken down further into residential and commercial customer classes. In 2013, 26% of emissions came from commercial natural gas consumption, and the remaining 74% can be attributed to residential natural gas consumption. Figure 5 represents this breakdown in 2013. In 2010, the distribution was 25% of emissions from commercial customers, and 72% from residential customers.

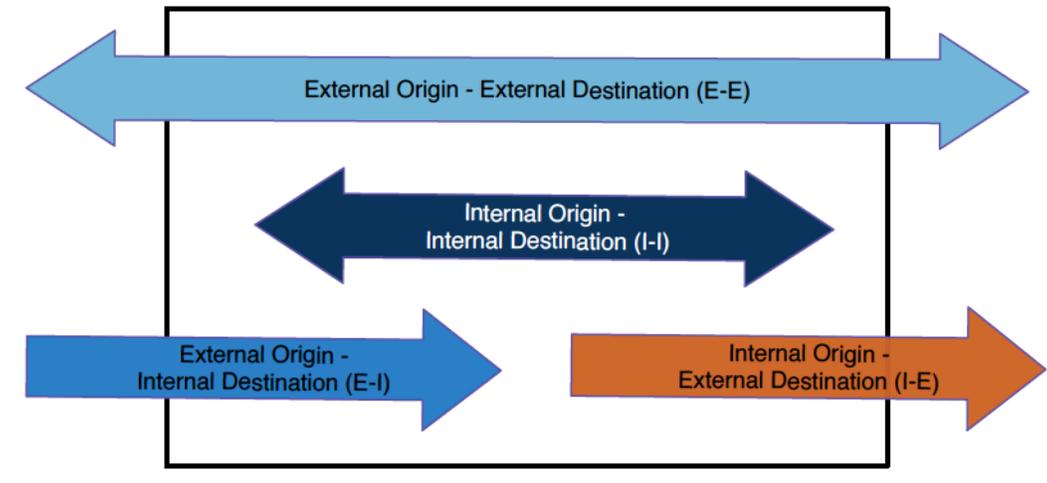


**Figure 5 Breakdown of GHG Emissions from Natural Gas Category in City of Solana Beach (2013)**

### 4.3 Transportation

GHG emissions from on-road transportation in the City of Solana Beach were estimated based on vehicle miles traveled (VMT) and the emission rates associated with the total vehicle fleet in San Diego region in a given year. VMT in the City of Solana Beach was provided by San Diego Association of Government (SANDAG), based on the Origin-Destination (O-D) method. The O-D VMT method proposed by the ICLEI Community Protocol estimates miles traveled based on where a trip originates and where it ends to allocate on-road emissions to cities and regions with policy jurisdiction over miles traveled (Figure 6).<sup>17</sup>

<sup>17</sup> ICLEI – Local Governments for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0. (2012). Appendix D: Transportation and Other Mobile Emission Activities and Sources.



**Figure 6 Components of Origin-Destination (O-D) method for Calculation of Vehicle Miles Traveled**

O-D VMT include trips that originate and end within the boundary, in this case within the City of Solana Beach geographical boundary (referred to as Internal-Internal), and trips that either begin within the boundary and end outside the boundary (referred to as Internal-External) or vice versa (referred to as External-Internal). VMT from Internal-External/External-Internal trips include both the miles in Solana Beach geographical boundary and outside Solana Beach geographic boundary but within the San Diego region.

VMT from trips that begin and end outside the boundary that were only passing through the City of Solana Beach (referred to as External-External) were excluded. Therefore, emissions from External-External VMT were not allocated to the City of Solana Beach. O-D VMT data for each trip type from 2010 to 2013 are given in Table 5.<sup>18</sup>

**Table 5 Original-Destination (O-D) VMT for Trips in Solana Beach (2010-2013)**

<b>Trip Type (miles/weekday)</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Internal-Internal	27,582	27,803	28,024	28,245
Internal-External/External-Internal (within city boundary)	98,273	99,344	100,415	101,486
Internal-External/External-Internal (outside city boundary)	848,120	859,214	870,309	881,403

SANDAG, 2015

To calculate total VMT, all Internal-Internal VMT were included. External-Internal/Internal-External VMT were divided by two to split the miles evenly between the city and outside jurisdictions. The total VMT were multiplied by 0.96 to adjust from average weekday VMT to average daily VMT including

<sup>18</sup> Communication with SANDAG. Data received on 09/23/2015. VMT data in 2020 and 2013 were provided by SANDAG directly. 2011 and 2012 VMT Data were interpolated linearly.

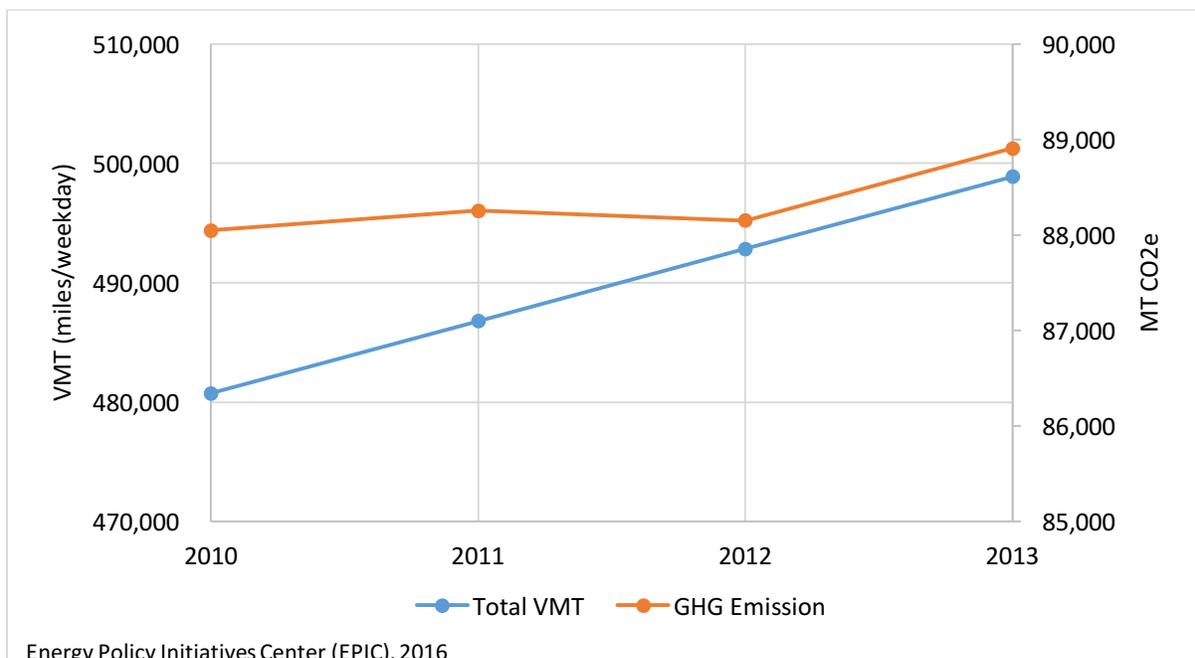
weekends.<sup>19</sup> The percent of VMT that is purely inside Solana Beach’s geographical boundary is 15% of total VMT used the inventory.

The emission rate in grams (g) CO<sub>2</sub>e/mile was derived from the statewide mobile source emissions model EMFAC2011, developed by California Air Resources Board (ARB).<sup>20</sup> EMFAC2011 was used to generate emission rates for SANDAG on a metropolitan planning organization (MPO) basis, for calendar year 2010-2013 with all vehicle classes (EMFAC2011 Categories), model years, speed and fuel types.<sup>21</sup> The fleetwide g CO<sub>2</sub>/mile emission rate was calculated based on the distribution of VMT for each vehicle class and its emission rates, then adjusted to account for total greenhouse gas emissions including CO<sub>2</sub>, CH<sub>4</sub> and N<sub>2</sub>O. Table 6 summarizes the fleetwide vehicle emission rate, total VMT and GHG emissions, and the trends are shown in Figure 7.

**Table 6 Total VMT, Emission Rate and GHG Emissions in Solana Beach (2010-2013)**

Year	Emissions Rate (g CO <sub>2</sub> e/mile)	Total VMT (miles/day)	GHG Emissions (MT CO <sub>2</sub> e)
2010	501.8	480,747	88,049
2011	496.7	486,799	88,257
2012	490.0	492,850	88,151
2013	488.2	498,902	88,909

EPIC, 2016



<sup>19</sup> The “5 to 7 day conversion” factor for VMT for freeways and highways, was provided by Caltrans, Kim Sturmer (2009).

<sup>20</sup> California Air Resources Board. Mobile Source Emissions Inventory. EMFAC2011.

<http://www.arb.ca.gov/msei/msei.htm>

<sup>21</sup> EMFAC2011 Web Database. Emission Rates for SANDAG, Calendar Year 2012 and 2013.

**Figure 7 Trends in Total VMT and GHG Emissions in Solana Beach (2010-2013)**

#### 4.4 Solid Waste

GHG Emissions from the decomposition of organic material in waste disposed at landfills are estimated based on method SW.4 from ICLEI Community Protocol.<sup>22</sup> For emissions from community-generated mixed waste, solid waste disposed by in the City of Solana Beach was multiplied by the mixed waste emission factor<sup>23</sup> to estimate the total emissions. The impact of recycling and composting diversion programs on emissions reduction were not captured in this inventory because the waste disposed data already exclude waste diverted from these programs. The recycling and diversion programs contribute to lowering the amount of community-generated waste sent to the landfills.<sup>24</sup>

Solid waste disposed into landfills from 2010 to 2013 was obtained from California Department of Resources Recycling and Recovery (CalRecycle) Disposal Reporting System (DRS).<sup>25</sup> The total waste disposal was multiplied by mixed solid waste emission factor, 0.06 MT CH<sub>4</sub>/wet short ton<sup>26</sup> then converted to MT CO<sub>2</sub>e. The landfill gas capture rate was assumed to be 75% based on ICLEI Community Protocol.<sup>27</sup> The total solid waste disposed and post-capture emissions in 2013 are given in Table 7 and the trends are shown in Figure 8.

**Table 7 Solid Waste Disposed by Solana Beach and GHG Emissions (2010 - 2013)**

Year	Community Solid Waste Disposal (metric tons/year)	Per Capita Solid Waste Disposal (kg/person/day)	GHG Emissions (MT CO <sub>2</sub> e)
2010	12,731	2.7	4,736
2011	12,425	2.6	4,622
2012	11,878	2.5	4,419
2013	13,068	2.7	4,862

CalRecycle, EPIC 2016

<sup>22</sup> ICLEI – Local Governments for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0. (2012). Appendix E: Solid Waste Emission Activities and Sources. <http://icleiusa.org/tools/ghg-protocols/>

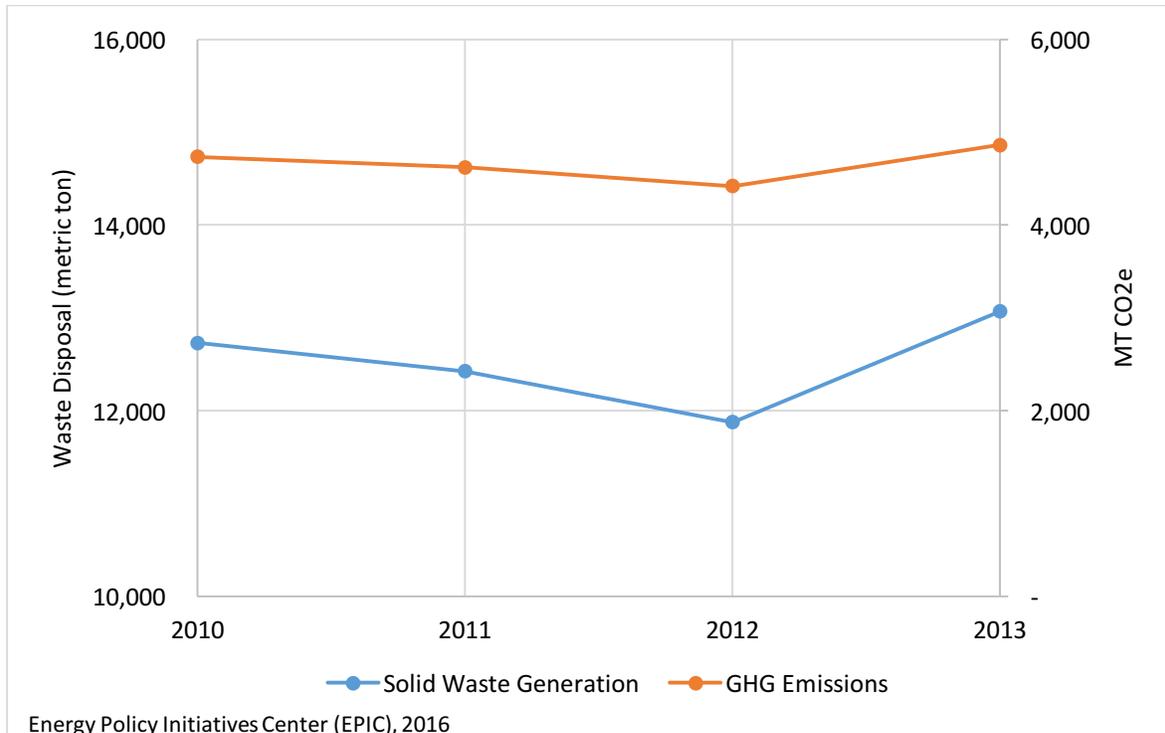
<sup>23</sup> ICLEI Community protocol. Appendix E: Solid Waste Emission Activities and Sources. Table SW.5 CH<sub>4</sub> Yield for Solid Waste Components.

<sup>24</sup> ICLEI, 2012. See 22.

<sup>25</sup> CalRecycle. Disposal Reporting System (DRS): Jurisdiction Disposal and Alternative Daily Cover (ADC) Tons by Facility. <http://www.calrecycle.ca.gov/LGCentral/Reports/DRS/Destination/JurDspFa.aspx> Download Date: 08/03/2015

<sup>26</sup> ICLEI, 2012. Table SW.5. See Note 23.

<sup>27</sup> ICLEI, 2012. See Note 22.



**Figure 8 Trends in Solid Waste Generation and GHG Emissions in Solana Beach, 2010-2013**

#### 4.5 Water

Emissions from water supplied to the City of Solana Beach were estimated based on method WW.14 from the ICLEI Community Protocol.<sup>28</sup> The method accounts for each element of the water system (upstream supply and conveyance, local water distribution, and treatment) individually, using the energy intensity per unit of water for each segment of the water system given in Table 8.

**Table 8 Energy Intensity for Each Segment of Water System**

Segment of Water System	Energy Intensity (kWh/Million Gallons)
Upstream Supply and Conveyance <sup>29</sup>	9,727
Conventional Water Treatment <sup>30</sup>	684
Local Water Distribution <sup>31</sup>	292

CEC 2006, EPIC 2016

<sup>28</sup> ICLEI – Local Governments for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0. (2012). Appendix F. Wastewater and Water Emission Activities and Sources.

<sup>29</sup> California Energy Commission (CEC), Navigant, *Refining Estimates of Water-Related Energy Use in California* (December 2006).

<sup>30</sup> Conventional water treatment processes include coagulation/flocculation, sedimentation, filtration and disinfection. Energy intensity of standard treatment are calculated based on data from City of San Diego’s three Water Treatment Plants, provided to EPIC in 2014. (Value for 2010)

<sup>31</sup> City of San Diego. See Note 30.

95% of the water used in Solana Beach is provided by Santa Fe Irrigation District (SFID) and the rest is provided by Olivenhain Municipal Water District (OMWD). SFID provided the amount of potable and recycled water (million gallons) its facilities treated and distributed for Solana Beach from 2006 to 2012. The water treated and distributed from SFID for Solana Beach is then used to estimate the total water consumption in Solana Beach for 2010 to 2012. The water consumption in the latest inventory year, 2013, was extrapolated from the historical data. Based on the 2010 Urban Water Management Plan from SFID<sup>32</sup> and OMWD<sup>33</sup> no groundwater is supplied to Solana Beach, only surface water and recycled water.

For upstream supply and conveyance emissions, potable water consumption was multiplied by the upstream energy intensity to obtain the total electricity consumption from upstream supply. The electricity consumption was then multiplied by the SDG&E service territory electricity emission factor, which is the best available emission factor for upstream electricity supply to calculate GHG emissions. The SDG&E service territory electricity emission factors from 2010 to 2013 are given in Table 9, which were calculated based on the methods described in Section 4.1 – Electricity. The service territory emission factors are slightly different from the emission factors for Solana Beach (Table 3).

**Table 9 SDG&E Service Territory Electricity Emission Factors (2010-2013)**

<b>Year</b>	<b>SDG&amp;E Service Territory Electricity Emissions factor (lb CO<sub>2</sub>e/MWh)</b>
<b>2010</b>	691
<b>2011</b>	651
<b>2012</b>	763
<b>2013</b>	747

EPIC, 2016

For local water distribution and treatment, both potable and recycled water consumption were multiplied by their corresponding energy intensities. The total electricity use associated with water consumption in a given year was then multiplied by the electricity emissions factor for SDG&E service territory of that year, to get the total GHG emissions associated with water consumption. The electricity and GHG emissions associated with local water distribution are already captured in Section 4.1 - Electricity, so the emissions are deducted from electricity category.

The total water consumption (potable + recycled water) and the corresponding GHG emissions are given in Table 10 and the trends are shown in Figure 9.

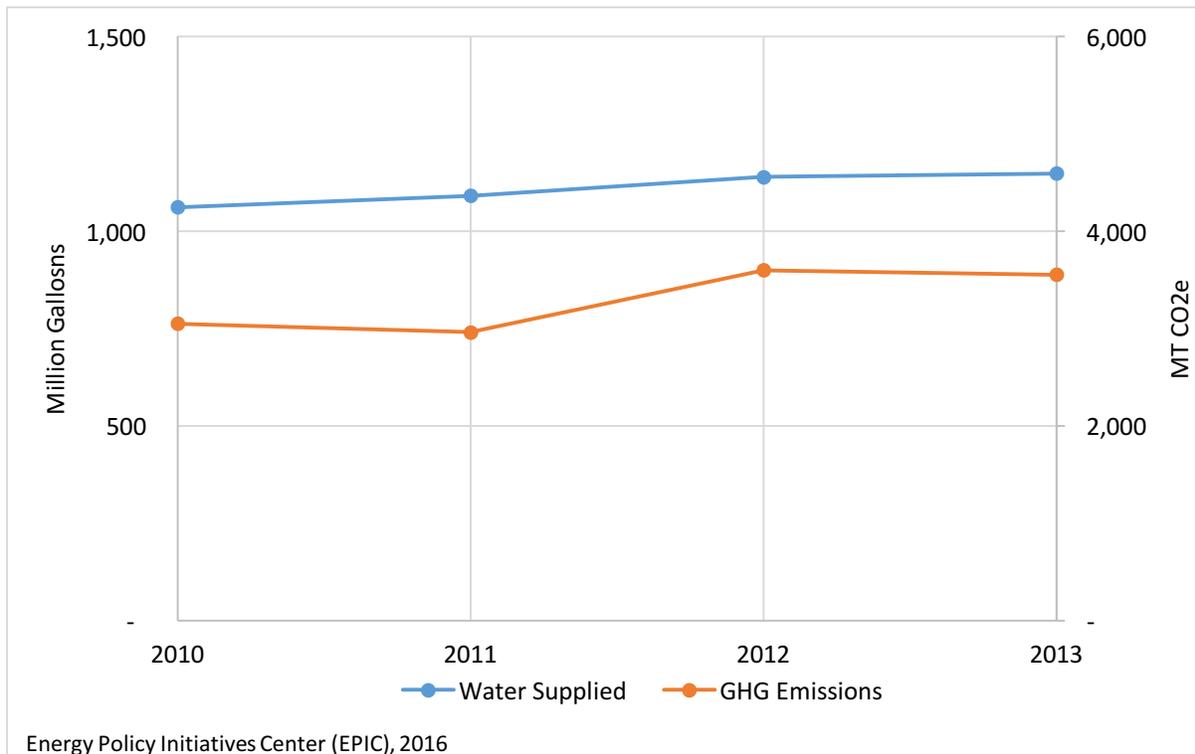
<sup>32</sup> Santa Fe Irrigation District, *2010 Urban Water Management Plan* (June 2011), [http://www.water.ca.gov/urbanwatermanagement/2010uwmps/Santa%20Fe%20Irrigation%20District/SFID%20Final%202010%20UWMP\\_Final\\_App.pdf](http://www.water.ca.gov/urbanwatermanagement/2010uwmps/Santa%20Fe%20Irrigation%20District/SFID%20Final%202010%20UWMP_Final_App.pdf)

<sup>33</sup> Olivenhain Municipal Water District, *2010 Urban Water Management Plan* (June 2011), <http://www.olivenhain.com/files/docs/projects/UWMP/2010%20OMWD%20UWMP.pdf>

**Table 10 Water Supplied to Solana Beach and GHG Emissions (2010 - 2013)**

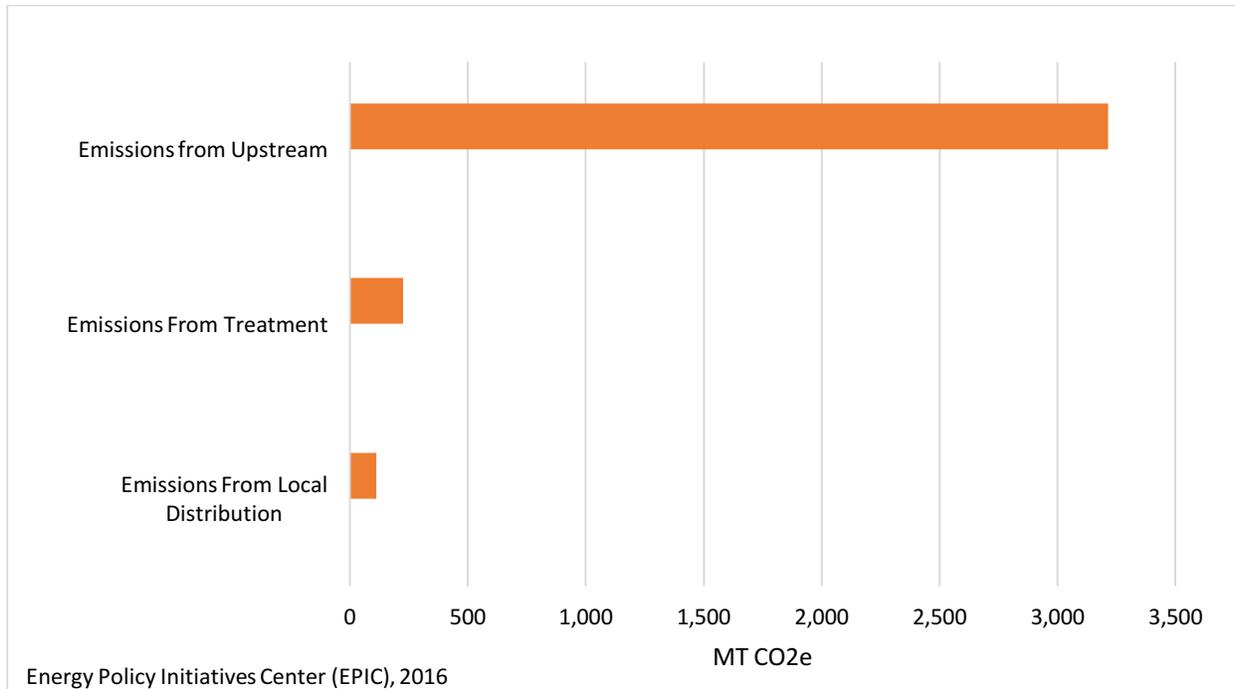
Year	Community Water Supplied (million gallons/year)	Per Capita Water Supplied (gallons/person/day)	GHG Emissions (MT CO <sub>2</sub> e)
2010	1,061	226	3,052
2011	1,091	231	2,963
2012	1,139	241	3,601
2013	1,148	241	3,553

EPIC, 2016



**Figure 9 Trends in Water Consumption and GHG Emissions in Solana Beach, 2010-2013**

In 2013, 90% of the GHG emissions from water consumption were a result of upstream supply and conveyance at 3,215 MT CO<sub>2</sub>e. The related breakdown of emissions for the water sector is given in Figure 10. The breakdown was similar in 2010, with 91% of GHG emissions from upstream supply and conveyance.



**Figure 10 Breakdown of Emissions from Water Category in City of Solana Beach (2013)**

#### 4.6 Wastewater

GHG emissions from wastewater generation by the City of Solana Beach were estimated based on the total amount of wastewater generated in a given year, multiplied by the emission factor of wastewater treatment processes. All wastewater generated by the City of Solana Beach is sent to San Elijo Water Reclamation Facility (San Elijo WRF) for treatment. The total wastewater (million gallons) from 2010 to 2014 San Elijo WRF treated for Solana Beach were provided.<sup>34</sup>

Due to the lack of data from the wastewater treatment processes in San Elijo, the emissions from wastewater treatment were estimated using an emissions factor derived from data based on Encina Wastewater Authority, a wastewater treatment plant in the San Diego region using similar treatment processes as San Elijo, as advised by San Elijo staff. In 2013, the Encina Wastewater Authority treated 22.787 million gallons wastewater with GHG emissions of 11,359 metric tons. This results in an emission factor of 1.37 metric tons CO<sub>2</sub>e/million gallon and consists of emissions from a) biogenic direct, stationary combustion anaerobic digester gas b) process emissions from wastewater treatment with nitrification and denitrification and c) direct anaerobic digester gas. As similar data were not available for the other years, this emissions factor was used as an estimate in other inventory years.

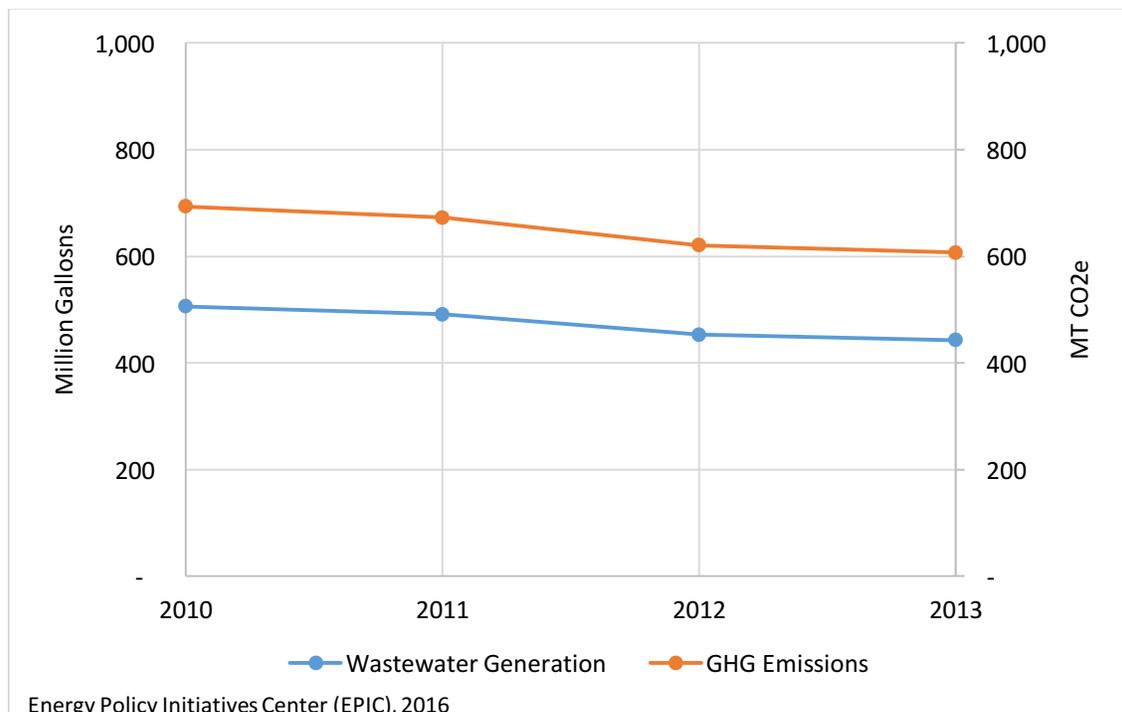
The total wastewater generation, emission factor and GHG emissions are presented in Table 11 and the trends are shown in Figure 11.

<sup>34</sup> Communication with San Elijo Water Reclamation Facility, Data provide to EPIC on 07/29/2015.

**Table 11 Wastewater Generation in Solana Beach and GHG Emissions (2010 - 2013)**

Year	Community Wastewater Generation (million gallons/year)	Per Capita Wastewater Generation (gallon/person/day)	GHG Emissions (MT CO <sub>2</sub> e)
2010	506	108	693
2011	491	104	673
2012	453	96	621
2013	443	93	607

EPIC, 2016



Energy Policy Initiatives Center (EPIC), 2016

**Figure 11 Trends in Wastewater Generation and GHG Emissions in Solana Beach (2010-2013)**

## 5 EMISSION FORECAST TO 2020 AND 2035

GHG emissions inventories provide a retrospective view of emissions within a city; however, to plan for future reduction opportunities, emissions are projected using information about a city’s anticipated growth and development but without additional changes to policy after the baseline year. Such projections are often known as business-as-usual (BAU) projections. The total GHG projections are the sum of the emissions projected by category for year 2020, 2030 and 2035.

### 5.1 Summary of Emission Forecasts

The total GHG emissions in 2020 were projected at 131,868 MT CO<sub>2</sub>e, and the GHG emissions in 2035 were projected at 142,707 MT CO<sub>2</sub>e. This is due to the changes in growth and development in each category. Figure 12 below shows a comparison of the emissions breakdown by category for inventory years (2010 and 2013) and forecast years (2020, 2030 and 2035).

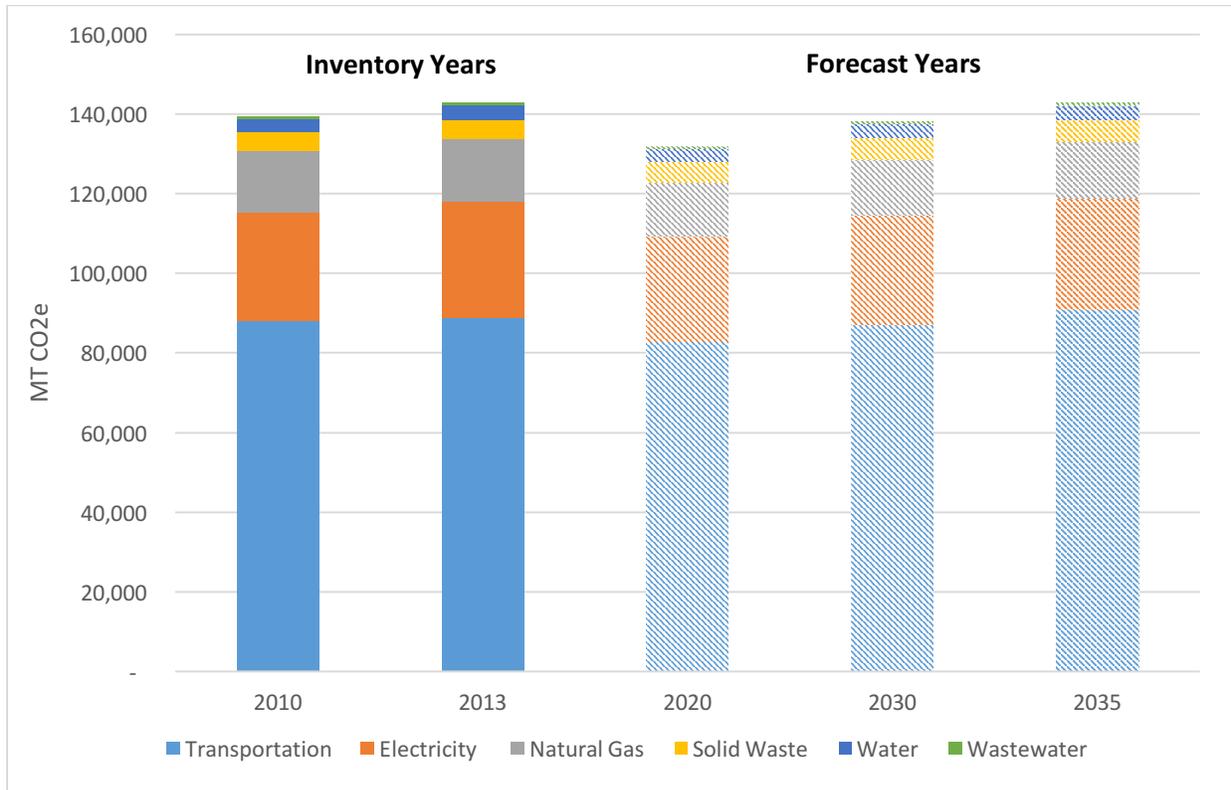


Figure 12 Comparison of Emissions Breakdown by Category in Solana Beach

### 5.2 Summary of Projection Methods by Category

In general, population and job growth from SANDAG Series 13 Regional Growth Forecast were used for the projection. The population estimates and forecast, and job forecast for City of Solana Beach is given in Table 12.

Table 12 Population Estimates, Population and Job Forecast for Solana Beach

Year	Population <sup>35</sup>	Jobs <sup>36</sup>
2013	13,031	7,642
2020	13,376	8,156
2030	13,971	8,387
2035	14,207	8,533

SANDAG 2013 and 2016, EPIC 2016

<sup>35</sup> Population in 2013 is from SANDAG population estimates (Updated in February 24, 2016). The SANDAG Population Estimates are released annually and modified based on *E-5 Population and Housing Estimates for Cities, Counties and the State*, California Department of Finance. Population in 2020, 2030, and 2035 are from SANDAG Series 13 Regional Growth Forecast (Updated in October 2013). Download Date: 03/30/2016 SANDAG Data Surfer. <http://datasurfer.sandag.org/>

<sup>36</sup> Series 13 Regional Growth Forecast (Updated in October 2013). Number of Jobs in 2013 was interpolated from 2012 and 2020 data. Download Date: 03/30/2016 SANDAG Data Surfer. <http://datasurfer.sandag.org/>

Each category was projected to 2035 separately using a method specifically for the category. The activity data in the latest year with data available are used.

### 5.2.1 Electricity

Electricity consumption in the City of Solana Beach was projected separately by residential and commercial customers. For the residential customer class, the per capita electricity consumption in 2014 (3,026 kWh/person/year), the most recent year with SDG&E data, was calculated first by dividing the total electricity consumption in the residential class by the population in 2014.<sup>37</sup> The per capita electricity consumption in 2014 is held constant and used to project total consumption for future years.

For the commercial class, a similar method was used. The total commercial electricity consumption was forecasted based on job growth (Table 12) and the per job electricity consumption in 2014 (5,564kWh/job/year) for all years until 2035.

The total projected electricity consumption was then modified to include losses and exclude the electricity associated with local water distribution. The resulting consumption was multiplied by the Solana Beach specific electricity emission factors in 2014 (the latest year with available data) of 640 lbs CO<sub>2</sub>e/MWh, held constant, to obtain the total GHG emission for each year until 2035. The total projected electricity consumption and GHG emissions are given in (Table 13).

**Table 13 Projected Electricity Consumption and GHG Emissions in Solana Beach (2020, 2030 and 2035)**

Year	Total Projected Electricity Consumption (GWh)	GHG Emissions (MT CO <sub>2</sub> e)
2020	91,271	26,483
2030	94,548	27,434
2035	96,171	27,905

EPIC, 2016

### 5.2.2 Natural Gas

The projection method for the natural gas category is similar to that for the electricity category.

The per capita residential natural gas consumption (132 therms/person/year) and the per job natural gas consumption (87 therms/job/year) in 2014 were held constant with population growth for the forecasts. The natural gas emission factor used in Section 4.2 was held constant. The projected total natural gas consumption in the residential and commercial class and the corresponding GHG emissions for forecast years are given in Table 14.

<sup>37</sup> Total population in 2014 is 13,059. SANDAG population estimates for Solana Beach (Updated in February 24, 2016). Download Date: 03/30/2016 SANDAG Data Surfer. <http://datasurfer.sandag.org/>

**Table 14 Projected Natural Gas Consumption and GHG Emissions in Solana Beach (2020, 2030 and 2035)**

Year	Natural Gas Consumption (MMTherms)		GHG Emissions (MT CO <sub>2</sub> e)	
	Residential	Commercial	Residential	Commercial
2020	1.76	0.71	9,580	3,864
2030	1.84	0.73	10,006	3,973
2035	1.87	0.74	10,175	4,042

EPIC, 2016

### 5.2.3 Transportation

Vehicle Miles Traveled (VMT) forecast for 2020 and 2035 in the City of Solana Beach were provided by SANDAG. Other intermediate years were interpolated linearly. VMT was multiplied by the adjusted GHG emission rate derived from EMFAC2011 for all years until 2035. For new vehicles entering the fleet after calendar year 2014, including all vehicle classes and fuel types, their emission rate is assumed equal to new model year 2014 vehicles emission rates (calendar year 2014 and vehicle year 2014).<sup>38</sup> The total VMT, adjusted emission rate and corresponding GHG emissions for forecast years are given in Table 15.

**Table 15 Total VMT, Emission Rate and GHG Emissions in Solana Beach (2020, 2030 and 2035)**

Year	Total VMT (miles/day)	Emission Rate (g CO <sub>2</sub> /mile)	GHG Emissions (MT CO <sub>2</sub> e)
2020	505,894	450	82,849
2030	563,491	425	87,150
2035	592,290	422	90,927

EPIC, 2016

### 5.2.4 Solid Waste

The solid waste disposed by the City of Solana Beach was projected based on per capita solid waste disposal of 2014 (2.9 kg/person/day) and the population growth from SANDAG Series 13 Forecast. Total emissions were calculated by multiplying solid waste disposal and the default mixed waste emission factor and gas capture rate provided in Section 4.4. The projected total solid waste disposal and GHG emissions for the forecast years are given in Table 16.

**Table 16 Projected Waste Disposal from Solana Beach and GHG Emissions (2020, 2030 and 2035)**

Year	Community Solid Waste Disposal (metric tons/year)	GHG Emissions (MT CO <sub>2</sub> e)
2020	14,061	5,231
2030	14,686	5,464
2035	14,934	5,556

EPIC, 2016

<sup>38</sup> Avoid the impact of other vehicle regulations on BAU projection.

### 5.2.5 Water

The total water supplied to the City of Solana Beach was determined using the same method as in the above solid waste section. The total water supplied to the City of Solana Beach was projected based on the per capita water supply in 2012 (205 gallons/person/day for surface water and 36 gallons/person/day for recycled water), the latest year with data available, and the population growth from SANDAG Series 13 Forecast. The energy intensity for each element of the water system and electricity emission factor in 2014, was used and held constant for all years until 2035. The projected total water supplied and the corresponding GHG emissions for the forecast years are given in Table 17.

**Table 17 Projected Water Supplied and GHG Emissions in Solana Beach (2020, 2030 and 2035)**

Year	Total Water Supplied (million gallons)	GHG Emissions (MT CO <sub>2</sub> e)
2020	1,179	3,244
2030	1,231	3,389
2035	1,252	3,446

EPIC, 2016

### 5.2.6 Wastewater

The total wastewater generation in the City of Solana Beach was determined using the same method as the solid waste and water sections. The total wastewater generation in the City of Solana Beach was projected based on the per capita wastewater generation in 2014 (92 gallons/person/year), the latest year with data available, and the population growth from SANDAG Series 13 Forecast. The total projected wastewater generation was then multiplied by the wastewater emission factor emission factor used in Section 4.6, (1.37 MT CO<sub>2</sub>e/million gallon) to obtain the total GHG emissions for all years until 2035.

The projected total wastewater generation and GHG emissions for the forecast years are given in Table 18.

**Table 18 Projected Wastewater Generation and GHG Emissions in Solana Beach (2020 and 2035)**

Year	Wastewater Generation (million gallons)	GHG Emissions (MT CO <sub>2</sub> e)
2020	451	617
2030	471	645
2035	479	656

EPIC, 2016

## 6 DIFFERENCE FROM 2005 INVENTORY

A GHG inventory was prepared by ICLEI for Solana Beach using previous ICLEI methodology and 2005 data.<sup>39</sup> Emissions were calculated for both government operations and community. For the community inventory, the five categories included in the previous ICLEI methodology were residential, commercial,

<sup>39</sup> City of Solana Beach 2005 Greenhouse Gas Emissions Inventory.  
<http://www.sdfoundation.org/Portals/0/Newsroom/PDF/Reports/SolanaBeachsm.pdf>

transportation, solid waste and wastewater, different from sectors in the current ICLEI methodology. The emissions results from previous 2005 inventory (prepared by ICLEI) and current inventory (prepared by EPIC) are provided in Table 19.

**Table 19 Total Emissions and Emissions Breakdown by Categories in 2005, 2010 and 2013**

Category	2005 Inventory (prepared by ICLEI)	2010 Inventory (prepared by EPIC)	2013 Inventory (prepared by EPIC)
Electricity <sup>40</sup>	20,922	27,182	29,205
Natural Gas	14,861	15,504	15,614
Transportation	109,388	88,049	88,909
Water	Not available	4,736	4,862
Solid Waste	3,981	3,052	3,553
Wastewater	619	693	607
<b>Total (MT CO<sub>2</sub>e)</b>	<b>149,771</b>	<b>139,216</b>	<b>142,750</b>

\*Highlighted categories cannot be directly compared

EPIC 2016, ICLEI 2011

Total emissions are higher in 2005 than in the current inventories. However, this is due also to differences in methodology between the 2005 inventory and current inventories, therefore a direct comparison of the total emissions from the inventories is not possible. A summary of differences between methodologies in the 2005 inventory and the current inventories by sector is given in the following.

### 6.1 Electricity

For the electricity sector, the emissions are calculated by multiplying electricity consumption in the community with an emission factor, in both the 2005 and current inventories. However, not only is the consumption as expected, different, but also the emission factor is different. The electricity emission factor used in the 2005 inventory was 547 lbs CO<sub>2</sub>/MWh for SDG&E electricity and 724 lbs CO<sub>2</sub>/MWh for direct access electricity (WECC California<sup>41</sup>). These factors were significantly lower in 2005 compared with 2010 and 2013 (Table 3), therefore the total emissions in 2005 were lower as well. In particular, SDG&E's bundled electricity emission factor of 547 lbs/MWh for 2005 is much lower than the value of 2014, although it is 2014 that reflects the increasing percentages of zero emissions electricity in the mix. Therefore, no statement about trends can be made in this category between the 2005 and later inventories.

### 6.2 Natural Gas

There are no methodological or emissions factor differences for this category. Therefore the difference between 2005 and 2010/2013 emissions is due to the difference in natural gas consumption.

<sup>40</sup> Even though electricity and natural gas are not one of the five sectors in previous ICLEI, they were calculated separately and given in the report.

<sup>41</sup> WECC, Western Electricity Coordinating Council, one of the eight Regional Entities with delegated authority from North American Electric Reliability Corporation (NERC) and FERC.

### 6.3 Transportation

For the transportation sector, the methodologies are very different. The current ICLEI method recommends using VMT from trips originated and/or ended within the community boundary, from either an activity-based travel demand model with trip origin and destination data or a trip-based travel demand model with trip origin and destination data (four step models). The activity-based model is to be preferred. In the 2005 inventory, the emissions were calculated based on “local” versus “state” road categories and included miles traveled through the city that the trips neither started nor ended in the city boundary.

Therefore, no statement about trends can be made in this category between the 2005 and later inventories.

### 6.4 Solid Waste

There are no methodological differences for this category and trends can be observed.

### 6.5 Water

Emissions from water consumption were not included as a main sector in the previous ICLEI methodology, therefore not included in 2005 inventory. Therefore, no statement about trends can be made in this category between the 2005 and later inventories.

### 6.6 Wastewater

For the wastewater sector, the methodology in 2005 and current inventory are very different. The emissions from wastewater generation in the 2005 inventory were downscaled from the 2008 San Diego Regional GHG inventory based on the local population. In the current inventories emissions were calculated based on the wastewater generation in Solana Beach and the facility-specific treatment emission factor. Therefore, no statement about trends can be made in this category between the 2005 and later inventories.



## **Appendix B**

GHG Emissions  
Reduction  
Methodology

# Methods for Estimating Greenhouse Gas Emissions Reduction from Solana Beach Climate Action Plan

May 2017

Prepared for the City of Solana Beach



Prepared by the Energy Policy Initiatives Center



## **About EPIC**

The Energy Policy Initiatives Center (EPIC) is a nonprofit academic and research center of the USD School of Law that studies energy policy issues affecting the San Diego region and California. EPIC integrates research and analysis, law school study, and public education, and serves as a source of legal and policy expertise and information in the development of sustainable solutions that meet our future energy needs.

For more information, please visit the EPIC website at [www.sandiego.edu/epic](http://www.sandiego.edu/epic).

DRAFT

## TABLE OF CONTENT

1	INTRODUCTION .....	1
2	EMISSION REDUCTION TARGETS.....	1
3	SUMMARY OF EMISSION REDUCTIONS .....	1
4	BACKGROUND AND COMMON ASSUMPTIONS .....	4
4.1	Common Background Data .....	4
4.2	Electricity and Natural Gas Related Measures.....	4
4.3	Transportation Related Measures .....	6
4.4	Rounding of Values in Tables and Figures.....	8
5	FEDERAL AND STATE MEASURES .....	8
5.1	Federal and State Vehicle Efficiency Standards .....	8
5.2	ARB Tire Pressure Program .....	8
5.3	California Renewables Portfolio Standard .....	9
5.4	2013 Building Energy Efficiency Standards .....	10
5.5	Additional Achievable Energy Efficiency Saving from Energy and Appliance Standards.....	11
5.6	California Utility Energy Efficiency Programs.....	11
6	LOCAL MEASURES .....	12
6.1	Strategy 1: Transportation .....	12
6.2	Strategy 2: Energy & Buildings .....	17
6.3	Strategy 3: Waste, Wastewater and Water .....	22
6.4	Urban Tree Planting Program .....	24

## TABLES AND FIGURES

Table 1 BAU Emissions, Reduction Targets and Emission Reductions Needed from the Solana Beach CAP1	
Table 2 Summary of GHG Emissions Reductions by Strategy in the Solana Beach CAP (2035) .....	2
Table 3 Summary of GHG Emission Reduction from Measures in the Solana Beach CAP (MT CO <sub>2</sub> e) .....	3
Table 4 Common BAU Data for City of Solana Beach CAP .....	4
Table 5 Overall Average Emission Factor and Contribution from Each Category .....	6
Table 6 Key Assumptions and Results for CARB’s Tire Pressure Program.....	9
Table 7 Electric Service Providers and the GHG Reduction from RPS in 2035 .....	9
Table 8 Key Assumptions and Results for Utility Compliance with RPS .....	10
Table 9 Breakdown of Emissions Reduction from CCA Program.....	10
Table 10 Key Assumptions and Results for 2013 Building Energy Efficiency Standards .....	11
Table 11 Key Assumptions and Results for Additional Achievable Energy Efficiency Saving from Energy and Appliance Standards .....	11
Table 12 Key Assumptions and Results for Utility Energy Efficiency Program .....	12
Table 13 Key Assumptions and Results for EVs and AFVs .....	12
Table 14 Key Assumptions and Results for Increasing Commuting by Vanpools.....	13
Table 15 Key Assumptions and Results for Reduce Average Commuter Trip Distance .....	13
Table 16 Key Assumptions and Results for Increasing Commuting by Mass Transit .....	14
Table 17 Key Assumptions and Results for Increase Preferred Parking for EVs and AFVs.....	14
Table 18 Key Assumptions and Results for Retiming Traffic Signals .....	14
Table 19 Key Assumptions and Results for Telecommuting .....	15
Table 20 Key Assumptions and Results for Convert Municipal Fleet to EVs and AFVs .....	15
Table 21 Key Assumptions and Results for Increase Commuting by Walking .....	16
Table 22 Key Assumptions and Results for Increase Commuting by Bicycle .....	16
Table 23 Key Assumptions and Results for Promote Alternative Work Schedule .....	17
Table 24 Contribution of Electricity Supply Categories and Renewable in 2035 .....	18
Table 25 Breakdown of Emission Reduction for CCA Program .....	18
Table 26 Key Assumptions and Results from Residential Rooftop Solar PV Systems .....	19
Table 27 Key Assumptions and Results for Commercial Rooftop Solar PV Systems .....	19

Table 28 Key Assumptions and Results for Solar Hot Water Heater (SHW) at Commercial Space .....20

Table 29 Key Assumptions and Results for SHW at New Homes and Home Retrofits.....20

Table 30 Key Assumptions and Results to Reduce Non-space/water Heating Natural Gas Use .....20

Table 31 Key Assumptions and Results for Residential Energy Efficiency Retrofits.....21

Table 32 Key Assumptions and Results for Non-Residential Efficiency Retrofits.....22

Table 33 Key Assumptions and Results for Waste Diversion and Capture Landfill Gas .....22

Table 34 Key Assumptions and Results for Capturing Methane from Wastewater Treatment .....23

Table 35 Key Assumptions and Results for New Water Rate and Billing Structure .....23

Table 36 Key Assumptions and Results for Water Conservation and Disclosure Ordinance .....24

Table 37 Key Assumptions and Results for Recycled Water Program Expansion .....24

Table 37 Key Assumptions and Results for Urban Tree Planting Program.....25

Figure 1 Business-As-Usual Emissions Projection and GHG Reduction Potential in Solana Beach CAP .....2

DRAFT

## 1 INTRODUCTION

This report provides a summary of the methods used to calculate greenhouse gas emissions reductions from a suite of measures included in City of Solana Beach's Climate Action Plan (CAP).

Section 2 provides emissions reduction targets in Solana Beach for 2020 and 2035. Section 3 provides a summary of anticipated emissions reductions from local, state and federal measures only for the year 2035, since Solana Beach achieves the 2020 target through state and federal measures only. Section 4 provides the common data sources and information used throughout the document. The detailed methods used to estimate emissions reduction from each measure and action are provided in Sections 5 and 6.

## 2 EMISSION REDUCTION TARGETS

In the Solana Beach CAP, the baseline year is set at 2010, and the target reduction is 15% below the 2010 level by 2020 and 50% below the 2010 level by 2035. These targets follow the targets set by the City of San Diego's Climate Action Plan of December 2015, which has shown consistency with state targets. Table 1 shows the Business-As-Usual (BAU)<sup>1</sup> emissions projection, reduction targets, and reductions needed for 2020 and 2035 in metric tons of CO<sub>2</sub>e (MT CO<sub>2</sub>e).<sup>2</sup>

**Table 1 BAU Emissions, Reduction Targets and Emission Reductions Needed from the Solana Beach CAP**

Year	BAU Emissions Projection (MT CO <sub>2</sub> e)	Target Reduction (% below baseline)	Target Emissions Level (MT CO <sub>2</sub> e)	Emissions Reductions Needed to Meet Target (MT CO <sub>2</sub> e)
2010	139,216	-	-	-
2020	131,868 <sup>3</sup>	15%	118,334	13,534
2035	142,707	50%	69,608	73,099

## 3 SUMMARY OF EMISSION REDUCTIONS

The summary of emissions reduction potential from federal, state and local measures on reaching the 2035 target set by Solana Beach is provided in Table 2.

<sup>1</sup> BAU is defined as the status quo with respect to policies in place or mandated in 2010. No policy changes are assumed to take place beyond those that were in place in 2010.

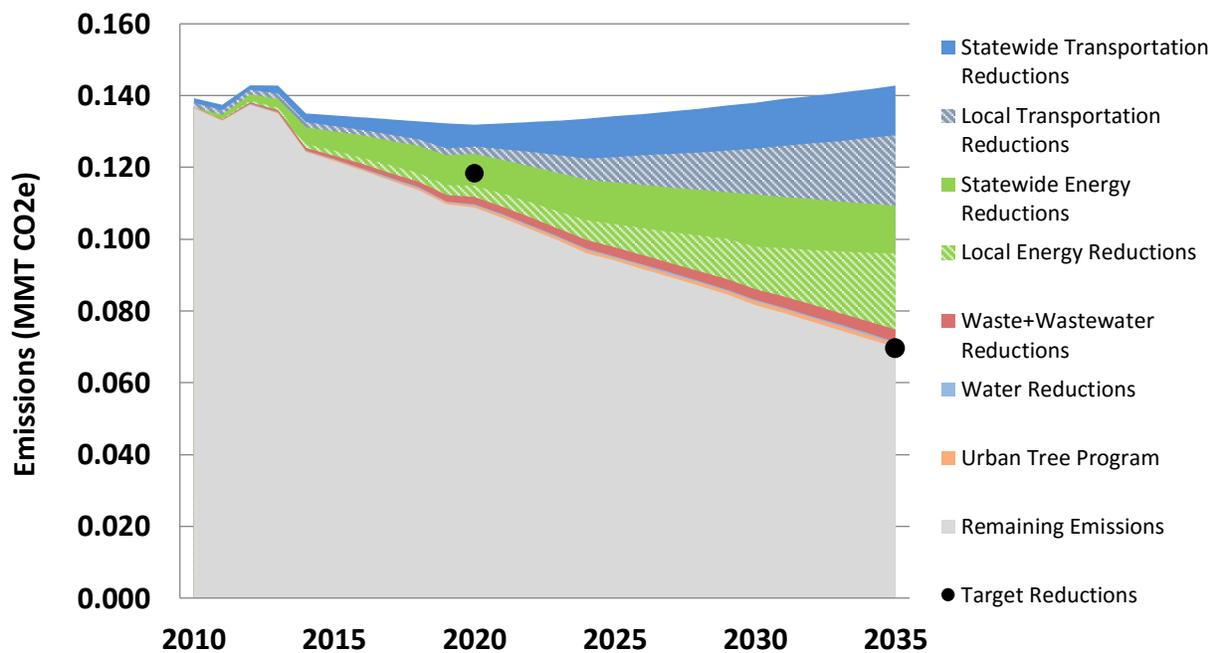
<sup>2</sup> The method to project emissions at 2020 and 2035 is provided in *City of Solana Beach Greenhouse Gas Emissions Inventory and Forecast (EPIC, 2016)* document.

<sup>3</sup> The BAU emissions decrease due to state and federal policies in place in 2010 as well as projection start years of 2012-2013. Please refer to the "Inventory and Forecast" document for further details.

**Table 2 Summary of GHG Emissions Reductions by Strategy in the Solana Beach CAP (2035)<sup>4</sup>**

Year	Emissions Reduction from Strategies (MT CO <sub>2</sub> e)					Emissions Remaining after Reduction Strategies (MT CO <sub>2</sub> e)	
	Strategy 1 (Transportation)	Strategy 2 (Energy and Buildings)	Strategy 3 (Waste & Wastewater, Water)	Urban Tree Planting	State and Federal Measures	Emissions Remaining after All Reduction Measures	Target Emission Levels
2035	19,644	21,213	4,183	986	27,021	69,659	69,608

There is a gap of less than 100 MT CO<sub>2</sub>e to reach the 2035 target. Solana Beach will consider the purchase of carbon offsets as an option for the City Council to consider and decide on in order to close this gap. Figure 1 provides a visualization of the targets and the reductions provided in Tables 1 and 2.



**Figure 1 Business-As-Usual Emissions Projection and GHG Reduction Potential in Solana Beach CAP**

In Figure 1, the BAU emissions are represented along the top of the graph. The two black dots on the graph represent the target emission levels for 2020 and 2035. The colored wedges represent the reduction amount in metric tons CO<sub>2</sub>e from each mitigation strategy. The gray wedge represents the remaining emissions after all the measures have taken place over time. Table 3 presents a detailed summary of the projected greenhouse gas emission reductions from each measure and action, including federal, state and local measures and their contribution to the overall reduction.

<sup>4</sup> Reduction measures are provided only for 2035, since the 2020 targets are achieved for Solana Beach from state and federal measures only.

**Table 3 Summary of GHG Emission Reduction from Measures in the Solana Beach CAP (MT CO<sub>2</sub>e)**

<b>Federal &amp; State Measures</b>	<b>2035</b>
Federal and State Vehicle Efficiency Standards	13,336
California Tire Pressure Program	415
California Renewables Portfolio Standards	11,629
California Utility Energy Efficiency Program	1,560
2013 Building Energy Efficiency Standards	6
Additional Achievable Energy Efficiency Savings from CA Appliance Standards	75
<b>Local Measures</b>	<b>2035</b>
<b>Strategy 1: Transportation</b>	
Electric Vehicles (EVs) and Alternative Fuel Vehicles (AFV)	17,495
Increase Commuting by Vanpools	608
Reduce Average Commuter Trip Distance by 1 mile	464
Increase Commuting by Mass Transit	429
Increase Preferred Parking for Electric Vehicles and Alternative Fuel Vehicles (AFV)	325
Retime Traffic Signals	144
Promote Telecommuting	86
Convert Municipal Gasoline Fueled Vehicle Fleet to Electric Vehicles	56
Increase Commuting by Walking	16
Increase Commuting by Bicycle	11
Promote Alternative Work Schedule	9
<b>Strategy 2: Electricity and Natural Gas</b>	
Community Choice Aggregation or Another Program Above RPS Compliance	10,466
Achieve 10.8 MW Residential Rooftop Solar PV Systems	5,858
Achieve 2 MW Commercial Rooftop Solar PV Systems	1,085
Solar Hot Water Heater (SHW) at Commercial Spaces	2,811
Solar Hot Water Heater (SHW) at New Homes and Home Retrofits	539
Reduction in Other Residential Natural Gas Use	359
Residential Energy Efficiency Retrofits	59
Commercial Energy Efficiency Retrofits	37
<b>Strategy 3: Waste and Water</b>	
Divert Waste from Landfills & Capture Landfill Gas Emissions	3,389
Capture Emissions from Wastewater Treatment	66
Current Water Rate and Billing Structure	407
Recycled Water Program Expansion	292
Water Conservation and Disclosure Ordinance	30
<b>Urban Tree Planting Program</b>	<b>986</b>
<b>Carbon Offsets Purchase</b>	<b>51</b>

## 4 BACKGROUND AND COMMON ASSUMPTIONS

A set of common assumptions and sources was used to calculate potential emission reductions for the measures and actions included in the CAP. The following section provides assumptions that were applied to measures related to electricity, natural gas, and transportation. Other actions with specific methods and data are provided in Sections 5 and 6.

### 4.1 Common Background Data

Table 4 presents a summary of common data used to estimate both overall greenhouse gas emissions and the reduction estimates for each specific action.

**Table 4 Common BAU Data for City of Solana Beach CAP**

Data Category	2010	2020	2035
Population <sup>5</sup>	12,867	13,376	14,207
Vehicle Miles Traveled (miles/day) <sup>6</sup>	480,747	505,894	592,290
Gross Generation (GWh) <sup>7</sup>	90	92	98
Total Occupied Housing Units <sup>8</sup>	5,650	5,687	6,005
Water Consumption (million gallons) <sup>9</sup>	1,061	1,179	1,252

### 4.2 Electricity and Natural Gas Related Measures

The following assumptions were used in calculating greenhouse gas reduction for actions related to the electricity and natural gas categories.

#### 4.2.1 Greenhouse Gas Emission Factor for Electricity

The greenhouse gas emission factor for electricity, measured in pounds CO<sub>2</sub>e per megawatt-hour (lbs CO<sub>2</sub>e/MWh), is used in several ways throughout the CAP, including to determine the emissions associated with electricity production for the overall inventory and to estimate the effect of measures in the CAP to reduce electricity. This emission factor is based on electricity from three categories of supply: the utility (SDG&E), Community Choice Aggregation or another program, and solar PV supply (residential and commercial). Each category of supply has its own renewable content, which affects the overall emission factor. The following sections describe the method to develop an overall average emission

<sup>5</sup> Population in 2010 is from SANDAG Demographic & Socio Economic Estimates (Updated in September 9, 2015). Population in 2020 and 2035 are from SANDAG Series 13 Regional Growth Forecast (Updated in October 2013). Download Date: 03/30/2016. SANDAG Data Surfer. <http://datasurfer.sandag.org/>

<sup>6</sup> SANDAG Origin-Destination VMT. VMT data were provided for 2010, 2013, 2020 and 2035. VMT Data (miles/weekday) received by EPIC on 09/23/2015. All intermediate years were interpolated and converted to miles/day from miles/weekday using a "5 to 7 day conversion" as described in *City of Solana Beach Greenhouse Gas Emissions Inventory and Forecast (EPIC, 2016)*.

<sup>7</sup> Gross generation is the sum of the electricity from SDG&E sales, PV generation (residential + non-residential), additional load from Electric Vehicles (EVs) due to local EV measures and transmission and distribution losses. Baseline year PV generation is estimated using all SDG&E interconnected PV system capacities in Solana Beach.

<sup>8</sup> Total occupied single family and multi-family units in 2010 is from SANDAG Demographic & Socio Economic Estimates (Updated in September 9, 2015). Units in 2020 and 2035 are from SANDAG Series 13 Regional Growth Forecast (Updated in October 2013). Download Date: 03/30/2016. SANDAG Data Surfer. <http://datasurfer.sandag.org/>

<sup>9</sup> 2010 water consumption was provided by Santa Fe Irrigation District to EPIC in July 2015. 2020 and 2035 water consumptions were projected based on 2012 per capita water supply (latest year with data available) and population from SANDAG Series 13 Forecast.

factor. This method applies to the 2010 baseline as well as each year within the CAP horizon. As the percentage of renewable supply increases due to policy changes and the percentage of non-renewable supply decreases, the overall average emission factor of electricity supply decreases.

#### **4.2.1.1 SDG&E (Utility) Supplied Electricity**

The emission factor for SDG&E service territory includes emissions from several sources of supply 1) the emissions from SDG&E owned power plants, 2) emissions from electricity procured by SDG&E (specified and unspecified sources), and 3) emissions from electricity provided by other electricity providers – known as Direct Access (DA) where SDG&E provides transmission and distribution services.

The Renewables Portfolio Standard (RPS) requires all California’s electric service providers to increase procurement from eligible renewable energy sources to 33% of total procurement by 2020, and 50% by 2030.<sup>10</sup>

#### **4.2.1.2 Community Choice Aggregation (CCA) or Another Program**

The City of Solana Beach CAP plans to assess and implement a Community Choice Aggregation (CCA) or other program to help achieve the goal of 100% renewable electricity by 2035.

CCA or another program would use the existing SDG&E distribution and transmission system to supply the electricity. We assume the program will begin in 2020. By 2035, 90% of the eligible customers would participate in the program<sup>11</sup> and the renewable content in the electricity supply from the CCA or another program is 100% renewable.

The quantity of renewable energy supplied by the CCA or another program would affect the overall average emission factor. By 2035, the CCA program would significantly affect the emission factor of electricity with 100% renewable energy supply. The Renewables Portfolio Standard (RPS) requires all California’s electric service providers, including CCA, to meet the requirement. A portion of the total emissions reductions from achieving 100% renewable supply through CCA or another program are attributed to RPS compliance and the remaining reductions are attributed to local action.

#### **4.2.1.3 Residential and Commercial PV (Local Measure)**

Electricity generation from residential and commercial PV is part of the overall supply of electricity within Solana Beach. For the purpose of estimating emissions reduction in the CAP, electricity from PV is assumed 100% renewable and has no associated greenhouse gas emissions. Electricity from PV is also used to adjust the overall average emission factor for electricity.

#### **4.2.1.4 Overall Average Emission Factor for Electricity**

The overall average emission factor for electricity is a weighted average of all three supply categories described above: utility, CCA or another program, and residential and commercial PV. The emission factor was weighted by the percentage of gross generation supplied by each category and the percentage of renewable content in each category.

Table 5 presents the contribution from each category to gross generation and overall renewable content, as well as the weighted average emission factors for 2020 and 2035.

---

<sup>10</sup> California Public Utilities Commission. RPS Program Overview. [http://www.cpuc.ca.gov/RPS\\_Overview/](http://www.cpuc.ca.gov/RPS_Overview/) Senate Bill No. 350 - – Clean Energy and Pollution Reduction Act of 2015. [https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\\_id=201520160SB350](https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160SB350)

<sup>11</sup> A 90% participation rate appears reasonable or slightly conservative based on the current opt-out rates in the most recent CCA programs in California. For example, the opt-out rate in the San Francisco CCA is 3% as of March 2017, while the CCAs planned to commence in 2017 assume an opt-out rate of 15%.

**Table 5 Overall Average Emission Factor and Contribution from Each Category**

Year	Category	SDG&E	CCA or Another Program	PV	Total	Overall Average Emission Factor (lbs CO <sub>2</sub> e/MWh)
2020	% of Gross Generation Supplied	91%	-	9%	100%	469
	% Renewable Content	33%	-	100%	39%	
2035	% of Gross Generation Supplied	8%	69%	23%	100%	30
	% Renewable Content	50%	100%	100%	96%	

In 2020, the projected electricity supply from residential and commercial PV systems is expected to be 9% of gross generation. The CCA or another program is projected to start in 2020 so SDG&E supplies the rest with 33% RPS-compliance renewables. In 2035, the projected electricity supply from PV reaches a higher penetration level to 23%. <sup>12</sup>The renewable content in CCA or another program increases to reach 100%, while the renewable content in SDG&E's electricity supply increases to 50% to comply with the RPS target in SB350.<sup>13</sup>

This overall average emission factor was used to estimate the total reduction from measures affecting the overall emission factor, including from the Renewable Portfolio Standards (both utility and CCA or another program), from the CCA or another program and from PV. The projected emission reductions from each measure was calculated using gross generation and the difference between the 2010 baseline emission factor and overall average emission factor.

#### 4.2.2 Greenhouse Gas Emission Factor for Natural Gas

For all measures related to natural gas, the emission factor of 0.0054 metric tons CO<sub>2</sub>e per therm<sup>14</sup> was used for all years to estimate potential emissions reductions from reducing natural gas consumption.

### 4.3 Transportation Related Measures

The following assumptions were used in calculating greenhouse gas reductions for measures related to transportation, including Strategy 1 in local measures.

#### 4.3.1 Vehicle Miles Traveled (VMT)

SANDAG provided VMT data for Solana Beach for all vehicle types based on the Origin-Destination (O-D) method for 2010, 2013, 2020 and 2035. The O-D VMT method as detailed in the U.S. Community Protocol estimates miles traveled based on where a trip originates and where it ends to more accurately

<sup>12</sup> The PV penetration level (gross generation supplied by electricity generation from rooftop solar) is based on the residential solar PV capacity target (10.8 MW) and commercial solar PV capacity target (2 MW) described in Section 6.2.2 and Section 6.2.3.

<sup>13</sup> SB350, California's Clean Energy and Pollution Reduction Act of 2015, requires that the amount of electricity generated and sold to retail customers per year from eligible renewable energy resources be increased from 33% in 2020 to 50% by December 31, 2030.

<sup>14</sup> ARB. 2014. Documentation of California's Greenhouse Gas Inventory. Fuel Combustion – Natural Gas. [http://www.arb.ca.gov/cc/inventory/doc/docs1/1a1ai\\_instategenerationutilityowned\\_fuelcombustion\\_naturalgas\\_ch4\\_2013.htm](http://www.arb.ca.gov/cc/inventory/doc/docs1/1a1ai_instategenerationutilityowned_fuelcombustion_naturalgas_ch4_2013.htm)

allocate on-road emissions to cities and regions with policy jurisdiction over miles traveled.<sup>15</sup> O-D VMT includes trips that originate and end within the designated boundary, in this case the Solana Beach's boundary (Internal-Internal), as well as trips that either begin within the designated boundary and end outside of it (Internal-External) or vice versa (External-Internal). Internal-External and External-Internal miles include the miles inside Solana Beach's boundary and outside Solana Beach's boundary but within San Diego region. The Internal-External/External-Internal miles are divided by 2 to evenly allocate the miles to the outside jurisdiction, as recommended in the U.S. Community Protocol. Total VMT included is then multiplied by 0.96<sup>16</sup> to convert from average weekday VMT to average week VMT, including weekends. The VMT from trips that begin and end outside the designated boundary (External-External) are excluded and emissions from this category of VMT are not allocated to the jurisdiction.

#### 4.3.2 Greenhouse Gas Emission Factor for Transportation

The emission factor for vehicle miles traveled, expressed in grams of carbon dioxide equivalent per mile (g CO<sub>2</sub>e/mile), is used in several ways throughout the CAP, including determining the emissions associated with on-road transportation for the overall inventory and to estimate the emissions impact of measures in the CAP that affect both the rate of emissions (e.g., vehicle efficiency standards) and vehicle miles traveled (e.g., program commuting by mass transit).

The California Air Resources Board EMFAC2011 model is used to determine the emission factor.<sup>17</sup> The EMFAC2011 model provides emissions reduction from Pavley I (model year 2009-2016) and the Low Carbon Fuel Standard (LCFS). Effects of the new Corporate Average Fuel Economy (CAFE) standards that will apply to vehicles produced from 2017 to 2025 were incorporated with the results from EMFAC2011 to account for the effect on emissions reduction.

Similar to the overall average electricity emission factor, to account for the effect of CAP actions in the transportation sector, an overall average emission factor for transportation is developed.

The emissions factor is weighted according to the relative shares of each action affecting the emissions rate, including Federal and States Vehicle Efficiency standards, the Low Carbon Fuel Standard (LCFS), and increase of Electric Vehicle (EV) and Alternative Fueled Vehicles (AFV) program from local measures. All miles (Table 4) are allocated among the three categories, similar to allocating the gross generation into three categories in the previous electricity measures section. This relation can also be used to determine the total greenhouse gas reductions resulting from the combination of the Federal and State Vehicle Efficiency standards, EV and AFV program.

Because vehicle efficiency improves over time and with the increased use of EVs and AFVs, the on-road transportation emission factor per mile decreases. Therefore, measures that reduce VMT offset a proportionally smaller greenhouse gas emissions reduction over time.

---

<sup>15</sup> ICLEI – Local Government for Sustainability USA. U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions. Version 1.0 (2012) Appendix D. Transportation and Other Mobile emission Activities and Sources.

<sup>16</sup> The “5 to 7 day conversion” factor was provided by SANDAG and described in the *City of Solana Beach Greenhouse Gas Emissions Inventory and Forecast (EPIC, 2016)*.

<sup>17</sup> EMFAC2011 is used because the source of VMT in EMFAC2011 is from Metropolitan Planning Organization (MPO)'s travel demand model. For the San Diego region, it is from the SANDAG Series 12 Growth Forecast Model, which is consistent with the source of VMT provided by SANDAG for Solana Beach CAP updates.

#### 4.4 Rounding of Values in Tables and Figures

Within the tables, charts, and figures found throughout the appendices, rounding of values is often required. Within the actual calculations, however, values are not rounded at intermediary steps to avoid introducing unnecessary error. As a result of rounding, some totals may not equal the values summed.

### 5 FEDERAL AND STATE MEASURES

Federal and state measures are expected to reduce greenhouse gas emissions significantly over the timeframe of the Solana Beach CAP. This section provides a summary of the methods used to estimate the greenhouse gas reductions associated with the following actions:

- Federal and State Vehicle Efficiency Standards
- California Tire Pressure Program
- California Renewables Portfolio Standards
- California Energy Efficiency Program
- 2013 Building Energy Efficiency Standards
- Additional Achievable Energy Saving from Energy and Appliance Standards

#### 5.1 Federal and State Vehicle Efficiency Standards

California's AB 1493 (2002, Pavley I) required manufacturers to achieve tailpipe emissions standards for greenhouse gases. In May 2009, the federal Corporate Average Fuel Economy (CAFE) Standards were adjusted to conform to California's Pavley I. California then amended AB 1493 (Pavley I) to conform to the federal CAFE standard from 2012 to 2016, on condition that it receives a waiver to set its own vehicle standards after 2016 and enforce its standards for model years 2009 to 2011. CAFE mandates the sales-weighted average fuel economy in miles per gallon (mpg) for passenger cars and light-duty trucks in a manufacturer's fleet. New passenger vehicles must meet a sales weighted average of 39 mpg and light duty trucks must meet a value of 30 mpg, resulting in a fleet average 34.5 mpg. If achieved solely by fuel economy, this corresponds to tailpipe CO<sub>2</sub>e emissions of 250 grams per mile (g/mi) in 2016 from those vehicles.

Multipliers were used to separate out the effects of Pavley I/CAFE and the Low Carbon Fuel Standard (LCFS) from the EMFAC2011 output emissions. The GHG emissions reductions due to the LCFS were then excluded as the LCFS is no longer considered to affect tailpipe emissions. Effects of the new Corporate Average Fuel Economy (CAFE) standards that will apply to vehicles produced from 2017 to 2025 were incorporated in addition to the results from EMFAC2011, which only included the effects of the CAFÉ standards through 2016. Miles driven by EVs or AFVs were not considered a part of this standard. The emissions reductions from federal and state fuel economy standards for Solana Beach is estimated as 13,335 MT CO<sub>2</sub>e in 2035.

#### 5.2 ARB Tire Pressure Program

The California Air Resources Board (ARB) Tire Pressure Regulation<sup>18</sup> that went into effect in September 2010 leads to improved fuel efficiency and reduces greenhouse gas emissions. In its *Status of the Updated Scoping Plan 2010*, ARB estimated that this requirement, which applies to all vehicles less than 10,000 pounds and is implemented by all automotive service providers, would reduce statewide

---

<sup>18</sup> California Air Resources Board. Tire Inflation Regulation. <https://www.arb.ca.gov/cc/tire-pressure/tire-pressure.htm>

emissions by 0.6 MMT CO<sub>2</sub>e in 2020.<sup>19</sup> We scaled statewide emissions reductions to Solana Beach using the ratio of Solana Beach's VMT to the State of California's VMT.<sup>20</sup> Table 6 summarizes the key assumptions and results.

**Table 6 Key Assumptions and Results for CARB's Tire Pressure Program**

Year	Statewide GHG Reduction (MMT CO <sub>2</sub> e)	Fraction of City VMT to Statewide VMT	% of Statewide Goal Achieved	GHG Reduction (MT CO <sub>2</sub> e)
2035	0.6	0.06%	100%	415

### 5.3 California Renewables Portfolio Standard

Signed into law in 2011, the Renewables Portfolio Standard (RPS) requires all of California's electric service providers to increase procurement from eligible renewable energy sources to 33% of total procurement by 2020.<sup>21</sup> In 2015 Governor Brown signed into law SB 350, which increases renewable electricity targets to 50% by 2030.<sup>22</sup> The estimates of emissions reduction are based on these state policies: 33% RPS requirements being achieved by 2020 and the new proposed state target of 50% renewables being reached by 2030.

In the CAP, all electricity supplies are considered as the level of activity in one category directly affects the electricity supplied by other categories and the overall average emission factor for electricity. The RPS is based on total sales by all electricity supply providers including the utility and CCA or another program. The total emissions reductions from these policies are affected by the level of rooftop solar PV penetration as well. The emissions reduction from RPS include both utility and CCA or another program compliances (Table 7).

**Table 7 Electric Service Providers and the GHG Reduction from RPS in 2035**

Electric Service Provider	GHG Reduction from RPS (MT CO <sub>2</sub> e)
Utility (SDG&E)	1,163
CCA or Another Program	10,466
Total	<b>11,629</b>

#### 5.3.1 Utility (SDG&E) Compliance with Renewable Portfolio Standard

The projected greenhouse gas emissions reduction from utility (SDG&E) supplied electricity are calculated based on its contribution to gross generation and its renewable content. Reduction estimates are based on SDG&E and other suppliers reaching the 33% RPS target by 2020 and 50% RPS target by

<sup>19</sup> California Air Resources Board, 2008. Status of Scoping Plan Measures, pg. 4, Available at [http://www.arb.ca.gov/cc/scopingplan/status\\_of\\_scoping\\_plan\\_measures.pdf](http://www.arb.ca.gov/cc/scopingplan/status_of_scoping_plan_measures.pdf).

<sup>20</sup> California Department of Transportation, 2010. Highway Performance Monitoring System (HPMS). Available at <http://www.dot.ca.gov/hq/tsip/hpms/hpmslibrary/hpmspdf/2010PRD.pdf>.

<sup>21</sup> Senate Bill No. 2. Available at [http://www.leginfo.ca.gov/pub/11-12/bill/sen/sb\\_0001-0050/sbx1\\_2\\_bill\\_20110412\\_chaptered.pdf](http://www.leginfo.ca.gov/pub/11-12/bill/sen/sb_0001-0050/sbx1_2_bill_20110412_chaptered.pdf).

<sup>22</sup> Senate Bills 350 – Clean Energy and Pollution Reduction Act of 2015. Available at [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201520160SB350..](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201520160SB350..)

2030. Between 2030 and 2035, the renewable content for SDG&E supply was held constant at 50% for calculating the projected emissions reduction.

To calculate the emissions reduction from the utility compliance with RPS, the total emissions reduction from utility, CCA and PV programs were allocated using the method described in the “Greenhouse Gas Emissions Factor for Electricity” section. Table 8 summarizes the key assumptions, values used, and results.

**Table 8 Key Assumptions and Results for Utility Compliance with RPS**

Year	% of Gross Generation Supplied by SDG&E	Electricity Supplied (GWh)	% Renewable Content in Supply	GHG Reduction from Utility Compliance with RPS (MT CO <sub>2</sub> e)
2035	8%	7.5	50%	1,163

### 5.3.2 CCA or Another Program Compliance with Renewable Portfolio Standard

As the CCA or another program projected to start in 2020, it is also subject to the Renewable Portfolio Standard and a portion of the total emissions reduction would be attributed to RPS compliance. The emissions reduction attributed to the RPS compliance and to local measure (renewable content above RPS compliance) are based on percent of renewable content in the RPS requirement and the percent of renewable content in CCA or another program. The breakdown of RPS Compliance and Local Action-Above RPS Compliance is given in

Table 9. A detailed method on the total emissions reduction from CCA or another program is given in Section 6.2.1.

**Table 9 Breakdown of Emissions Reduction from CCA Program**

Category	2035	
	% Renewable in the Supply	GHG Reductions (MT CO <sub>2</sub> e)
CCA or Another Program – RPS Compliance	50%	10,466
CCA or Another Program – Above RPS Compliance	50%	10,466
Total	100%	20,932

### 5.4 2013 Building Energy Efficiency Standards

The Building Energy Efficiency Standards (Title 24, Part 6) before 2013 are incorporated into the BAU emissions projection. The additional emissions reduction from the 2013 Building Energy Efficiency Standards was calculated for the CAP horizon. Reductions from 2014 to 2024 were scaled from statewide electricity and natural gas savings, based on the 2014-2024 California Energy Commission’s

Energy Demand Forecast,<sup>23</sup> using a ratio of Solana Beach natural gas and electricity demand to that of the state. The same statewide electricity and natural gas saving for year 2024 were applied to each year for the period 2025 – 2035, reductions from 2025 to 2035 were calculated using the same method as 2014-2024 but based on the 2024 annual savings amount. Table 10 summarizes the key assumptions and results. As the renewable content in electricity increases, the emissions reduction from energy efficiency standards decreases.

**Table 10 Key Assumptions and Results for 2013 Building Energy Efficiency Standards**

Year	% of Statewide Electricity Demand in Solana Beach	Electricity Saving from 2013 Building Standards in Solana Beach (MWh)	% of Statewide Natural Gas Demand in Solana Beach	Natural Gas Saving from 2013 Building Standards in Solana Beach (Therms)	GHG Reduction from 2013 Building Standards (MT CO <sub>2</sub> e)
2035	0.03%	398	0.02%	117	6

### 5.5 Additional Achievable Energy Efficiency Saving from Energy and Appliance Standards

The California Energy Commission’s Energy Demand Forecast includes Additional Achievable Energy Efficiency (AAEE) from the initiatives and programs that are neither finalized nor funded but are reasonably expected to occur. In the 2014-2024 Energy Demand Forecast, the AAEE savings include estimated saving from 1) 2016, 2019 and 2022 Title 24 standards 2) 2016 Title 20 standards and 3) adopted and future federal appliances standards.<sup>24</sup> Similar estimates for energy savings from the 2013 Building Energy Efficiency Standards, the statewide AAEE savings from standards (mid savings scenarios) are scaled to Solana Beach using the same scaling factor as in Table 10. Table 11 summarizes the key assumptions and results. As the renewable content in electricity increases, the emissions reductions from energy efficiency standards decrease.

**Table 11 Key Assumptions and Results for Additional Achievable Energy Efficiency Saving from Energy and Appliance Standards**

Year	% of Statewide Electricity Demand in Solana Beach	Electricity Saving from AAEE Saving in Solana Beach (MWh)	% of Statewide Natural Gas Demand in Solana Beach	Natural Gas Saving from AAEE Saving in Solana Beach (Therms)	GHG Reduction from AAEE Saving (MT CO <sub>2</sub> e)
2035	0.03%	3,697	0.02%	4,779	75

### 5.6 California Utility Energy Efficiency Programs

On October 16, 2014 the CPUC adopted Decision 14-10-046 in Rulemaking 13-11-005135, which establishes electricity and natural gas reduction targets for the investor-owned utilities in California for 2015. SDG&E is the utility in San Diego region administer energy efficiency programs. To determine the emissions reduction associated with the efficiency programs, we estimated the energy saving potential

<sup>23</sup> California Energy Demand 2014-2024 Final Forecast Table 26. Estimated Statewide Electricity Saving from 2013 Title 24 Building Standards Updates for 2015, 2018, 2020 and 2024.

<http://www.energy.ca.gov/2013publications/CEC-200-2013-004/CEC-200-2013-004-V1-CMF.pdf>

<sup>24</sup> California Energy Demand 2014-2024 Final Forecast. Chapter 4.

<http://www.energy.ca.gov/2013publications/CEC-200-2013-004/CEC-200-2013-004-V1-CMF.pdf>

from the program. The goals included in this decision were based on an energy saving goals study conducted by Navigant.<sup>25</sup> The study broke overall energy efficiency goals into two categories: (1) programs and (2) codes and standards (other than appliance and building standards). The final 2015 energy reduction target for SDG&E included in CPUC Decision 14-10-046 was slightly lower than the values in the Navigant study. To account for this difference, the study values were adjusted for 2015-2024 by the ratio of those in the Decision with those in the Navigant study. The utility total estimated energy reduction was scaled to Solana Beach using a ratio of Solana Beach's natural gas and electricity demand to that of the SDG&E service area. Table 12 summarizes the key assumptions and results. As the renewable content in electricity increases, the emissions reduction from energy efficiency standards decreases.

**Table 12 Key Assumptions and Results for Utility Energy Efficiency Program**

Year	% of SDG&E Service Area Electricity Demand in Solana Beach	Electricity Saving from SDG&E Efficiency Program in Solana Beach (MWh)	% of SDG&E Service Area Natural Gas Demand in Solana Beach	Natural Gas Saving from SDG&E Efficiency Program in Solana Beach (Therms)	GHG Reduction from SDG&E Efficiency Program (MT CO <sub>2</sub> e)
2035	0.4%	19,897	0.3%	238	1,560

## 6 LOCAL MEASURES

The following section includes the local measures that lead to the emissions reductions in 2035 from the following main strategies: Transportation, Electricity and Natural Gas, and Waste and Water, and an urban tree planting program. With the assumptions and measures in this CAP, there is a gap of less than 100 MT in achieving the target in 2035. It is assumed that Solana Beach will purchase carbon offsets to close the gap for 2035.

### 6.1 Strategy 1: Transportation

The measures and actions in Strategy 1 aim to reduce vehicle miles traveled (VMT) and vehicle fuel use in Solana Beach.

#### 6.1.1 Electric Vehicles (EVs) and Alternative Fuel Vehicles (AFVs)

Solana Beach aims to increase the percentage of VMT driven by Electric Vehicles (EVs) and other Alternative Fuel Vehicles (AFVs) to 30% of total VMT by 2035. It is assumed that less than 1% of Solana Beach's VMT was attributed to EVs and AFVs in 2010.<sup>26</sup> This measure would require the city to work with SANDAG to help in increasing EVs in the region in order to achieve the increase in Solana Beach, as well as identify incentives for Solana Beach residents' increasing use of EVs.

The electricity consumption associated with increasing EVs (additional EV load) was allocated to the electricity category, as part of estimated gross generation (Table 4). The emissions reduction from this action was described in Greenhouse Gas Emissions Factor for Transportation section, based on the

<sup>25</sup> Navigant Consulting, 2013. California Energy Efficiency and Potential Goals Study.

<sup>26</sup> This assumption is based on allocating California Energy Demand 2014-2024 Final Forecast mid-case scenario statewide electricity consumption for EVs to Solana Beach and Clean Vehicle Rebate Project (CVRP) database, the number of EVs in Solana Beach at 2010 is smaller than 10.

percentage of total VMT driven by EV and the impact of the zero emission miles on the overall average emission factor for transportation. Table 13 summarizes the key assumptions and results.

**Table 13 Key Assumptions and Results for EVs and AFVs**

Year	% VMT Driven by EVs or AFVs	VMT Driven by EVs or AFVs (miles/year)	GHG Reduction (MT CO <sub>2</sub> e)
2035	30%	64,708,354	17,495

### 6.1.2 Increase Commuting by Vanpool

By participating in vanpools, the labor force in Solana Beach can reduce its commuting VMT. The goal of the CAP is to increase vanpooling to 20% of labor force by 2035, assuming an average vanpool size of 8 people and an average vanpool commuter distance of 50 miles.<sup>27</sup> Vanpools are most effective where they avoid long commute distances by single-occupant vehicles. This would require the city to work with SANDAG to identify the longest commute distances and associated employers in order to add vanpools. To determine VMT avoided by vanpooling, the difference in percent ridership compare with baseline year was multiplied by the labor force, average commute distance and 255 work days per year. The resulting VMT avoided was converted to GHG emissions reductions using the overall average emission factor. Table 14 summarizes the key assumptions and results.

**Table 14 Key Assumptions and Results for Increasing Commuting by Vanpools**

Year	Total Labor Force	% of Labor Force Vanpooling	Average Van Pool Size	VMT Reduced by Vanpooling (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	7,498	20%	8	2,501,802	242	608

### 6.1.3 Reduce Average Commuter Trip Distance by 1 mile

This action is aimed to reduce average commuter trip distance of the labor force by 1 mile. The current average commute distance in Solana Beach is 15 miles, and this measure would lead to an average commute distance of 14 miles in 2035. The city could achieve this through increasing density over time. The resulting VMT avoided due to reduced commuter miles was converted to GHG emissions reduction using the overall average emission factor. Table 15 summarizes the key assumptions and results.

**Table 15 Key Assumptions and Results for Reduce Average Commuter Trip Distance**

Year	Total Labor Force	VMT Reduced by Reduce Average Commute Distance (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	7,498	1,911,932	242	464

<sup>27</sup> The 2035 labor force in Solana Beach was estimated using a scaling factor of labor force to population, and SANDAG population forecast. The scaling factor is based Solana Beach 2010-2014 labor force and population estimates. <http://www.labormarketinfo.edd.ca.gov/data/unemployment-and-labor-force.html>

#### 6.1.4 Increase Commuting by Mass Transit

The CAP aims to achieve 10% mass transit ridership by its labor force by 2035 through incentives. It is assumed the mass transit ridership is 1.1% in 2010.<sup>28</sup> To calculate emissions reductions, increasing mass transit ridership was multiplied by the labor force to determine number of commuters using mass transit. Commuters using mass transit were multiplied by the average commute distance in 2035 (14 miles) and work days per week to determine annual VMT avoided. VMT avoided due to increase commuting by mass transit was converted to GHG emissions reduction using the overall average emission factor. Table 16 summarizes the key assumptions and results.

**Table 16 Key Assumptions and Results for Increasing Commuting by Mass Transit**

Year	Total Labor Force	% of Labor Force Using Mass Transit	VMT Avoided by Increase Mass Transit (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	7,498	10%	1,755,625	242	429

#### 6.1.5 Increase Preferred Parking for Electric Vehicles (EVs) and Alternative Fuel Vehicles (AFVs)

To promote the use of high-efficiency and clean vehicles, the CAP plans to increase the preferred parking space for EVs and AFVs city-wide. The city would convert 20% of the eligible city parking spots to preferred parking for EVs and AFVs, a total of 375 parking spaces converted of the estimated 1875 spots. Avoided annual VMT was calculated based on commuter trips using conventional vehicles reduced and converted to emission reduction. Table 19 summarizes the key assumptions and results.

**Table 17 Key Assumptions and Results for Increase Preferred Parking for EVs and AFVs**

Year	EVs and AFVs Preferred Parking Space Converted	VMT Avoided by EVs and AFVs Preferred Parking (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	375	1,337,750	242	325

#### 6.1.6 Retime Traffic Signals

The CAP aims to retime 4 traffic signals by 2035. The City would have to identify the traffic lights along arterials that could be re-timed. Retimed traffic signal will have a traffic flow smoothing effect leading to reduced fuel use by on-road vehicles at the intersections. The effect of retiming traffic signals on fuel reduction at the intersection was estimated based on SANDAG's studies on traffic signal optimization.<sup>29</sup> Table 18 summarizes the key assumptions and results.

<sup>28</sup> American Community Survey. Solana Beach. Means of transportation to work. 2010.

<https://factfinder.census.gov/>

<sup>29</sup> Silva-Send, N., et al., *Cost effectiveness comparison of certain transportation measures to mitigate greenhouse gas emissions in San Diego County, California*. Energy Policy (2013). SANDAG Traffic Signal Optimization Program. The estimated fuel saved per intersection is 7,835 gallons/day.

**Table 18 Key Assumptions and Results for Retiming Traffic Signals**

Year	Number of Retimed Traffic Signals	Equivalent Fuel Savings in Solana Beach (gallons/year)	GHG Reduction (MT CO <sub>2</sub> e)
2035	4	11,439,100	144

### 6.1.7 Promote Telecommuting

The CAP aims to increase the workers who have telecommutable jobs to participating in telecommuting to 10% by 2035. The participation rate at baseline year 2010 was assumed at 5%. City actions could include incentives and educational activities to promote telecommuting. It was assumed that 33% of the jobs in the San Diego region, therefore also in Solana Beach, are telecommutable, based on SANDAG studies.<sup>30</sup> The participating labor force was assumed to telecommute 2 days a work week by 2035. To calculate the annual VMT avoided by telecommuting, the number of telecommuters was multiplied by days per week telecommuted, the average commute distance, and the number of work weeks per year. VMT avoided due to increase telecommuting was converted to GHG emissions reduction using the overall average emission factor. Table 19 summarizes the key assumptions and results.

**Table 19 Key Assumptions and Results for Telecommuting**

Year	% of Telecommutable Jobs	% of Eligible Labor Force who telecommute	VMT Avoided by Telecommuting (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	33%	10%	353,325	242	86

### 6.1.8 Convert Municipal Gasoline Fueled Vehicle Fleet to Electric Vehicles

The City of Solana Beach maintains a vehicle fleet for municipal operations use. Converting municipal gasoline fueled vehicle fleet to Electric Vehicles (EVs) or Alternative Fuel Vehicles (AFVs) will reduce gasoline use and reduce GHG emissions. The CAP assumes that the city will take action to reduce by 50% the current gasoline consumption by 2035 by converting the municipal fleet to EVs and AFVs. The current fleet gasoline consumption is approximately 12,000 gallons and we assumed the fuel needs for municipal operations will remain the same through 2035.<sup>31</sup> The GHG emissions from fleet gasoline use was calculated based on total gasoline use and the emission factor for gasoline.<sup>32</sup> Table 20 summarizes the key assumptions and results.

**Table 20 Key Assumptions and Results for Convert Municipal Fleet to EVs and AFVs**

Year	Fleet Gasoline	Total GHG Emissions from Fleet Gasoline Use	Reduction in Gasoline Use	GHG Reduction (MT CO <sub>2</sub> e)

<sup>30</sup> Silva-Send, N., et al., *Cost effectiveness comparison of certain transportation measures to mitigate greenhouse gas emissions in San Diego County, California*. Energy Policy (2013).

<sup>31</sup> Current (2016) fleet gasoline consumption was provided by City of Solana Beach.

<sup>32</sup> Emission factor for gasoline is 19.6 lbs CO<sub>2</sub>e/gallon gasoline. U.S Energy Information Administration. <https://www.eia.gov/tools/faqs/faq.cfm?id=307&t=11>

	<b>Consumption (gallons)</b>	<b>(MT CO<sub>2</sub>e)</b>		
2035	12,000	112	50%	56

### 6.1.9 Increase Commuting by Walking

The CAP aims to increase percent of labor force commuting by walking from 3.4% in baseline 2010 to 5% in 2035<sup>33</sup>. The City would have to identify the labor force within Solana Beach working in Solana Beach and identify areas to improve their walkability. It was assumed that the average round trip of commuter walking distance is 0.67 miles. To calculate annual VMT avoided, number of commuters by walking was multiplied by round trip walking distance and work days per year. VMT avoided due to increase commuting by walking was converted to GHG emissions reduction using the overall average emission factor. Table 21 summarizes the key assumptions and results.

**Table 21 Key Assumptions and Results for Increase Commuting by Walking**

<b>Year</b>	<b>Total Labor Force</b>	<b>% of Labor Force Commute by Walking</b>	<b>VMT Avoided with Commuting by Walking (miles/year)</b>	<b>Overall Average Emission Factor (g CO<sub>2</sub>e/mile)</b>	<b>GHG Reduction (MT CO<sub>2</sub>e)</b>
2035	7,498	5%	64,050	242	16

### 6.1.10 Increase Commuting by Bicycle

Solana Beach currently has 10 miles of bicycle lanes within its 3.5 square mile territory, therefore approximately 2.8 bike lane miles per square mile. Solana Beach has a plan being implemented to increase this number to 13 lane miles by 2019, or about 3.8 bike lane miles per square mile. The CAP assumes an additional 1 mile per square mile to be achieved by 2035, or 4.8 bike lane miles per square mile. This converts to 16.8 bike lane miles within its territory by 2035.<sup>34</sup> The increase in percentage of commuters using bikes is assumed to be proportional to the increase in bike lanes mile per square mile.<sup>35</sup> To calculate annual VMT avoided, the increase in percentage of commuters by bicycle was multiplied by a 2-mile commute distance avoided<sup>36</sup> and 255 work days per year. VMT avoided due to increase commuting by bicycle was converted to GHG emissions reduction using the overall average emission factor. Table 22 summarizes the key assumptions and results.

**Table 22 Key Assumptions and Results for Increase Commuting by Bicycle**

<b>Year</b>	<b>Additional Bike Lane Miles per Square Mile</b>	<b>VMT Avoided by Bike Strategy (miles/year)</b>	<b>Overall Average Emission Factor (g CO<sub>2</sub>e/mile)</b>	<b>GHG Reduction (MT CO<sub>2</sub>e)</b>
2035	2	44,357	242	11

<sup>33</sup> American Community Survey. Solana Beach. Means of transportation to work. 2010. <https://factfinder.census.gov/>

<sup>34</sup> The current (2016-2017) bike lane miles in the city are 10 (3 bike lane miles/square mile). Bike lane miles were provided by City of Solana Beach based on GIS analysis and the CAE Estimated Network.

<sup>35</sup> Elasticity of adding each additional mile of Class II bike lanes per square mile to increase in bicycle commuting is based on Dill and Carr (2003). *Bicycle Commuting and Facilities in Major U.S. Cities: If you build them, commuters will use them – another look.*

<sup>36</sup> Assumes commuters traveling only a short distance will choose to bike.

### 6.1.11 Promote Alternative Work Schedule

The CAP aims to increase the percentage of labor force with an alternative work schedule to 1% by 2035. This represents 75 employees with an alternative schedule in 2035. The City could achieve this by working with SANDAG to identify commuters who can have an alternative schedule at their place of employment, and through educational and marketing activities. To estimate the potential emissions reduction, it is assumed four (4) miles were driven in off days by each commuter, and that a standard work week is five (5) days. To calculate annual VMT avoided, the number of commuters on alternative work schedule was multiplied by work days per year and the difference between the average commute distance and miles driven on off days. VMT avoided due to alternative work schedule was converted to GHG emissions reduction using the overall average emission factor. Table 23 summarizes the key assumptions and results.

**Table 23 Key Assumptions and Results for Promote Alternative Work Schedule**

Year	Total Labor Force	% of Labor Force with Alternate Work Schedule	VMT Avoided by Alternate Work Schedule (miles/year)	Overall Average Emission Factor (g CO <sub>2</sub> e/mile)	GHG Reduction (MT CO <sub>2</sub> e)
2035	7,498	1%	38,239	242	9

## 6.2 Strategy 2: Energy & Buildings

The measures and actions under Strategy 2 aim to reduce residential and commercial energy consumption as well as increase renewable supply in the electricity beyond RPS compliance level. The following provides information about the data and methods used to calculate the related energy and emissions reduction.

### 6.2.1 Community Choice Aggregation (CCA) or another Program above RPS Compliance

As described in the Section 4.2.1 - Greenhouse Gas Emission Factor for Electricity above, electricity from renewable in Solana Beach is supplied by several sources, including the renewable electricity supply by the utility (SDG&E), a community choice aggregation (CCA) or another program and the installation of residential and commercial solar PV systems. Given the assumptions included in the CAP for those categories, 39% of electricity supply would be renewable by 2020 and 96% of electricity supply would be renewable by 2035.

To estimate the emissions reduction potential from CCA or another program above RPS compliance amounts, it is necessary to account for the interaction among the categories of supply. The percentages of electricity and renewable content attributed by category are given in Table 5. As mentioned above in the *Greenhouse Gas Emissions Factor for Electricity* section, 90% of eligible customers are projected to participate in the CCA or another program starting in 2020. To estimate the greenhouse gas reductions, it is assumed that all the electricity provided by a CCA or another program is 100% renewable by 2035. As described above, Governor Jerry Brown recently signed legislation to increase the renewable portfolio standard supply targets to 50% renewable electricity by 2030.<sup>37</sup> Table 24 below shows the role of each category of supply in 2035.

<sup>37</sup> Senate Bills 350 – Clean Energy and Pollution Reduction Act of 2015. Available at [https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\\_id=201520160SB350](https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160SB350).

**Table 24 Contribution of Electricity Supply Categories and Renewable in 2035**

Category	2035		
	% of Total Electricity Supply	% of Supply from Renewable	% of TOTAL supply from Renewable
Utility (SDG&E)	8%	50%	4%
CCA or Another Program	69%	100%	69%
PV	23%	100%	23%
Total	100%	-	96%

To estimate the projected emissions reduction from CCA or another program, the total emissions reduction from the categories above were allocated using the method described in the “Greenhouse Gas Emissions Factor for Electricity” section. Because CCA or another program is required to comply with the statewide RPS requirement, a portion of the total emissions reduction from the CCA program is attributed to this policy, while the remaining emissions impact (above RPS compliance) is allocated to local action. The emissions reduction from CCA or another program above RPS compliance is presented in Table 25.

**Table 25 Breakdown of Emission Reduction for CCA Program**

Category	2035	
	% Renewable in the Supply	GHG Reductions (MT CO <sub>2</sub> e)
CCA or Another Program – RPS Compliance	50%	10,466
<b>CCA or Another Program – Above RPS Compliance</b>	<b>50%</b>	<b>10,466</b>
Total	100%	20,932

### 6.2.2 Achieve 10.8 MW Residential Rooftop Solar PV Systems

It is expected that the city will reach 10.8 MW of residential rooftop solar PV systems installed by 2035. In the baseline year 2010, residential solar PV capacity was approximately 0.4 MW from approximately 18 interconnected systems.<sup>38</sup> In the past few years, residential solar system installation has increased rapidly, with more than 70 systems interconnected in 2015 alone and a total of 1.6 MW at the end of 2015. We assume this trend will continue with 0.5 MW capacity added every year in the residential sector.<sup>39</sup>

<sup>38</sup> California Distributed Generation Statistics. SDG&E NEM Interconnected Data Set (current as of September 2016). Data downloaded in November 2016. <http://www.californiadgstats.ca.gov/downloads/>

<sup>39</sup> The 2035 residential solar capacity goal, 10.8 MW, is equivalent to approximately 1800 PV systems total. If all systems are installed at single family homes, half of the projected single-family homes (about 6,000 in 2035) will have PV systems by 2035. PV systems can also be added to multifamily complex and common areas.

To estimate emissions reduction from the installation of residential solar PV systems, the capacity is converted to estimated electricity generation using a capacity factor of 20%.<sup>40</sup> The emissions reductions from both residential and commercial PV systems is allocated using the method described in the “Greenhouse Gas Emissions Factor for Electricity” section. The emissions reduction from residential PV is then allocated based on residential and non-residential PV capacity. Table 26 summarizes the key assumptions and results.

**Table 26 Key Assumptions and Results from Residential Rooftop Solar PV Systems**

Year	Total Residential PV Capacity (MW)	Electricity Supplied by Residential PV (MWh)	GHG Reduction (MT CO <sub>2</sub> e)
2035	10.8	18,922	5,858

### 6.2.3 Achieve 2 MW Commercial Rooftop Solar PV Systems

The CAP targets to achieve 2 MW of commercial rooftop solar PV systems installed by 2035 through incentives. In baseline year 2010, the commercial solar PV capacity was less than 0.1 MW with less than five systems interconnected.<sup>41</sup> 10 new systems have been interconnected at commercial spaces since 2010 and new opportunities for commercial solar PV systems are available city-wide.

Emissions reduction from the installation of commercial PV systems was calculated using the same method as described in Section 6.2.2. Table 27 summarizes the key assumptions and results.

**Table 27 Key Assumptions and Results for Commercial Rooftop Solar PV Systems**

Year	Total Commercial PV Capacity (MW)	Electricity Supplied by Commercial PV (MWh)	GHG Reduction (MT CO <sub>2</sub> e)
2035	2	3,504	1,085

### 6.2.4 Solar Hot Water Heater (SHW) at Commercial Spaces

On average, 6% of commercial building energy use is for water heating.<sup>42</sup> The CAP aims to retrofit 20% of its existing commercial spaces with solar hot water heaters (SHW) thus reducing water heating energy consumption at the retrofitted commercial spaces by 10%. It was assumed that 60% of existing water heaters are fueled by natural gas, while the rest 40% are fueled by electricity.

To calculate emissions reductions, the total electricity and natural gas saving due to the SHW retrofits are calculated and converted to emissions reduction using the overall average electricity emission factor and natural gas emission factor. In 2035, as the renewable content in electricity reaches to 96%, the

<sup>40</sup> The net capacity factor is the ratio of actual output over a period of time to its potential to full installed (i.e. nameplate) capacity continuously over the same period of time.

<sup>41</sup> California Distributed Generation Statistics. SDG&E NEM Interconnected Data Set (current as of September 2016). Data downloaded in November 2016. <http://www.californiadgstats.ca.gov/downloads/>

<sup>42</sup> U.S. Energy Information Administration. Commercial Buildings Energy Consumption Survey (2012). <https://www.eia.gov/consumption/commercial/data/2012/index.php?view=consumption#e1-e11>

overall average electricity emission factor decreases, therefore, the emission reduction from electricity saving decreases as well. Table 28 summarizes the key assumptions and results.

**Table 28 Key Assumptions and Results for Solar Hot Water Heater (SHW) at Commercial Space**

Year	Total Electricity Saved from SHW Retrofits (MWh)	GHG Reduction from Electricity Saving (MT CO <sub>2</sub> e)	Total Natural Gas Saved from SHW Retrofits (therm)	GHG Reduction from Natural Gas Saving (MT CO <sub>2</sub> e)	Total GHG Reduction (MT CO <sub>2</sub> e)
2035	343,758	5	515,637	2,807	2,811

### 6.2.5 Solar Hot Water Heater (SHW) at New Homes and Home Retrofits

The City will develop programs to retrofit 25% of existing homes with solar hot water heaters (SHW) and 25% of the new homes with SHWs installed by 2035. We assumed that 2% of the existing homes and 1% of new homes in the city already have SHW heaters at baseline year 2010. Similar to the assumptions in SHW retrofits in commercial spaces, 60% of existing water heaters are fueled by natural gas, while the rest 40% are fueled by electricity. An average energy reduction per unit for replacing an electric water heater with SHW is 2,300 kWh, and an average reduction per unit for replace a natural gas water heater is 112 therms.

The method to calculate emissions reduction is similar to the method in Section 6.2.4. Table 29 summarizes the key assumptions and results.

**Table 29 Key Assumptions and Results for SHW at New Homes and Home Retrofits**

Year	% of Existing Homes Retrofit	Total Homes Retrofitted with SHW	% of New Homes Retrofit	Total New Homes with SHW Installation	GHG Reduction from Electricity Savings (MT CO <sub>2</sub> e)	GHG Reductions from Natural Gas Saving (MT CO <sub>2</sub> e)	Total GHG Reduction (MT CO <sub>2</sub> e)
2035	25%	1,501	25%	15	17	522	539

### 6.2.6 Reduction in Other Residential Natural Gas Use

In California, approximately 22% of household end-use natural gas consumption is from non-space heating or water heating natural gas use. Other natural gas use includes cooking appliances, clothes washers, dryers, dishwashers and small devices.<sup>43</sup> The CAP assumed that the City will take measures, such as incentives, to reduce 15% of the non-space/water heating natural gas use by 2035. Based on the 2010-2013 GHG emissions inventory, on average 77% of natural gas use in Solana Beach is from the residential sector. To calculate the emissions reductions, the total natural gas savings is converted to emissions reductions using the natural gas emission factor. Table 30 summarizes the key assumptions and results.

**Table 30 Key Assumptions and Results to Reduce Non-space/water Heating Natural Gas Use**

<sup>43</sup> U.S. Energy Information Administration. Residential Energy Consumption Survey (2009). End-use consumption by fuel. <https://www.eia.gov/consumption/residential/data/2009/index.php?view=consumption>

Year	Reduction in Non-space/water Heating Natural Gas Use	Total Natural Gas Reduction (therm)	Total GHG Reduction (MT CO <sub>2</sub> e)
2035	15%	150,000	359

### 6.2.7 Residential Energy Efficiency Retrofits

The residential energy efficiency retrofit goal in the CAP include retrofits in both single-family (SF) and multi-family (MF) homes. The CAP assumes a 15% energy reduction in the SF and MF homes that participate in energy retrofit programs.

By adopting a Residential Energy Conservation and Disclosure Ordinance, all homes that are remodeled or sold will be required to disclose energy use. We assumed 3% of the existing homes are sold annually and 1% are remodeled annually.<sup>44</sup> To avoid double counting, we assumed the existing homes were only be resold or remodeled once within the CAP horizon period. By 2035, half of the existing homes at baseline year will be affected by the energy disclosure. However, only the owned-occupied homes would perform energy retrofits upon resale or remodel, as renters may not have incentives or ownership to perform energy retrofits.<sup>45</sup> Of the owner-occupied homes that disclose energy use, best practice indicates that about 12% will perform energy retrofits and implement energy efficiency activities.<sup>46</sup>

Emissions reductions from annual electricity savings were calculated for each year by multiplying the number of retrofits, average electricity reduction per home and the overall average emission factor. As the renewable content in electricity increases, the emissions reductions from energy retrofits decrease accordingly. Similarly, emissions reductions from annual natural gas savings were calculated by multiplying the number of retrofits, average natural gas reduction per home, natural gas emission factor. Emissions reductions from electricity and natural gas was summed to determine total emissions reductions.

Table 31 and summarizes the key assumptions and results.

**Table 31 Key Assumptions and Results for Residential Energy Efficiency Retrofits**

Year	Total Occupied SF+MF Units	Total Owner Occupied SF+MF Units	Total Units Implemented Energy Retrofits	Total Electricity Saving (MWh)	Total Natural Gas Saving (therms)	Total GHG Reduction from Energy Saving (MT CO <sub>2</sub> e)
2035	6,005	3,603	218	234,032	10,175	59

<sup>44</sup> 3% of existing homes are sold annually is based on a County of San Diego 2012-2013 average according to San Diego Association of Realtors. 1% remodeled annually is based on a City of San Diego average. Both assumptions are used in the City of San Diego Climate Action Plan (2015).

<sup>45</sup> Approximately 60% of the housing units are owner-occupied housing units. 2010 U.S. census.

<https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>

<sup>46</sup> ACEEE. (2011) Austin Energy Conservation Audit and Disclosure. [http://docketpublic.energy.ca.gov/PublicDocuments/Migration-12-22-2015/Non-Regulatory/12-AB1103-1/2012/TN%2068669%2011-26-12%20Case%20Study%20-%20Austin%20Energy%20Conservation%20Audit%20and%20Disclosure%20\(ECAD\)%20Ordinance.pdf](http://docketpublic.energy.ca.gov/PublicDocuments/Migration-12-22-2015/Non-Regulatory/12-AB1103-1/2012/TN%2068669%2011-26-12%20Case%20Study%20-%20Austin%20Energy%20Conservation%20Audit%20and%20Disclosure%20(ECAD)%20Ordinance.pdf) Assumption is used in the City of San Diego Climate Action Plan (2015).

### 6.2.8 Commercial Energy Efficiency Retrofits

Similar to Section 6.2.7, we assumed the city will adopt a commercial energy conservation and disclosure ordinance. It is assumed that 4% of commercial space is sold every year and that 12% of those sold will perform energy retrofits and implement energy efficiency activities.<sup>47</sup>

Emissions reductions from annual electricity savings was calculated for each year by multiplying the percent of commercial space affected, 15% reduction in electricity consumption, and the overall average emission factor. As the renewable content in electricity increases, the emissions reduction from energy retrofits decreases accordingly. Similarly, emissions reduction from annual natural gas savings was calculated by multiplying the percent of commercial space affected, 15% reduction in natural gas consumption, and natural gas emission factor. Emissions reduction from electricity and natural gas was summed to determine total emissions reduction. Table 32 summarizes the key assumptions and results.

**Table 32 Key Assumptions and Results for Non-Residential Efficiency Retrofits**

Year	% commercial space disclose energy use	% commercial space received retrofit	% Energy Reduction per square foot	Total Electricity Saving (MWh)	Total Natural Gas Saving (therms)	Total GHG Reduction from Energy Saving (MT CO <sub>2</sub> e)
2035	50%	6%	15%	430,733	6,737	37

## 6.3 Strategy 3: Waste, Wastewater and Water

To reduce emissions from waste, wastewater and water categories, the CAP includes several measures to 1) reduce solid waste entering landfills, 2) reduce methane emissions from wastewater treatment, and 3) reduce city-wide water consumption.

### 6.3.1 Divert Waste from Landfills and Capture Landfill Gas Emissions

The CAP aims to divert 90% of solid waste from entering landfills with 85% gas capture rate at the landfills. We assumed the waste diversion rate at baseline year 2010 as 55% and the landfill gas capture rate as 75%.<sup>48</sup> The City will adopt measures, such as a waste reduction plan, to achieve the diversion rates, and work with the City of San Diego to help achieve the landfill capture rate.

To calculate the emissions reduction from increasing diversion rate and gas capture rate, the emissions from the solid waste category using targeted rates were estimated using the same method as in the GHG inventory. The difference between emissions from the targeted rates and BAU emissions projection is the emissions reduction. Table 33 summarizes the key assumptions and results.

**Table 33 Key Assumptions and Results for Waste Diversion and Capture Landfill Gas**

<sup>47</sup> Commercial property sales data from City of San Diego is used as proxy. ACEEE. (2011) Austin Energy Conservation Audit and Disclosure. [http://docketpublic.energy.ca.gov/PublicDocuments/Migration-12-22-2015/Non-Regulatory/12-AB1103-1/2012/TN%2068669%2011-26-12%20Case%20Study%20-%20Austin%20Energy%20Conservation%20Audit%20and%20Disclosure%20\(ECAD\)%20Ordinance.pdf](http://docketpublic.energy.ca.gov/PublicDocuments/Migration-12-22-2015/Non-Regulatory/12-AB1103-1/2012/TN%2068669%2011-26-12%20Case%20Study%20-%20Austin%20Energy%20Conservation%20Audit%20and%20Disclosure%20(ECAD)%20Ordinance.pdf) Assumption is used in the City of San Diego Climate Action Plan (2015).

<sup>48</sup> Most of the waste disposed by Solana Beach residents and businesses is sent to Otay and Sycamore Landfills. The estimated landfill gas capture efficiency at both landfills is 76% based on EPA's Mandatory Greenhouse Gas Reporting. <https://www.epa.gov/ghgreporting> The baseline diversion rate in the City of San Diego's Climate Action Plan was used as representative of that in Solana Beach.

Year	Total Solid Waste Disposal after Diversion	Solid Waste Diversion Rate	Landfill Gas Capture Rate	TGHG Reduction (MT CO <sub>2</sub> e)
2035	10,701	90%	85%	3,389

### 6.3.2 Capture Methane from Wastewater Treatment

The goal of the CAP is to achieve a 100% methane capture rate from wastewater treatment by 2035, by working with the wastewater treatment operators to find ways to achieve this. We assumed the capture rate was 90% in the baseline year.<sup>49</sup> Emissions reductions from the targeted capture rate was calculated by taking the difference between the baseline capture rate (90%) and the targeted capture rate, and multiplying by the BAU emissions projection for wastewater in that year. Table 34 summarizes the key assumptions and results.

**Table 34 Key Assumptions and Results for Capturing Methane from Wastewater Treatment**

Year	Target Wastewater Methane Capture Rate	GHG Reduction (MT CO <sub>2</sub> e)
2035	100%	66

### 6.3.3 Existing Water Rate and Billing Structure

In October 2015, the board of directors of the Santa Fe Irrigation District approved a rate proposal to raise the rates by an average of 9% annually over the next three years beginning in February 2016<sup>50</sup>, therefore achieving a compound increase of 30% in the three years 2016-2018. The price elasticity of water is set at -0.2, as an increase in the water rate will reduce water consumption.<sup>51</sup>

Reduction in water use will reduce the energy associated with upstream water supply, water treatment and distribution. We assumed the water sources provided by Santa Fe Irrigation District would not change over the CAP horizon, with the same mix of local surface water and imported water from the San Diego County Water Authority. The emissions reduction is calculated by taking the difference between emissions from the water category in the BAU emissions projection and emissions from the water category after the rate increase. Table 35 summarizes the key assumptions and results.

**Table 35 Key Assumptions and Results for New Water Rate and Billing Structure**

Year	BAU per Capita Water Consumption (GPCD)	Per Capita Water Consumption after Rate Increases	Total GHG Reduction (MT CO <sub>2</sub> e)
------	---	---	--

<sup>49</sup> It is assumed that the San Elijo treatment plant used by Solana Beach achieves the same digester gas capture rate as the City of San Diego's Point Loma Wastewater Treatment Plant in 2010.

<sup>50</sup> Del Mar Times. Water district for Rancho Santa Fe, Solana Beach proceeds with proposed rate increase. October 9, 2015. <http://www.delmartimes.net/news/local-news/sddmt-santa-fe-irrigation-district-rate-increase-2015oct09-story.htm> Santa Fe Irrigation District customers in Solana Beach, Rancho Santa Fe face another rate hike. November 8, 2016. | <http://www.delmartimes.net/news/sd-cm-nc-water-district-20161108-story.html>

<sup>51</sup> Dale et al. (2009) *Price Impact of the Demand for Water and Energy in California Residences*. <http://www.energy.ca.gov/2009publications/CEC-500-2009-032/CEC-500-2009-032-F.PDF>

2035	241	213	407
------	-----	-----	-----

#### 6.3.4 Water Conservation and Disclosure Ordinance

Similar to the Energy Conservation and Disclosure Ordinance described in Section 6.2.7, disclosure of water use upon resale and replacing existing water fixtures with low-flow and efficiency water fixtures will reduce water use. We assumed 3% of the homes are sold annually (the same as in Section 6.2.7) and the reduction in water use would be 2% for residential water use.<sup>52</sup>

Similar to Section 6.3.3, emissions reductions are calculated by taking the difference between emissions from the water category after the rate increase and after the additional water savings from the ordinance. Table 36 summarizes the key assumptions and results.

**Table 36 Key Assumptions and Results for Water Conservation and Disclosure Ordinance**

Year	Per Capita Water Consumption after Rate Increases	Per Capita Water Consumption after Rate Increase and Disclosure Ordinance	Total GHG Reduction (MT CO <sub>2</sub> e)
2035	213	211	30

#### 6.3.5 Recycled Water Program Expansion

This measure aims to reduce 10% of potable water supply by 2035, such as commercial and multi-family common areas landscape irrigation water use, by expanding current recycled water program. Replacing potable water with recycled water reduces the upstream, conveyance and treatment energy use associated with the potable water supply. Table 37 summarizes the key assumptions and results.

**Table 37 Key Assumptions and Results for Recycled Water Program Expansion**

Year	Additional Recycled Water Supply (million gallons)	Total GHG Reduction (MT CO <sub>2</sub> e)
2035	93	292

#### 6.4 Urban Tree Planting Program

The most recent urban tree canopy assessment in San Diego region, based on high-resolution Light Detection and Ranging (LiDAR), shows that Solana Beach has 22% existing urban tree canopy.<sup>53</sup> This measure aims to achieve 30% of developed areas covered by urban tree canopy by 2035. The total developed area in Solana Beach is projected to be 2,107 acres in 2035.<sup>54</sup> The GHG sequestration

<sup>52</sup> Estimated based on City of Berkeley's Commercial and Residential Conservation Ordinances that result in 2% decrease in water use per year for all households. <http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=70982>

<sup>53</sup> The assessment was done in 2014 for all urban areas in the San Diego County using method developed by University of Vermont and USDA Forest Service. [https://www.sandiego.gov/sites/default/files/san\\_diego\\_tree\\_canopy\\_assessment\\_05oct2016.pdf](https://www.sandiego.gov/sites/default/files/san_diego_tree_canopy_assessment_05oct2016.pdf)

<sup>54</sup> SANDAG Series 13 Regional Growth Forecast (Updated in October 2013). Download Date: 03/30/2016. SANDAG Data Surfer. <http://datasurfer.sandag.org/>

potential from achieving the additional urban tree canopy by 2035 was calculated using a CO<sub>2</sub>e absorption rate per acre obtained from a study for the California Energy Commission (CEC).<sup>55</sup> Table 38 summarizes the key assumptions and results.

**Table 38 Key Assumptions and Results for Urban Tree Planting Program**

<b>Year</b>	<b>% Urban Tree Canopy Cover</b>	<b>Developed Area Covered by Urban Tree Canopy (acres)</b>	<b>CO<sub>2</sub>e Absorption per Acre (MT CO<sub>2</sub>e)</b>	<b>GHG Reduction (MT CO<sub>2</sub>e)</b>
2035	30%	632	1.56	986

<sup>55</sup> Winrock International (2004). *Baseline Greenhouse Gas Emissions and Removals for Forest, Range, and Agricultural Lands in California*. California Energy Commission, PIER Energy-Related Environmental Research. <http://www.energy.ca.gov/reports/CEC-500-2004-069/CEC-500-2004-069F.PDF> Based on this study, typical hardwood trees absorb about 1.56 tons CO<sub>2</sub> per acre.



## Appendix C

### Implementation Matrix

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions				
	T-1 Increase electric vehicles and alternative fuel vehicles miles traveled to 30 percent of total vehicle miles traveled	Collaborate with San Diego Association of Governments (SANDAG) to increase electric vehicles (EVs) in the region.	17,495	No	City Manager's Office  Public Works Department	Climate Action Commission  Budget and Finance Commission	SANDAG	Low	Low-Medium	Mid-Term	The City will work with SANDAG for strategy and funding opportunities to increase EVs in the City.				
		Provide incentives for the City's residents to increase use of EVs.					SANDAG			Short-Term	Post resources on the City's website.				
		Support public and private sector provisions of alternative fueling stations in the City and adjacent cities.					Neighboring cities			Long-Term	The City will seek funding and provide assistance to the public and private sector of alternative fueling stations.				
		Explore grant funding for electric vehicle chargers.					SANDAG SDG&E			Mid-Term	The City will seek funding from the California Energy Commission's Electric Vehicle Charging Infrastructure grant or other similar grant programs.				
		Advocate for an EV car sharing fleet network to serve the City.								Medium	Medium	Long-Term	The City will purchase and maintain EVs.  Public education and outreach of the EV car sharing fleet.  Post resources on the City's website.		
		Require EV charging stations and EV charger-ready wiring in commercial/multi-family and residential developments.					Community Development Department						Update building code to implement the policy.		
	T-2 Increase commuting by vanpools to 20 percent of labor force	Collaborate with SANDAG to identify the longest commute distances and associated employers to add vanpooling.	608	No	City Manager's Office	Climate Action Commission  Business Liaison Council Standing Committee	SANDAG	Low	Low-Medium	Short-Term	The City will work with SANDAG for strategy and funding opportunities to implement a vanpooling program.  Public outreach to local businesses to encourage vanpooling.  Post resources on City's website.				
		Collaborate with SANDAG on successfully implementing its North Coast Transportation Demand Management (TDM) plan, and connect the City's employers and residents to travel-planning resources.									Post resources on the City's website.				
		Review Key Performance Indicators (KPIs) in SANDAG's TDM implementation plan at least once annually.									Low	Ongoing	Summarize KPI findings in a memorandum annually.		
		Explore modifying the Solana Beach Municipal Code parking standard requirements to incentivize provision of parking stalls for carpool or vanpool vehicles as a credit toward parking requirements.								Yes	Community Development Department	Medium	High	Short-Term	Modify the policy, program, and operational framework; adopt a code change; implement the program; and provide public education and outreach.
		Advocate for I-5 high-occupancy vehicle lanes at least to and from City on-ramp and off-ramps.								No	City Manager's Office	Climate Action Commission	SANDAG	Low	Low
	T-3 Reduce average commuter trip distance by one mile	Improve land use and transportation planning to provide a well-connected transportation network. Higher-density and mixed-use neighborhoods with complete street design provide infrastructure for vehicles, bicycles, and pedestrians, allowing a shift from single-occupancy vehicles.	464	Yes	Community Development Department  Public Works Department	Climate Action Commission		Medium	Medium	Long-Term	Continue to build out the community to seek balanced performance of automobile, public transit, bike, and pedestrian forms of transportation.  Public outreach to local businesses to encourage telecommuting and educate them about how it reduces greenhouse gas emissions.  Post resources on the City's website.				
Implement the General Plan Land Use Element, specifically Goal LU-3.0 and associated policies															
	Advocate for funding of bus enhancements (i.e., Express [limited stops]) or Bus Rapid Transit (BRT) on the 101 Coast Highway.		No	City Manager's Office		MTS, NCTD, and SANDAG	Medium	Medium	Mid-Term	Encourage NCTD to enhance bus service on the 101 route to increase ridership.					
	Advocate to San Diego Metropolitan Transit System (MTS), North County Transit District (NCTD), and SANDAG to improve transit service and promote east-west shuttle on Lomas Santa Fe Drive.								Long-Term	Express the importance of partnership with MTS, NCTD, and SANDAG and how the expanded use of public transit reduces greenhouse gas emissions.  Encourage MTS, NCTD, and SANDAG to implement a pilot program.					

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions
Transportation	T-4 Increase commuting by mass transit to 10 percent of labor force	Seek opportunities to collaborate with SANDAG on successfully implementing its North Coast TDM plan, and connect the City's employers and residents to travel-planning resources.	429			Climate Action Commission	SANDAG	Low	Low-Medium	Short-Term	Post resources on the City's website.
		Improve connectivity (by public transit, bicycle infrastructure, and pedestrian walkways) to the Solana Beach train station for access to commuter rail.		Yes, if infrastructure is needed	Community Development Department		MTS, NCTD, and SANDAG	Medium	High	Long-Term	Design sidewalks, bike lanes, and public transit routes to connect to the Solana Beach train station.
		Implement the General Plan's Circulation Element for a "Complete Streets" approach in designing streets, which considers every transportation mode and user for applicable arterial streets and incorporates multi-modal design and principles in all projects.		Yes	Public Works Department				High	Mid-Term	Adopt a policy that requires sidewalks, crosswalks, and bike lanes on both sides of the street.
	T-5 Increase preferred parking for electric vehicles and alternative fuel vehicles by converting 20 percent of eligible parking spots	Identify eligible on-street parking spots and spots in City-owned lots for conversion to preferred parking for EVs and AFVs.	325	Yes	City Manager's Office	Climate Action Commission		Medium	Medium	Mid-Term	The City will identify optimal locations, such as central commercial areas, to convert parking spots to preferred parking for EVs and AFVs. Clear signage will be posted at the preferred parking spots.
		Explore modifying the Solana Beach Municipal Code parking standard requirements to incentivize parking stalls for EVs and charging stations as a credit toward parking requirements.					Short-Term			Modify the policy, program, and operational framework; adopt the code change; implement the program; and provide public education and outreach.	
		Install dedicated stalls for EV parking and charging stations at City facilities.					SANDAG SDG&E	Mid-Term	The City will identify optimal locations, such as near central commercial areas, to install and maintain the EV charging stations.		
		Conduct outreach and education for the City's businesses and commercial property owners to encourage the conversion of private parking spaces to EV and AFV preferred parking.						Low	Low	Short-Term	Provide public education and outreach.
	T-6 Retime four traffic signals	Conduct a traffic study to identify candidate traffic lights along arterials that could be re-timed.	144	No	Public Works Department	Climate Action Commission	SANDAG	Medium	Medium	Mid-Term	Prepare a traffic study to identify candidate traffic lights.
		Retime identified traffic signals to reduce delays and vehicle idling.								Retime identified traffic signals.	
	T-7 Promote telecommuting to achieve 10 percent participation	Collaborate with SANDAG on successfully implementing its North Coast TDM plan (SANDAG 2013), and connect the City's employers and residents to travel-planning resources.	86	No	City Manager's Office	Climate Action Commission	SANDAG	Low	Low	Short-Term	Post resources on the City's website.
		Review KPIs in SANDAG's TDM implementation plan at least once annually.								Ongoing	Summarize KPI findings in a memorandum annually.
		Work with local office-based businesses to encourage telecommuting. Telecommuting should not impede on normal business practices, thus, may not be suitable for businesses that require physical employee presence, such as retail storefronts and warehouses.								SANDAG	Short-Term
Conduct educational outreach to residents and businesses to disseminate information about resources such as SANDAG's iCommute program to reduce commuter trips.											
T-8 Convert municipal gasoline fueled vehicle fleet to electric vehicles to achieve 50 percent reduction in gasoline consumption	Replace the City's municipal fleet to EVs and AFVs when feasible, thereby reducing fleet-wide emissions.	56	No	City Manager's Office	Climate Action Commission		Medium	Medium	Mid-Term	The City will purchase EV and AFV vehicles when replacing its municipal fleet.	
	Adopt a clean vehicle purchasing policy for new fleet vehicles.					Budget and Finance Commission			Adopt a policy detailing requirements and processes.		

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions			
	T-9 Increase commuting by walking to five percent of labor force	Implement the General Plan's Circulation Element for a "Complete Streets" approach in designing streets, which considers every transportation mode and user for applicable arterial streets and incorporates multi-modal design and principles in all projects.	16	Yes	Community Development Department	Climate Action Commission		Medium	Medium	Mid-Term	Adopt a policy that requires sidewalks, crosswalks, and bike lanes on both sides of the street.			
		Implement the General Plan's Circulation Element and develop and implement a Pedestrian Master Plan that would comprehensively review and plan for pedestrian improvements and identify mobility linkages to promote walkability and safety for pedestrians.			Public Works Department						Develop and implement the Pedestrian Master Plan by connecting pedestrian routes throughout the City.			
	T-10 Increase commuting by bicycling by increasing bike lanes to approximately 17 miles	Implement the General Plan's Circulation Element and continue to update and implement the City's Bicycle Transportation Plan that identifies optimal bicycle routes to optimal destinations in the City, connects the regional bicycle path network, and prioritizes effective bicycle path routes for implementation.	11	Yes	Community Development Department	Climate Action Commission		Medium	Medium	Mid-Term	Update and implement the Bicycle Transportation Plan by connecting optimal bicycle routes in the city.			
		Adopt and implement the Comprehensive Active Transportation Strategy that provides the foundation for improved bicycle and pedestrian facilities within the City and connections to adjacent jurisdictions and greater regional networks over the next 15 years.			Public Works Department		SANDAG				Medium	Medium	Long-Term	Adopt and implement the Strategy.
		Make existing bike lanes more user-friendly, including options such as: <ul style="list-style-type: none"> <li>• Widening bike lanes;</li> <li>• Enhancing safety elements and markings; and</li> <li>• Identifying locations to install additional bicycle racks and repair stations.</li> </ul>									Medium	Medium	Mid-Term	Implement user-friendly features for bike lanes such as widening bike lanes, enhancing safety elements, and identifying locations for additional bicycle racks and repair stations.
	T-11 Promote alternative work schedule to achieve participation from one percent of the labor force	Identify employers in the City that could be candidates for alternative work schedules.	9	No	City Manager's Office	Climate Action Commission Business Liaison Council Standing Committee	SANDAG	Low	Low	Short-Term	Identify businesses in the community that could be good candidates for alternative work schedules.			
		Conduct surveys for City residents to identify opportunities for alternative work schedules for commuters that work outside the City.									Distribute surveys to City residents.			
		Collaborate with SANDAG to encourage alternative work schedules for the City's employers.									Facilitate alternative work schedules for City employees.			
		Seek opportunities to collaborate with SANDAG on successfully implementing its North Coast TDM plan, and connect the City's employers and residents to travel-planning resources.									Post resources on the City's website.			
		Conduct educational outreach to residents and businesses to disseminate information about resources such as SANDAG's iCommute program to reduce commuter trips.									Public outreach to local businesses encourage telecommuting and how it reduces greenhouse gas emissions. Invite SANDAG to outreach events to promote the iCommute program.			
Review KPIs in SANDAG's TDM implementation plan at least once annually.		Ongoing								Summarize KPI findings in a memorandum annually.				

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions
and Natural Gas	E-1 Implement a Community Choice Aggregation program, subject to City Council approval	Continue with implementation of a CCA to achieve the 100% renewable energy goal, based on the technical analysis conducted previously.	10,466	Yes, if a CCA is formed	City Manager's Office	Climate Action Commission Budget and Finance Commission	SANDAG	Medium	High	Long-Term	Reach out to cities and the County to develop a regional CCA.
		Explore opportunities to collaborate with other cities in the region for a regional CCA for San Diego County.		No							Implement CCA identified in technical analysis.
		Explore opportunities to service renewable energy from our region.									Short-Term
	E-2 Achieve 10.8 megawatt (MW) residential rooftop solar photovoltaic systems	Work with SDG&E and local non-profit organizations to reach 100 percent of households annually with targeted educational and marketing materials (e.g., website or e-blast).	5,858	No	City Manager's Office	Climate Action Commission	SDG&E	Low	Low	Ongoing, Short-Term	Develop educational material and post on City's website or send out e-blast.
		Provide expedited permitting incentives for installation of rooftop solar PV systems on residential buildings.			Community Development Department						Explore options for online submittal of applications.
		Conduct educational outreach to residents about incentives available for installation of PV systems.			City Manager's Office						Develop a streamlined review process for solar projects.
		Explore the development of an ordinance requiring installation of solar PV systems for major remodel/renovation projects.		Yes	Community Development Department						Short-Term
	E-3 Achieve 2 MW commercial rooftop solar photovoltaic systems	Work with SDG&E to reach 100% of businesses annually with targeted educational and marketing materials (e.g., website or e-blast).	1,085	No	City Manager's Office	Climate Action Commission	SDG&E	Low	Low	Ongoing, Short-Term	Develop educational material and post on City's website or send out e-blast.
		Provide expedited permitting incentives for installation of rooftop solar PV systems on commercial buildings.			Community Development Department						Explore options for online submittal of applications.
		Conduct educational outreach to local businesses about incentives available for installation of PV systems.			City Manager's Office						Develop a streamlined review process for solar projects.
		Explore the development of an ordinance requiring installation of solar PV systems for major remodel/renovation projects.		Yes	Community Development Department						Short-Term
	E-4 Solar hot water heating at 20 percent of existing commercial spaces	Work with SDG&E to reach 100% of businesses annually with targeted educational and marketing materials (e.g., website or e-blast).	2,811	No	City Manager's Office	Climate Action Commission	SDG&E	Low	Low	Ongoing, Short-Term	Develop educational materials and post on City's website or send out e-blast.
		Promote the installation of SHWs by publicizing incentives, rebates, and financing options, such as Property Assessed Clean Energy (PACE) financing, California Solar Initiatives (CSI), or CSI-Thermal Program, for existing commercial buildings by posting on the City's website or e-blast									Business Liaison Council Standing Committee
		Explore the development of an ordinance requiring installation of SHWs for major remodel/renovation projects.		Yes	Community Development Department	Climate Action Commission	Medium	High	Mid-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.	

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions			
Electricity	E-5 Solar hot water heating at 25 percent of new homes and home retrofits	Work with SDG&E to reach 100% of households annually with targeted educational and marketing materials (e.g., website or e-blast).	539	No	City Manager's Office	Climate Action Commission	SDG&E	Low	Low	Ongoing, Short Term	Develop educational materials and post on City's website or send out e-blast.			
		Promote the installation of SHWs by publicizing incentives, rebates, and financing options, such as PACE financing, CSI, or CSI-Thermal Program, for existing residential buildings by posting on the City's website or e-blast.					PACE and CSI Programs				Post resources on the City's website or send out e-blast.			
		Explore the development of an ordinance requiring installation of SHWs for new homes and major remodel/renovation projects.		Yes	Community Development Department						Medium	High	Mid-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.
	E-6 Reduction in non-space/water heating residential natural gas use by 15 percent	Provide incentives to reduce 15% of non-space/water heating natural gas use, such as dryers, ovens, and cooktops, for new and existing residential buildings by 2035.	359	No	City Manager's Office	Climate Action Commission	SDG&E	Medium	Low-Medium	Ongoing, Short Term	Post resources on the City's website or send out e-blast.			
		Provide expedited permitting incentives for replacement of natural gas space/water heaters.									Explore options for online submittal of applications.			
		Explore the development of an ordinance requiring non-natural gas appliances in new residential development.		Yes	Community Development Department		Medium	High	Mid-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.				
	E-7 Residential energy efficiency retrofits to achieve 15 percent reduction	Adopt a Residential Energy Conservation and Disclosure Ordinance that requires single- and multi-family homes that are remodeled or sold to disclose energy use. By disclosing energy use, owner-occupied homes may result in energy retrofits and implement energy efficiency activities.	59	Yes	Community Development Department	Climate Action Commission		Medium	High	Mid-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.			
		Work with SDG&E to reach 100% of households annually with targeted educational and marketing materials (e.g., website or e-blast).		No	City Manager's Office		SDG&E				Low	Low	Ongoing, Short Term	Develop educational materials and post on City's website or send out e-blast.
		Publicizing incentives, rebates, and financing options, such as PACE financing, CSI, or CSI-Thermal Program, for existing residential buildings by posting on the City's website or e-blast.					PACE and CSI Programs							Post resources on the City's website or send out e-blast.
	E-8 Commercial energy efficiency retrofits to achieve 15 percent reduction	Adopt a Commercial Energy Conservation and Disclosure ordinance. By disclosing energy use, commercial buildings may result in energy retrofits and implement energy efficiency activities.	37	Yes	Community Development Department	Climate Action Commission		Medium	High	Mid-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.			
		Work with SDG&E to reach 100% of businesses annually with targeted educational and marketing materials (e.g., website or e-blast).		No	City Manager's Office		SDG&E				Low	Low	Ongoing, Short Term	Develop educational material and post on City's website or send out e-blast.
		Publicizing incentives, rebates, and financing options, such as PACE Financing, CSI, or CSI-Thermal Program, for existing commercial buildings by posting on the City's website or e-blast.					PACE and CSI Programs							Post resources on the City's website or send out e-blast.
Increase use of solar technology on municipal-owned buildings.		Climate Action Commission					SDG&E							Medium

City of Solana Beach Greenhouse Gas Reduction Measures - Implementation Matrix

Strategy	Measure	Action	2035 GHG Reductions (MTCO <sub>2</sub> e)	Project Under CEQA	City Department Responsibility	City of Solana Beach Commission/Committees	Partner Entity	Estimated Cost	City Effort	Time-Frame	Example Actions
Waste and Water	W-1 Divert waste from landfills and capture landfill gas emissions	Adopt a policy that requires all City-sponsored events (and City-funded non-profit events) to be zero waste (e.g., use recyclable and compostable materials and provide corresponding waste receptacles), and promote zero-waste events to community organizations and businesses.	3,389	No	Public Works Department Community Development Department	Climate Action Commission Business Liaison Council Standing Committee	Local Landfill Operators Solid waste haulers Local restaurants Regional Solid Waste Association (RSWA)	Medium Low Medium	High Medium High	Ongoing, Short-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.  Use examples, such as City of Davis, as a case study and guide for implementation in Solana Beach.  Use examples, such as Orange County, as a case study and guide for implementation in Solana Beach.
		Adopt a policy that requires a minimum of 75% of construction and demolition waste be recycled or re-used.									
		Develop an Organics Diversion Program to eliminate organic waste from landfills.									
		Start and implement a pilot education program on organics recycling.									
		Develop a food waste prevention plan for restaurants in the City and collaborate with other municipalities to develop a regional plan.			City Manager's Office	Ongoing, Short-Term	Public education to promote textile recycling.				
		Provide public education to promote textile recycling.					Long-Term	Send a letter on behalf of the City Council advocating for agencies that own and operate landfills serving Solana Beach to encourage increased methane capture.			
		Advocate to the agencies that own and operate landfills serving the City to encourage increased methane capture at the landfills.									
	W-2 Implementation of existing water rate and billing structure	Work with the Santa Fe Irrigation District to raise the water rate in the City at a rate of 2 percent per year.	690	No	City Manager's Office	Climate Action Commission	Santa Fe Irrigation District	Low	Medium	Short-Term	Meet with the Santa Fe Irrigation District to discuss increasing billing rate structure for the City.
	W-3 Expand recycled water program expansion to reduce potable water consumption by 10 percent	Expand current recycled program and purple pipe infrastructure		No	Community Development Department Public Works Department	Climate Action Commission Business Liaison Council Standing Committee	San Diego County Water Authority Metropolitan Water District	Medium-High	Medium-High	Long-Term	Advocate to encourage replacing potable water with recycled water and provide education and outreach.
	W-4 Capture 100 percent of emissions from wastewater treatment	Advocate to the City of San Diego's Point Loma Wastewater Treatment Plant and San Elijo Treatment Plant for 100% methane capture at wastewater treatment plants that serve the City of Solana Beach.	66	No	City Manager's Office	Climate Action Commission	Metro Wastewater Joint Powers Authority Point Loma Wastewater Treatment Plant and San Elijo Treatment Plant	Low	Medium	Long-Term	Send a letter on behalf of the City Council advocating for agencies that own and operate wastewater treatment plants serving Solana Beach to encourage increased methane capture.
W-5 Water conservation	Implement a Water Conservation and Disclosure Ordinance to disclose water use upon resale of residential buildings.  Implement PACE Programs in the City and continue to assess other efficiency financing tools for possible use in the community.  Educate property owners about eligibility for PACE financing.  Actively promote water efficiency rebate programs offered by San Diego County Water Authority and Metropolitan Water District.  Maintain a water waste reporting public education and enforcement program to repair leaks and decrease over-irrigation.  Promote programs/resources to help customers convert to more water-efficient landscaping.	24	No	Community Development Department  City Manager's Office	Climate Action Commission  Business Liaison Council Standing Committee	San Diego County Water Authority Metropolitan Water District	Medium  Low-Medium	High  Low	Mid-Term  Ongoing, Short-Term	Develop a policy, program, and operational framework; adopt an ordinance; implement the program; and provide public education and outreach.	
										Post resources on the City's website.	
										Public education to promote program and financing option.	
										Post resources on the City's website.	
										Invite San Diego County Water Authority and Metropolitan Water District to participate in City activities to promote their program.	
Public education to promote program.											
Public education to promote water-efficient landscaping.											
Carbon Sequestration (Urban Tree Planting)	U-1 Carbon Sequestration (Urban Tree Planting)	Implement the Urban Tree Planting Program to achieve the City's goal to cover 2,107 acres of developed areas with urban tree canopy by 2035. The program would require new development to plant trees to achieve an equivalent canopy coverage. Furthermore, the City would plant trees at City-owned properties and public areas to achieve the same canopy coverage. Public areas would cover open space, streets, and parking lots.	986	No	Community Development Department Public Works Department	Parks & Recreation Commission Climate Action Commission	Parks & Recreation Commission	Medium	Medium	Mid-Term	Develop an Urban Forestry Plan, using the City of San Diego's plan as a reference guide



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Community Development Department  
**SUBJECT:** **Public Hearing: Request for DRP and SDP for a Square Footage Addition to an Existing Single Family Residence with an Attached Two-Car Garage and Perform Associated Site Improvements at 635 Canyon Drive (Case # 17-16-30 Applicant: Michael Paeske; APN: 263-222-01; Resolution No. 2017-120)**

---

## **BACKGROUND:**

The Applicant, Michael Paeske, is requesting City Council approval of a Development Review Permit (DRP) and a Structure Development Permit (SDP) to remodel the existing residence and construct a 1,870 square foot addition which would include a new second story addition to an existing single-story, single-family residence with an attached two-car garage and perform associated site improvements. The 11,966 square-foot lot is located at 635 Canyon Drive and within the Low Residential (LR) Zone and Scaled Residential Overlay Zone (SROZ).

The project proposes grading in the amounts of 125 cubic yards of cut, 70 cubic yards of fill and 55 cubic yards of export. An additional 160 cubic yards of soil would be cut and recompact for the proposed slabs and 20 cubic yards would be excavated for footings. The maximum building height would be 25 feet above the existing grade and 300.44 feet above Mean Sea Level (MSL). The project meets three thresholds for the requirement of a DRP, including: 1) construction in excess of 60 percent of the allowable floor area; 2) construction of a second story in excess of 35 percent of the total first-level floor area; and 3) an aggregate grading quantity in excess of 100 cubic yards. The project requires a SDP because the proposed development exceeds 16 feet in height above the existing grade.

The issue before the Council is whether to approve, approve with conditions, or deny the Applicant's request.

CITY COUNCIL ACTION:

---

---

---

**DISCUSSION:**

The lot is located on the southeast corner of the intersection of Canyon Drive and Glencrest Drive and is developed with a 2,023 square foot single-family residence with an attached 538 square foot garage. The lot is irregularly shaped with frontage along Canyon Drive and an exterior side yard setback along Glencrest Drive. The topography of the site slopes upward and diagonally across the lot from the southwest corner to the northeast corner with an approximate 19-foot elevation change. The Applicant proposes to construct a 3,837 square-foot, two-story, single-family residence with an attached 594 square-foot, two-car garage. The project would also include associated site improvements including cut and fill grading, a pool and spa, fencing, hardscaping, and landscaping. The project plans are provided in Attachment 1.

Table 1 (below) provides a comparison of the Solana Beach Municipal Code (SBMC) applicable zoning regulations with the Applicant's proposed design.

<b>Table 1</b>			
<b>LOT INFORMATION</b>			
<b>Property Address:</b>	635 Canyon Dr.	<b>Zoning Designation:</b>	LR (3 du/ac)
<b>Lot Size:</b>	11,966 ft <sup>2</sup>	<b># of Units Allowed:</b>	1 Dwelling Unit + ADU
<b>Max. Allowable Floor Area:</b>	4,044 ft <sup>2</sup>	<b># of Units Requested:</b>	1 Dwelling Unit
<b>Proposed Floor Area:</b>	4,031 ft <sup>2</sup>	<b>Setbacks:</b>	<b>Required</b> <b>Proposed</b>
<b>Below Max. Floor Area by:</b>	13 ft <sup>2</sup>	Front (N)	25 ft.*      20 ft.
<b>Max. Allowable Height:</b>	25 ft.	Street Side (W)	10 ft.      11 ft.
<b>Max. Proposed Height:</b>	25 ft.	Interior Side (E)	5 ft.      7-11 <sup>1/4</sup> ft.
<b>Highest Point/Ridge:</b>	300.44 MSL (SP25)	Rear (S)	25 ft.      28-9 <sup>1/2</sup> ft.
<b>Overlay Zone(s):</b>	SROZ	*The front yard setback can be reduced from 25 feet to 20 feet when adjacent to a right-of-way that is 55 feet or greater in width.	
<b>PROPOSED PROJECT INFORMATION</b>			
<b>Floor Area Breakdown:</b>		<b>Required Permits:</b>	
Existing First Floor	2,023 ft <sup>2</sup>	<b>DRP:</b> A DRP is required for a structure that exceeds 60% of the maximum allowable floor area, a structure with a second story in excess of 35% of the first story floor area, and for grading in excess of 100 cubic yards (aggregate)	
First Floor Addition	191 ft <sup>2</sup>		
First Floor W/Ceiling over 15'	60 ft <sup>2</sup>	<b>SDP:</b> A SDP is required for a new structure that exceeds 16 feet in height from the existing grade.	
Second Floor Addition	1,563 ft <sup>2</sup>		
Existing Attached Garage	538 ft <sup>2</sup>		
Attached Garage Addition	56 ft <sup>2</sup>		
Subtotal:	4,431 ft <sup>2</sup>		
Off-Street Parking Exemption	- 400 ft <sup>2</sup>		
<b>Total Floor Area:</b>	<b>4,031 ft<sup>2</sup></b>		
<b>Proposed Grading for Site Improvements:</b> Cut: 125 yd <sup>3</sup> Fill: 70 yd <sup>3</sup> Export: 55 yd <sup>3</sup> 160 yd <sup>3</sup> for recompaction and 20 yd <sup>3</sup> for excavation of footings			
<b>Proposed Parking:</b> Attached 2-car garage		<b>Existing Development:</b>	
<b>Proposed Fences and Walls:</b> Yes		Existing Residence and Attached Garage	
<b>Proposed Guest House:</b> No			
<b>Proposed Accessory Dwelling Unit:</b> No			
<b>Proposed Accessory Structure:</b> No			

The front property line abuts Canyon Drive with a right-of-way width of 60 feet. Thus, the front yard setback may be reduced from 25 feet to 20 feet. The street side yard faces Glencrest Drive with a 10 foot setback.

Staff has prepared draft findings for approval of the project in the attached Resolution 2017-120 (Attachment 2) for Council's consideration based upon the information in this report. The applicable SBMC sections are provided in italicized text and conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

The following is a discussion of the findings for a DRP and an administrative SDP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2017-120.

#### Development Review Permit Compliance (SBMC Section 17.68.40):

A DRP is required for the following reasons: 1) the total proposed square footage would exceed 60 percent of the maximum allowable floor area in a residential zone; 2) the square footage of the proposed second story is more than 35 percent of the square footage of the proposed first floor; and 3) the proposal includes an aggregate grading quantity that exceeds 100 cubic yards of grading. The total floor area proposed is 4,031 square feet, which is 13 square-feet below the maximum allowable floor area for the property or 95% of the maximum allowable FAR, pursuant to the SROZ. The total floor area of the upper level would be 1,623 square feet and the lower level would be 2,214 square feet. The second floor would be 73 percent of the lower level. There would be 125 cubic yards of cut, 70 cubic yards of fill, and 55 cubic yards of export. An additional 160 cubic yards of soil will be excavated and recompactd for the proposed slabs and 60 cubic yards will be excavated for the proposed footings for an aggregate grading quantity of 430 cubic yards.

In addition to meeting zoning requirements, the project must also be found in compliance with development review criteria. The following is a list of the development review criteria topics:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

The Council may approve, or conditionally approve, a DRP only if all of the findings listed below can be made. Resolution 2017-120 (Attachment 2) provides the full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.

If the above findings cannot be made, the Council shall deny the DRP. The following is a discussion of the applicable development review criteria as they relate to the proposed project.

#### Relationship with Adjacent Land Uses:

The property is located within the LR Zone. All of the properties directly adjacent to the subject property are located within the LR Zone. Surrounding properties are developed with one and two-story, single-family residences. The project site is currently developed with a single-story residence.

The project, as designed, is consistent with the permitted uses for the LR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Low Density Residential in the General Plan and intended for single-family residences developed at a maximum density of three dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the SROZ and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further in this report. As a condition of project approval, the Applicant would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

### Building and Structure Placement:

The Applicant proposes to remodel the existing single-family residence and construct a square footage addition that includes a new second-story. Driveway access would be maintained in the same location in the northwest corner of the lot and would provide vehicular access to the property off of Glencrest Drive.

The existing residence is located toward the northern side of the property along Canyon Drive, maintaining the 20 foot required front yard setback. The square footage additions to the existing garage and first-story would be towards the southern elevation of the existing structure. The proposed second-story addition would be located over the middle of the existing residence.

A swimming pool, spa, a play court and patios are proposed in the usable rear yard area. In the southwest corner of the property, a storage area that would be accessible from Glencrest Drive is proposed. The main pedestrian entrance would consist of a walkway from Canyon Drive at the center of the northern property line.

The Applicant is proposing to remodel the first floor which would include the removal of some of the existing square footage and replacing it along the southern elevation of the existing structure combined with an addition of 191 square feet. The first floor would consist of the attached garage, laundry room, kitchen, dining room, a great room, three bedrooms and two bathrooms. The bedrooms and one bathroom are existing and will remain in the northeast corner of the existing residence. Two of the bedrooms, along the northern side have windows that project into the required setback area. The existing residence was constructed prior to the City's incorporation and therefore, these windows are considered existing non-conforming and allowed to remain.

The upper level would consist of the master suite, two additional bedrooms and bathrooms and a media room. A second floor patio is proposed off of the southern side of the proposed second floor and a staircase along the western side of the deck would provide access to the rear yard. A single-family residence requires two off-street parking spaces. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. Therefore, the project is afforded a 400 square-foot exemption. The total proposed floor area would be 4,031 square feet, which is 13 square-feet below the maximum allowable Floor Area for the 11,966 square-foot lot, pursuant to the SROZ regulations. The maximum floor area calculation for this project is as follows:

0.500 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for 6,001 to 15,000 ft <sup>2</sup>	1,044 ft <sup>2</sup>
Total Allowable Floor Area:	<u>4,044 ft<sup>2</sup></u>

The proposed project, as designed, meets the minimum required setbacks and is 13 square-feet below the maximum allowable floor area for the property.



Table 2 is based upon the County Assessor's data and SanGIS data. It contains neighboring lot sizes, the square footage of existing development and the maximum allowable square footage for potential development on each lot.

<b>Table 2:</b>						
#	Property Address	Lot Size in ft <sup>2</sup> (GIS)	Existing ft <sup>2</sup> Onsite (Assessor's)	Proposed / Recently Approved ft <sup>2</sup>	Max. Allowable ft <sup>2</sup> S.R.O.Z.	Zone
1	618 Canyon Drive	16,312	2,128	2,564	4,706	LR
2	626 Canyon Drive	18,201	2,090		4,895	LR
3	632 Canyon Drive	13,122	1,632		4,246	LR
4	638 Canyon Drive	12,860	1,674		4,201	LR
5	644 Canyon Drive	15,058	3,000		4,581	LR
6	650 Canyon Drive	13,654	1,896		4,339	LR
7	656 Canyon Drive	12,426	2,677		4,125	LR
8	662 Canyon Drive	12,847	4,358		4,198	LR
9	580 Canyon Drive	14,554	Vacant		4,497	LR
10	603 Canyon Place	50,302	3,416		6,590	LR
11	609 Canyon Place	42,538	5,073		6,202	LR
12	617 Canyon Place	40,190	2,383		6,085	LR
13	618 Canyon Place	11,122	1,766		3,896	LR
14	610 Canyon Place	13,534	1,836		4,318	LR
15	604 Canyon Place	12,431	2,094		4,125	LR
16	614 Canyon Drive	12,621	1,809		4,159	LR
17	622 Canyon Drive	23,626	4,658	4,790	5,256	LR
<b>18</b>	<b>635 Canyon Drive</b>	<b>11,966</b>	<b>2,023</b>	<b>3,777</b>	<b>4,044</b>	<b>LR</b>
19	645 Canyon Drive	12,656	3,575		4,165	LR
20	653 Canyon Drive	16,009	3,746		4,676	LR
21	659 Canyon Drive	15,575	2,303		4,633	LR
22	528 Glencrest Drive	16,964	1,975		4,771	LR
23	534 Glencrest Drive	13,539	1,878		4,144	LR
24	540 Glencrest Drive	13,698	1,448		4,347	LR
25	546 Glencrest Drive	8,221	1,785		3,389	LR
26	559 Glencrest Drive	13,904	2,710		4,383	LR
27	553 Glencrest Drive	11,803	3,133		4,016	LR
28	545 Glencrest Drive	10,898	1,531		3,857	LR
29	539 Glencrest Drive	12,473	2,407		4,133	LR
30	583 Glencrest Drive	11,713	2,992		4,000	LR
31	601 Canyon Drive	13,963	2,954		4,394	LR
32	611 Canyon Drive	9,562	1,254	2,103	3,623	LR
33.	577 Canyon Drive	11,987	3,660		4,048	LR
34.	565 Canyon Drive	44,565	5,112		6,303	LR
35.	665 Canyon Drive	17,109	3,063		4,786	LR
36.	671 Canyon Drive	18,691	1,608		4,944	LR
37.	533 Glencrest Drive	19,030	2,643		4,978	LR

38.	522 Glencrest Drive	20,073	2,548		5,079	LR
39.	516 Glencrest Drive	30,620	1,822		5,606	LR
40.	510 Glencrest Drive	12,690	1,368		4,171	LR
41.	604 Glencrest Place	12,246	2,873		4,093	LR
42.	610 Glencrest Place	17,129	2,072		4,788	LR
43.	674 Canyon Drive	13,248	1,571		4,268	LR
44.	668 Canyon Drive	12,739	3,136		4,179	LR
45.	527 Glencrest Drive	16,963	2,438		4,771	LR
46.	521 Glencrest Drive	16,907	1,380		4,766	LR

#### Fences, Walls and Retaining Walls:

Within the front yard setback area, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from existing grade, except for an additional two feet of fence that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to six feet in height with an additional 24 inches that is 50% open to light and air. However, the SBMC also permits fences or walls to be 5 feet high in the front-yard setback to comply with pool fencing requirements. It should also be noted that fences and walls are measured from the pre-existing grade.

The Applicant proposes to construct a five foot high fence or wall around the property starting at the southern corner of the existing garage that would follow the western, southern and eastern property lines. The fence would continue to the eastern side of the front entry. The fence is required to be a minimum of 5 feet high in order to comply with the minimum heights permitted for a pool safety fence. Fences and walls are also proposed within the front yard setback that will be solid for a maximum of 3.5 feet as measured from the existing grade and an additional 2 feet of fence would be located on top of the walls that is 80% open to light.

Retaining walls are also proposed within the rear yard to provide a stepped usable yard area. Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval indicates that they would be required to be in compliance with the Municipal Code.

#### Landscape:

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect who has recommended approval of the conceptual landscape plan. The Applicant will be required to submit detailed construction landscape drawings that will

be reviewed by the City's third-party landscape architect for conformance with the conceptual plan. In addition, the City's third-party landscape architect will perform inspections during the construction phase of the project. A separate condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

#### Parking:

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. The Applicant is proposing to construct an addition to the existing attached, two-car garage in the northwestern corner of the buildable area of the lot. The property would be accessed by the existing driveway off of the western side of the property which provides vehicular access off of Glencrest Drive. SBMC Section 17.08.030 indicates that required parking up to 200 square feet per parking space provided in a garage is exempt from the floor area calculation. The proposed garage will provide two parking spaces. Two spaces are required, therefore, 400 square feet of garage area is exempt from the project's floor area calculation. The Applicant is also proposing two gravel filled turf block parking areas in the public right-of-way on Canyon Drive.

#### Grading:

The project includes grading in the amount of 125 cubic yards of cut, 70 cubic yards of fill, and 55 cubic yards of export. Additional grading in the amount of 160 cubic yards is proposed for excavation and recompaction for the proposed slabs and 20 cubic yards of cut for the proposed footings. Grading is proposed in the front yard to provide steps up from the driveway in the northwestern corner of the lot and also from Canyon Drive to the front entry. Grading is also proposed in the rear yard area to provide for a storage area in the southwest corner of the rear yard and to terrace the rear yard area that would step up from the western property line as you move east.

#### Lighting:

A condition of project approval is that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

#### Usable Open Space:

The project consists of the remodel of an existing residence as well as the construction of a square footage addition including a new second story along with proposed site improvements, therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040.

#### Structure Development Permit Compliance:

The proposed structure exceeds 16 feet in height above the existing grade, therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicant was required to complete the SDP process. A final Story Pole Height Certification was issued by a licensed land surveyor on March 2, 2017, which showed a maximum building height of 25 feet and the tallest story pole (SP #25) certified at 300.44 MSL as measured above the existing grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site with a deadline to file for View Assessment by May 25, 2017. No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively.

As a condition of approval, a height certificate prepared by a licensed land surveyor will be required prior to the framing inspection certifying that the maximum height of the proposed addition will not exceed 25 feet above the proposed grade or 300.44 feet above the MSL, which is the maximum proposed structure height reflected on the project plans.

#### Public Hearing Notice:

Notice of the City Council Public Hearing for the project was published in the Union Tribune more than 10 days prior to the public hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on June 29, 2017.

As of the date of preparation of this Staff Report, Staff has not received any letters or emails in support or opposition of the proposed project.

Conditions from the Planning, Engineering, and Fire Departments have been incorporated into the Resolution of Approval (Attachment 2).

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations and the General Plan. Should the Council determine that the findings can be made to approve the project; the SDP will be issued administratively with the DRP.

#### **CEQA COMPLIANCE STATEMENT:**

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the State CEQA Guidelines. Class 3 consists of construction and location of limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence or second dwelling unit in a residential zone. In urbanized areas, up to three-single-family residences may be constructed or converted under this exemption.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Approve Staff recommendation adopting the attached Resolution 2017-120.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a SDP and DRP.
- Deny the project if all required findings for the DRP cannot be made.

**DEPARTMENT RECOMMENDATION:**

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP and administratively issue a SDP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2017-120 conditionally approving a DRP and an SDP to remodel the existing residence and construct a square footage addition including a new second story at an existing residence with an attached garage and perform associated site improvements at 635 Canyon Drive, Solana Beach.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Project Plans
2. Resolution 2017-120



# PAESKE RESIDENCE

65 CANYON DRIVE  
SOMMA BEACH, CALIFORNIA  
93075

ARCHITECTURE PLANNING INTERIOR DESIGN  
**SCHULTZ**

No.	DATE	DESCRIPTION
1	08-21-18	MAX. FLOOR AREA PER DEVELOPER
2	08-21-18	CONTRACT REVIEW
3	08-21-18	CONTRACT REVIEW
4	08-21-18	CONTRACT REVIEW
5	08-21-18	CONTRACT REVIEW
6	08-21-18	CONTRACT REVIEW
7	08-21-18	CONTRACT REVIEW
8	08-21-18	CONTRACT REVIEW
9	08-21-18	CONTRACT REVIEW
10	08-21-18	CONTRACT REVIEW
11	08-21-18	CONTRACT REVIEW
12	08-21-18	CONTRACT REVIEW
13	08-21-18	CONTRACT REVIEW
14	08-21-18	CONTRACT REVIEW
15	08-21-18	CONTRACT REVIEW
16	08-21-18	CONTRACT REVIEW
17	08-21-18	CONTRACT REVIEW

Project Name	Project No.
PAESKE RESIDENCE	2018-001
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE
Address	65 CANYON DRIVE, SOMMA BEACH, CA 93075
City	SOMMA BEACH, CA
County	SAN DIEGO
State	CALIFORNIA
Date	08/21/18
Scale	AS SHOWN
Author	J. SCHULTZ
Checker	J. SCHULTZ
Printer	J. SCHULTZ

AL-01

## ZONING REGULATIONS

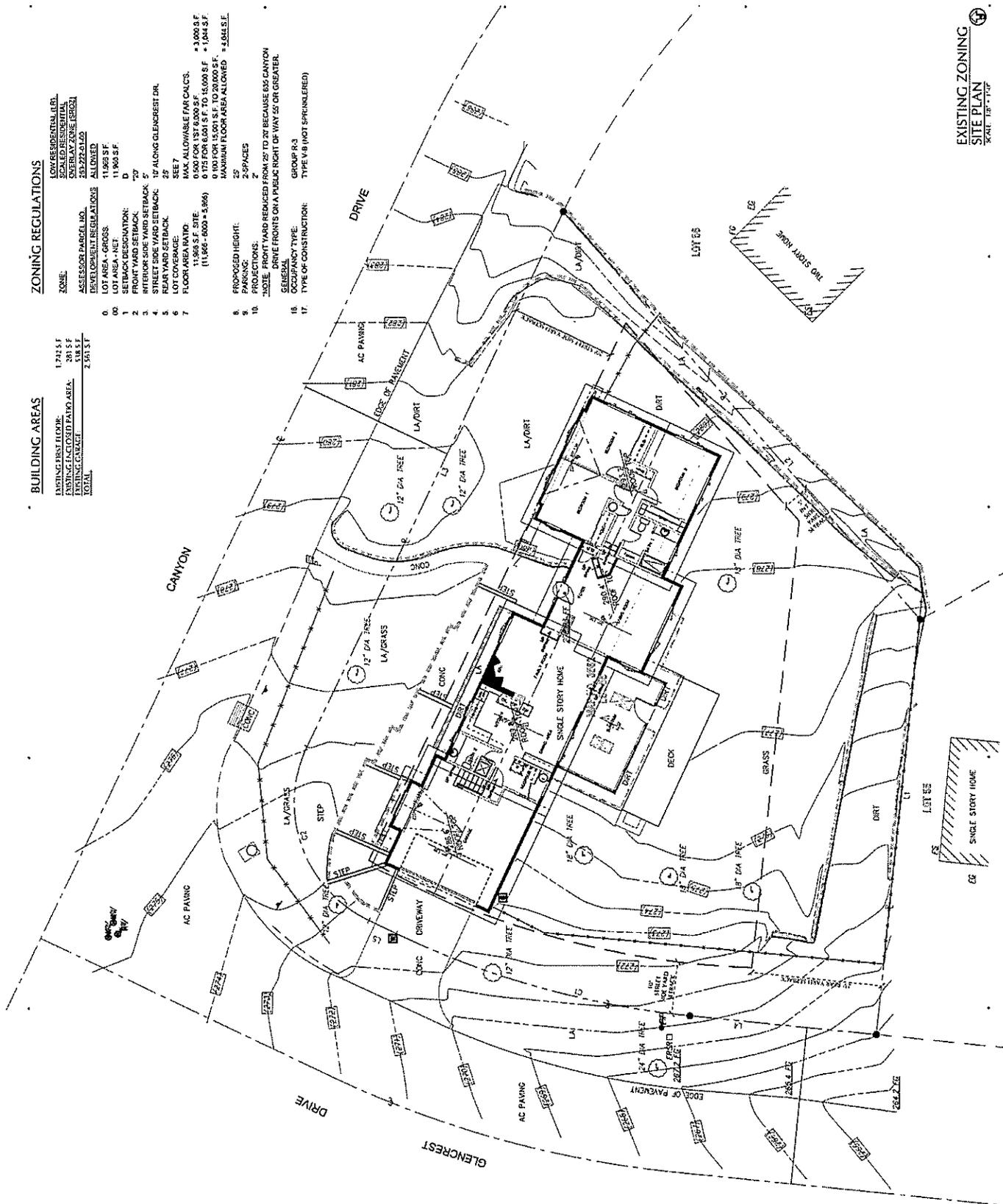
ZONE	MINIMUM LOT AREA	MINIMUM LOT WIDTH	MINIMUM FRONT YARD SETBACK	MINIMUM SIDE YARD SETBACK	MINIMUM REAR YARD SETBACK	MINIMUM LOT COVERAGE	MINIMUM FLOOR AREA
AL-01	11,969 S.F.	30 FT.	10 FT.	5 FT.	5 FT.	25%	11,969 S.F.

- 0. LOT AREA - GROSS: 11,969 S.F.
- 1. LOT AREA - NET: 11,969 S.F.
- 2. SETBACK DESIGNATION: D
- 3. FRONT YARD SETBACK: 10 FT.
- 4. SIDE YARD SETBACK: 5 FT.
- 5. REAR YARD SETBACK: 5 FT.
- 6. STREET SIDE YARD SETBACK: 10 FT. ALONG GLENCREST DR.
- 7. LOT COVERAGE: SEE 7
- 8. FLOOR AREA RATIO: 0.50 FOR 1ST 6,000 S.F. + 1,000 S.F. TO 16,000 S.F. + 1,000 S.F. TO 22,000 S.F. + 1,000 S.F. TO 30,000 S.F. + 1,000 S.F. TO 40,000 S.F. + 1,000 S.F. TO 50,000 S.F. + 1,000 S.F. TO 60,000 S.F. + 1,000 S.F. TO 70,000 S.F. + 1,000 S.F. TO 80,000 S.F. + 1,000 S.F. TO 90,000 S.F. + 1,000 S.F. TO 100,000 S.F. + 1,000 S.F. TO 110,000 S.F. + 1,000 S.F. TO 120,000 S.F. + 1,000 S.F. TO 130,000 S.F. + 1,000 S.F. TO 140,000 S.F. + 1,000 S.F. TO 150,000 S.F. + 1,000 S.F. TO 160,000 S.F. + 1,000 S.F. TO 170,000 S.F. + 1,000 S.F. TO 180,000 S.F. + 1,000 S.F. TO 190,000 S.F. + 1,000 S.F. TO 200,000 S.F. + 1,000 S.F. TO 210,000 S.F. + 1,000 S.F. TO 220,000 S.F. + 1,000 S.F. TO 230,000 S.F. + 1,000 S.F. TO 240,000 S.F. + 1,000 S.F. TO 250,000 S.F. + 1,000 S.F. TO 260,000 S.F. + 1,000 S.F. TO 270,000 S.F. + 1,000 S.F. TO 280,000 S.F. + 1,000 S.F. TO 290,000 S.F. + 1,000 S.F. TO 300,000 S.F. + 1,000 S.F. TO 310,000 S.F. + 1,000 S.F. TO 320,000 S.F. + 1,000 S.F. TO 330,000 S.F. + 1,000 S.F. TO 340,000 S.F. + 1,000 S.F. TO 350,000 S.F. + 1,000 S.F. TO 360,000 S.F. + 1,000 S.F. TO 370,000 S.F. + 1,000 S.F. TO 380,000 S.F. + 1,000 S.F. TO 390,000 S.F. + 1,000 S.F. TO 400,000 S.F. + 1,000 S.F. TO 410,000 S.F. + 1,000 S.F. TO 420,000 S.F. + 1,000 S.F. TO 430,000 S.F. + 1,000 S.F. TO 440,000 S.F. + 1,000 S.F. TO 450,000 S.F. + 1,000 S.F. TO 460,000 S.F. + 1,000 S.F. TO 470,000 S.F. + 1,000 S.F. TO 480,000 S.F. + 1,000 S.F. TO 490,000 S.F. + 1,000 S.F. TO 500,000 S.F. + 1,000 S.F. TO 510,000 S.F. + 1,000 S.F. TO 520,000 S.F. + 1,000 S.F. TO 530,000 S.F. + 1,000 S.F. TO 540,000 S.F. + 1,000 S.F. TO 550,000 S.F. + 1,000 S.F. TO 560,000 S.F. + 1,000 S.F. TO 570,000 S.F. + 1,000 S.F. TO 580,000 S.F. + 1,000 S.F. TO 590,000 S.F. + 1,000 S.F. TO 600,000 S.F. + 1,000 S.F. TO 610,000 S.F. + 1,000 S.F. TO 620,000 S.F. + 1,000 S.F. TO 630,000 S.F. + 1,000 S.F. TO 640,000 S.F. + 1,000 S.F. TO 650,000 S.F. + 1,000 S.F. TO 660,000 S.F. + 1,000 S.F. TO 670,000 S.F. + 1,000 S.F. TO 680,000 S.F. + 1,000 S.F. TO 690,000 S.F. + 1,000 S.F. TO 700,000 S.F. + 1,000 S.F. TO 710,000 S.F. + 1,000 S.F. TO 720,000 S.F. + 1,000 S.F. TO 730,000 S.F. + 1,000 S.F. TO 740,000 S.F. + 1,000 S.F. TO 750,000 S.F. + 1,000 S.F. TO 760,000 S.F. + 1,000 S.F. TO 770,000 S.F. + 1,000 S.F. TO 780,000 S.F. + 1,000 S.F. TO 790,000 S.F. + 1,000 S.F. TO 800,000 S.F. + 1,000 S.F. TO 810,000 S.F. + 1,000 S.F. TO 820,000 S.F. + 1,000 S.F. TO 830,000 S.F. + 1,000 S.F. TO 840,000 S.F. + 1,000 S.F. TO 850,000 S.F. + 1,000 S.F. TO 860,000 S.F. + 1,000 S.F. TO 870,000 S.F. + 1,000 S.F. TO 880,000 S.F. + 1,000 S.F. TO 890,000 S.F. + 1,000 S.F. TO 900,000 S.F. + 1,000 S.F. TO 910,000 S.F. + 1,000 S.F. TO 920,000 S.F. + 1,000 S.F. TO 930,000 S.F. + 1,000 S.F. TO 940,000 S.F. + 1,000 S.F. TO 950,000 S.F. + 1,000 S.F. TO 960,000 S.F. + 1,000 S.F. TO 970,000 S.F. + 1,000 S.F. TO 980,000 S.F. + 1,000 S.F. TO 990,000 S.F. + 1,000 S.F. TO 1,000,000 S.F.

- 9. PROPOSED HEIGHT: 25'
- 10. PARKING: 2-SPACES
- 11. PROJECTIONS: 2'
- 12. DRIVE FRONT YARD REDUCED FROM 25' TO 20' BECAUSE 655 CANYON DRIVE FRONTS ON A PUBLIC RIGHT OF WAY 25' OR GREATER.
- 13. GENERALLY: TYPE V-B (NOT SPREADLER)
- 14. OCCUPANCY TYPE: GROUP R-3
- 15. TYPE OF CONSTRUCTION: TYPE V-B (NOT SPREADLER)

## BUILDING AREAS

EXISTING FLOOR	EXISTING ENCLOSED PATIO AREA	EXISTING GARAGE	TOTAL
1,742 S.F.	281 S.F.	518 S.F.	2,541 S.F.



EXISTING ZONING  
SITE PLAN  
SCALE: 1/8" = 1'-0"

# PAESKE RESIDENCE

615 CANYON DRIVE  
SOLANA BEACH, CALIFORNIA  
92585

ARCHITECTURE PLANNING INTERIOR DESIGN

# SCHULTZ

P.O. BOX 173, CAHILL CA 92007 TEL: 949-527-9770 FAX: 949-527-9770 EMAIL: schultz@schultz.com

NO.	DATE	DESCRIPTION
1	10/20/07	PRELIMINARY
2	11/15/07	REVISED
3	12/10/07	REVISED
4	01/10/08	REVISED
5	02/10/08	REVISED
6	03/10/08	REVISED
7	04/10/08	REVISED
8	05/10/08	REVISED
9	06/10/08	REVISED
10	07/10/08	REVISED
11	08/10/08	REVISED
12	09/10/08	REVISED
13	10/10/08	REVISED
14	11/10/08	REVISED
15	12/10/08	REVISED
16	01/10/09	REVISED
17	02/10/09	REVISED
18	03/10/09	REVISED
19	04/10/09	REVISED
20	05/10/09	REVISED
21	06/10/09	REVISED
22	07/10/09	REVISED
23	08/10/09	REVISED
24	09/10/09	REVISED
25	10/10/09	REVISED
26	11/10/09	REVISED
27	12/10/09	REVISED
28	01/10/10	REVISED
29	02/10/10	REVISED
30	03/10/10	REVISED
31	04/10/10	REVISED
32	05/10/10	REVISED
33	06/10/10	REVISED
34	07/10/10	REVISED
35	08/10/10	REVISED
36	09/10/10	REVISED
37	10/10/10	REVISED
38	11/10/10	REVISED
39	12/10/10	REVISED
40	01/10/11	REVISED
41	02/10/11	REVISED
42	03/10/11	REVISED
43	04/10/11	REVISED
44	05/10/11	REVISED
45	06/10/11	REVISED
46	07/10/11	REVISED
47	08/10/11	REVISED
48	09/10/11	REVISED
49	10/10/11	REVISED
50	11/10/11	REVISED
51	12/10/11	REVISED
52	01/10/12	REVISED
53	02/10/12	REVISED
54	03/10/12	REVISED
55	04/10/12	REVISED
56	05/10/12	REVISED
57	06/10/12	REVISED
58	07/10/12	REVISED
59	08/10/12	REVISED
60	09/10/12	REVISED
61	10/10/12	REVISED
62	11/10/12	REVISED
63	12/10/12	REVISED
64	01/10/13	REVISED
65	02/10/13	REVISED
66	03/10/13	REVISED
67	04/10/13	REVISED
68	05/10/13	REVISED
69	06/10/13	REVISED
70	07/10/13	REVISED
71	08/10/13	REVISED
72	09/10/13	REVISED
73	10/10/13	REVISED
74	11/10/13	REVISED
75	12/10/13	REVISED
76	01/10/14	REVISED
77	02/10/14	REVISED
78	03/10/14	REVISED
79	04/10/14	REVISED
80	05/10/14	REVISED
81	06/10/14	REVISED
82	07/10/14	REVISED
83	08/10/14	REVISED
84	09/10/14	REVISED
85	10/10/14	REVISED
86	11/10/14	REVISED
87	12/10/14	REVISED
88	01/10/15	REVISED
89	02/10/15	REVISED
90	03/10/15	REVISED
91	04/10/15	REVISED
92	05/10/15	REVISED
93	06/10/15	REVISED
94	07/10/15	REVISED
95	08/10/15	REVISED
96	09/10/15	REVISED
97	10/10/15	REVISED
98	11/10/15	REVISED
99	12/10/15	REVISED
100	01/10/16	REVISED
101	02/10/16	REVISED
102	03/10/16	REVISED
103	04/10/16	REVISED
104	05/10/16	REVISED
105	06/10/16	REVISED
106	07/10/16	REVISED
107	08/10/16	REVISED
108	09/10/16	REVISED
109	10/10/16	REVISED
110	11/10/16	REVISED
111	12/10/16	REVISED
112	01/10/17	REVISED
113	02/10/17	REVISED
114	03/10/17	REVISED
115	04/10/17	REVISED
116	05/10/17	REVISED
117	06/10/17	REVISED
118	07/10/17	REVISED
119	08/10/17	REVISED
120	09/10/17	REVISED
121	10/10/17	REVISED
122	11/10/17	REVISED
123	12/10/17	REVISED
124	01/10/18	REVISED
125	02/10/18	REVISED
126	03/10/18	REVISED
127	04/10/18	REVISED
128	05/10/18	REVISED
129	06/10/18	REVISED
130	07/10/18	REVISED
131	08/10/18	REVISED
132	09/10/18	REVISED
133	10/10/18	REVISED
134	11/10/18	REVISED
135	12/10/18	REVISED
136	01/10/19	REVISED
137	02/10/19	REVISED
138	03/10/19	REVISED
139	04/10/19	REVISED
140	05/10/19	REVISED
141	06/10/19	REVISED
142	07/10/19	REVISED
143	08/10/19	REVISED
144	09/10/19	REVISED
145	10/10/19	REVISED
146	11/10/19	REVISED
147	12/10/19	REVISED
148	01/10/20	REVISED
149	02/10/20	REVISED
150	03/10/20	REVISED
151	04/10/20	REVISED
152	05/10/20	REVISED
153	06/10/20	REVISED
154	07/10/20	REVISED
155	08/10/20	REVISED
156	09/10/20	REVISED
157	10/10/20	REVISED
158	11/10/20	REVISED
159	12/10/20	REVISED
160	01/10/21	REVISED
161	02/10/21	REVISED
162	03/10/21	REVISED
163	04/10/21	REVISED
164	05/10/21	REVISED
165	06/10/21	REVISED
166	07/10/21	REVISED
167	08/10/21	REVISED
168	09/10/21	REVISED
169	10/10/21	REVISED
170	11/10/21	REVISED
171	12/10/21	REVISED
172	01/10/22	REVISED
173	02/10/22	REVISED
174	03/10/22	REVISED
175	04/10/22	REVISED
176	05/10/22	REVISED
177	06/10/22	REVISED
178	07/10/22	REVISED
179	08/10/22	REVISED
180	09/10/22	REVISED
181	10/10/22	REVISED
182	11/10/22	REVISED
183	12/10/22	REVISED
184	01/10/23	REVISED
185	02/10/23	REVISED
186	03/10/23	REVISED
187	04/10/23	REVISED
188	05/10/23	REVISED
189	06/10/23	REVISED
190	07/10/23	REVISED
191	08/10/23	REVISED
192	09/10/23	REVISED
193	10/10/23	REVISED
194	11/10/23	REVISED
195	12/10/23	REVISED
196	01/10/24	REVISED
197	02/10/24	REVISED
198	03/10/24	REVISED
199	04/10/24	REVISED
200	05/10/24	REVISED
201	06/10/24	REVISED
202	07/10/24	REVISED
203	08/10/24	REVISED
204	09/10/24	REVISED
205	10/10/24	REVISED
206	11/10/24	REVISED
207	12/10/24	REVISED
208	01/10/25	REVISED
209	02/10/25	REVISED
210	03/10/25	REVISED
211	04/10/25	REVISED
212	05/10/25	REVISED
213	06/10/25	REVISED
214	07/10/25	REVISED
215	08/10/25	REVISED
216	09/10/25	REVISED
217	10/10/25	REVISED
218	11/10/25	REVISED
219	12/10/25	REVISED
220	01/10/26	REVISED
221	02/10/26	REVISED
222	03/10/26	REVISED
223	04/10/26	REVISED
224	05/10/26	REVISED
225	06/10/26	REVISED
226	07/10/26	REVISED
227	08/10/26	REVISED
228	09/10/26	REVISED
229	10/10/26	REVISED
230	11/10/26	REVISED
231	12/10/26	REVISED
232	01/10/27	REVISED
233	02/10/27	REVISED
234	03/10/27	REVISED
235	04/10/27	REVISED
236	05/10/27	REVISED
237	06/10/27	REVISED
238	07/10/27	REVISED
239	08/10/27	REVISED
240	09/10/27	REVISED
241	10/10/27	REVISED
242	11/10/27	REVISED
243	12/10/27	REVISED
244	01/10/28	REVISED
245	02/10/28	REVISED
246	03/10/28	REVISED
247	04/10/28	REVISED
248	05/10/28	REVISED
249	06/10/28	REVISED
250	07/10/28	REVISED
251	08/10/28	REVISED
252	09/10/28	REVISED
253	10/10/28	REVISED
254	11/10/28	REVISED
255	12/10/28	REVISED
256	01/10/29	REVISED
257	02/10/29	REVISED
258	03/10/29	REVISED
259	04/10/29	REVISED
260	05/10/29	REVISED
261	06/10/29	REVISED
262	07/10/29	REVISED
263	08/10/29	REVISED
264	09/10/29	REVISED
265	10/10/29	REVISED
266	11/10/29	REVISED
267	12/10/29	REVISED
268	01/10/30	REVISED
269	02/10/30	REVISED
270	03/10/30	REVISED
271	04/10/30	REVISED
272	05/10/30	REVISED
273	06/10/30	REVISED
274	07/10/30	REVISED
275	08/10/30	REVISED
276	09/10/30	REVISED
277	10/10/30	REVISED
278	11/10/30	REVISED
279	12/10/30	REVISED
280	01/10/31	REVISED
281	02/10/31	REVISED
282	03/10/31	REVISED
283	04/10/31	REVISED
284	05/10/31	REVISED
285	06/10/31	REVISED
286	07/10/31	REVISED
287	08/10/31	REVISED
288	09/10/31	REVISED
289	10/10/31	REVISED
290	11/10/31	REVISED
291	12/10/31	REVISED
292	01/10/32	REVISED
293	02/10/32	REVISED
294	03/10/32	REVISED
295	04/10/32	REVISED
296	05/10/32	REVISED
297	06/10/32	REVISED
298	07/10/32	REVISED
299	08/10/32	REVISED
300	09/10/32	REVISED
301	10/10/32	REVISED
302	11/10/32	REVISED
303	12/10/32	REVISED
304	01/10/33	REVISED
305	02/10/33	REVISED
306	03/10/33	REVISED
307	04/10/33	REVISED
308	05/10/33	REVISED
309	06/10/33	REVISED
310	07/10/33	REVISED
311	08/10/33	REVISED
312	09/10/33	REVISED
313	10/10/33	REVISED
314	11/10/33	REVISED
315	12/10/33	REVISED
316	01/10/34	REVISED
317	02/10/34	REVISED
318	03/10/34	REVISED
319	04/10/34	REVISED
320</		



**PAESKE  
RESIDENCE**

635 CANTON DRIVE  
SOLANA BEACH, CALIFORNIA  
92085

ARCHITECTURE PLANNING INTERIOR DESIGN

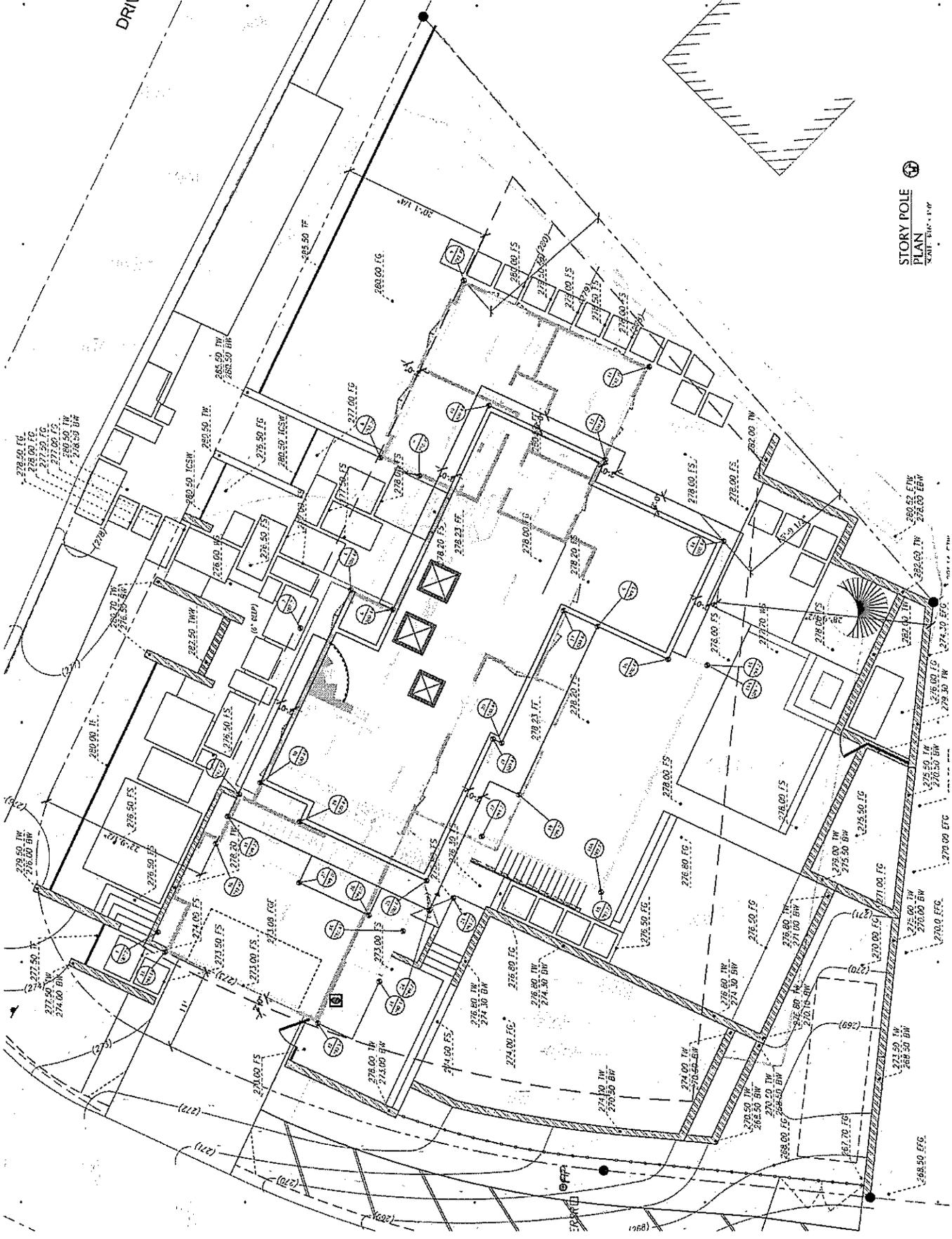
**SCHULTZ**

P.O. BOX 173, CARPES, CA 92007 VOICE: 949.587.9770 CELL: 949.587.9770 FAX: 949.587.9770 WWW: WWW.SCHULTZARCH.COM

Notes and References	
10	SEE ARCHITECT'S SPECIFICATIONS
11	SEE ARCHITECT'S SPECIFICATIONS
12	SEE ARCHITECT'S SPECIFICATIONS
13	SEE ARCHITECT'S SPECIFICATIONS
14	SEE ARCHITECT'S SPECIFICATIONS
15	SEE ARCHITECT'S SPECIFICATIONS
16	SEE ARCHITECT'S SPECIFICATIONS
17	SEE ARCHITECT'S SPECIFICATIONS
18	SEE ARCHITECT'S SPECIFICATIONS
19	SEE ARCHITECT'S SPECIFICATIONS
20	SEE ARCHITECT'S SPECIFICATIONS
21	SEE ARCHITECT'S SPECIFICATIONS
22	SEE ARCHITECT'S SPECIFICATIONS
23	SEE ARCHITECT'S SPECIFICATIONS
24	SEE ARCHITECT'S SPECIFICATIONS
25	SEE ARCHITECT'S SPECIFICATIONS
26	SEE ARCHITECT'S SPECIFICATIONS
27	SEE ARCHITECT'S SPECIFICATIONS
28	SEE ARCHITECT'S SPECIFICATIONS
29	SEE ARCHITECT'S SPECIFICATIONS
30	SEE ARCHITECT'S SPECIFICATIONS

Project Information	
Project Name	PAESKE RESIDENCE
Architect	SCHULTZ
Client	PAESKE
Address	635 CANTON DRIVE, SOLANA BEACH, CA 92085
Date	08/15/2011
Scale	AS SHOWN
Sheet No.	11-12
Sheet Title	STORY POLE PLAN
Author	...
Checker	...
Printer	...
Plotter	...
Plot Date	...
Plot Scale	...
Plot Size	...
Plot Orientation	...
Plot Color	...
Plot Lineweight	...
Plot Font	...
Plot Font Size	...
Plot Font Color	...
Plot Font Weight	...
Plot Font Style	...
Plot Font Color	...
Plot Font Weight	...
Plot Font Style	...

STORY POLE  
PLAN  
SCALE: 1/8" = 1'-0"







PAESKE  
RESIDENCE

615 CANTON DRIVE  
SOLANA BEACH, CALIFORNIA  
92585

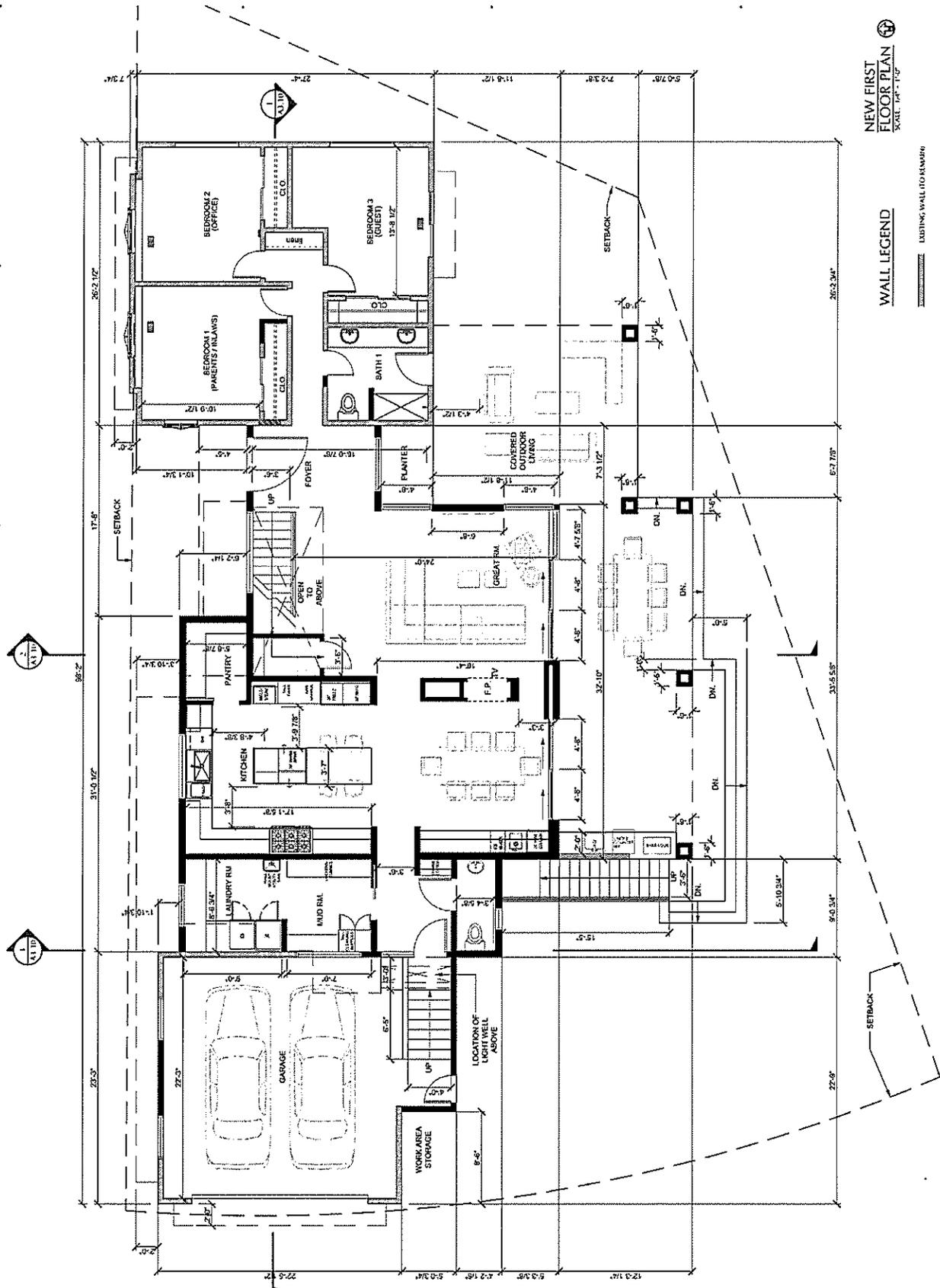
ARCHITECTURE PLANNING INTERIOR DESIGN  
**SCHULTZ**

1400 W. 17th Street, Suite 100, San Diego, CA 92161  
Tel: 619.594.1100 Fax: 619.594.1101  
www.schultzid.com

Project Name	PAESKE RESIDENCE
Project Number	10000000000000000000
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Interior Designer	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Contractor	PAESKE RESIDENCE
Construction Manager	PAESKE RESIDENCE
Engineer	PAESKE RESIDENCE
Structural Engineer	PAESKE RESIDENCE
Mechanical Engineer	PAESKE RESIDENCE
Electrical Engineer	PAESKE RESIDENCE
Plumbing Engineer	PAESKE RESIDENCE
Fire Engineer	PAESKE RESIDENCE
Other	PAESKE RESIDENCE

Project Name	PAESKE RESIDENCE
Project Number	10000000000000000000
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Interior Designer	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Contractor	PAESKE RESIDENCE
Construction Manager	PAESKE RESIDENCE
Engineer	PAESKE RESIDENCE
Structural Engineer	PAESKE RESIDENCE
Mechanical Engineer	PAESKE RESIDENCE
Electrical Engineer	PAESKE RESIDENCE
Plumbing Engineer	PAESKE RESIDENCE
Fire Engineer	PAESKE RESIDENCE
Other	PAESKE RESIDENCE

A2-10



NEW FIRST  
FLOOR PLAN  
SCALE: 1/8" = 1'-0"

WALL LEGEND

- EXISTING WALL (TO REMAIN)
- NEW WALL









PAESKE  
RESIDENCE

655 CANYON DRIVE  
SOLANA BEACH, CALIFORNIA  
92085

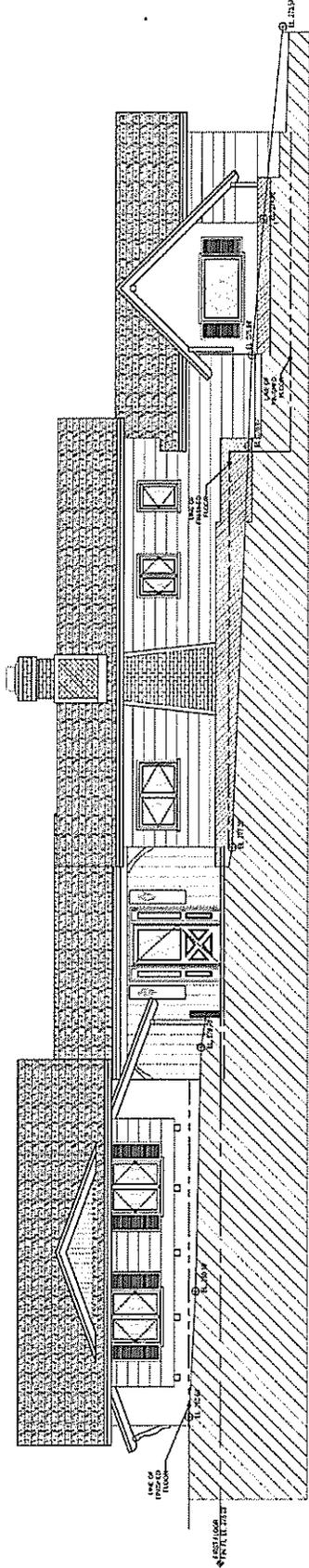
ARCHITECTURE PLANNING INTERIOR DESIGN  
**SCHULTZ**

1717 BIRN ST. SUITE 1000 SAN DIEGO, CA 92101 TEL: 619.592.7770 FAX: 619.592.7771

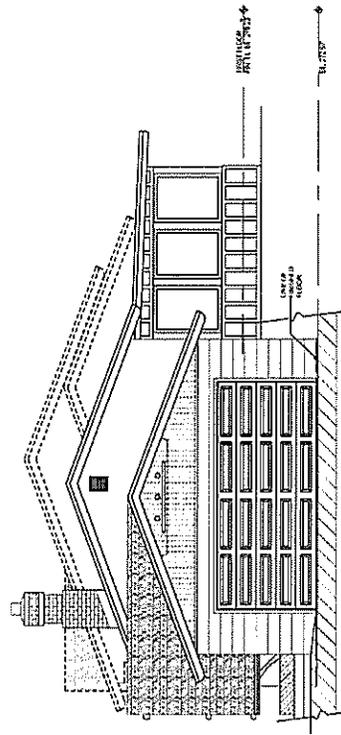
Project Name	PAESKE RESIDENCE
Project Number	1717B
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Interior Designer	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Contractor	PAESKE RESIDENCE
Construction	PAESKE RESIDENCE
Photographer	PAESKE RESIDENCE
Model Maker	PAESKE RESIDENCE
Model Scale	PAESKE RESIDENCE
Model Date	PAESKE RESIDENCE
Model Location	PAESKE RESIDENCE
Model Status	PAESKE RESIDENCE
Model Notes	PAESKE RESIDENCE
Model Price	PAESKE RESIDENCE
Model Lead Time	PAESKE RESIDENCE
Model Delivery	PAESKE RESIDENCE
Model Pickup	PAESKE RESIDENCE
Model Return	PAESKE RESIDENCE
Model Storage	PAESKE RESIDENCE
Model Insurance	PAESKE RESIDENCE
Model Damage	PAESKE RESIDENCE
Model Loss	PAESKE RESIDENCE
Model Theft	PAESKE RESIDENCE
Model Fire	PAESKE RESIDENCE
Model Flood	PAESKE RESIDENCE
Model Other	PAESKE RESIDENCE

Project Name	PAESKE RESIDENCE
Project Number	1717B
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Interior Designer	SCHULTZ ARCHITECTURE PLANNING INTERIOR DESIGN
Contractor	PAESKE RESIDENCE
Construction	PAESKE RESIDENCE
Photographer	PAESKE RESIDENCE
Model Maker	PAESKE RESIDENCE
Model Scale	PAESKE RESIDENCE
Model Date	PAESKE RESIDENCE
Model Location	PAESKE RESIDENCE
Model Status	PAESKE RESIDENCE
Model Notes	PAESKE RESIDENCE
Model Price	PAESKE RESIDENCE
Model Lead Time	PAESKE RESIDENCE
Model Delivery	PAESKE RESIDENCE
Model Pickup	PAESKE RESIDENCE
Model Return	PAESKE RESIDENCE
Model Storage	PAESKE RESIDENCE
Model Insurance	PAESKE RESIDENCE
Model Damage	PAESKE RESIDENCE
Model Loss	PAESKE RESIDENCE
Model Theft	PAESKE RESIDENCE
Model Fire	PAESKE RESIDENCE
Model Flood	PAESKE RESIDENCE
Model Other	PAESKE RESIDENCE

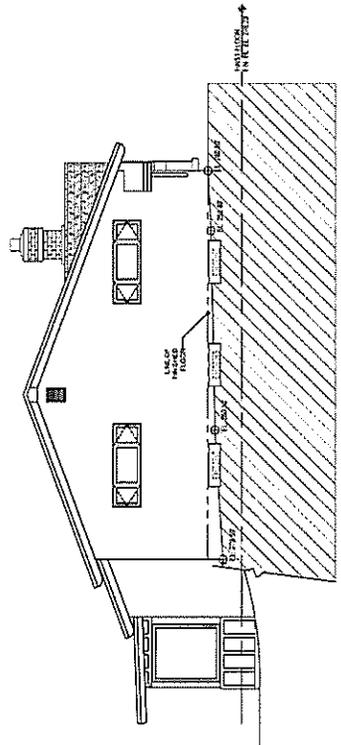
A4-00



EXISTING NORTH ELEVATION



EXISTING WEST ELEVATION



EXISTING EAST ELEVATION

PAESKE  
RESIDENCE

435 CANTON DRIVE  
SEASIDE BEACH, CALIFORNIA  
92025

ARCHITECTURE PLANNING INTERIOR DESIGN



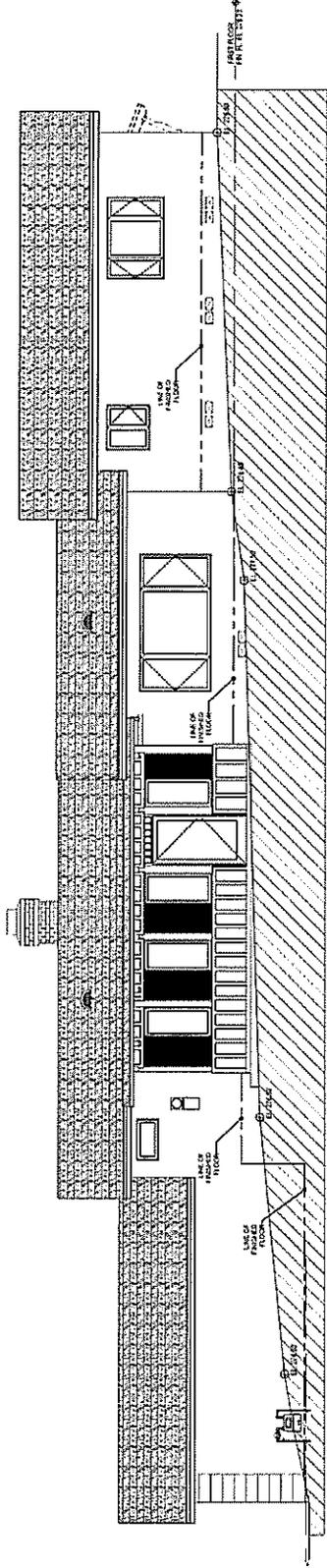
Name and Address  
 No. \_\_\_\_\_  
 Street \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 E-mail \_\_\_\_\_  
 Website \_\_\_\_\_  
 Date \_\_\_\_\_

5/8

Project Number: PAESKE RESIDENCE  
 Project Name: 5/8/07  
 Date: 03/20/07  
 Drawn By: \_\_\_\_\_  
 Checked By: \_\_\_\_\_  
 Title: \_\_\_\_\_

All dimensions are in feet and inches unless otherwise noted.  
 All work shall be in accordance with the applicable building codes and standards.  
 The client shall be responsible for obtaining all necessary permits.

A4-01



EXISTING SOUTH ELEVATION

PAESKE  
RESIDENCE

635 CANTON DRIVE  
SERRANO HILLS, CALIFORNIA  
92375

ARCHITECTURE PLANNING INTERIOR DESIGN



410 BOX 173 CANTON CA 92327 PHONE (951) 877-7770 FAX (951) 877-7770

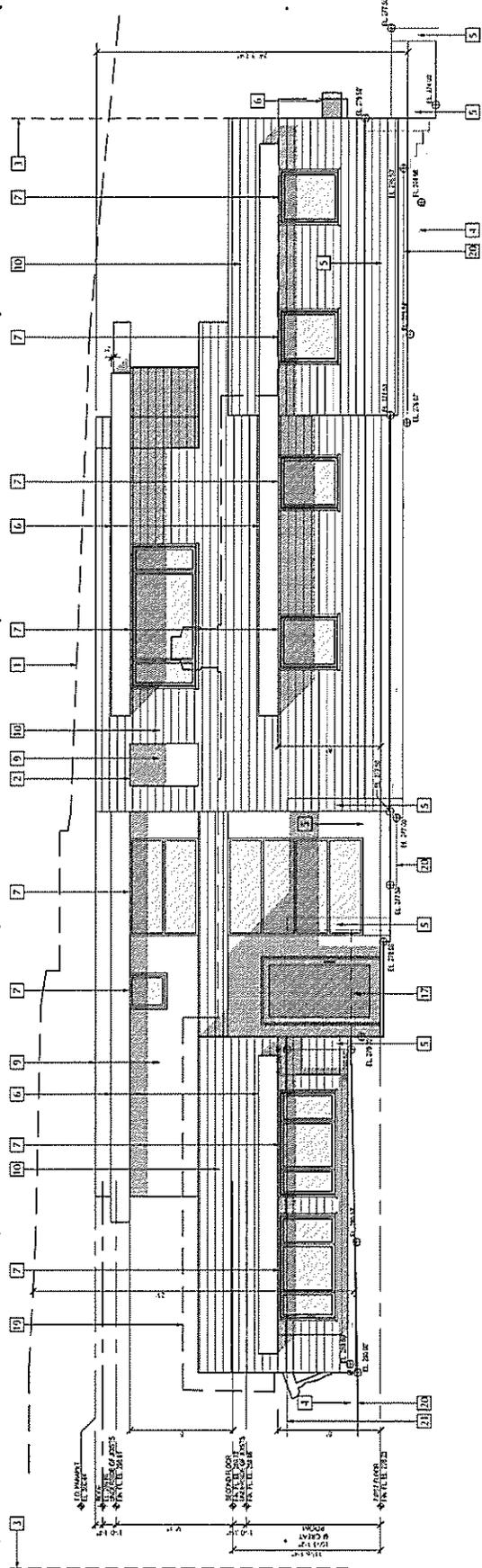
No.	Room and Description	Area	Notes
101	Living Room	1,200.00	1.00
102	Dining Room	1,200.00	1.00
103	Kitchen	1,200.00	1.00
104	Bathroom	1,200.00	1.00
105	Bedroom	1,200.00	1.00
106	Bedroom	1,200.00	1.00
107	Bedroom	1,200.00	1.00
108	Bedroom	1,200.00	1.00
109	Bedroom	1,200.00	1.00
110	Bedroom	1,200.00	1.00
111	Bedroom	1,200.00	1.00
112	Bedroom	1,200.00	1.00
113	Bedroom	1,200.00	1.00
114	Bedroom	1,200.00	1.00
115	Bedroom	1,200.00	1.00
116	Bedroom	1,200.00	1.00
117	Bedroom	1,200.00	1.00
118	Bedroom	1,200.00	1.00
119	Bedroom	1,200.00	1.00
120	Bedroom	1,200.00	1.00

54

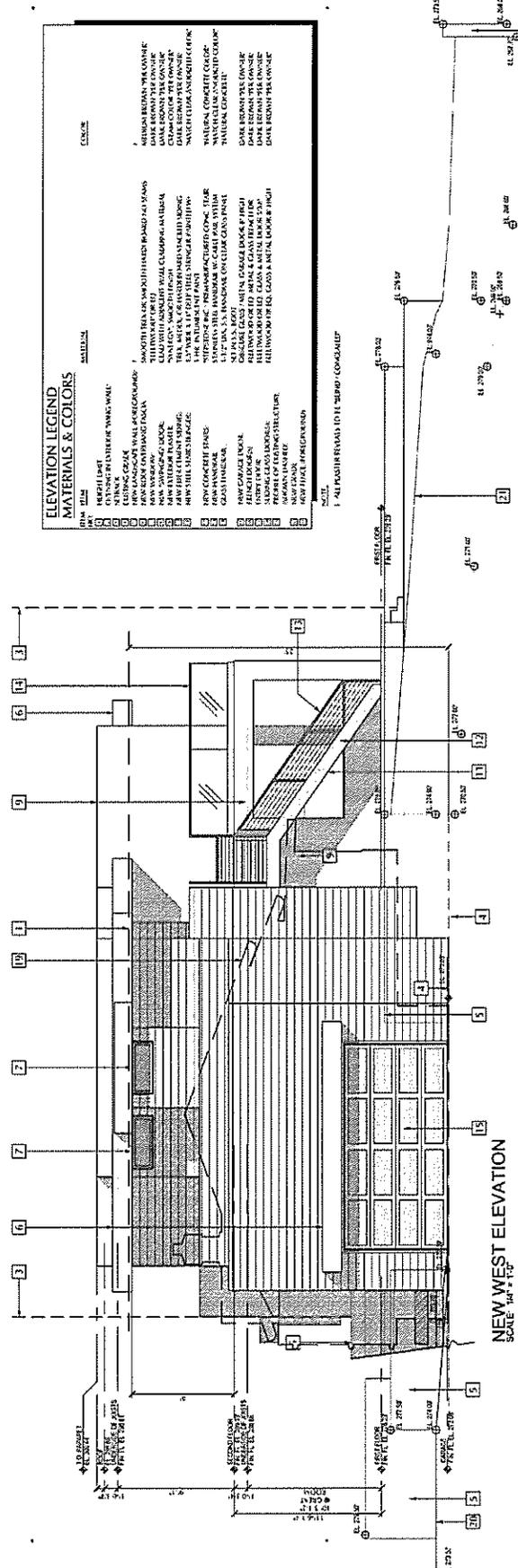
Room Number	Room Name	Area	Notes
101	Living Room	1,200.00	1.00
102	Dining Room	1,200.00	1.00
103	Kitchen	1,200.00	1.00
104	Bathroom	1,200.00	1.00
105	Bedroom	1,200.00	1.00
106	Bedroom	1,200.00	1.00
107	Bedroom	1,200.00	1.00
108	Bedroom	1,200.00	1.00
109	Bedroom	1,200.00	1.00
110	Bedroom	1,200.00	1.00
111	Bedroom	1,200.00	1.00
112	Bedroom	1,200.00	1.00
113	Bedroom	1,200.00	1.00
114	Bedroom	1,200.00	1.00
115	Bedroom	1,200.00	1.00
116	Bedroom	1,200.00	1.00
117	Bedroom	1,200.00	1.00
118	Bedroom	1,200.00	1.00
119	Bedroom	1,200.00	1.00
120	Bedroom	1,200.00	1.00

1. All work shall be in accordance with the California Building Code and the International Building Code, 2018 Edition, unless otherwise specified.

A4-10



NEW NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



NEW WEST ELEVATION  
SCALE: 1/4" = 1'-0"

**ELEVATION LEGEND MATERIALS & COLORS**

KEY	DESCRIPTION
1	REPAIR EXISTING
2	REMOVE EXISTING
3	NEW CONCRETE
4	NEW BRICK
5	NEW STUCCO
6	NEW WOOD Siding
7	NEW METAL Siding
8	NEW GLASS
9	NEW DOOR
10	NEW WINDOW
11	NEW ROOF
12	NEW FLOOR
13	NEW CEILING
14	NEW PAINT
15	NEW LIGHTING
16	NEW MECHANICAL
17	NEW ELECTRICAL
18	NEW PLUMBING
19	NEW HVAC
20	NEW LANDSCAPE
21	NEW SITEWORK
22	NEW UTILITIES
23	NEW FOUNDATION
24	NEW STRUCTURE
25	NEW EXTERIOR WALL
26	NEW INTERIOR WALL
27	NEW PARTITION
28	NEW CORE
29	NEW STAIR
30	NEW RAMP
31	NEW ELEVATOR
32	NEW MECHANICAL ROOM
33	NEW ELECTRICAL ROOM
34	NEW PLUMBING ROOM
35	NEW STORAGE ROOM
36	NEW GARAGE
37	NEW PORCH
38	NEW PATIO
39	NEW DECK
40	NEW BALCONY
41	NEW TERRACE
42	NEW DRIVEWAY
43	NEW PAVEMENT
44	NEW CURB
45	NEW SIGNAGE
46	NEW FENCE
47	NEW GATE
48	NEW WALKWAY
49	NEW BIKEWAY
50	NEW PLAYGROUND





PAESKE  
RESIDENCE

515 CANYON DRIVE  
SOLANA BEACH, CALIFORNIA  
92085

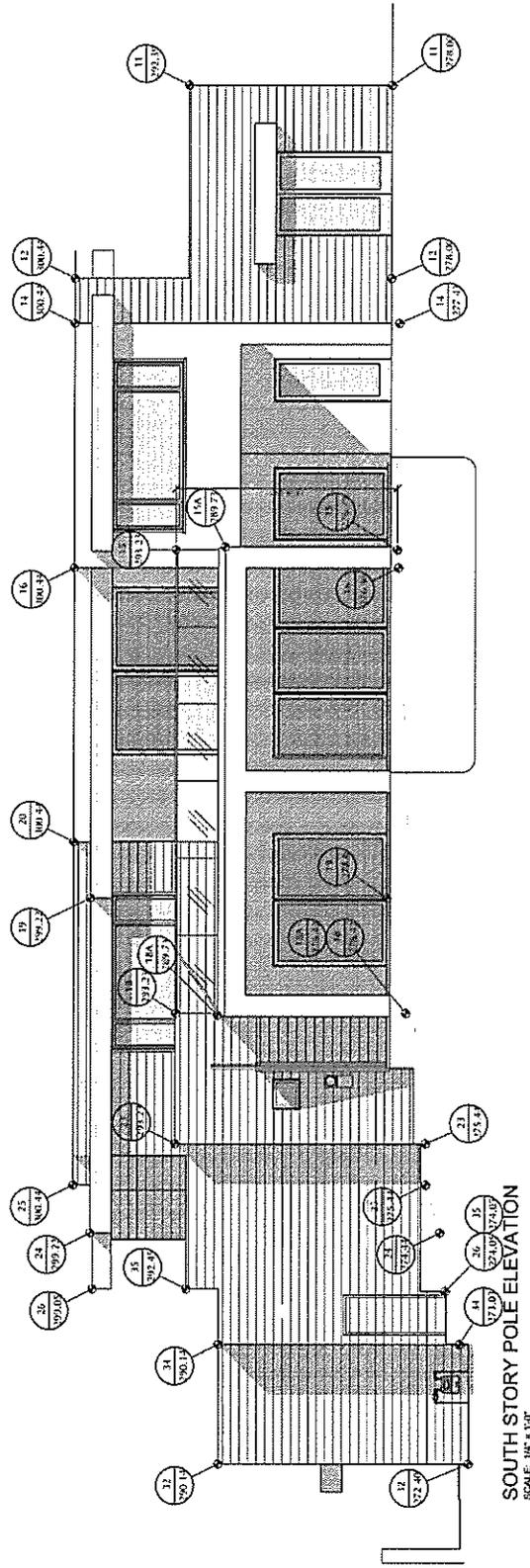
ARCHITECTURE PLANNING INTERIOR DESIGN



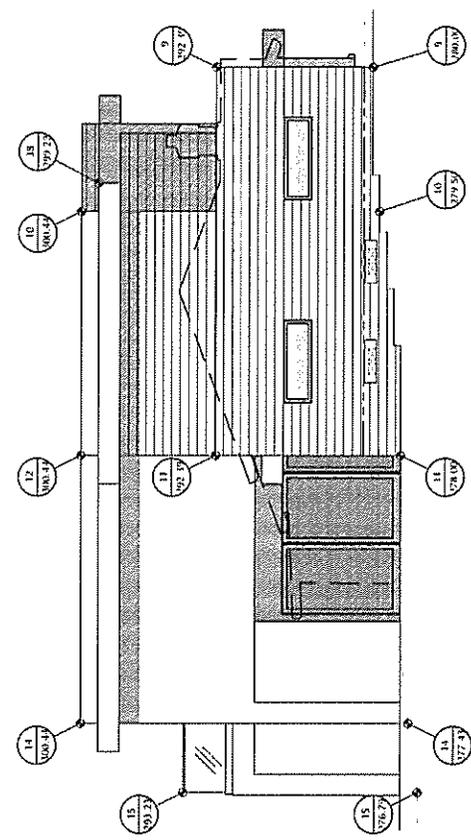
412 BOX 173 CAPOZIO CA 92027 VOICE 858-667-8770 CELL 858-262-7270 FAX 858-667-8770 WWW.SCHULTZARCHITECTURE.COM

Project Name	PAESKE RESIDENCE
Project No.	02-0001
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE
Interior Designer	SCHULTZ ARCHITECTURE
Contractor	PAESKE RESIDENCE
Engineer	PAESKE RESIDENCE
Structural Engineer	PAESKE RESIDENCE
MEP Engineer	PAESKE RESIDENCE
Landscaper	PAESKE RESIDENCE
Photographer	PAESKE RESIDENCE
Model Maker	PAESKE RESIDENCE
Colorist	PAESKE RESIDENCE
Printer	PAESKE RESIDENCE
Scale	1/4" = 1'-0"
Date	02/01/02
Drawn by	PAESKE RESIDENCE
Checked by	PAESKE RESIDENCE
Approved by	PAESKE RESIDENCE

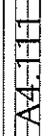
Project Name	PAESKE RESIDENCE
Project No.	02-0001
Client	PAESKE RESIDENCE
Architect	SCHULTZ ARCHITECTURE
Interior Designer	SCHULTZ ARCHITECTURE
Contractor	PAESKE RESIDENCE
Engineer	PAESKE RESIDENCE
Structural Engineer	PAESKE RESIDENCE
MEP Engineer	PAESKE RESIDENCE
Landscaper	PAESKE RESIDENCE
Photographer	PAESKE RESIDENCE
Model Maker	PAESKE RESIDENCE
Colorist	PAESKE RESIDENCE
Printer	PAESKE RESIDENCE
Scale	1/4" = 1'-0"
Date	02/01/02
Drawn by	PAESKE RESIDENCE
Checked by	PAESKE RESIDENCE
Approved by	PAESKE RESIDENCE



SOUTH STORY POLE ELEVATION  
SCALE: 1/4" = 1'-0"



EAST STORY POLE ELEVATION  
SCALE: 1/4" = 1'-0"







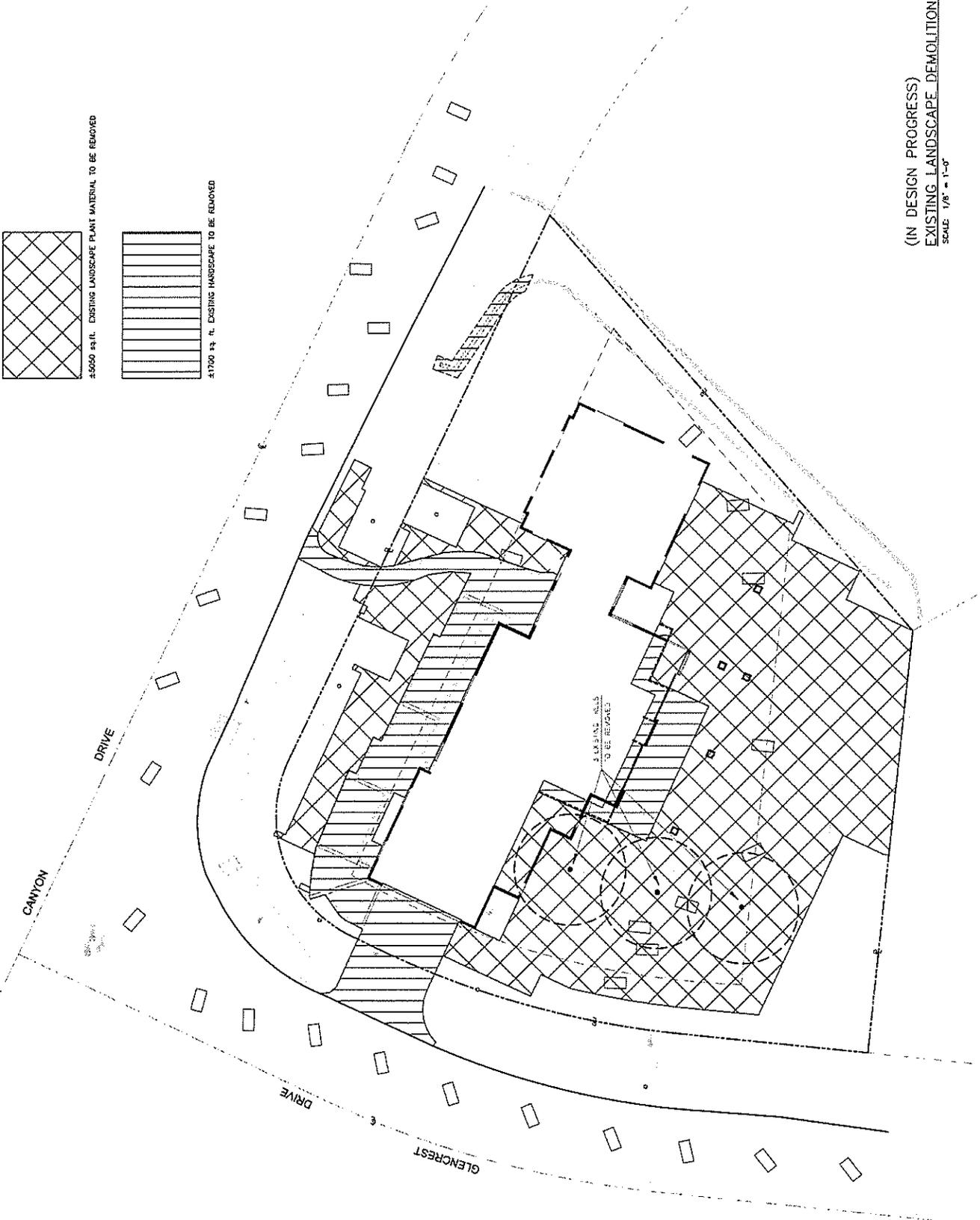
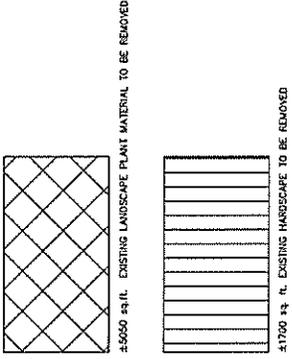


<b>DECLARATION OF RESPONSIBLE CHARGE</b> I HEREBY DECLARE THAT THE DESIGN AND ALL ATTACHMENTS ARE MY OWN WORK OR I HAVE OBTAINED THE NECESSARY PERMISSIONS FROM THE APPLICABLE AGENCIES AND I AM NOT PROVIDING ANY DESIGN OR ATTACHMENTS TO ANY OTHER PARTY WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. I AM NOT PROVIDING ANY DESIGN OR ATTACHMENTS TO ANY OTHER PARTY WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. I AM NOT PROVIDING ANY DESIGN OR ATTACHMENTS TO ANY OTHER PARTY WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT.		PROJECT NUMBER: 12345678 DATE: 12/15/2023
<b>OWNER'S CERTIFICATE</b> I, THE OWNER, HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS APPLICATION AND I AGREE TO BE BOUND BY THEM. I HAVE OBTAINED ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. I HAVE OBTAINED ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. I HAVE OBTAINED ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.		PROJECT NUMBER: 12345678 DATE: 12/15/2023
<b>OWNER / PERMITTEE INFORMATION</b> NAME: PAESKE residence ADDRESS: 111 Canyon Drive, Glencrest, CA 92328 PHONE: 951-555-1234		PROJECT NUMBER: 12345678 DATE: 12/15/2023
<b>CITY APPROVED CHANGES</b> NO. OF CHANGES: 0 DATE: 12/15/2023		PROJECT NUMBER: 12345678 DATE: 12/15/2023
<b>PRIVATE CONTRACT</b> CONTRACT NUMBER: 12345678		PROJECT NUMBER: 12345678 DATE: 12/15/2023



PRELIMINARY PLAN NOT FOR CONSTRUCTION

(IN DESIGN PROGRESS)  
 EXISTING LANDSCAPE DEMOLITION PLAN  
 SCALE: 1/8" = 1'-0"











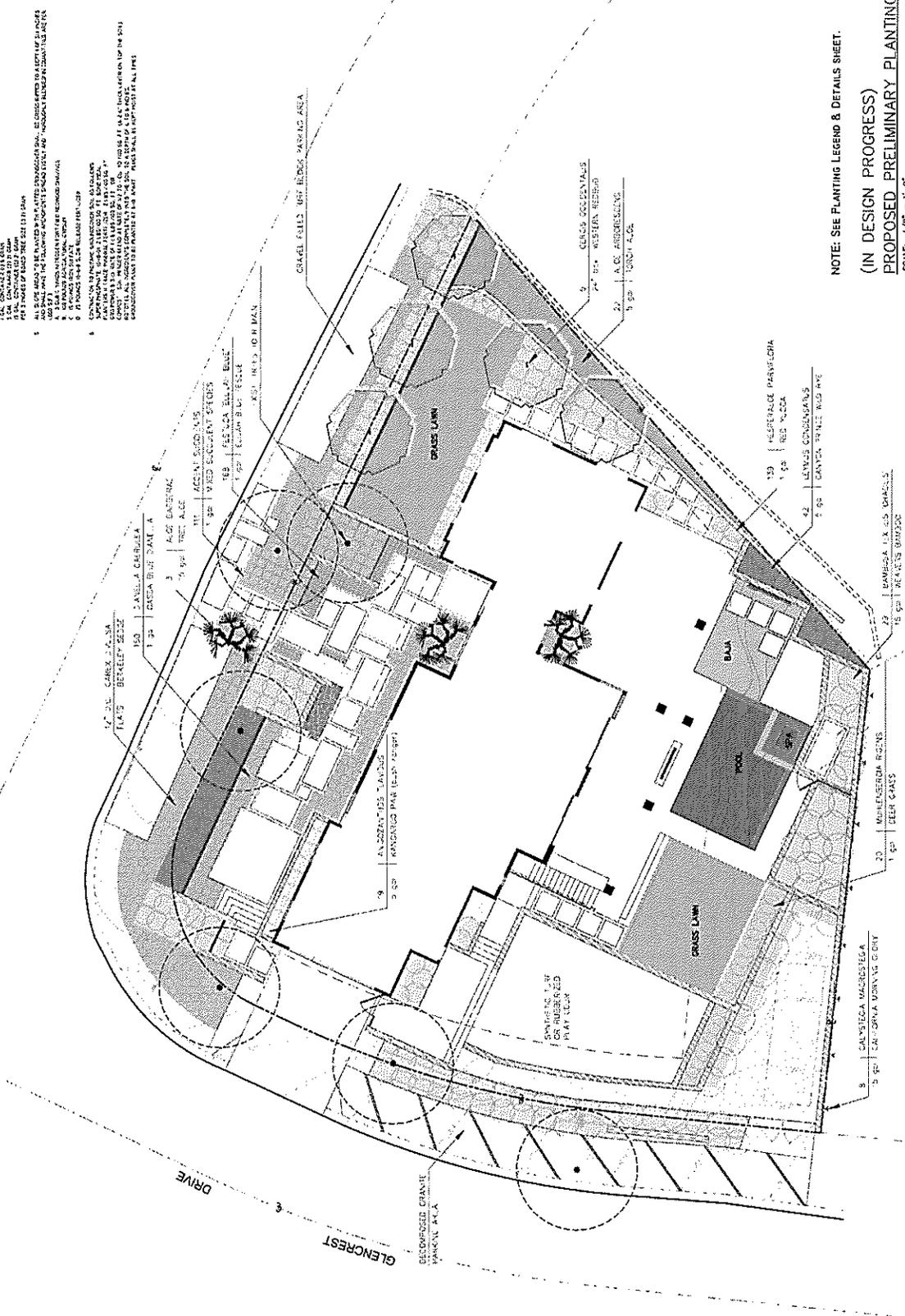


<b>PLANTING NOTE</b> ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.	
<b>OWNER'S CERTIFICATE</b> I, the undersigned, hereby certify that the information furnished herein is true and correct to the best of my knowledge and belief, and that I am the owner of the property described herein.	<b>OWNER'S SIGNATURE</b> _____ DATE: _____
<b>CITY APPROVED CHANGES</b> NO. _____ DATE: _____	<b>OWNER'S SIGNATURE</b> _____ DATE: _____
<b>PROJECT INFORMATION</b> PROJECT NAME: <b>PARKS RESIDENCE</b> PROJECT ADDRESS: 835 Canyon Drive, Torrance, CA 90505	<b>OWNER'S SIGNATURE</b> _____ DATE: _____

# PRELIMINARY PLAN - NOT FOR CONSTRUCTION



- PLANTING NOTE**
- ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.
  - ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.
  - ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.
  - ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.
  - ALL PLANTS TO BE PLANTED SHALL BE THE PROPERTY OF THE CITY OF TORRANCE, CALIFORNIA. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY. THE CITY OF TORRANCE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL PLANTS PLANTED ON THE PROPERTY.



NOTE: SEE PLANTING LEGEND & DETAILS SHEET.  
 (IN DESIGN PROGRESS)  
 PROPOSED PRELIMINARY PLANTING PLAN  
 SCALE 1/8" = 1'-0"



HYDROZONE	SYMBOL	QUANTITY	DESCRIPTION
(1) very low		1194 sf	SHRUBS & SOME SUCCESSIONS
(2) low		1944 sf	CRANIOCOVER, SHRUBS & TREES
(3) moderate		422 sf	SHRUBS & HERBS
(4) medium		918 sf	MULTI-SPECIES BUFFALO GRASS
(5) high		977 sf	POOL & WATER FEATURE
		<b>TOTAL SF</b>	<b>5,115</b>

- TURF AREAS, POP-UP MOTOR SPRINKLER IRRIGATION BY ZONE INDICATION PIPES, PRECISION, SPORT CONSERVATION PRODUCT
- TREES, IRRIGATION BY ZONE INDICATION PIPES, ADJUSTABLE FLOOD BARRIERS, WATER CONSERVATION PRODUCT
- SHRUBS, SUBIRRIGATION INFILTRATION IRRIGATION BY ZONE INDICATION PIPES, TECHNIC DRILLAGE, WATER CONSERVATION PRODUCT

**ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET**  
 ETWU is calculated using the formula:  $ETWU = (ET \times A) \times 1.1$

ET = 0.10 (assumed based on the type of hydrozone)  
 A = 5115 (Total Area)  
 ETWU = 0.10 x 5115 x 1.1 = 562.65

**CITY OF ECKANIBACH ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET**  
 Use as a guide only. Use as necessary to estimate water consumption.

Line	Item	1	2	3	4	5	6	7	8	9	10
1	Evapotranspiration Rate (ET)	0.10									
2	Area (A)	5115									
3	ETWU (Line 1 x Line 2)	562.65									
4	ETWU (Line 3) x 1.1	618.91									
5	ETWU (Line 4) x 1.1	680.80									
6	ETWU (Line 5) x 1.1	748.88									
7	ETWU (Line 6) x 1.1	823.67									
8	ETWU (Line 7) x 1.1	906.24									
9	ETWU (Line 8) x 1.1	996.86									
10	ETWU (Line 9) x 1.1	1107.55									
11	ETWU (Line 10) x 1.1	1238.30									
12	ETWU (Line 11) x 1.1	1390.13									
13	ETWU (Line 12) x 1.1	1555.14									
14	ETWU (Line 13) x 1.1	1735.16									
15	ETWU (Line 14) x 1.1	1930.65									
16	ETWU (Line 15) x 1.1	2143.72									
17	ETWU (Line 16) x 1.1	2376.10									
18	ETWU (Line 17) x 1.1	2629.71									
19	ETWU (Line 18) x 1.1	2906.68									
20	ETWU (Line 19) x 1.1	3209.35									
21	ETWU (Line 20) x 1.1	3540.31									
22	ETWU (Line 21) x 1.1	3902.74									
23	ETWU (Line 22) x 1.1	4298.82									
24	ETWU (Line 23) x 1.1	4730.50									
25	ETWU (Line 24) x 1.1	5199.75									
26	ETWU (Line 25) x 1.1	5708.53									
27	ETWU (Line 26) x 1.1	6258.78									
28	ETWU (Line 27) x 1.1	6851.46									
29	ETWU (Line 28) x 1.1	7487.61									
30	ETWU (Line 29) x 1.1	8168.27									
31	ETWU (Line 30) x 1.1	8894.50									
32	ETWU (Line 31) x 1.1	9667.35									
33	ETWU (Line 32) x 1.1	10487.89									
34	ETWU (Line 33) x 1.1	11357.08									
35	ETWU (Line 34) x 1.1	12275.94									
36	ETWU (Line 35) x 1.1	13245.53									
37	ETWU (Line 36) x 1.1	14266.83									
38	ETWU (Line 37) x 1.1	15340.81									
39	ETWU (Line 38) x 1.1	16468.49									
40	ETWU (Line 39) x 1.1	17750.74									
41	ETWU (Line 40) x 1.1	19188.62									
42	ETWU (Line 41) x 1.1	20793.09									
43	ETWU (Line 42) x 1.1	22565.00									
44	ETWU (Line 43) x 1.1	24505.35									
45	ETWU (Line 44) x 1.1	26625.09									
46	ETWU (Line 45) x 1.1	28935.15									
47	ETWU (Line 46) x 1.1	31446.61									
48	ETWU (Line 47) x 1.1	34170.48									
49	ETWU (Line 48) x 1.1	37118.73									
50	ETWU (Line 49) x 1.1	40302.41									
51	ETWU (Line 50) x 1.1	43732.65									
52	ETWU (Line 51) x 1.1	47420.51									
53	ETWU (Line 52) x 1.1	51376.96									
54	ETWU (Line 53) x 1.1	55613.06									
55	ETWU (Line 54) x 1.1	60140.87									
56	ETWU (Line 55) x 1.1	64971.36									
57	ETWU (Line 56) x 1.1	70116.61									
58	ETWU (Line 57) x 1.1	75587.69									
59	ETWU (Line 58) x 1.1	81395.68									
60	ETWU (Line 59) x 1.1	87551.65									
61	ETWU (Line 60) x 1.1	94066.61									
62	ETWU (Line 61) x 1.1	101051.64									
63	ETWU (Line 62) x 1.1	108517.81									
64	ETWU (Line 63) x 1.1	116476.10									
65	ETWU (Line 64) x 1.1	124937.59									
66	ETWU (Line 65) x 1.1	133913.27									
67	ETWU (Line 66) x 1.1	143414.14									
68	ETWU (Line 67) x 1.1	153451.29									
69	ETWU (Line 68) x 1.1	164035.72									
70	ETWU (Line 69) x 1.1	175177.53									
71	ETWU (Line 70) x 1.1	186886.71									
72	ETWU (Line 71) x 1.1	199174.38									
73	ETWU (Line 72) x 1.1	212051.61									
74	ETWU (Line 73) x 1.1	225529.39									
75	ETWU (Line 74) x 1.1	239617.72									
76	ETWU (Line 75) x 1.1	254326.60									
77	ETWU (Line 76) x 1.1	269666.03									
78	ETWU (Line 77) x 1.1	285646.01									
79	ETWU (Line 78) x 1.1	302276.54									
80	ETWU (Line 79) x 1.1	319567.62									
81	ETWU (Line 80) x 1.1	337529.25									
82	ETWU (Line 81) x 1.1	356172.43									
83	ETWU (Line 82) x 1.1	375508.16									
84	ETWU (Line 83) x 1.1	395547.44									
85	ETWU (Line 84) x 1.1	416291.27									
86	ETWU (Line 85) x 1.1	437750.65									
87	ETWU (Line 86) x 1.1	459935.58									
88	ETWU (Line 87) x 1.1	482856.06									
89	ETWU (Line 88) x 1.1	506512.09									
90	ETWU (Line 89) x 1.1	530913.67									
91	ETWU (Line 90) x 1.1	556070.80									
92	ETWU (Line 91) x 1.1	581983.48									
93	ETWU (Line 92) x 1.1	608651.71									
94	ETWU (Line 93) x 1.1	636075.49									
95	ETWU (Line 94) x 1.1	664254.82									
96	ETWU (Line 95) x 1.1	693189.70									
97	ETWU (Line 96) x 1.1	722970.13									
98	ETWU (Line 97) x 1.1	753596.11									
99	ETWU (Line 98) x 1.1	785067.64									
100	ETWU (Line 99) x 1.1	817384.72									
101	ETWU (Line 100) x 1.1	850547.35									
102	ETWU (Line 101) x 1.1	884555.53									
103	ETWU (Line 102) x 1.1	919419.26									
104	ETWU (Line 103) x 1.1	955138.54									
105	ETWU (Line 104) x 1.1	991713.37									
106	ETWU (Line 105) x 1.1	1029143.75									
107	ETWU (Line 106) x 1.1	1067429.68									
108	ETWU (Line 107) x 1.1	1106571.16									
109	ETWU (Line 108) x 1.1	1146569.19									
110	ETWU (Line 109) x 1.1	1187423.67									
111	ETWU (Line 110) x 1.1	1229134.70									
112	ETWU (Line 111) x 1.1	1271702.28									
113	ETWU (Line 112) x 1.1	1315126.41									
114	ETWU (Line 113) x 1.1	1359407.09									
115	ETWU (Line 114) x 1.1	1404544.32									
116	ETWU (Line 115) x 1.1	1450538.09									
117	ETWU (Line 116) x 1.1	1497388.40									
118	ETWU (Line 117) x 1.1	1545095.25									
119	ETWU (Line 118) x 1.1	1593658.64									
120	ETWU (Line 119) x 1.1	1643078.57									
121	ETWU (Line 120) x 1.1	1693355.04									
122	ETWU (Line 121) x 1.1	1744488.15									
123	ETWU (Line 122) x 1.1	1796477.90									
124	ETWU (Line 123) x 1.1	1849324.29									
125	ETWU (Line 124) x 1.1	1903027.32									
126	ETWU (Line 125) x 1.1	1957587.00									
127	ETWU (Line 126) x 1.1	2012993.33									
128	ETWU (Line 127) x 1.1	2069246.31									
129	ETWU (Line 128) x 1.1	2126346.04									
130	ETWU (Line 129) x 1.1	2184292.52									
131	ETWU (Line 130) x 1.1	2243085.75									
132	ETWU (Line 131) x 1.1	2302725.73									
133	ETWU (Line 132) x 1.1	2363212.46									
134	ETWU (Line 133) x 1.1	2424545.94									
135	ETWU (Line 134) x 1.1	2486726.27									
136	ETWU (Line 135) x 1.1	2549753.45									
137	ETWU (Line 136) x 1.1	2613627.48									
138	ETWU (Line 137) x 1.1	2678348.36									
139	ETWU (Line 138) x 1.1	2743916.09									
140	ETWU (Line 139) x 1.1	2810331.67									
141	ETWU (Line 140) x 1.1	2877595.10									
142	ETWU (Line 141) x 1.1	2945706.48									
143	ETWU (Line 142) x 1.1	3014664.81									
144	ETWU (Line 143) x 1.1	3084469.10									
145	ETWU (Line 144) x 1.1	3155119.45									
146	ETWU (Line 145) x 1.1	3226615.86									
147	ETWU (Line 146) x 1.1	3298957.33									
148	ETWU (Line 147) x 1.1	3372143.86									
149	ETWU (Line 148) x 1.1	3446175.45									
150	ETWU (Line 149) x 1.1	3521052.10									
151	ETWU (Line 150) x 1.1	3596773.81									
152	ETWU (Line 151) x 1.1	3673340.58									
153	ETWU (Line 152) x 1.1	3750752.41									
154	ETWU (Line 153) x 1.1	3828999.30									
155	ETWU (Line 154) x 1.1	3908081.25									
156	ETWU (Line 155) x 1.1	3988008.26									
157	ETWU (Line 156) x 1.1	4068780.33									
158	ETWU (Line 157) x 1.1	4150397.46									
159	ETWU (Line 158) x 1.1	4232859.65									
160	ETWU (Line 159) x 1.1	4316166.90									
161	ETWU (Line 160) x 1.1	4400319.21									
162	ETWU (Line 161) x 1.1	4485326.58									
163	ETWU (Line 162) x 1.1	4571189.01									
164	ETWU (Line 163) x 1.1	4657906.50									
165	ETWU (Line 164) x 1.1	4745479.05									
166	ETWU (Line 165) x 1.1	4833906.66									
167	ETWU (Line 166) x 1.1	4923189.33									
168	ETWU (Line 167) x 1.1	5013327.06									
169	ETWU (Line 168) x 1.1	5104319.75									
170	ETWU (Line 169) x 1.1	5196167.40									
171	ETWU (Line 170) x 1.1	5288870.01									
172	ETWU (Line 171) x 1.1	5382427.58									
173	ETWU (Line 172) x 1.1	5476840.11									
174	ETWU (Line 173) x 1.1	5572107.60									
175	ETWU (Line 174) x 1.1	5668230.05									
176	ETWU (Line 175) x 1.1	5765207.46									
177	ETWU (Line 176) x 1.1	5863039.83									
178	ETWU (Line 177) x 1.1	5961727.16									
179	ETWU (Line 178) x 1.1	6061269.45									
180	ETWU (Line 179) x 1.1	6161666.70									
181	ETWU (Line 180) x 1.1	6262918.91									
182	ETWU (Line 181) x 1.1	6365026.08									
183	ETWU (Line 182) x 1.1	6467988.21									
184	ETWU (Line 183) x 1.1	6571805.30									
185	ETWU (Line 184) x 1.1	6676477.35									
186	ETWU (Line 185) x 1.1	6781904.36									
187	ETWU (Line 186) x 1.1	6888086.33									
188	ETWU (Line 187) x 1.1	6995023.26									
189	ETWU (Line 188) x 1.1	7102715.15									
190	ETWU (Line 189) x 1.1	7211161.99									
191	ETWU (Line 190) x 1.1	7320363.78									
192	ETWU (Line 191) x 1.1	7430320.52									
193	ETWU (Line 192) x 1.1	7541032.21									
194	ETWU (Line 193) x 1.1	7652498.85									
195	ETWU (Line 194) x 1.1	7764720.44									
196	ETWU (Line 195) x 1.1	7877697.08									
197	ETWU (Line 196) x 1.1	7991428.77									
198	ETWU (Line 197) x 1.1	8105915.51									
199	ETWU (Line 198) x 1.1	8221157.30									
200	ETWU (Line 199) x 1.1	8337154.14									
201	ETWU (Line 200) x 1.1	8453906.03									
202	ETWU (Line 201) x 1.1	8571412.97									
203	ETWU (Line 202) x 1.1	8689674.96									
204	ETWU (Line 203) x 1.1	8808691.99									
205	ETWU (Line 204) x 1.1	8928464.07									
206	ETWU (Line 205) x 1.1	9048891.20									
207	ETWU (Line 206) x 1.1	9169973.38									
208	ETWU (Line 207) x 1.1	9291710.61									
209	ETWU (Line 208) x 1.1										





**RESOLUTION NO. 2017-120**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND AN ADMINISTRATIVE STRUCTURE DEVELOPMENT PERMIT FOR AN INTERIOR REMODEL AND THE CONSTRUCTION OF A SQUARE FOOTAGE ADDITION INCLUDING A NEW SECOND STORY AT AN EXISTING, SINGLE-FAMILY RESIDENCE WITH AN ATTACHED TWO-CAR GARAGE AND PERFORM ASSOCIATED SITE IMPROVEMENTS AT 635 CANYON DRIVE, SOLANA BEACH**

**APPLICANTS: Mike Paeske  
CASE NO.: 17-16-30 DRP/SDP**

**WHEREAS**, Mike Paeske (hereinafter referred to as "Applicant"), has submitted an application for a Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

**WHEREAS**, the public hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

**WHEREAS**, at the public hearing on July 12, 2017, the City Council received and considered evidence concerning the proposed application; and

**WHEREAS**, the City Council found the application request exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

**WHEREAS**, this decision is based upon the evidence presented at the hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

**NOW THEREFORE**, the City Council of the City of Solana Beach, California, does resolves as follows:

1. That the foregoing recitations are true and correct.
2. That the request for a DRP and an administrative SDP to remodel the existing residence and construct a square footage addition including a new second story to the existing single-story, single-family residence with an attached two-car garage and perform associated site improvements at 635 Canyon Drive, is conditionally approved based upon the following Findings and subject to the following Conditions:

### 3. FINDINGS

A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The project, as conditioned, is consistent with the City's General Plan designation of Low Density Residential, which allows for single-family residential development with a maximum density of three dwelling units per acre. The development is also consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Zoning Ordinance Consistency: The project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020) which provides for uses of the property for a single-family residence. Further, the project adheres to all property development regulations established for the Low Residential (LR) Zone and cited by SBMC Section 17.020.030.

The project is consistent with the provisions for minimum yard dimensions (i.e., setbacks) and the maximum allowable Floor Area (FAR), maximum building height, and parking requirements.

II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects, as well as protection of the property from adverse surrounding influences.*

The property is located within the LR Zone. All of the properties directly adjacent to the subject property are located within the LR Zone. Surrounding properties are developed with one and

two-story, single-family residences. The project site is currently developed with a single-story residence.

The project, as designed, is consistent with the permitted uses for the LR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Low Density Residential in the General Plan and intended for single-family residences developed at a maximum density of three dwelling units per acre. The proposed development is consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the SROZ and within the Coastal Zone. The project has been evaluated, and is in conformance with, the regulations of the SROZ. As a condition of project approval, the shall obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

- b. *Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The Applicant proposes to remodel the existing single-family residence and construct a square footage addition that includes a new second-story. Driveway access would be maintained in the same location in the northwest corner of the lot and would provide vehicular access to the property off of Glencrest Drive.

The existing residence is located toward the northern side of the property along Canyon Drive, maintaining the 20 foot required front yard setback. The square footage additions to the existing garage and first-story would be towards the southern elevation of the existing structure. The proposed second-story addition would be located over the middle of the existing residence.

A swimming pool, spa, a play court and patios are proposed in the usable rear yard area. In the southwest corner of the property, a storage area that would be accessible from Glencrest Drive is proposed. The main pedestrian entrance would consist of a walkway from Canyon Drive at the center of the northern property line.

The Applicant is proposing to remodel the first floor which would include the removal of some of the existing square footage and replacing it along the southern elevation of the existing structure combined with an addition of 191 square feet. The first floor would consist of the attached garage, laundry room, kitchen, dining room, a great room, three bedrooms and two bathrooms.

The upper level would consist of the master suite, two additional bedrooms and bathrooms and a media room. A second floor patio is proposed off of the southern side of the proposed second floor and a staircase along the western side of the deck would provide access to the rear yard. A single-family residence requires two off-street parking spaces. When required spaces are provided in a garage, 200 square feet of floor area is exempted for each required space. Therefore, the project is afforded a 400 square foot exemption. The total proposed floor area would be 4,031 square feet, which is 13 square feet below the maximum allowable Floor Area for the 11,966 square foot lot, pursuant to the SROZ regulations. The maximum floor area calculation for this project is as follows:

0.500 for first 6,000 ft <sup>2</sup>	3,000 ft <sup>2</sup>
0.175 for 6,001 to 15,000 ft <sup>2</sup>	1,044 ft <sup>2</sup>
Total Allowable Floor Area:	4,044 ft <sup>2</sup>

The proposed project, as designed, meets the minimum required setbacks and is 13 square-feet below the maximum allowable floor area for the property.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees and other large plantings shall not obstruct significant views when installed or at maturity.*

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check or development review. The Applicant provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect who has recommended approval of the conceptual landscape plan. The Applicant will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the conceptual plan prior to building permit

issuance. In addition, the City's third-party landscape architect will perform inspections during the construction phase of the project. A separate condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

- d. *Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. The Applicant is proposing to construct an addition to the existing attached, two-car garage in the northwestern corner of the buildable area of the lot. The property would be accessed by the existing driveway off of the western side of the property which provides vehicular access off of Glencrest Drive. SBMC Section 17.08.030 indicates that required parking up to 200 square feet per parking space provided in a garage is exempt from the floor area calculation. The proposed garage will provide two parking spaces. Two spaces are required, therefore, 400 square feet of garage area is exempt from the project's floor area calculation. The Applicant is also proposing two gravel filled turf block parking areas in the public right-of-way on Canyon Drive.

- e. *Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The project includes grading in the amount of 125 cubic yards of cut, 70 cubic yards of fill, and 55 cubic yards of export. Additional grading in the amount of 160 cubic yards is proposed for excavation and recompaction for the proposed slabs and 20 cubic yards of cut for the proposed footings. Grading is proposed in the front yard to provide steps up from the driveway in the northwestern corner of the lot and also from

Canyon Drive to the front entry. Grading is also proposed in the rear yard area to provide for a storage area in the southwest corner of the rear yard and to terrace the rear yard area that would step up from the western property line as you move east.

- f. *Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

All new exterior lighting fixtures shall comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. *Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of remodeling the existing residence and the construction of square footage addition including a new second story at an existing, single-story, single-family residence with an attached garage, therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040.

- III. *All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits, including a Structure Development Permit, are being processed concurrently with the Development Review Permit.

- IV. *If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.*

The Applicant is required to obtain approval from the California Coastal Commission prior to issuance of Building Permits.

- B. In accordance with Section 17.63.040 (Structure Development Permit) of the Solana Beach Municipal Code, the City Council finds the following:

The proposed structure exceeds 16 feet in height above the existing grade, therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicant was required to complete the SDP process. A final Story Pole Height Certification was issued by a licensed land surveyor on March 2, 2017, which showed a maximum building height of 25 feet and the tallest story pole (SP #25) certified at 300.44 MSL as measured above the existing grade. Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site with a deadline to file for View Assessment by May 25, 2017. No applications for View Assessment were received. Therefore, the SDP is approved administratively.

As a condition of approval, a height certificate prepared by a licensed land surveyor will be required prior to the framing inspection certifying that the maximum height of the proposed addition will not exceed 25 feet above the proposed grade or 300.44 feet above the MSL, which is the maximum proposed structure height reflected on the project plans.

#### 4. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicants shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicant shall pay required Public Facilities Fees, as established by SBMC Section 17.72.020 and Resolution 1987-36.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on July 12, 2017, and located in the project file with a submittal date of June XX, 2017.
- III. Prior to requesting a framing inspection, the Applicant shall be required to submit a height certification, signed by a licensed land surveyor, certifying that the building envelope (which is represented by the story poles) is in conformance with the plans as approved by the City Council on July 12, 2017 and the certified story pole plot plan, and will not exceed 25 feet in height from the proposed grade or 300.44 feet above MSL.
- IV. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).

- V. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of a grading or building permit.
- VI. The Applicant shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 prior to building permit issuance, which will be reviewed and inspected by the City's third party landscape professional.
- VII. Native or drought tolerant and non-invasive plant materials and water conserving irrigation systems shall be incorporated into any proposed landscaping and compatible with the surrounding area to the extent feasible.
- VIII. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
- IX. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.

B. Fire Department Conditions:

- I. **OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION:** All roadways shall be a minimum of 24 feet in width during construction and maintained free and clear, including the parking of vehicles, in accordance with the California Fire Code and the Fire Department.
- II. **ADDRESS/STREET NUMBERS:** Approved number and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background and shall meet the following minimum standards as to size: 4 inches high with a ½ inch stroke width for residential buildings, 12 inches high with a 1 inch stroke width for commercial and multi-family residential buildings, and 12 inches high with a 1 inch stroke for industrial buildings.
- III. **AUTOMATIC FIRE SPRINKLER SYSTEM FOR ADDITIONS:** An automatic sprinkler system installed in accordance with 903.3 may be required to be installed throughout structures when the addition is more than 50% of the existing building or when the altered building will exceed a fire flow of 1,500 gallons per minute as calculated per section 507.3. The fire code official may require an automatic

sprinkler system be installed in buildings where no water main exists to provide the required fire flow or where a special hazard exists such as: poor access roads, grade, bluffs and canyon rims, hazardous brush and response times more than 5 minutes by a Fire Department.

- IV. **AUTOMATIC FIRE SPRINKLER SYSTEM FOR REMODELS:** An automatic sprinkler system installed in accordance with section 903.3 may be required if the scope of work includes significant modification to the interior of the dwelling or the roof of the building and the cost of the installation does not exceed 15% of the construction costs of the remodel. This section is not intended to require fire sprinkler retrofits for maintenance or improvements of the infrastructure around the structure. Maintenance shall be defined for this section as the normal replacement of existing fixtures. Examples of maintenance work include items such as flooring, plumbing repairs, or windows. Improvements required by legislation such as the Americans with Disabilities Act (ADA) do not require fire sprinkler protection under this section.
- V. **FIRE RESISTIVE CONSTRUCTION REQUIREMENTS FOR WILDSLAND/URBAN INTERFACE AREAS:** Structures shall meet all wildland/urban interface standards to the satisfaction of the Fire Department. Structures shall comply with current California Building Coed Chapter 7A.
- VI. **SMOKE DETECTORS/CARBON MONOXIDE ALARMS/FIRE SPRINKLER SYSTEMS:** Smoke detectors/carbon monoxide alarms/fire sprinklers shall be inspected by the Solana Beach Fire Department.
- VII. **CLASS A ROOF:** All structures shall be provided with a Class "A" Roof covering to the satisfaction of the Solana Beach Fire Department.

C. **Engineering Department Conditions:**

- I. Obtain an encroachment in accordance with Chapter 11.20 of the Solana Beach Municipal Code, prior to the construction of any improvements within the public right-of-way including, but not limited to, demolition and construction of surface improvements. All proposed improvements within the public right-of-way shall comply with City standards including, but not limited, to the Off-Street Parking Design Manual. Improvements shall include the construction of a 19" colored concrete swale and 8' width of Compacted Stabilized Decomposed Granite (D.G.). The swale shall connect to the existing catch basin on Canyon Drive, connect to the proposed driveway on

Glencrest Drive and transition to the existing flow line to the satisfaction of the City Engineer.

- II. All construction and demolition materials shall be recycled according to the city's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- III. All new utility services shall be installed underground.
- IV. The Applicant shall record an Encroachment Maintenance Removal Agreement EMRA for all private improvements in the public right-of-way.
- V. Obtain a Grading Permit in accordance with Chapter 15.40 of the Solana Beach Municipal Code. Conditions prior to the issuance of a Grading Permit shall include, but not be limited to, the following:
  - a. The Grading Plan shall be prepared by a Registered Civil Engineer and approved by the City Engineer. On-site grading design and construction shall be in accordance with Chapter 15.40 of the Solana Beach Municipal Code.
  - b. A Soils Report shall be prepared by a Registered Soils Engineer and approved by the City Engineer. All necessary measures shall be taken and implemented to assure the slope stability, erosion control and soil integrity. The Grading Plan shall incorporate all recommendations contained in the soils report.
  - c. Provide a Drainage Report prepared by a Registered Civil Engineer. This Report shall address the design for a detention basin and corresponding outflow system to ensure the rate of runoff for the proposed development is at or below that of the existing condition. A detention basin easement will be required over the proposed basin site. All recommendations of this report shall be incorporated into the Preliminary Grading Plan.
  - d. All retaining walls and drainage structures shall be shown. Retaining walls shown on the grading plan shall conform to the San Diego Regional Standards or be designed by a licensed civil engineer. Engineering calculations for all designed walls with a surcharge and nonstandard walls shall be submitted at Grading Plan check. Retaining walls may not exceed the allowable height within the property line setback as determined by the City of Solana Beach Municipal Code. Contact the Community Development Department for further information.

- e. The Applicant is responsible to protect the adjacent properties during construction. If any grading or other types of construction are anticipated beyond the property lines, the Applicant shall obtain a written permission from the adjoining property owners for incidental grading or construction that may occur and submit the letter to the City Engineer prior to the anticipated work.
- f. Pay grading plan check fee in accordance with the current Engineering Fee Schedule at initial grading plan submittal. Inspection fees shall be paid prior to issuance of the Grading Permit.
- g. Obtain and submit grading security in a form prescribed by the City Engineer.
- h. Obtain a haul permit for import/export of soil. The Applicant shall transport all excavated material to a legal disposal site.
- i. Submit certification from the Engineer of Record and the Soils Engineer that all public or private drainage facilities and finished grades are functioning and are installed in accordance with the approved plans. This shall be accomplished by the Engineer of Record incorporating as-built conditions on the Mylar grading plans and obtaining signatures of the Engineer of Record and the Soils Engineer certifying the as-built conditions.
- j. An Erosion Prevention and Sediment Control Plan shall be prepared. Best Management Practices shall be developed and implemented to manage storm water and non-storm water discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized during grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
- k. Show all proposed on-site private drainage facilities intended to discharge water run-off. Elements of this design shall include a hydrologic and hydraulic analysis verifying the adequacy of the facilities and identify any easements or structures required to properly convey the drainage. The construction of drainage structures shall comply with the standards set forth by the San Diego Regional Standard Drawings.

- i. Post Construction Best Management Practices meeting City and RWQCB Order No. R9-2013-001 requirements shall be implemented in the drainage design.
- m. No increased cross lot drainage shall be allowed.

## 5. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

## 6. EXPIRATION

The Development Review Permit and Structure Development Permit for the project shall expire 24 months from the date of this Resolution, unless the Applicants have obtained building permits and have commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

## 7. INDEMNIFICATION AGREEMENT

The Applicant shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney's fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney's fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by the Applicant.

**NOTICE TO APPLICANT:** Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the

resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, held on the 12<sup>th</sup> day of July, 2017, by the following vote:

AYES: Councilmembers –

NOES: Councilmembers –

ABSENT: Councilmembers –

ABSTAIN: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager's Department  
**SUBJECT:** **Public Hearing to Consider Adoption of the Fiscal Year (FY) 2017-18 Residential Solid Waste Rate Increase for Waste Management**

---

## **BACKGROUND:**

The City originally entered into a Franchise Agreement (Agreement) with Waste Management (WM) for residential solid waste and recycling collection services effective August 1, 1993. The City amended Agreement on February 8, 2002 extending the term to February 28, 2009. Under provisions of the Agreement, extensions were subsequently granted. The last significant amendments to the Agreement occurred in March 2005, and included an automatic one-year extension clause.

Under the terms of the Agreement, WM may request a rate review annually to adjust the amount charged for providing services. The Agreement contains specific language regarding the rate review methodology. Rates may only be increased due to tipping (landfill disposal) fee or cost of living (CPI) increases on the base rate. City Staff analyze the rate review requests and bring them before the City Council for consideration.

This item is before the City Council to conduct a "protest hearing" to receive input regarding the proposed residential solid waste and recycling rate increases for FY 2017-18.

## **DISCUSSION:**

The purpose of the Franchise Agreement is to ensure the provision of solid waste and recycling collection services, minimize liability and risk, and provide for cost effective collection service in an environmentally sound fashion. Throughout the contract duration, WM has demonstrated its commitment to these principals and desire to continue providing service to the City of Solana Beach.

CITY COUNCIL ACTION:

---

---

Some provisions of the agreements are outlined below:

- The availability of disposal sites, either landfills or transfer stations, is of critical importance to coastal cities. WM has agreed that if the transfer station or disposal location changes in the future, they will absorb any increase in transportation costs to the new location. This is a significant benefit to the City since there is no assurance of space or availability at current disposal locations.
- WM provides special event solid waste and recycling services at no cost.
- WM pays the City a 7.5% Franchise Fee to, among other things, help offset any damage done to City streets or infrastructure as a result in doing business in Solana Beach.
- WM conducts the Annual Bulky Item Clean-Up Event at no cost to the City or ratepayers for disposal of large bulky items, electronic waste and green waste.
- WM provides funding (approximately \$25,000), at no additional cost to the ratepayers, for the residential Household Hazardous Waste (HHW) Program.
- WM provides funding (approximately \$20,000) to the City for litter abatement, street sweeping and storm water pollution reduction activities as part of the Franchise Agreement.
- WM provides, at no additional cost to the City or ratepayers, roll-off containers for a one week event for green waste collected by the City in conjunction with a fire prevention/fuel reduction program administered by the City.

#### Rate Methodology

The Agreement contains specific language regarding the rate review methodology. The Agreement states that rates may only be increased due to tipping (landfill disposal) fee or cost of living increases on the base rate. The methodology for calculating rate increases is based on these two components.

The tipping fee is considered separately from the base rate. Tipping fee increases or decreases are intended to be 'pass through' expenses. The rates are adjusted up or down based on the haulers increased or decreased costs resulting from adjustments to the tipping fee.

The second component of the equation is the base rate. The base rate, subject to any Consumer Price Index (CPI) adjustment, is the monthly rate minus landfill and franchise fees. The methodology provides for annual adjustments based on the increase or decrease in the CPI for the previous 12-month period (December to December) for all

urban consumers in the Los Angeles, Riverside, and Anaheim area. The maximum CPI adjustment is 4% annually.

Currently, single family residential customers pay \$21.08 per month for solid waste collection. Based upon the 1.97% increase in CPI and 2.81% increase in tipping fees, the rate for this standard service would increase to \$21.53 per month. Multi-family residential customers that utilize a standard three yard bin collected one time per week will see an increase from the current \$99.33 per month to \$101.63 per month. For a complete list of rates for all service levels and a copy of the rate review application, please see Attachment 2.

The rate calculation methodology provides a consistent means to formulate annual rate adjustments utilizing actual cost trends for the tipping fee and CPI. Given that the tipping fee portion of the rate is calculated by the Regional Solid Waste Association and the CPI determines the remainder of the rate, future rate adjustments are a by-product of the rate methodology. Staff will administratively review future rate adjustments to ensure appropriate application of the rate methodology.

#### Franchise Fee

The Agreement provides for annual increases to the franchise fee, capped at 7.5%. The franchise fee is currently 7.5% of the adjusted gross revenues; therefore, no increase will occur. Franchise fees typically offset costs associated with use of City streets and administration of the contract.

#### Prop 218

Article III D, section 6(a) of the California Constitution, commonly known as Proposition 218, requires that the City conduct a protest hearing in order to increase solid waste service charges. A public notification letter (Attachment 3) for this public hearing was sent out to all property owners in the City describing the rate adjustment request and how to protest if desired, as required by law. If, at or prior to the public hearing, the City receives or is presented with written protests against the proposed increases to the rates for the trash collection fees by a majority of owners of the parcels within the City upon which the City imposes its trash collection fees, the City will not impose the proposed rate increases.

#### **CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

#### **FISCAL IMPACT:**

The franchise fee of 7.5% will result in a slight increase in the City's solid waste revenue fund from the minor increase in residential solid waste and recycling rates. In addition, there will be a slight increase in the costs paid to the City for litter abatement, street sweeping and storm water reduction activities.

**WORK PLAN:**

This item is not identified in the Workplan.

**OPTIONS:**

- Approve FY 2017-18 residential solid waste and recycling rate increases identified in Attachment 2.
- Reject residential solid waste rate increases for FY 2017-18 and provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council:

1. Conduct the Public Hearing: Open the Public Hearing; Report Council Disclosures; Report written protests received; Receive Public Testimony; Close the Public Hearing.
2. Following the Public Hearing, if the City does not receive written protests against the proposed increases to the rates for the trash collection fees by a majority of owners of the parcels within the City, adopt Resolution No. 2017- 124 approving WM's rate review request increasing residential solid waste and recycling rates for FY 2017-18 in accordance with the Franchise Agreement.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation



Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-124
2. WM Rate Review Application
3. Proposition 218 Notification Letter for Public Hearing (mailed to all single family residential property owners and tenants)
4. Proposition 218 Notification Letter for Public Hearing (mailed to all multi-family family residential property owners and tenants)

RESOLUTION NO. 2017 - 124

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING A RATE INCREASE FOR WASTE MANAGEMENT, INC. FOR RESIDENTIAL SOLID WASTE AND RECYCLING COLLECTION SERVICES

**WHEREAS**, the City Council entered into a Franchise Agreement (Agreement) with Waste Management, Inc. (WM) for residential solid waste and recycling collection services, effective August 1, 1993; and

**WHEREAS**, on February 8, 2002, the City executed a new Agreement extending the term to February 28, 2009; and

**WHEREAS**, on March 9, 2005, the City amended the Agreement to include an automatic one-year contract extension clause so that the term of the Agreement shall be at a minimum four years; and

**WHEREAS**, WM has provided highly responsive residential solid waste and recycling services to the City; and

**WHEREAS**, the Agreement allows for WM to submit rate review applications annually to modify residential solid waste and recycling collection rates; and

**WHEREAS**, the City complied with Proposition 218 noticing and voting requirements under Article III D, section 6(a) of the California Constitution; and

**WHEREAS**, the City conducted a public "protest hearing" at the July 12, 2017 City Council meeting to confirm the proposed Fiscal Year 2017-18 residential solid waste and recycling rates.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolves as follows:

1. That the foregoing recitations are true and correct.

//

//

//

//

//

2. That the City Council approves WM's rate review application, increasing residential solid waste and recycling rates as shown in Exhibits A, B, C and D.

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –

NOES: Councilmembers –

ABSENT: Councilmembers –

ABSTAIN: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk

## EXHIBIT "A"

### TRASH COLLECTION FEE SINGLE FAMILY TRASH/RESIDENTIAL RATES

Existing Monthly Trash Fee	FY 2017/2018 Proposed Monthly Trash Fee <sup>1</sup>
\$21.08 per month	\$21.53 per month

1. Does not include the additional charges for NPDES fee or for Proposition 218 noticing compliance.

## EXHIBIT "B"

### TRASH COLLECTION FEE- MULTI-FAMILY TRASH/RECYCLING RATES

Bin Size <sup>1</sup>	Service Frequency	Existing Trash Rate per Month	FY 2017/2018 Proposed Trash Rate per Month <sup>2</sup>
2 Cubic Yard Bin	1X Week	\$66.19	\$67.72
	2X Week	\$116.99	\$119.75
	3X Week	\$150.95	\$154.61
	4X Week	\$196.18	\$200.96
	5X Week	\$241.29	\$247.19
3 Cubic Yard Bin	1X Week	\$99.33	\$101.63
	2X Week	\$177.25	\$181.43
	3X Week	\$255.17	\$261.23
	4X Week	\$333.04	\$340.98
	5X Week	\$415.45	\$425.36
4 Cubic Yard Bin	1X Week	\$126.86	\$129.82
	2X Week	\$222.91	\$228.22
	3X Week	\$318.94	\$326.60
	4X Week	\$414.98	\$424.99
	5X Week	\$510.69	\$523.05
5 Cubic Yard Bin	1X Week	\$154.39	\$158.01
	2X Week	\$270.26	\$276.73
	3X Week	\$386.90	\$396.25
	4X Week	\$501.89	\$514.08
	5X Week	\$617.43	\$632.47

1. For multiple bins, multiply the monthly bin rate by the number of bins.

2. Does not include the additional charges for NPDES fee and for Proposition 218 noticing compliance.

**EXHIBIT "C"**  
**TRASH COLLECTION FEE**  
**MULTI-FAMILY RECYCLING RATES**

<b>Existing Recycling Rates</b>	<b>FY 2017/2018 Proposed Recycling Rates per Month<sup>1</sup></b>
Per Residential Unit in Complex	per Residential Unit in Complex
\$1.45	\$1.48

1. Does not include the additional charges for NPDES fee and for Proposition 218 noticing compliance.

**EXHIBIT "D"**  
**TRASH COLLECTION FEE**  
**COMMERCIAL CAN RATES<sup>1</sup>**

<b>Service Frequency</b>	<b>Current Trash Rate (per month)</b>	<b>FY 2017/2018 Proposed Trash Rate (per month)<sup>2</sup></b>
1X Week	\$38.60	\$39.48
2X Week	\$77.16	\$79.14

1. For multiple commercial cans, multiply the monthly can rate by the number of cans.
2. Does not include the additional charges for NPDES fee and for Proposition 218 noticing compliance.



March 31, 2017

Dan King  
City of Solana Beach  
635 S. Highway 101  
Solana Beach, CA 92075

Subject: Annual Rate Adjustment Request

Dear Dan,

Waste Management hereby submits our Residential, Commercial Multifamily, and Roll Off rate calculations completed in accordance with the terms of our Solid Waste Franchise Agreement, Article 8, Services Rates and Review.

Waste Management is requesting an adjustment to rates on the service, or "Base" component of 1.97%, and a 2.81% increase in the tipping fee component. The RSWA tipping fee is expected to increase on July 1, 2017 from \$46.28 to \$47.58.

However, Waste Management is offering to waive any CPI increase this year, including the tipping fee increase if EDCO will designate Palomar Transfer Station (PTS) as an approved facility prior to July 1<sup>st</sup>, per the terms of the RSWA agreement Section 2.1 Change of Designated Destination. By designating PTS as a RSWA disposal site, we propose to freeze rates at their current levels. This will result in a savings of \$.45 per month per resident, or an overall savings of 1.96%.

We understand the City has until May 30<sup>th</sup> to review our request to adjust rates, however, we are requesting you notify us no later than April 7 on which path you would like for us to proceed. If we do not hear back, we will assume that we are moving forward with the increase adjustment to both the Base and Tipping Fees.

Sincerely,

A handwritten signature in black ink that reads "Lori Somers". The signature is written in a cursive style.

Lori Somers  
Community & Municipal Relations Manager

Cc: Ken Ryan, District Manager, Waste Management

w/attachment

City of Solana Beach  
Proposed Monthly Rates - Effective July 1st, 2017

Service Component Change	Actual
Consumer Price Index - Los Angeles/Orange County/Riverside 2016	245.36
Consumer Price Index - Los Angeles/Orange County/Riverside 2016	250.19
Change in Index	4.83
Percent Change	1.97%

Disposal Component Change	
Escondido Transfer Stn Rate 2016-RSWA	\$ 46.28
Escondido Transfer Stn Rate 2017-RSWA	\$ 47.58
Change in Index	1.30
Percent Change	2.81%

Description	Frequency per Week	Current Rates			Proposed Rates 7.1.2017				
		Net Operating Expense	RSWA Disposal Component	Franchise Fee 7.5%	Customer Total w/o NPDES	Customer Total with NPDES	Net Operating Expense	EDCO Disposal Component	Franchise Fee 7.5%

Commercial Multi-Family Rates

Commercial - Two Yard Bin											
1		\$ 35.86	\$ 25.37	\$ 4.96	\$ 66.19	\$ 71.75	\$ 36.56	\$ 26.08	\$ 5.08	\$ 67.72	\$ 73.28
2		\$ 57.48	\$ 50.74	\$ 8.77	\$ 116.99	\$ 128.11	\$ 58.61	\$ 52.16	\$ 8.98	\$ 119.75	\$ 130.87
3		\$ 63.52	\$ 76.11	\$ 11.32	\$ 150.95	\$ 167.63	\$ 64.77	\$ 78.24	\$ 11.60	\$ 154.61	\$ 171.29
4		\$ 79.99	\$ 101.47	\$ 14.71	\$ 196.18	\$ 218.42	\$ 81.57	\$ 104.33	\$ 15.07	\$ 200.96	\$ 223.20
5		\$ 96.35	\$ 126.84	\$ 18.10	\$ 241.29	\$ 269.09	\$ 96.25	\$ 130.41	\$ 18.54	\$ 247.19	\$ 274.99

Commercial - Three Yard Bin

1		\$ 53.83	\$ 38.05	\$ 7.45	\$ 99.33	\$ 107.67	\$ 54.89	\$ 39.12	\$ 7.62	\$ 101.63	\$ 109.97
2		\$ 87.85	\$ 76.11	\$ 13.29	\$ 177.25	\$ 193.93	\$ 89.58	\$ 78.24	\$ 13.61	\$ 181.43	\$ 198.11
3		\$ 121.87	\$ 114.16	\$ 19.14	\$ 255.17	\$ 280.19	\$ 124.27	\$ 117.37	\$ 19.59	\$ 251.23	\$ 286.25
4		\$ 155.85	\$ 152.21	\$ 24.98	\$ 333.04	\$ 366.40	\$ 158.92	\$ 156.49	\$ 25.57	\$ 340.98	\$ 374.34
5		\$ 194.03	\$ 190.26	\$ 31.16	\$ 415.45	\$ 457.15	\$ 197.85	\$ 195.61	\$ 31.90	\$ 425.36	\$ 467.05

Commercial - Four Yard Bin

1		\$ 66.61	\$ 50.74	\$ 9.51	\$ 126.86	\$ 137.98	\$ 67.92	\$ 52.16	\$ 9.74	\$ 129.82	\$ 140.94
2		\$ 104.72	\$ 101.47	\$ 16.72	\$ 222.91	\$ 245.15	\$ 106.78	\$ 104.33	\$ 17.12	\$ 228.22	\$ 250.46
3		\$ 142.81	\$ 152.21	\$ 23.92	\$ 318.94	\$ 352.30	\$ 145.62	\$ 156.49	\$ 24.50	\$ 326.60	\$ 359.96
4		\$ 180.91	\$ 202.95	\$ 31.12	\$ 414.98	\$ 459.46	\$ 184.47	\$ 208.65	\$ 31.87	\$ 424.99	\$ 469.47
5		\$ 218.70	\$ 253.69	\$ 38.30	\$ 510.69	\$ 566.29	\$ 223.01	\$ 260.81	\$ 39.23	\$ 523.05	\$ 578.65

Commercial - Five Yard Bin

1		\$ 78.39	\$ 63.42	\$ 11.58	\$ 154.39	\$ 168.29	\$ 80.95	\$ 65.20	\$ 11.85	\$ 158.01	\$ 171.91
2		\$ 123.15	\$ 126.84	\$ 20.27	\$ 270.26	\$ 298.06	\$ 125.57	\$ 130.41	\$ 20.76	\$ 276.73	\$ 304.53
3		\$ 167.62	\$ 190.26	\$ 29.02	\$ 386.90	\$ 428.60	\$ 170.92	\$ 185.61	\$ 29.72	\$ 396.25	\$ 437.95
4		\$ 210.56	\$ 253.69	\$ 37.64	\$ 501.89	\$ 557.49	\$ 214.71	\$ 260.81	\$ 38.56	\$ 514.08	\$ 569.68
5		\$ 254.01	\$ 317.11	\$ 46.31	\$ 617.43	\$ 686.93	\$ 259.02	\$ 326.02	\$ 47.44	\$ 632.47	\$ 701.97

Muti Family Recycling Rate

1		\$ 1.34		\$ 0.11	\$ 1.45	\$ 1.45	\$ 1.37		\$ 0.11	\$ 1.48	\$ 1.48
---	--	---------	--	---------	---------	---------	---------	--	---------	---------	---------

Commercial Can (1-Trash 1-Recy)

1	Extra Cart	\$ 23.02	\$ 12.68	\$ 2.90	\$ 38.60	\$ 42.12	\$ 23.47	\$ 13.04	\$ 2.96	\$ 39.48	\$ 43.00
		\$ 1.66		\$ 0.13	\$ 1.79	\$ 3.55	\$ 1.69		\$ 0.14	\$ 1.83	\$ 3.59
2	Extra Cart	\$ 20.64	\$ 50.74	\$ 5.79	\$ 77.16	\$ 84.20	\$ 21.04	\$ 52.16	\$ 5.94	\$ 79.14	\$ 86.18
		\$ 3.32		\$ 0.27	\$ 3.59	\$ 7.11	\$ 3.38		\$ 0.27	\$ 3.66	\$ 7.18

Multi-family Temp Bin(1 wk rental)

1		\$ 43.61	\$ 38.05	\$ 6.62	\$ 88.28	\$ 96.62	\$ 44.47	\$ 39.12	\$ 6.78	\$ 90.37	\$ 98.71
---	--	----------	----------	---------	----------	----------	----------	----------	---------	----------	----------

Proposed Rates 7.1.2017

Current Rates

Description	Frequency per Week	Current Rates			Proposed Rates 7.1.2017					
		Net Operating Expense	RSWA Disposal Component	Franchise Fee 7.5%	Customer Total w/o NPDES	Customer Total with NPDES	EDCO Disposal Component	Franchise Fee 7.5%	Customer Total w/o NPDES	Customer Total with NPDES
<b>Residential Rates</b>										
Solid Waste Service (1 cart)										
	96 gal	\$ 15.43	\$ 4.07	\$ 1.58	\$ 21.08	\$ 22.40	\$ 0.11	\$ 0.03	\$ 0.45	\$ 0.45
	64 gal	\$ 15.43	\$ 4.07	\$ 1.58	\$ 21.08	\$ 21.96	\$ 4.18	\$ 1.61	\$ 21.53	\$ 22.85
	35 gal	\$ 15.43	\$ 4.07	\$ 1.58	\$ 21.08	\$ 21.52	\$ 4.18	\$ 1.61	\$ 21.53	\$ 22.41
Recycling Service (1 cart)										
	96 gal	\$ 2.78	\$ -	\$ 0.23	\$ 3.00	\$ 4.32	\$ -	\$ 0.23	\$ 3.06	\$ 4.38
	64 gal	\$ 2.78	\$ -	\$ 0.23	\$ 3.00	\$ 3.88	\$ -	\$ 0.23	\$ 3.06	\$ 3.94
	35 gal	\$ 2.78	\$ -	\$ 0.23	\$ 3.00	\$ 3.44	\$ -	\$ 0.23	\$ 3.06	\$ 3.50
Extra Cart										
	96 gal	\$ 2.83	\$ -	\$ 0.23	\$ 3.00	\$ 4.32	\$ -	\$ 0.23	\$ 3.06	\$ 4.38
	64 gal	\$ 2.83	\$ -	\$ 0.23	\$ 3.00	\$ 3.88	\$ -	\$ 0.23	\$ 3.06	\$ 3.94
	35 gal	\$ 2.83	\$ -	\$ 0.23	\$ 3.00	\$ 3.44	\$ -	\$ 0.23	\$ 3.06	\$ 3.50
<b>Rolloff Rates</b>										
Haui Rate										
		\$ 231.57	\$ 46.28	\$ 18.78	\$ 250.35	\$ 250.35	\$ 47.58	\$ 19.15	\$ 255.28	\$ 255.28
		\$ -	\$ -	\$ 3.75	\$ 50.03	\$ 50.03	\$ -	\$ 3.86	\$ 51.44	\$ 51.44
<b>OTHER FEES:</b>										
Bin Exchange										
		\$ 37.00	\$ -	\$ 3.00	\$ 40.00	\$ 40.00	\$ -	\$ 3.06	\$ 40.79	\$ 40.79
Lock Fees										
		\$ 7.86	\$ -	\$ 0.64	\$ 8.50	\$ 8.50	\$ -	\$ 0.65	\$ 8.67	\$ 8.67
Pull Out Fees										
		\$ 3.64	\$ -	\$ 0.30	\$ 3.94	\$ 3.94	\$ -	\$ 0.30	\$ 3.94	\$ 3.94
16' - 50' per bin, per number of service days										
		\$ 4.93	\$ -	\$ 0.40	\$ 5.33	\$ 5.33	\$ -	\$ 0.40	\$ 5.33	\$ 5.33
51' or more per bin, per number of service days										
		\$ 23.13	\$ -	\$ 1.88	\$ 25.00	\$ 25.00	\$ -	\$ 1.91	\$ 25.49	\$ 25.49
Reinstate Fee:										
		\$ 2.78	\$ -	\$ 0.23	\$ 3.00	\$ 3.00	\$ -	\$ 0.23	\$ 3.00	\$ 3.00
Late Fee: Minimum \$3 charge on any delinquent account										
		\$ 26.21	\$ 8.50	\$ 2.81	\$ 37.52	\$ 37.52	\$ 8.74	\$ 2.88	\$ 38.34	\$ 38.34
Bulky Items										
		\$ 3.56	\$ 1.16	\$ 0.38	\$ 5.10	\$ 5.21	\$ 1.19	\$ 0.39	\$ 5.21	\$ 5.21
Each Addit Bulky Item										
		\$ 30.06	\$ 8.50	\$ 3.13	\$ 41.69	\$ 41.69	\$ 8.74	\$ 3.19	\$ 42.59	\$ 42.59
Recycling Contamination Fee										
		\$ 29.98	\$ 8.50	\$ 3.12	\$ 41.60	\$ 41.60	\$ 8.74	\$ 3.19	\$ 42.50	\$ 42.50
Overage Fee										
		\$ 13.88	\$ -	\$ 1.13	\$ 15.00	\$ 15.00	\$ -	\$ 1.15	\$ 15.30	\$ 15.30
Cart Delivery Fee										
		\$ 34.79	\$ -	\$ 2.82	\$ 37.61	\$ 37.61	\$ -	\$ 2.88	\$ 38.35	\$ 38.35
Extra Pickup All Bin Sizes										



**CITY OF SOLANA BEACH  
PUBLIC NOTICE OF PROPOSED INCREASE IN  
RATES FOR TRASH SERVICE CHARGES**

**NOTICE OF PUBLIC HEARING**

**If you are the Owner of this property but have a tenant who is responsible for the trash and recyclable collection bill related to this property, please forward this notice to the tenant.**

<owner>  
<careof>  
TO: <mailing1>  
<mailing2> <country>  
<address coding>

**Property Type:**  
<<property type>>  
**Service Address:**  
<<situs>>  
**APN:** <apnfmt>

**NOTICE IS HEREBY GIVEN** pursuant to Article XIID of the California Constitution (“Proposition 218”) that the City of Solana Beach (“City”) proposes to consider and adopt increases to rates for trash and recyclable collection service charges (collectively referred to as “trash fees”) applicable to the Assessor Parcel Number (“APN”) shown above for which you are shown as the property owner of record based on the County of San Diego 2016/2017 Secured Roll; or the property for which you are currently the customer of record for trash services. **The trash fees applicable to your property may be billed to and paid through a master association (i.e. Homeowner’s Association (“HOA”)) and passed on to you through monthly dues. However state law requires every property owner of record subject to the proposed rate increase receive this Notice of Public Hearing.** Please note you may need to contact your master association to determine how the proposed rate increases will affect your monthly dues. The proposed rate increases are described below:

Existing Monthly Trash Fee	FY 2017/2018 Proposed Monthly Trash Fee <sup>1</sup>
\$21.08 per month	\$21.53 per month

1. Does not include the additional charges for the National Pollution Discharge Elimination System (“NPDES”) fee or for Proposition 218 noticing compliance.

The City has exclusive franchise agreements with Waste Management (“WM”) to provide residential trash and recyclable collection services. Revenues derived from the trash and recyclable collection service charges billed by WM are used solely for the purpose of providing residential solid waste collection services, including curbside green waste collection, recyclable materials collection, and billing and account management. In accordance with the City’s franchise agreement with WM, trash and recyclable collection service charges provided to properties within the City are allowed to change based on changes in the Consumer Price Index

("CPI") and landfill disposal fees. Additionally, the franchise agreement with WM allows for WM to request a rate review once per year. Based on the adjusted CPI calculated from December 2015 to December 2016, the proposed rate increase covers the fiscal year **July 1, 2017 through June 30, 2018** and thereafter, and if adopted by the City Council will be in effect beginning July 1, 2017.

For further details and questions regarding the trash fees you may call Dan King, Assistant City Manager for the City at (858) 720-2477. If you have questions about the process for increasing trash fee service rates please call the City's Proposition 218 consultant at (760) 510-0290 for further information.

**NOTICE IS FURTHER GIVEN** that on July 12, 2017, at 6:00 p.m., or as soon thereafter as may be heard, at 635 South Highway 101, Solana Beach, California 92075, in the City Council Chambers, the City Council will conduct a public hearing on the proposed rate increases to the trash fees.

At the time of the public hearing, the City Council will hear and consider all protests and objections concerning these matters and will consider and may adopt the increased rates. If, at or prior to the public hearing, the City receives or is presented with written protests against the proposed increases to the rates for the trash fees by a majority of owners of the parcels within the City upon which the City imposes its trash fees, the City will not impose the proposed rate increases.



# CITY OF SOLANA BEACH PUBLIC NOTICE OF PROPOSED INCREASE IN RATES FOR TRASH SERVICE CHARGES

## NOTICE OF PUBLIC HEARING

If you are the Owner of this property but have a tenant who is responsible for the trash and recyclable collection bill related to this property, please forward this notice to the tenant.

<owner>  
<careof>  
TO: <mailing1>  
<mailing2> <mailzip>  
<address coding>

Property Type:  
<<property type>>  
Service Address:  
<<situs>>  
APN: <apnfmt>

**NOTICE IS HEREBY GIVEN** pursuant to Article XIID of the California Constitution (“Proposition 218”) that the City of Solana Beach (“City”) proposes to consider and adopt increases to rates for trash and recyclable collection service charges (collectively referred to as “trash fees”) applicable to the Assessor Parcel Number (“APN”) shown above for which you are shown as the property owner of record based on the County of San Diego 2016/2017 Secured Roll; or the property for which you are currently the customer of record for trash services. **The trash fees applicable to your property may be billed to and paid through a master association (i.e. Homeowner’s Association (“HOA”)) and passed on to you through monthly dues. However state law requires every property owner of record subject to the proposed rate increase receive this Notice of Public Hearing.** Please note you may need to contact your master association to determine how the proposed rate increases will affect your monthly dues. The proposed rate increases are described below.

### TRASH COLLECTION FEE MULTI -FAMILY BIN RATES

Bin Size <sup>1</sup>	Service Frequency	Existing	FY 2017/2018
		Trash Rate per Month	Proposed Trash Rate per Month <sup>2</sup>
2 Cubic Yard Bin	1X Week	\$66.19	\$67.72
	2X Week	\$116.99	\$119.75
	3X Week	\$150.95	\$154.61
	4X Week	\$196.18	\$200.96
	5X Week	\$241.29	\$247.19
3 Cubic Yard Bin	1X Week	\$99.33	\$101.63
	2X Week	\$177.25	\$181.43
	3X Week	\$255.17	\$261.23
	4X Week	\$333.04	\$340.98
	5X Week	\$415.45	\$425.36
4 Cubic Yard Bin	1X Week	\$126.86	\$129.82
	2X Week	\$222.91	\$228.22
	3X Week	\$318.94	\$326.60
	4X Week	\$414.98	\$424.99
	5X Week	\$510.69	\$523.05
5 Cubic Yard Bin	1X Week	\$154.39	\$158.01
	2X Week	\$270.26	\$276.73
	3X Week	\$386.90	\$396.25
	4X Week	\$501.89	\$514.08
	5X Week	\$617.43	\$632.47

1. For multiple bins, multiply the monthly bin rate by the number of bins.
2. Does not include the additional charges for the National Pollution Discharge Elimination System (“NPDES”) fee and for Proposition 218 noticing compliance.

**TRASH COLLECTION FEE-  
MULTI-FAMILY RECYCLABLE RATES**

<b>Existing Recycling Rates</b>	<b>FY 2017/2018 Proposed Recycling Rates per Month<sup>1</sup></b>
Per Residential Unit in Complex	per Residential Unit in Complex
\$1.45	\$1.48

1. Does not include the additional charges for the NPDES fee and for Proposition 218 noticing compliance.

**COMMERCIAL CAN SERVICE FEE<sup>1</sup>**

<b>Service Frequency</b>	<b>Current Trash Rate (per month)</b>	<b>FY 2017/2018 Proposed Trash Rate (per month)<sup>2</sup></b>
1X Week	\$38.60	\$39.48
2X Week	\$77.16	\$79.14

1. For multiple commercial cans, multiply the monthly can rate by the number of cans.
2. Does not include the additional charges for the NPDES fee and for Proposition 218 noticing compliance.

The City has exclusive franchise agreements with Waste Management (“WM”) to provide residential trash and recyclable collection services. Revenues derived from the trash and recyclable collection service charges billed by WM are used solely for the purpose of providing solid waste collection services, including curbside green waste collection, recyclable materials collection, and billing and account management. In accordance with the City’s franchise agreement with WM, trash and recyclable collection service charges provided to properties within the City are allowed to change based on changes in the Consumer Price Index (“CPI”) and landfill disposal fees. Additionally, the franchise agreement with WM allows for WM to request a rate review once per year. Based on the adjusted CPI calculated from December 2015 to December 2016, the proposed rate increase covers the fiscal year **July 1, 2017 through June 30, 2018** and thereafter, and if adopted by the City Council will be in effect beginning July 1, 2017.

For further details and questions regarding trash fees you may call Dan King, Assistant City Manager for the City at (858) 720-2477. If you have questions about the process for increasing trash and recyclable collection service rates please call the City’s Proposition 218 consultant at (760) 510-0290 for further information.

**NOTICE IS FURTHER GIVEN** that on July 12, 2017, at 6:00 p.m., or as soon thereafter as may be heard, at 635 South Highway 101, Solana Beach, California 92075, in the City Council Chambers, the City Council will conduct a public hearing on the proposed rate increases to the trash fees.

At the time of the public hearing, the City Council will hear and consider all protests and objections concerning these matters and will consider and may adopt the increased rates. If, at or prior to the public hearing, the City receives or is presented with written protests against the proposed increases to the rates for the trash fees by a majority of owners of the parcels within the City upon which the City imposes its trash fees, the City will not impose the proposed rate increases.



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Finance  
**SUBJECT:** Quarterly Investment Report

---

## **BACKGROUND:**

California Government Code Section 53600 requires timely reporting of local agency investment transactions and portfolio to the agency's legislative body.

This item is before Council to accept and file the Cash and Investment Report for the quarter ended March 31, 2017.

## **DISCUSSION:**

The investment objectives for the City of Solana Beach are 1) to provide safety to ensure the preservation of capital in the overall portfolio, 2) to provide sufficient liquidity for cash needs and 3) to generate a market rate of return consistent with the Investment Policy. The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark yield. In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the Investment Policy and all applicable regulations governing the funds.

The attached Quarterly Cash and Investment Report ensures that the City complies with Section 53600. The City's investment portfolio complies with the City's Investment Policy that is approved annually by the City Council. The majority of City funds are invested in Chandler Asset Management (Chandler), Public Agency Retirement Services (PARS), and Local Agency Investment Fund (LAIF).

## **CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA

CITY COUNCIL ACTION:

---

---

**FISCAL IMPACT:**

None

**WORK PLAN:**

N/A

**OPTIONS:**

- Receive reports
- Provide direction

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council accepts and files the attached Cash and Investment Report for the quarter ended March 31, 2017.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Cash and Investment Report – March 31, 2017
2. Chandler Asset Quarterly Investment Report- March 31, 2017

City of Solana Beach  
Cash and Investment Report  
March 31, 2017

Type of Investment	Custodian	Maturity	Current Stated Yield	Percent of Portfolio	Cost Value (Rounded)	Market Value (Rounded)	Current Quarter Yield	Quarter Interest Earned (Rounded)	Fiscal Year Interest Earned (Rounded)
General Checking Account	Union Bank of California	On Demand	N/A	2.94%	\$ 1,070,906	\$ 1,070,906	N/A	N/A	N/A
Payroll Account	Union Bank of California	On Demand	N/A	0.05%	19,669	19,669	N/A	N/A	N/A
Worker's Comp - Checking	Union Bank of California	On Demand	N/A	0.14%	52,218	52,218	N/A	N/A	N/A
Successor Agency - Checking	Union Bank of California	On Demand	N/A	0.13%	47,845	47,845	N/A	N/A	N/A
Local Agency Investment Fund	State of CA	On Demand	N/A	2.77%	1,009,343	1,009,343	0.78%	6,883	23,745
Chandler Asset Management (CMA) Investment Portfolio	US Bank	1 to 3 years	N/A	88.76%	32,381,500	32,331,371	1.18%	96,587	253,469
Public Agency Retirement Services (PARS) US Bank	US Bank	Varied	N/A	2.94%	1,073,046	1,104,294	3.40%	11,866	43,214
Wells Fargo Advantage Money Market 2006 Tax Allocation Bonds (Cash with Fiscal Agent)	Wells Fargo Bank	Varied	N/A	0.65%	235,874	235,828	0.00%	47	59
Blackrock Institutional Funds 2006 Sewer Revenue Bonds (Cash with Fiscal Agent)	Union Bank of California	Varied	N/A	1.63%	593,378	593,378	0.42%	624	1,522
Total Cash and Investments					\$ 36,483,779	\$ 36,464,851		\$ 116,007	\$ 322,009

(1) Funds may be withdrawn with 24 hours notice  
 (2) Source: Monthly Pooled Money Investment Account Market Valuation as reported by LAIF (if available)  
 (3) Source: US Bank Asset Summary  
 (4) Source: fiscal agent month-end statements.  
 (5) Source: CMA statements  
 (6) Includes accrued interest  
 (7) Includes realized investment gains/losses

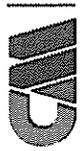
I certify that this report accurately reflects all pooled investments and is in compliance with Government Code Section 53640-53646 as amended January 1, 1996, as well as the investment policy of the City of Solana Beach as approved annually by the City Council.

Furthermore, I certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted expenditure requirements for the next six months.

Date 6/5/17  
 Approved by: Marie Marron Berkuti  
 Marie Marron Berkuti  
 Finance Manager/Treasurer  
 Prepared by: Catherine Wong  
 Catherine Wong  
 Accountant

# City of Solana Beach

Period Ending  
March 31, 2017



# Table of Contents

---

**SECTION 1**

**Economic Update**

**SECTION 2**

**Account Profile**

**SECTION 3**

**Portfolio Holdings**

**SECTION 4**

**Transactions**





---

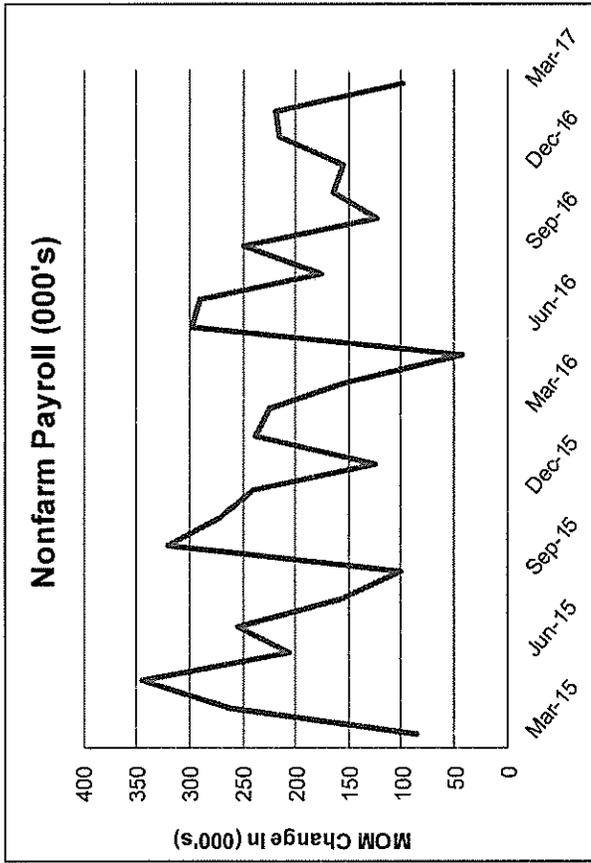
## SECTION 1

---

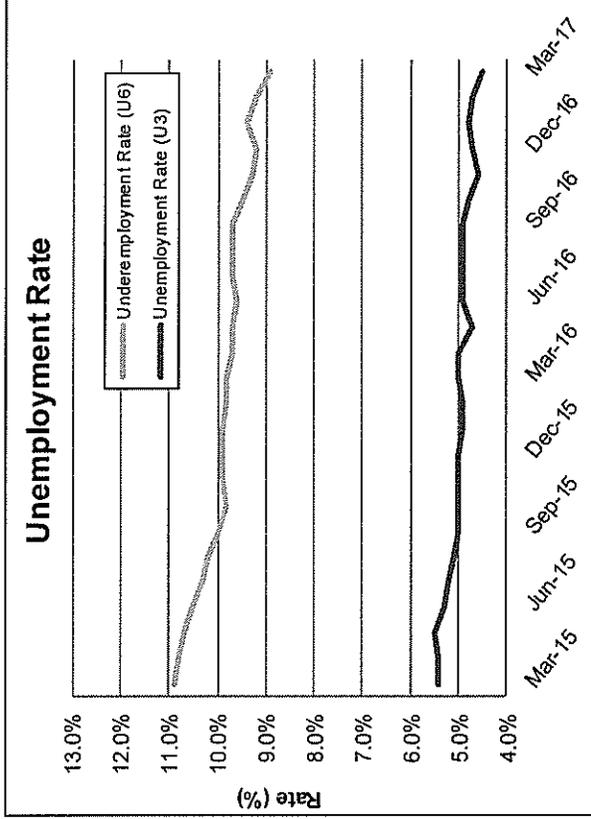
### Economic Update

- The Federal Open Market Committee (FOMC) raised the fed funds target rate by 25 basis points to a range of 0.75%-1.00% in March. There was one dissenting vote from Minneapolis Fed President Neel Kashkari who preferred no rate hike. The Fed noted economic activity expanded at a moderate pace, labor market gains remain solid, and inflation is moving close to the Fed's 2.0% target. The Fed is still projecting a 1.4% fed funds rate by the end of this year, which implies two more 25 basis point hikes. The long-run fed funds rate projection was also unchanged at 3.0%. Notably, the Fed anticipates the longer-run neutral level of the fed funds rate (the level of the fed funds rate that is neither stimulative to the economy nor contractionary) is likely to remain relatively low which should warrant a gradual pace of rate hikes. Fed Chair Yellen indicated the current level of the fed funds rate is below the neutral rate, but not significantly lower. The FOMC did not make any decisions about their balance sheet reinvestment plans and will continue that discussion during future meetings.
  
- Domestic economic data remains indicative of slow growth. The economy is likely at or near full employment, consumer confidence is strong, manufacturing indicators have improved, and housing trends remain favorable. Looking further ahead, a potential boost in fiscal stimulus could provide a further tailwind to economic growth. GDP grew by 2.1% in the fourth quarter. We expect GDP growth of 2.0%-2.5% in 2017.
  
- The Treasury yield curve continued to flatten modestly in March. Short-term Treasury yields (under 2-year maturities) increased while the rest of Treasury yield curve was essentially unchanged. Meanwhile sovereign yields in Germany increased in March, and yields in Japan were little changed. At the end of 2016, following the election, US Treasury yields increased meaningfully driven by heightened expectations for fiscal stimulus and growth under the Trump administration and Republican-controlled Congress. Some of the post-election exuberance regarding fiscal spending, tax reform, and healthcare reform has started to wane, as market participants begin to sense the timeline and magnitude of such policies may be delayed or potentially less robust than previously hoped.

# CAI | Employment



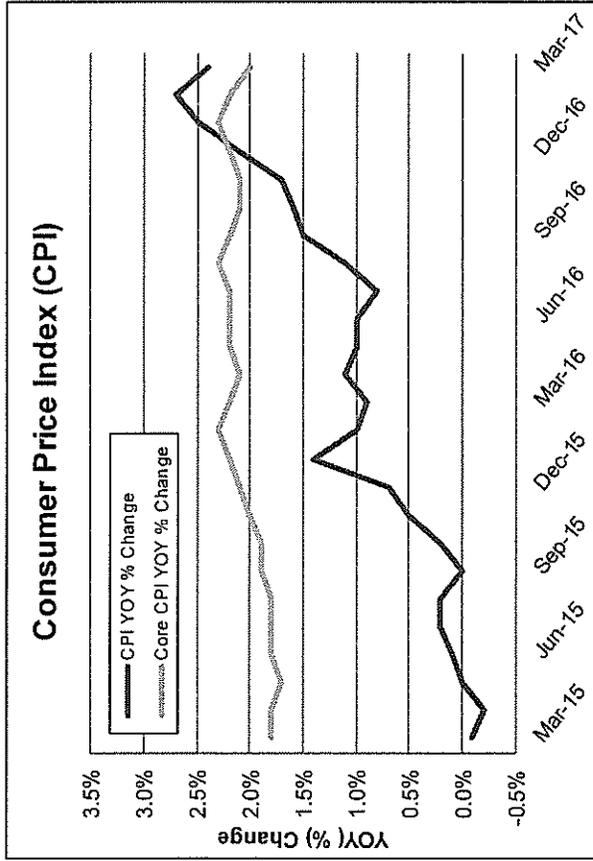
Source: US Department of Labor



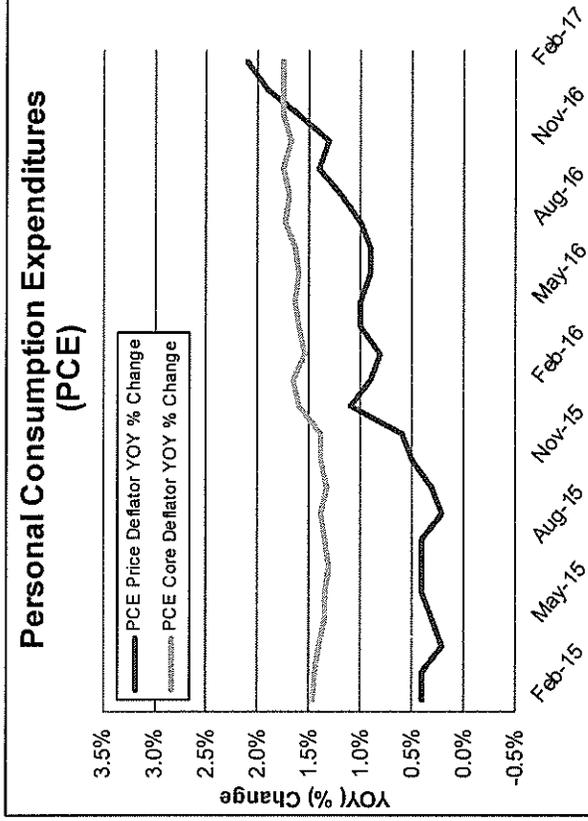
Source: US Department of Labor

Nonfarm payrolls were significantly lower than expected in March, up 98,000 versus the consensus forecast of 175,000. January and February payrolls were revised down by 38,000. On a trailing 3-month and 6-month basis, payrolls increased by an average of 178,000 and 163,000 per month, respectively. The unemployment rate fell to 4.5% in March from 4.7% in February. The participation rate was unchanged at 63.0%. A broader measure of unemployment called the U-6, which includes those who are marginally attached to the labor force and employed part time for economic reasons, decreased to 8.9% in March from 9.2% in February. Wage growth rose 0.2% in March, versus expectations for a 0.3% increase. This follows an upwardly revised gain of 0.3% in February (previously 0.2%). On a year-over-year basis, wages were up 2.7% in March, vs. 2.8% in February.

# CAL | Inflation

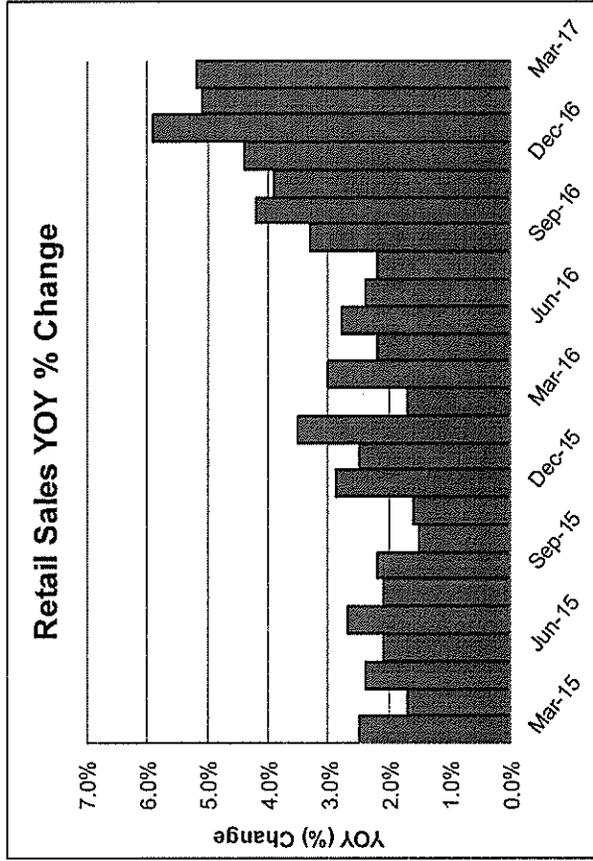


Source: US Department of Labor

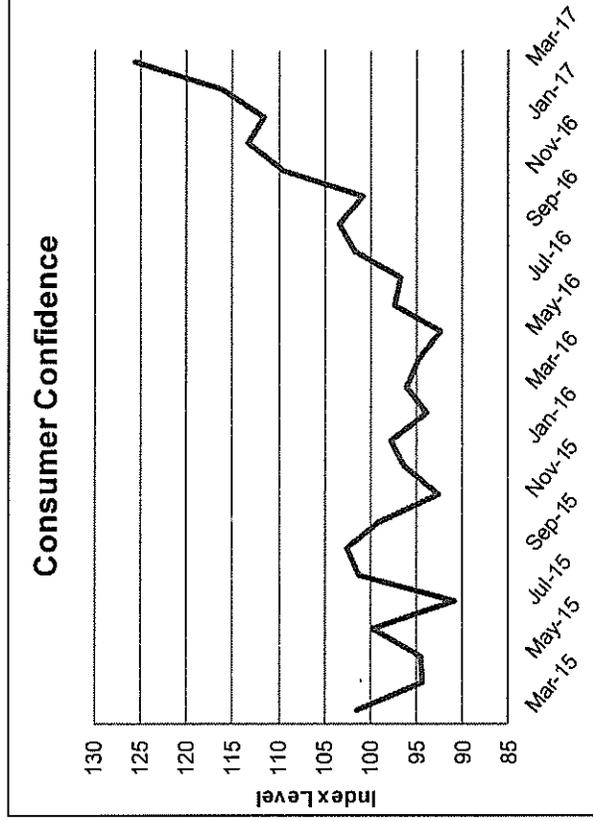


Source: US Department of Labor

The Consumer Price Index (CPI) was up 2.4% year-over-year in March, versus up 2.0% year-over-year in February. The Personal Consumption Expenditures (PCE) index was up 1.9% year-over-year in February, versus up 1.7% year-over-year in January. Core CPI is in line with the Fed's 2.0% target, and the Fed's primary inflation gauge (PCE) may be approaching the Fed's 2.0% target.



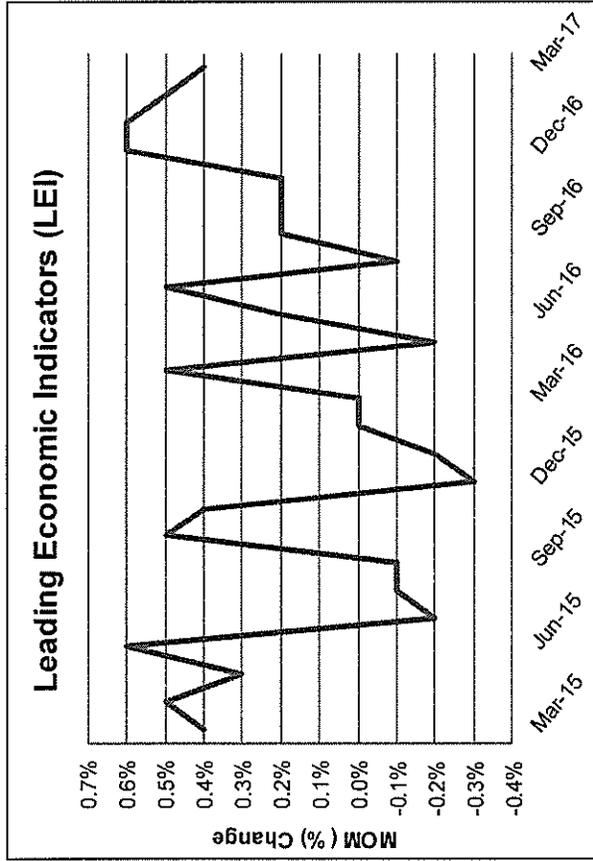
Source: US Department of Commerce



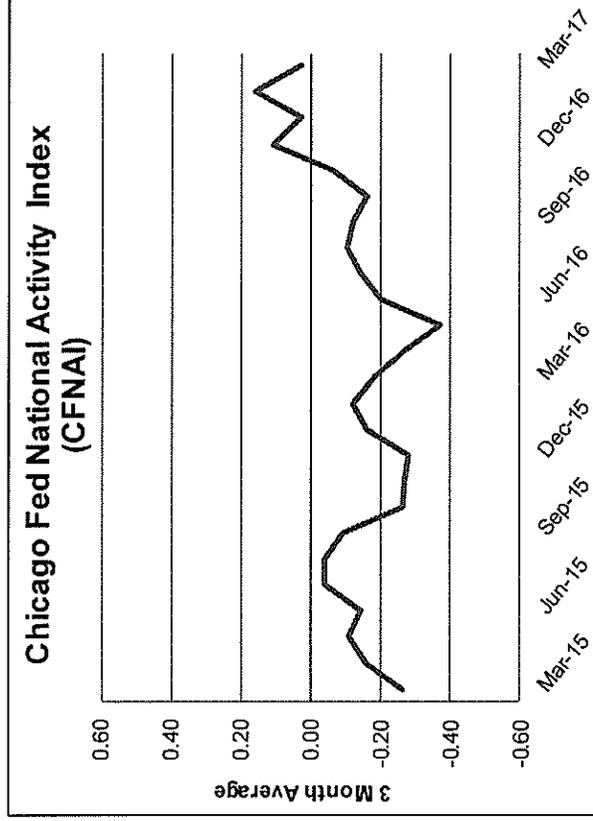
Source: Federal Reserve

On a year-over-year basis, total retail sales were up 5.2% in March compared with a 5.1% increase in February. On a month-over-month basis, retail sales declined 0.2% in March, following a downwardly revised 0.3% decrease in February (previously reported up 0.1%). Excluding autos and gas, retail sales increased 0.1% in March, following a 0.1% gain in February. Overall, March retail sales trends and the downward revisions to February sales results were disappointing. Meanwhile, the consumer confidence index remained robust in March at 125.6 versus 116.1 in February.

# CAM | Economic Activity

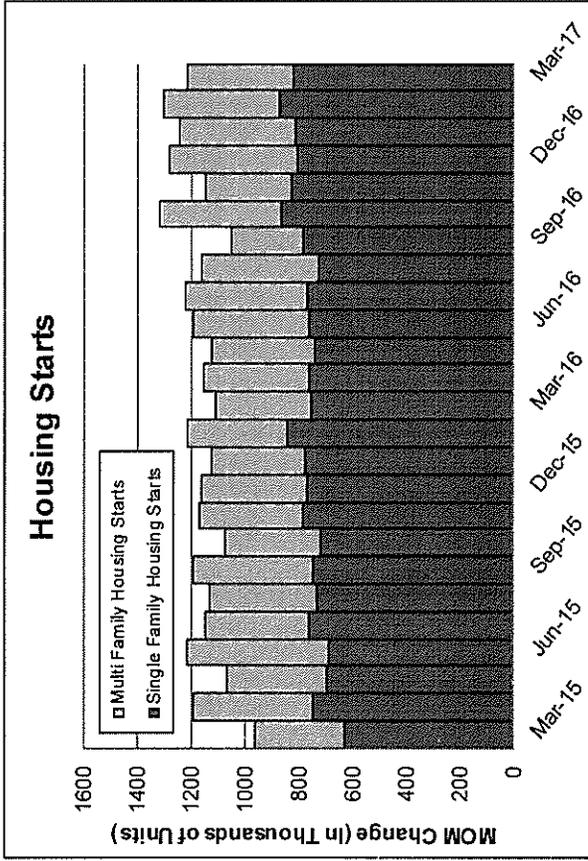


Source: The Conference Board

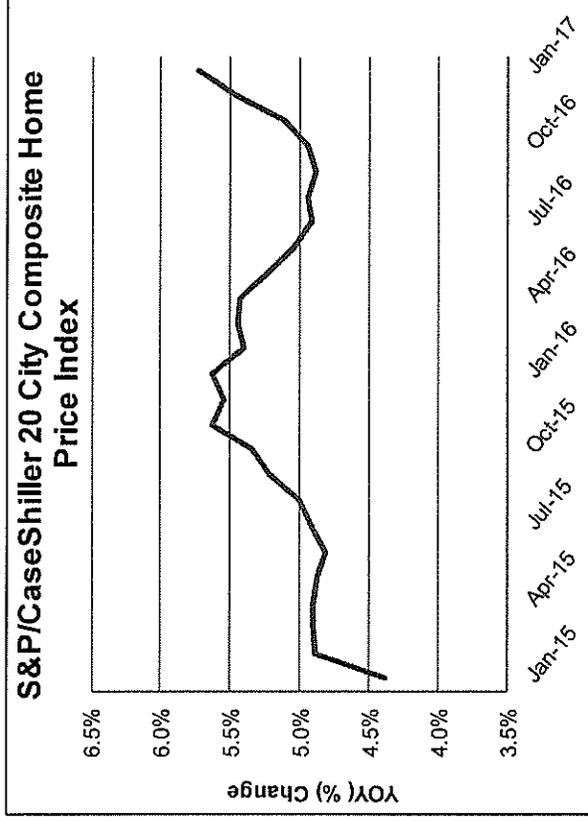


Source: Federal Reserve Bank of Chicago

The Index of Leading Economic Indicators (LEI) rose 0.4% in March, exceeding expectations of 0.2%, following a 0.5% increase in February. Eight out of ten components in the index were positive contributors in March. According to the Conference Board, the LEI suggests economic growth may accelerate later this year if consumer spending and investment pick up. Meanwhile, the Chicago Fed National Activity Index (CFNAI) decreased to 0.03 in March on a 3-month moving average basis from 0.16 in February. The CFNAI suggests that the economy is growing at a slow pace.

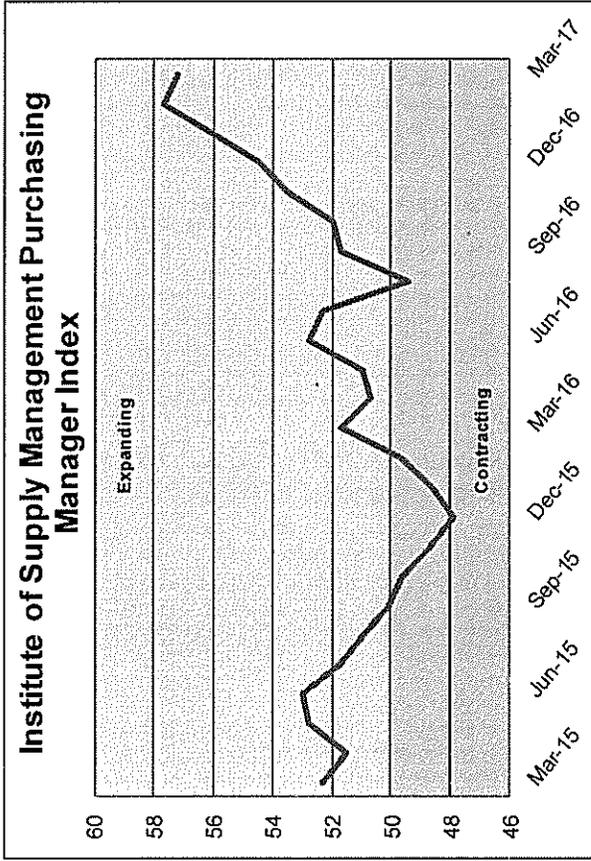


Source: US Census Bureau

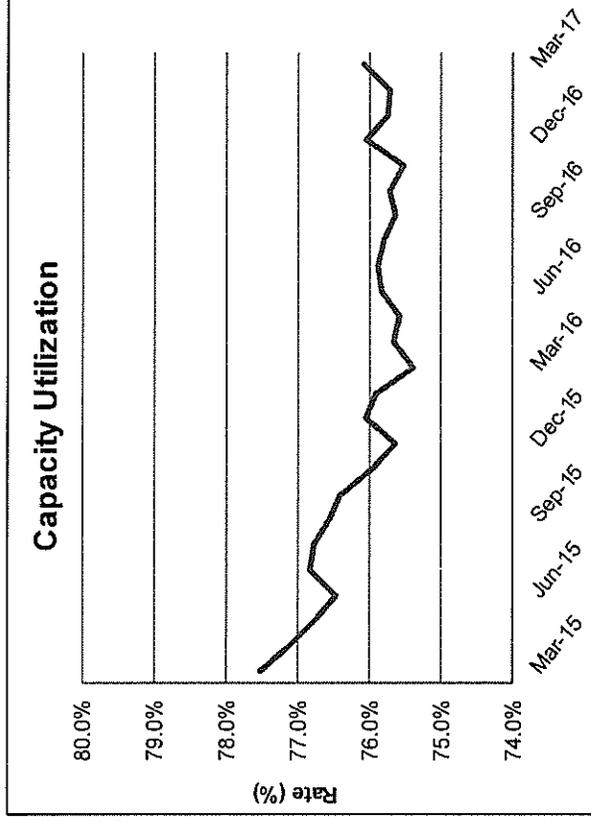


Source: S&P

Total housing starts fell 6.8% in March, following a 5.0% increase in February. Single-family starts fell 6.2% in March, and multi-family starts declined 7.9%. However, both single- and multi-family starts are up on a year-over-year basis. Permits were slightly stronger than expected in March, due to a 14.0% gain in multi-family permits. According to the Case-Shiller 20-City home price index, home prices were up 5.7% year-over-year in January, compared to 5.5% in December.



Source: Institute for Supply Management



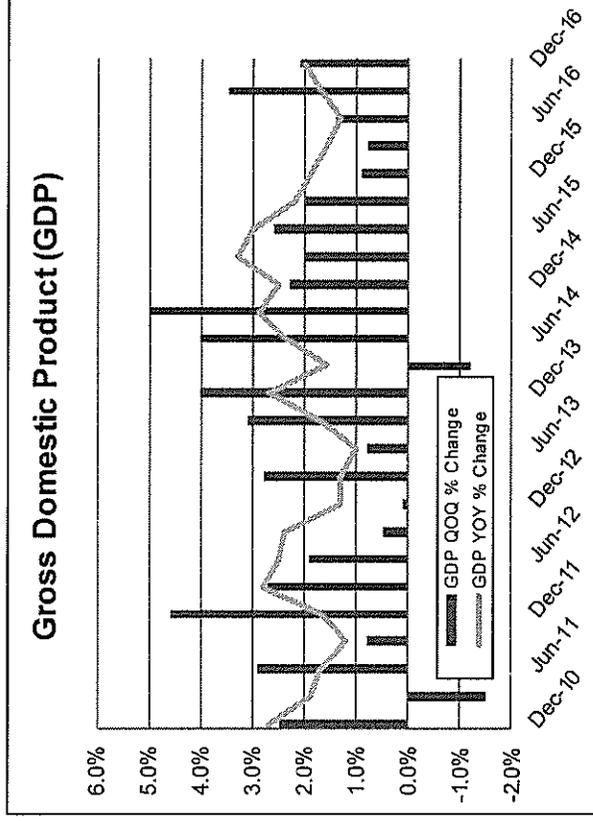
Source: Federal Reserve

The Institute for Supply Management (ISM) manufacturing index decreased to 57.2 in March from 57.7 in February, suggesting that manufacturing activity remains above trend. Notably, a reading above 50.0 suggests the manufacturing sector is expanding. Meanwhile, capacity utilization, which is production divided by capacity, increased to 76.1% in March from 75.7% in February. The capacity utilization rate remains below the long-run average of 79.9% (1972-2016), suggesting there is still excess capacity in the industrial sector.

# CAL | Gross Domestic Product (GDP)

Components of GDP	3/16	6/16	9/16	12/16
Personal Consumption Expenditures	1.1%	2.9%	2.0%	2.4%
Gross Private Domestic Investment	-0.6%	-1.3%	0.5%	1.5%
Net Exports and Imports	0.0%	0.2%	0.9%	-1.8%
Federal Government Expenditures	-0.1%	0.0%	0.2%	-0.1%
State and Local (Consumption and Gross Investment)	0.4%	-0.3%	0.0%	0.1%
<b>Total</b>	<b>0.8%</b>	<b>1.4%</b>	<b>3.5%</b>	<b>2.1%</b>

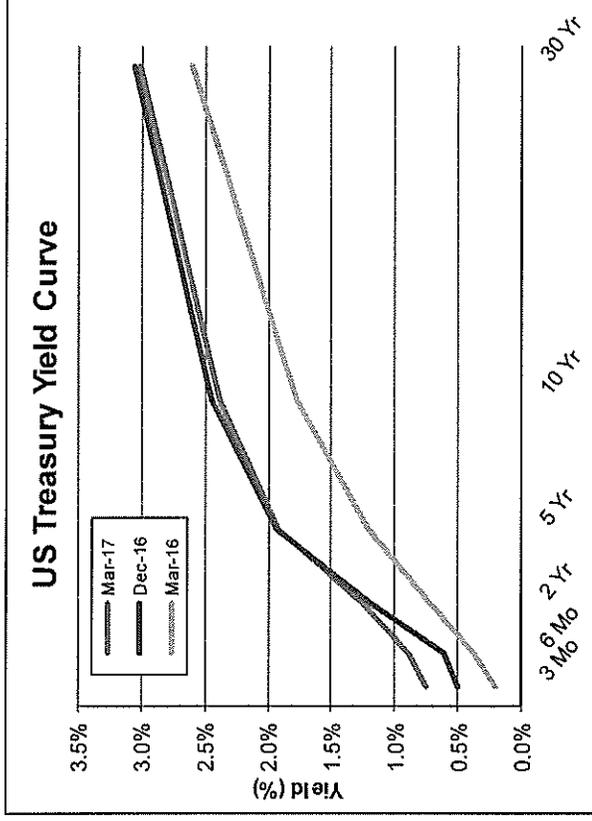
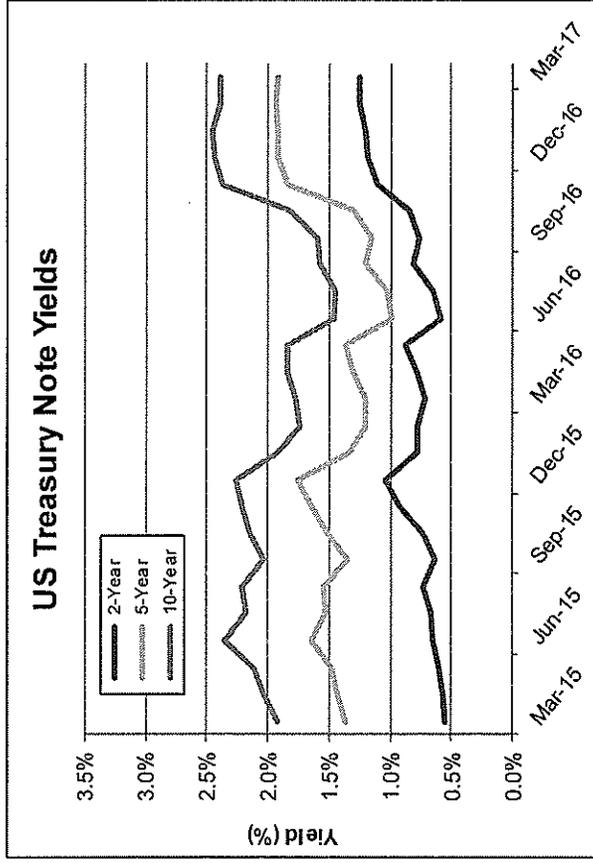
Source: US Department of Commerce



Source: US Department of Commerce

According to the third estimate, fourth quarter real GDP grew at an annualized rate of 2.1%, 0.2% higher compared to the prior estimate. This compares to growth of 3.5% in the third quarter of 2016. Personal consumption expenditures continued to fuel GDP growth in the fourth quarter, while net exports detracted from growth. The consensus forecast for first quarter GDP growth has been trending downward. Market participants are currently forecasting GDP growth of just 1.4% in the first quarter of 2017.

# CAM | Bond Yields



Over the past three months, the yield curve flattened, following a dramatic post-election curve steepener. In the past three months, the 2-year Treasury yield is up about 7 basis points and the 10-year Treasury yield is down about 6 basis points. Notably, shorter-term yields (1-year and under) are up more than 20 basis points during that time period. On a year-over-year basis the 2-year Treasury yield has increased 53 basis points and 10-year Treasury yield is up about 62 basis points.



---

## SECTION 2

---

### Account Profile

## **Investment Objectives**

The investment objectives for the City of Solana Beach, in order of priority, are to provide safety to ensure the preservation of capital in the overall portfolio, provide sufficient liquidity for cash needs, and a market rate of return consistent with the investment program.

## **Chandler Asset Management Performance Objective**

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

## **Strategy**

In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the investment policy and all regulations governing the funds.

City of Solana Beach  
March 31, 2017

**COMPLIANCE WITH INVESTMENT POLICY**

Assets managed by Chandler Asset Management are in full compliance with State law and the City's investment policy.

Category	Standard	Comment
Treasury Issues	No limitations	Complies
Federal Agencies	25% per agency issuer	Complies
Municipal Securities	"A" or higher by a NRSRO; 30% maximum; 5% max per issuer	Complies
Supranationals	"AA" rated or higher by a NRSRO; 30% max; 10% per issuer; U.S. dollar denominated; Issued by: IBRD, IFC, IADB	Complies
Medium Term Notes	"A" or higher by a NRSRO; 30% maximum; 5% max per issuer; Issuer is a corp organized and operating within the U.S.	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% maximum (combination of FDIC insured and collateralized TDs/CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% maximum (combination of FDIC insured and collateralized TDs/CDs); 5% per issuer	Complies
Negotiable Certificates of Deposit	No rating required if amount of the NCD is covered by FDIC insured limit; If above FDIC insured limit, requires "A-1" rated or higher by a NRSRO or "A" rated long term issuer by a NRSRO; 30% maximum (inclusive of CDARS); 5% per issuer	Complies
Banker's Acceptances	"A-1" or higher short-term rating by a NRSRO; or "A" or higher long-term by a NRSRO; 40% maximum; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" or higher short term rating by a NRSRO; "A" rated long term issuer by a NRSRO; 25% maximum; 5% per issuer; 270 days max maturity; Issuer is a corp organized and operating in U.S. with assets in excess of \$500 million; 10% max of the issuer's outstanding commercial paper	Complies
Asset-Backed Securities	"AA" or higher by a NRSRO; "A" rated issuer rating or higher by a NRSRO; 20% maximum; 5% per issuer; Mortgage collateral is prohibited	Complies
Money Market Mutual Funds	"AAA" rated or highest rating by two NRSROs; 20% maximum; Registered funds, managed by adviser with 5+ years experience and \$500mm AUM	Complies
Prohibited Securities	Futures and Options; Inverse floaters; Ranges notes, interest-only strips from mortgaged backed securities; Zero interest accrual securities; Reverse Repurchase Agreements; Securities lending; Foreign currency denominated	Complies
Repurchase Agreements	1 yr max maturity; collateralized 102% of market value; Not used by investment adviser	Complies
Local Agency Investment Fund	Maximum program; Not used by investment adviser	Complies
Callable Securities	20% maximum (does not include "make whole call" securities)	Complies
Max per Issuer	No more than 5% in any single issuer except US Gov, Agencies, Supranationals, Money Market Funds, LAIF, or LGIP	Complies
Maximum Maturity	5 years	Complies



# Portfolio Characteristics

## City of Solana Beach

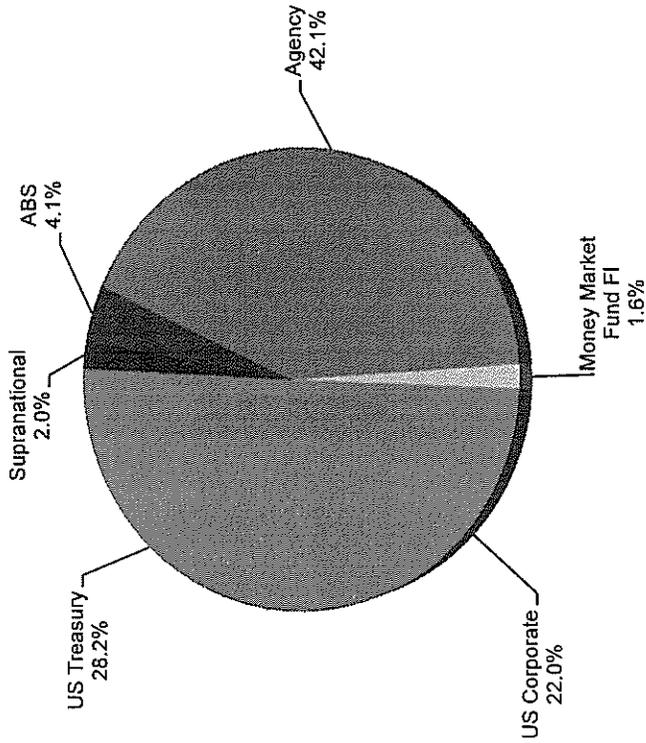
	3/31/2017	12/31/2016
Average Maturity (yrs)	Benchmark* 1.86	Portfolio 1.91
Modified Duration	1.81	1.80
Average Purchase Yield	n/a	1.11%
Average Market Yield	1.26%	1.32%
Average Quality**	AAA	AA/Aa1
Contributions/Withdrawals	3,190,834	
Total Market Value	32,331,371	29,037,268

\*BAML 1-3 Yr US Treasury/Agency Index

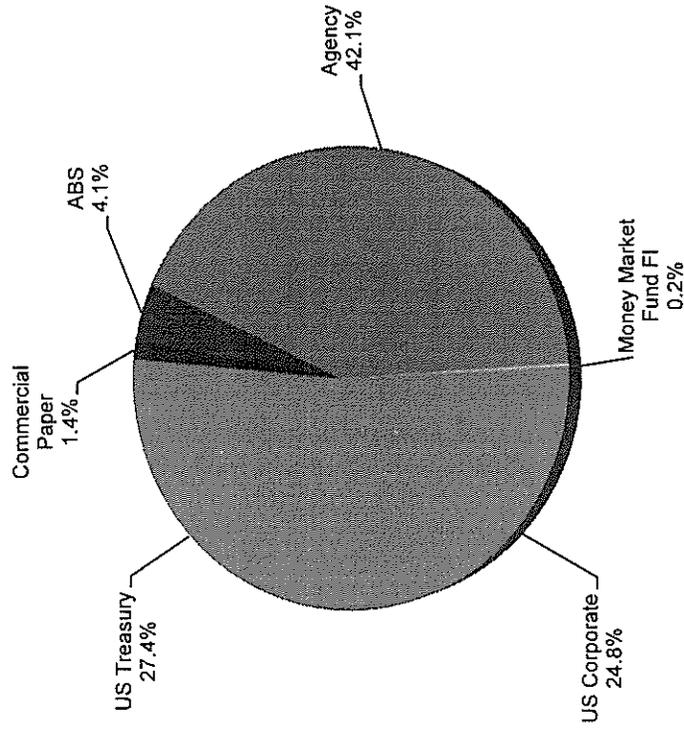
\*\*Benchmark is a blended rating of S&P, Moody's, and Fitch. Portfolio is S&P and Moody's respectively.

City of Solana Beach

March 31, 2017



December 31, 2016



**City of Solana Beach – Account #10471**

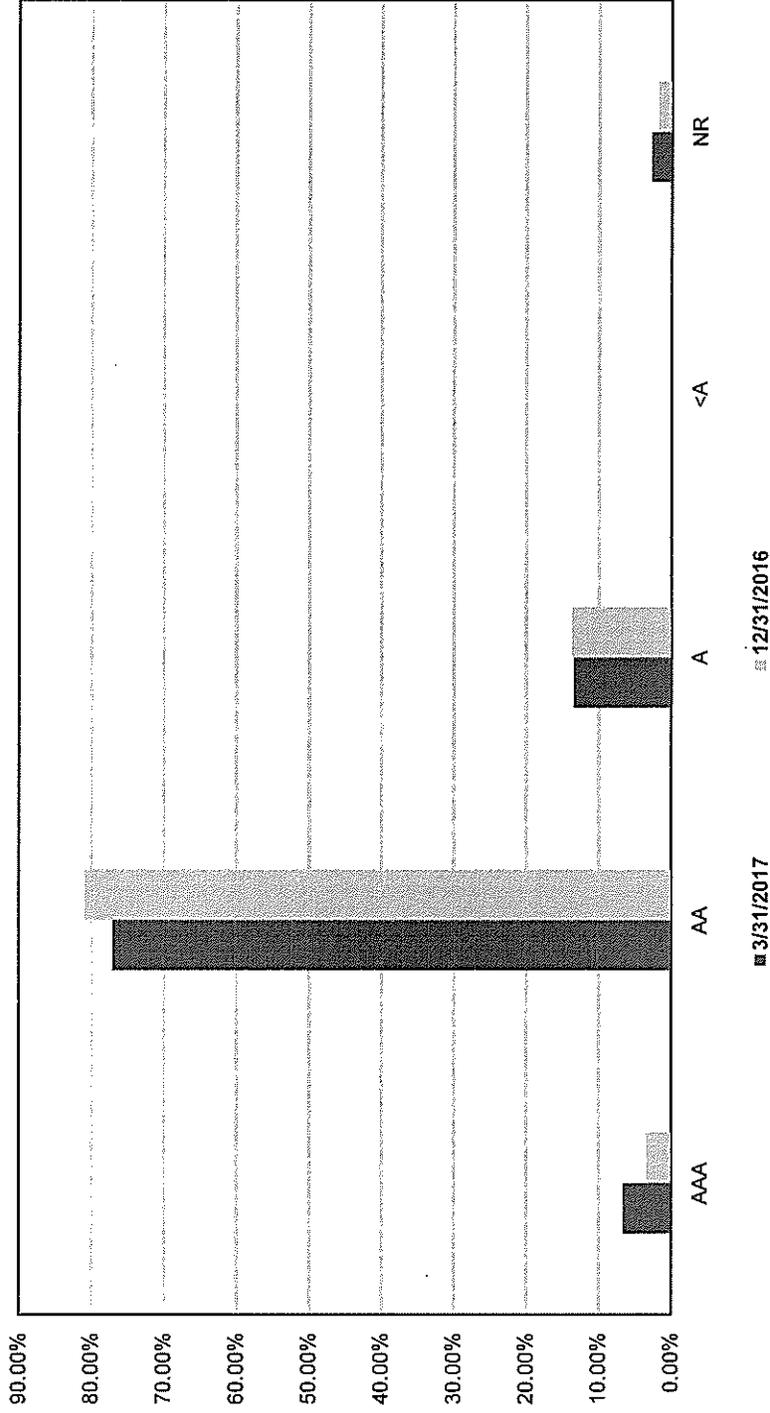
**As of 3/31/2017**

Issue Name	Investment Type	% Portfolio
Government of United States	US Treasury	28.16%
Federal Farm Credit Bank	Agency	15.91%
Federal Home Loan Mortgage Corp	Agency	10.52%
Federal National Mortgage Association	Agency	9.89%
Federal Home Loan Bank	Agency	5.81%
Intl Bank Recon and Development	Supranational	1.99%
US Bancorp	US Corporate	1.88%
General Electric Co	US Corporate	1.64%
First American Govt Oblig Fund	Money Market Fund FI	1.61%
Honda ABS	ABS	1.42%
Honda Motor Corporation	US Corporate	1.31%
John Deere ABS	ABS	1.13%
State Street Bank	US Corporate	1.13%
Toyota ABS	ABS	1.07%
Exxon Mobil Corp	US Corporate	0.96%
Paccar Financial	US Corporate	0.96%
Apple Inc	US Corporate	0.95%
Bank of New York	US Corporate	0.94%
Wells Fargo Corp	US Corporate	0.94%
Microsoft	US Corporate	0.93%
Toyota Motor Corp	US Corporate	0.93%
Qualcomm Inc	US Corporate	0.93%
JP Morgan Chase & Co	US Corporate	0.93%
Intel Corp	US Corporate	0.93%
Pfizer Inc.	US Corporate	0.93%
Coca Cola Co.	US Corporate	0.93%
Deere & Company	US Corporate	0.90%
HSBC USA Corp	US Corporate	0.88%
Charles Schwab Corp/The	US Corporate	0.78%
Oracle Corp	US Corporate	0.77%

**City of Solana Beach – Account #10471**
**As of 3/31/2017**

Issue Name	Investment Type	% Portfolio
Nissan ABS	ABS	0.51%
Boeing Company	US Corporate	0.51%
ChevronTexaco Corp	US Corporate	0.47%
Pepsico Inc	US Corporate	0.46%
<b>Total</b>		<b>100.00%</b>

## City of Solana Beach March 31, 2017 vs. December 31, 2016

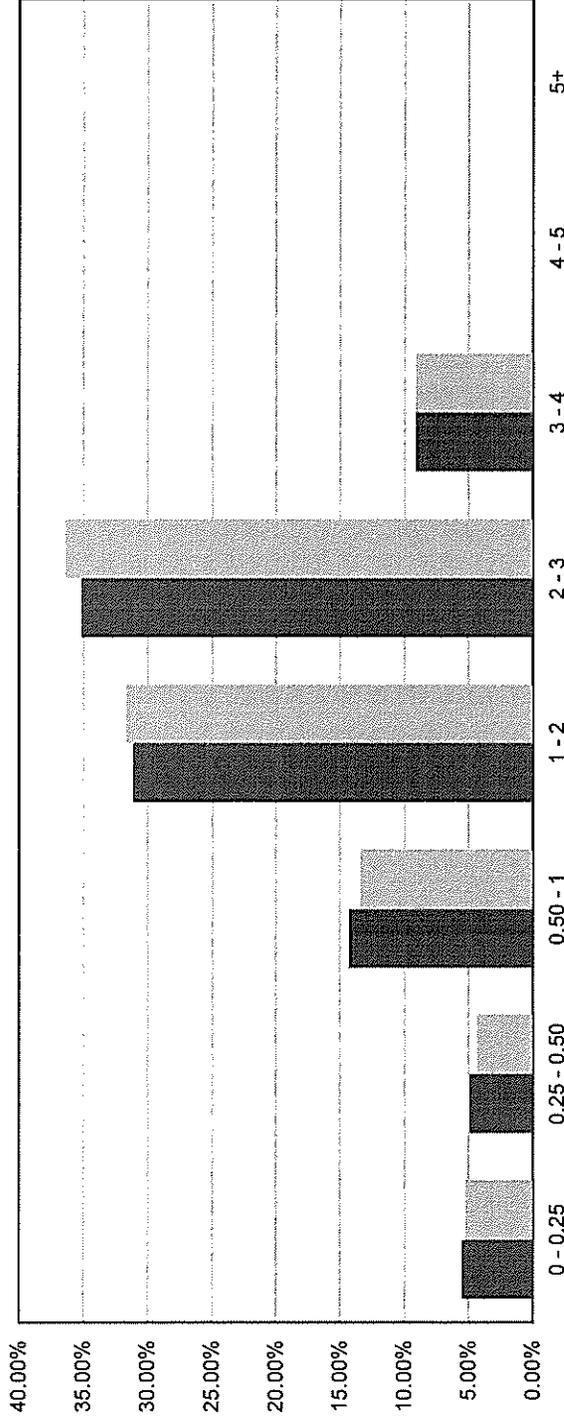


	AAA	AA	A	<A	NR
03/31/17	6.6%	77.1%	13.5%	0.0%	2.8%
12/31/16	3.5%	80.9%	13.7%	0.0%	1.8%

Source: S&P Ratings

# CAI | Duration Distribution

## City of Solana Beach March 31, 2017 vs. December 31, 2016



■ 3/31/2017    □ 12/31/2016

	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
<b>03/31/17</b>	<b>5.5%</b>	<b>4.9%</b>	<b>14.3%</b>	<b>31.1%</b>	<b>35.1%</b>	<b>9.1%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>12/31/16</b>	<b>5.2%</b>	<b>4.3%</b>	<b>13.4%</b>	<b>31.6%</b>	<b>36.4%</b>	<b>9.1%</b>	<b>0.0%</b>	<b>0.0%</b>



# Investment Performance

## City of Solana Beach

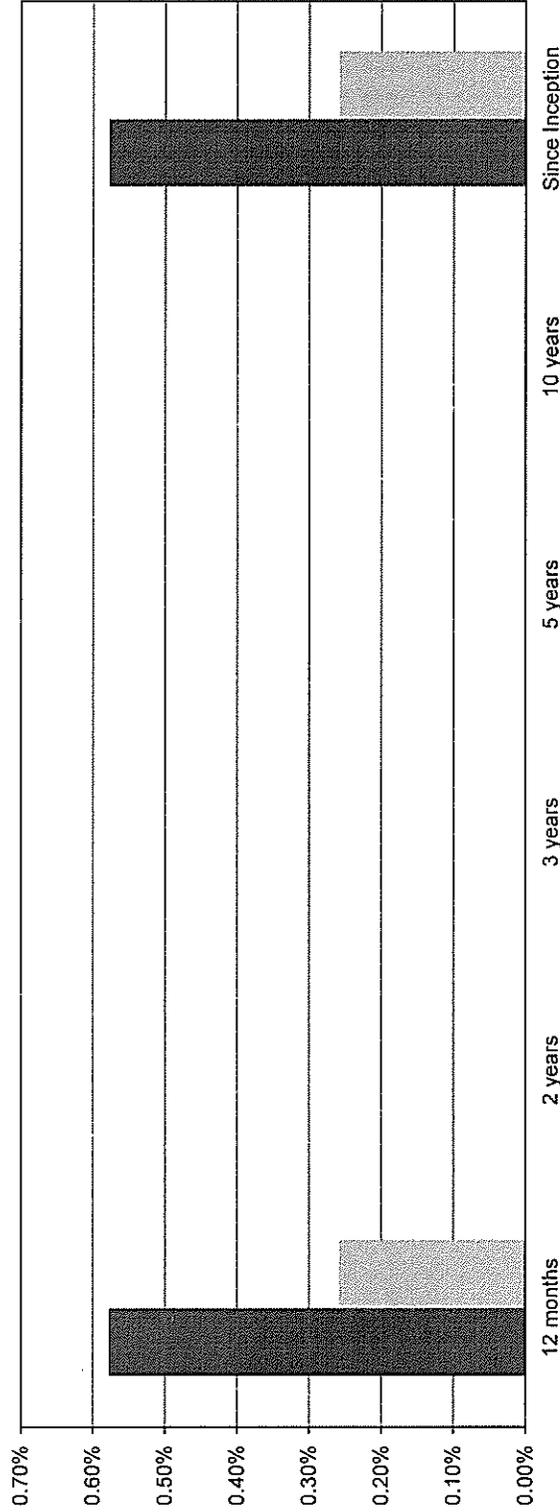
Period Ending

March 31, 2017

Total Rate of Return

Annualized Since Inception

March 31, 2016

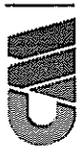


■ City of Solana Beach      ■ BAML 1-3 Yr US Treasury/Agency Index

### Annualized

	3 months	12 months	2 years	3 years	5 years	10 years	Since Inception
City of Solana Beach	0.34%	0.58%	N/A	N/A	N/A	N/A	0.58%
BAML 1-3 Yr US Treasury/Agency Index	0.26%	0.26%	N/A	N/A	N/A	N/A	0.26%

Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.



---

## SECTION 3

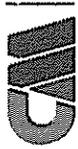
---

### Portfolio Holdings

City of Solana Beach - Account #10471

For the Month Ending 3/31/2017

CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book Yield	Book Value	Mkt YTM	Accrued Int.	Gain/Loss	Fitc	Duration
47788NAB4	John Deere Owner Trust 2016-B A2 1.090% Due 02/15/2019	235,000.00	07/19/2016 1.10%	234,985.67	99.91 1.28%	234,791.32 113.84	0.73% (194.35)	Aaa / NR AAA	1.88 0.47
43814RAB2	Honda Auto Receivables 2016-4 A2 1.040% Due 04/18/2019	335,000.00	10/18/2016 1.05%	334,990.65	99.80 1.33%	334,339.05 125.81	1.03% (651.60)	NR / AAA AAA	2.05 0.68
65478WAB1	Nissan Auto Receivables Owner 2016-C A2A 1.070% Due 05/15/2019	165,000.00	08/02/2016 1.08%	164,993.50	99.88 1.30%	164,798.70 78.47	0.51% (194.80)	Aaa / NR AAA	2.12 0.54
89231LAB3	Toyota Auto Receivables Owner 2016-D 1.060% Due 05/15/2019	215,000.00	10/04/2016 1.07%	214,982.80	99.83 1.32%	214,628.27 101.29	0.66% (354.53)	Aaa / AAA NR	2.12 0.66
47787XAB3	John Deere Owner Trust 2017-A A2 1.500% Due 10/15/2019	130,000.00	02/22/2017 1.50%	129,999.48	99.98 1.53%	129,968.80 157.08	0.40% (30.68)	Aaa / NR AAA	2.54 1.06
89231UAD9	Toyota Auto Receivables 2016-B 1.300% Due 04/15/2020	130,000.00	05/02/2016 1.31%	129,993.36	99.68 1.55%	129,580.88 75.11	0.40% (412.48)	Aaa / AAA NR	3.04 1.29
43814QAC2	Honda Auto Receivables 2016-2 A3 1.390% Due 04/15/2020	125,000.00	05/24/2016 1.40%	124,997.58	99.80 1.54%	124,752.00 77.22	0.39% (245.58)	Aaa / NR AAA	3.04 1.34
<b>Total ABS</b>		<b>1,335,000.00</b>	<b>1.16%</b>	<b>1,334,943.04</b>	<b>1.38%</b>	<b>1,332,859.02</b>	<b>4.12%</b> <b>(2,084.02)</b>	<b>Aaa / AAA</b> <b>Aaa</b>	<b>2.28</b> <b>0.78</b>
<b>Agency</b>									
313379FW4	FHLB Note 1.000% Due 06/09/2017	250,000.00	04/21/2016 0.82%	250,512.50	100.03 0.85%	250,071.00 777.78	0.78% (441.50)	Aaa / AA+ AAA	0.19 0.19
313379VE6	FHLB Note 1.010% Due 06/19/2017	70,000.00	04/13/2016 0.76%	70,205.10	100.04 0.81%	70,029.47 200.32	0.22% (175.63)	Aaa / AA+ AAA	0.22 0.22
3133ECZ31	FFCB Note 1.410% Due 09/06/2017	118,000.00	04/13/2016 0.81%	118,979.40	100.26 0.80%	118,306.45 115.54	0.37% (672.95)	Aaa / AA+ AAA	0.44 0.43
3134G3J68	FHLMC Callable Note 1X 3/18/2013 0.900% Due 09/18/2017	250,000.00	04/14/2016 0.78%	250,407.50	100.02 0.86%	250,042.50 81.25	0.77% (365.00)	Aaa / AA+ AAA	0.47 0.46
3137EADX4	FHLMC Note 1.000% Due 12/15/2017	260,000.00	03/30/2016 0.82%	260,793.00	99.99 1.02%	259,969.06 765.56	0.81% (823.94)	NR / AA+ AAA	0.71 0.70
3133EEFE5	FFCB Note 1.125% Due 12/18/2017	230,000.00	05/19/2016 0.92%	230,752.10	100.06 1.05%	230,129.26 740.31	0.71% (622.84)	Aaa / AA+ AAA	0.72 0.71
3133EGAS4	FFCB Note 0.750% Due 02/16/2018	450,000.00	05/19/2016 0.93%	448,641.00	99.68 1.12%	448,545.60 421.88	1.39% (95.40)	Aaa / AA+ AAA	0.88 0.87
313378A43	FHLB Note 1.375% Due 03/09/2018	450,000.00	05/24/2016 0.96%	453,154.50	100.23 1.13%	451,032.30 378.13	1.40% (2,122.20)	Aaa / AA+ AAA	0.94 0.93
3133EFV87	FFCB Note 0.875% Due 03/29/2018	260,000.00	04/25/2016 0.91%	259,838.80	99.66 1.22%	259,111.32 12.64	0.80% (727.48)	Aaa / AA+ AAA	0.99 0.99
3137EAEA3	FHLMC Note 0.750% Due 04/09/2018	475,000.00	Various 0.91%	473,555.25	99.60 1.14%	473,122.08 1,702.08	1.47% (432.45)	Aaa / AA+ AAA	1.02 1.01
3133EF381	FFCB Note 0.750% Due 04/18/2018	250,000.00	04/07/2016 0.82%	249,660.00	99.59 1.14%	248,978.50 848.96	0.77% (681.50)	Aaa / AA+ AAA	1.05 1.04



# Holdings Report

## City of Solana Beach - Account #10471

## For the Month Ending 3/31/2017

GUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3130A8EJ8	FHLB Note 0.850% Due 06/05/2018	500,000.00	06/09/2016 0.86%	499,920.00 499,920.00	99.62 1.18%	498,103.00 1,369.44	1.54% (1,817.00)	Aaa / AA+ AAA	1.18 1.16
3133EE6G0	FFCB Note 1.150% Due 08/06/2018	150,000.00	04/27/2016 0.98%	150,562.50 150,562.50	99.99 1.16%	149,986.50 263.54	0.46% (576.00)	Aaa / AA+ AAA	1.35 1.33
3133EGFQ3	FFCB Note 0.875% Due 09/14/2018	500,000.00	06/13/2016 0.85%	500,245.00 500,245.00	99.53 1.20%	497,648.00 206.60	1.54% (2,597.00)	Aaa / AA+ AAA	1.46 1.44
3136G0E31	FNMA Callable Note 1X 9/27/2013 1.250% Due 09/27/2018	250,000.00	03/29/2016 0.94%	251,902.50 251,902.50	100.03 1.23%	250,068.00 34.72	0.77% (1,834.50)	Aaa / AA+ NR	1.49 1.47
3133EFX69	FFCB Note 0.960% Due 10/05/2018	500,000.00	Various 0.97%	499,846.40 499,846.40	99.55 1.26%	497,756.00 2,346.67	1.55% (2,090.40)	Aaa / AA+ AAA	1.52 1.49
3133EFPJ0	FFCB Note 1.290% Due 11/19/2018	300,000.00	05/31/2016 1.04%	301,842.00 301,842.00	100.06 1.25%	300,188.40 1,419.00	0.93% (1,653.60)	Aaa / AA+ AAA	1.64 1.60
3133EGM69	FFCB Note 1.100% Due 12/05/2018	600,000.00	12/13/2016 1.26%	598,140.00 598,140.00	99.74 1.26%	598,440.60 2,126.67	1.86% 300.60	Aaa / AA+ AAA	1.68 1.65
3135G0G72	FNMA Note 1.125% Due 12/14/2018	260,000.00	04/21/2016 1.02%	260,730.60 260,730.60	99.76 1.27%	259,372.88 869.38	0.80% (1,357.72)	Aaa / AA+ AAA	1.71 1.68
3133EFSJ7	FFCB Note 1.300% Due 12/14/2018	375,000.00	05/18/2016 1.09%	376,995.00 376,995.00	100.04 1.28%	375,136.50 1,448.96	1.16% (1,858.50)	Aaa / AA+ AAA	1.71 1.67
3133EFZN0	FFCB Note 1.030% Due 02/12/2019	500,000.00	Various 1.02%	500,110.00 500,110.00	99.54 1.28%	497,713.00 700.98	1.54% (2,397.00)	Aaa / AA+ AAA	1.87 1.84
3135G0J53	FNMA Note 1.000% Due 02/26/2019	260,000.00	04/12/2016 0.94%	260,421.20 260,421.20	99.35 1.35%	258,300.64 252.78	0.80% (2,120.56)	Aaa / AA+ AAA	1.91 1.88
3133782M2	FHLB Note 1.500% Due 09/08/2019	500,000.00	Various 0.96%	507,289.40 507,289.40	100.26 1.36%	501,320.50 479.17	1.55% (5,968.90)	Aaa / AA+ AAA	1.94 1.90
3133EDVK5	FFCB Note 1.750% Due 03/18/2019	180,000.00	04/22/2016 1.09%	183,398.40 183,398.40	101.11 1.18%	181,995.48 113.78	0.56% (1,402.92)	Aaa / AA+ AAA	1.96 1.93
3137EADZ9	FHLMC Note 1.125% Due 04/15/2019	500,000.00	Various 0.98%	502,101.80 502,101.80	99.52 1.37%	497,580.50 2,593.75	1.55% (4,521.30)	Aaa / AA+ AAA	2.04 2.00
3137EADG1	FHLMC Note 1.750% Due 05/30/2019	260,000.00	04/26/2016 1.14%	264,820.40 264,820.40	100.78 1.38%	262,036.84 1,529.31	0.82% (2,783.56)	Aaa / AA+ AAA	2.16 2.11
3135G0ZE6	FNMA Note 1.750% Due 06/20/2019	500,000.00	05/18/2016 1.09%	509,910.00 509,910.00	100.81 1.38%	504,051.50 2,454.86	1.57% (5,858.50)	Aaa / AA+ AAA	2.22 2.16
3133EFW52	FFCB Note 1.150% Due 07/01/2019	500,000.00	Various 1.13%	500,282.80 500,282.80	99.40 1.42%	496,996.50 1,437.50	1.54% (3,286.30)	Aaa / AA+ AAA	2.25 2.21
3137EADK2	FHLMC Note 1.250% Due 08/01/2019	500,000.00	06/23/2016 1.01%	503,620.00 503,620.00	99.63 1.41%	498,161.00 1,041.67	1.54% (5,459.00)	Aaa / AA+ AAA	2.34 2.29
3135G0N33	FNMA Note 0.875% Due 08/02/2019	600,000.00	12/13/2016 1.42%	591,546.00 591,546.00	98.70 1.44%	592,212.00 860.42	1.83% 666.00	Aaa / AA+ AAA	2.34 2.30
3133EDVE9	FFCB Note 1.900% Due 09/18/2019	229,000.00	05/10/2016 1.04%	235,460.09 235,460.09	100.92 1.52%	231,111.38 157.12	0.72% (4,348.71)	Aaa / AA+ AAA	2.47 2.40
3137EADM8	FHLMC Note 1.250% Due 10/02/2019	500,000.00	05/17/2016 1.13%	501,970.00 501,970.00	99.44 1.48%	497,211.50 3,107.64	1.55% (4,758.50)	Aaa / AA+ AAA	2.51 2.44

City of Solana Beach - Account #10471

For the Month Ending 3/31/2017

GUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3135G0R39	FNMA Note 1.000% Due 10/24/2019	300,000.00	11/10/2016 1.22%	296,131.00 296,131.00	98.78 1.49%	296,345.10 1,300.00	0.92% (1,785.90)	Aaa / AA+	2.57 2.51
3137EAEES	FHLMC Note 1.500% Due 01/17/2020	650,000.00	02/07/2017 1.51%	649,896.00 649,896.00	99.84 1.56%	648,964.55 2,004.17	2.01% (931.45)	Aaa / AA+	2.80 2.72
3135G0T29	FNMA Note 1.500% Due 02/28/2020	750,000.00	Various 1.54%	749,085.50 749,085.50	99.76 1.59%	748,194.75 1,031.25	2.32% (890.75)	Aaa / AA+	2.92 2.83
3135G0U05	FNMA Callable Note 1X 3/6/2014 1.750% Due 03/06/2020	280,000.00	05/18/2016 1.33%	284,376.40 284,376.40	100.33 1.63%	280,937.44 340.28	0.87% (3,438.96)	Aaa / AA+	2.93 2.84
3133714H6	FHLB Note 3.000% Due 03/18/2020	100,000.00	04/25/2016 1.35%	106,253.00 106,253.00	104.04 1.60%	104,041.60 108.33	0.32% (2,211.40)	Aaa / AA+	2.97 2.84
<b>Total Agency</b>		<b>13,607,000.00</b>	<b>1.08%</b>	<b>13,655,355.14</b>	<b>1.30%</b>	<b>13,583,212.42</b>	<b>42.12%</b>	<b>Aaa / AA+</b>	<b>1.80</b>
				<b>13,655,355.14</b>		<b>35,642.41</b>	<b>(72,142.72)</b>	<b>Aaa</b>	<b>1.76</b>
<b>Money Market Fund FI</b>									
31846V203	First American Govt Obligation Fund	519,456.63	Various 0.34%	519,456.63 519,456.63	1.00 0.34%	519,456.63 0.00	1.61% 0.00	Aaa / AAA NR	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>519,456.63</b>	<b>0.34%</b>	<b>519,456.63</b>	<b>0.34%</b>	<b>519,456.63</b>	<b>1.61%</b>	<b>Aaa / AAA</b>	<b>0.00</b>
						<b>0.00</b>	<b>0.00</b>	<b>NR</b>	<b>0.00</b>
<b>Supranational</b>									
459058FA6	Intl. Bank Recon & Development Note 1.375% Due 03/30/2020	650,000.00	02/27/2017 1.63%	645,060.00 645,060.00	98.94 1.74%	643,116.50 24.83	1.99% (1,943.50)	Aaa / AAA AAA	3.00 2.92
<b>Total Supranational</b>		<b>650,000.00</b>	<b>1.63%</b>	<b>645,060.00</b>	<b>1.74%</b>	<b>643,116.50</b>	<b>1.99%</b>	<b>Aaa / AAA</b>	<b>3.00</b>
						<b>24.83</b>	<b>(1,943.50)</b>	<b>Aaa</b>	<b>2.92</b>
<b>US Corporate</b>									
36962G5W0	General Electric Capital Corp Note 2.300% Due 04/27/2017	172,000.00	04/22/2016 0.86%	174,459.14 174,459.14	100.06 1.40%	172,109.39 1,692.29	0.54% (2,349.75)	A1 / AA- AA-	0.07 0.07
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.650% Due 05/15/2017	300,000.00	Various 1.05%	301,836.80 301,836.80	100.01 1.33%	300,026.10 1,870.00	0.93% (1,810.70)	A1 / A+ AA	0.12 0.04
717081DJ9	Pfizer Inc. Note 1.100% Due 05/15/2017	300,000.00	06/13/2016 0.84%	300,720.00 300,720.00	99.86 1.28%	299,931.00 1,246.67	0.93% (789.00)	A1 / AA A+	0.12 0.12
69371RL87	Paccar Financial Corp Note 1.100% Due 06/06/2017	150,000.00	06/10/2016 0.90%	150,289.50 150,289.50	99.86 1.23%	149,962.50 527.08	0.47% (327.00)	A1 / A+ NR	0.18 0.18
713448CW6	Pepsico Inc. Note 1.125% Due 07/17/2017	150,000.00	05/23/2016 0.86%	150,273.00 150,273.00	99.95 1.29%	149,927.55 346.88	0.46% (345.45)	A1 / A A	0.30 0.29
48126AA5	JP Morgan Note 2.000% Due 08/15/2017	300,000.00	06/28/2016 1.19%	302,715.00 302,715.00	100.22 1.39%	300,669.90 766.67	0.93% (2,045.10)	A3 / A- A+	0.38 0.37
68389XAN5	Oracle Corp Note 1.200% Due 10/15/2017	247,000.00	Various 0.89%	248,103.11 248,103.11	99.97 1.25%	246,935.78 1,366.73	0.77% (1,167.33)	A1 / AA- A+	0.54 0.53
191216BR0	Coca Cola Company Note 0.875% Due 10/27/2017	300,000.00	05/23/2016 1.01%	299,439.00 299,439.00	99.84 1.15%	299,534.70 1,122.92	0.93% 95.70	Aa3 / AA- A+	0.58 0.57

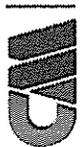


# Holdings Report

## City of Solana Beach - Account #10471

## For the Month Ending 3/31/2017

GUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
458140AL4	Intel Corp Note 1.350% Due 12/15/2017	300,000.00	06/28/2016 0.94%	301,782.00 301,782.00	100.06 1.26%	300,193.50 1,192.50	0.93% (1,588.50)	A1/A+ A+	0.71 0.70
40428PH9	HSBC USA Inc Note 1.625% Due 01/16/2018	285,000.00	Various 1.66%	284,837.00 284,837.00	99.94 1.70%	284,921.02 964.85	0.88% (15.98)	A2/A AA-	0.80 0.78
69371RM4S	Paccar Financial Corp Note 1.450% Due 03/09/2018	160,000.00	04/20/2016 1.16%	160,848.00 160,848.00	100.06 1.38%	160,096.96 141.78	0.50% (751.04)	A1/A+ NR	0.94 0.93
857477AK9	State Street Bank Note 1.350% Due 05/15/2018	160,000.00	04/26/2016 1.24%	160,340.80 160,340.80	99.78 1.54%	159,554.08 816.00	0.50% (686.72)	A1/A AA-	1.12 1.10
747525AG8	Qualcomm Inc Note 1.400% Due 05/18/2018	300,000.00	Various 1.16%	301,453.80 301,453.80	100.02 1.38%	300,048.30 1,528.33	0.93% (1,405.50)	A1/A+ NR	1.13 1.12
166764AE0	Chevron Corp Callable Note Cont 5/24/2018 1.718% Due 06/24/2018	150,000.00	05/02/2016 1.22%	151,564.50 151,564.50	100.32 1.43%	150,481.65 694.36	0.47% (1,082.85)	Aa2/AA- NR	1.23 1.13
808513AJ4	Charles Schwab Corp Callable Note Cont 6/25/2018 2.200% Due 07/25/2018	250,000.00	Various 1.62%	253,201.50 253,201.50	100.62 1.69%	251,548.50 1,008.33	0.78% (1,653.00)	A2/A A	1.32 1.21
097014AM6	Boeing Capital Corp Callable Note Cont 7/15/18 2.900% Due 08/15/2018	160,000.00	05/02/2016 1.11%	165,408.00 165,408.00	101.84 1.45%	162,947.52 592.89	0.51% (3,460.48)	A2/A A	1.38 1.26
89236TAY1	Toyota Motor Credit Corp Note 2.000% Due 10/24/2018	150,000.00	03/29/2016 1.35%	152,460.00 152,460.00	100.49 1.68%	150,741.45 1,308.33	0.47% (1,718.55)	Aa3/AA- A	1.57 1.52
94974BFQ8	Wells Fargo Corp Note 2.150% Due 01/15/2019	300,000.00	Various 1.59%	304,455.80 304,455.80	100.52 1.85%	301,563.30 1,361.66	0.94% (2,892.50)	A2/A AA-	1.79 1.74
30231GAP7	Exxon Mobil Corp Note 1.708% Due 03/01/2019	150,000.00	06/07/2016 1.32%	151,548.00 151,548.00	100.17 1.62%	150,257.85 213.50	0.47% (1,290.15)	Aaa/AA+ NR	1.92 1.88
30231GAD4	Exxon Mobil Corp Callable Note Cont 2/15/2019 1.819% Due 03/15/2019	160,000.00	04/19/2016 1.26%	162,516.80 162,516.80	100.38 1.61%	160,608.48 129.35	0.50% (1,908.32)	Aaa/AA+ NR	1.96 1.84
91159HHH6	US Bancorp Callable Note Cont 3/25/2019 2.200% Due 04/25/2019	300,000.00	02/09/2017 1.73%	303,030.00 303,030.00	100.80 1.79%	302,397.00 2,860.00	0.94% (633.00)	A1/A+ AA	2.07 1.92
037833AQ3	Apple Inc Note 2.100% Due 05/06/2019	300,000.00	Various 1.33%	306,734.80 306,734.80	101.09 1.57%	303,256.50 2,537.50	0.95% (3,478.30)	Aa1/AA+ NR	2.10 2.03
89236TDE2	Toyota Motor Credit Corp Note 1.400% Due 05/20/2018	150,000.00	05/17/2016 1.45%	149,790.00 149,790.00	99.20 1.78%	148,802.55 764.17	0.46% (987.45)	Aa3/AA- A	2.14 2.08
02665WBE0	American Honda Finance Note 1.200% Due 07/12/2019	225,000.00	10/07/2016 1.46%	223,434.00 223,434.00	98.65 1.80%	221,971.95 592.50	0.69% (1,462.05)	A1/A+ NR	2.28 2.23
594918BN3	Microsoft Note 1.100% Due 08/08/2019	305,000.00	08/01/2016 1.14%	304,685.85 304,685.85	98.91 1.57%	301,569.10 493.93	0.93% (3,016.75)	Aaa/AAA AA+	2.36 2.31
06406HCW7	Bank of New York Callable Note Cont 8/11/2019 2.300% Due 09/11/2019	300,000.00	Various 1.70%	305,845.60 305,845.60	100.95 1.89%	302,843.70 383.33	0.94% (3,001.90)	A1/A AA-	2.45 2.29
24422ETJ8	John Deere Capital Corp Note 1.250% Due 10/09/2019	294,000.00	09/16/2016 1.40%	292,721.10 292,721.10	98.51 1.86%	289,609.99 2,062.08	0.90% (3,111.11)	A2/A A	2.53 2.45
36962G7M0	General Electric Capital Corp Callable Note 1X 12/9/2019	350,000.00	12/13/2016 2.06%	351,459.50 351,459.50	101.08 1.78%	353,778.60 1,753.89	1.10% 2,319.10	A1/AA- AA-	2.78 2.59
857477AS2	State Street Bank Note 2.550% Due 08/18/2020	200,000.00	12/13/2016 2.22%	202,290.00 202,290.00	101.34 2.14%	202,685.40 609.17	0.63% 395.40	A1/A AA-	3.39 3.22



# Holdings Report

City of Solana Beach - Account #10471

For the Month Ending 3/31/2017

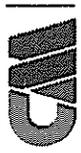
CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book Yield	Book Value	Mkt Yld	Accrued Int.	Gain/Loss	Fitch	Duration
02665WAZ4	American Honda Finance Note 2.450% Due 09/24/2020	200,000.00	02/07/2017 2.16%	201,980.00 201,980.00	100.96 2.16%	201,917.80 95.28	0.62% (62.20)	A1/A+	3.49
	<b>Total US Corporate</b>	<b>7,068,000.00</b>	<b>1.35%</b>	<b>7,121,222.60</b>	<b>1.58%</b>	<b>7,080,992.12</b>	<b>22.00%</b> <b>(40,230.48)</b>	<b>A1/A+</b> <b>AA-</b>	<b>1.48</b> <b>1.41</b>
<b>US Treasury</b>									
912828XP0	US Treasury Note 0.625% Due 07/31/2017	260,000.00	03/30/2016 0.71%	259,696.18 259,696.18	99.91 0.90%	259,755.34 269.34	0.80% 59.16	Aaa/AA+	0.33
912828TM2	US Treasury Note 0.625% Due 08/31/2017	260,000.00	04/20/2016 0.67%	259,828.22 259,828.22	99.90 0.87%	259,735.84 141.30	0.80% (92.38)	Aaa/AA+	0.42
912828UA6	US Treasury Note 0.625% Due 11/30/2017	260,000.00	04/13/2016 0.74%	259,523.53 259,523.53	99.77 0.98%	259,390.56 544.64	0.80% (132.37)	Aaa/AA+	0.67
912828P20	US Treasury Note 0.750% Due 01/31/2018	450,000.00	05/20/2016 0.86%	449,175.33 449,175.33	99.76 1.04%	448,910.10 559.39	1.39% (265.23)	Aaa/AA+	0.84
912828UR9	US Treasury Note 0.750% Due 02/28/2018	260,000.00	04/20/2016 0.76%	259,950.09 259,950.09	99.72 1.06%	259,268.88 169.57	0.80% (681.21)	Aaa/AA+	0.92
912828XF2	US Treasury Note 1.125% Due 06/15/2018	260,000.00	04/27/2016 0.87%	261,382.12 261,382.12	99.99 1.13%	259,969.58 859.82	0.81% (1,412.54)	Aaa/AA+	1.21
912828K82	US Treasury Note 1.000% Due 08/15/2018	450,000.00	05/24/2016 0.98%	450,230.02 450,230.02	99.79 1.15%	449,050.95 559.39	1.39% (1,179.07)	Aaa/AA+	1.19
912828A34	US Treasury Note 1.250% Due 11/30/2018	260,000.00	04/29/2016 0.88%	262,418.06 262,418.06	100.07 1.21%	260,172.64 1,089.29	0.81% (2,245.42)	Aaa/AA+	1.38
912828M63	US Treasury Note 1.125% Due 01/15/2019	500,000.00	05/18/2016 0.97%	502,091.52 502,091.52	99.81 1.23%	499,043.00 1,180.94	1.55% (3,048.52)	Aaa/AA+	1.79
912828TC4	US Treasury Note 1.000% Due 06/30/2019	260,000.00	04/21/2016 1.02%	259,828.22 259,828.22	99.30 1.32%	258,171.94 653.59	0.80% (1,655.28)	Aaa/AA+	2.25
912828S43	US Treasury Note 0.750% Due 07/15/2019	500,000.00	10/03/2016 0.90%	497,970.43 497,970.43	98.68 1.33%	493,418.00 787.29	1.53% (4,552.43)	Aaa/AA+	2.29
912828TN0	US Treasury Note 1.000% Due 08/31/2019	260,000.00	04/14/2016 0.98%	260,183.68 260,183.68	99.12 1.37%	257,704.72 226.09	0.80% (2,478.96)	Aaa/AA+	2.42
912828TR1	US Treasury Note 1.000% Due 09/30/2019	260,000.00	04/14/2016 0.99%	260,051.65 260,051.65	99.04 1.39%	257,501.66 7.10	0.80% (2,549.99)	Aaa/AA+	2.46
912828UB4	US Treasury Note 1.000% Due 11/30/2019	525,000.00	Various 1.01%	524,848.25 524,848.25	98.91 1.42%	519,299.03 1,759.62	1.61% (5,549.22)	Aaa/AA+	2.67
912828UF5	US Treasury Note 1.125% Due 12/31/2019	260,000.00	04/26/2016 1.20%	259,320.40 259,320.40	99.14 1.44%	257,765.56 735.29	0.80% (1,554.84)	Aaa/AA+	2.75
912828H52	US Treasury Note 1.250% Due 01/31/2020	450,000.00	05/18/2016 1.21%	450,581.58 450,581.58	99.36 1.48%	447,099.75 932.32	1.39% (3,481.83)	Aaa/AA+	2.84
912828J84	US Treasury Note 1.375% Due 03/31/2020	500,000.00	12/21/2016 1.64%	495,861.05 495,861.05	99.57 1.52%	497,832.00 18.78	1.54% 1,970.95	Aaa/AA+	3.00
912828K58	US Treasury Note 1.375% Due 04/30/2020	600,000.00	12/13/2016 1.55%	596,556.70 596,556.70	99.47 1.55%	596,836.20 3,464.09	1.86% 279.50	Aaa/AA+	3.08



City of Solana Beach - Account #10471

For the Month Ending 3/31/2017

GUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
912828VF4	US Treasury Note 1.375% Due 05/31/2020	650,000.00	02/09/2017 1.53%	646,828.35 646,828.35	99.37 1.58%	645,912.15 2,995.54	2.01% (915.20)	Aaa / AA+ AAA	3.17 3.07
912828XH8	US Treasury Note 1.625% Due 06/30/2020	350,000.00	12/14/2016 1.73%	348,757.03 348,757.03	100.08 1.60%	350,287.00 1,429.73	1.08% 1,529.97	Aaa / AA+ AAA	3.25 3.14
912828XM7	US Treasury Note 1.625% Due 07/31/2020	600,000.00	12/13/2016 1.63%	599,837.95 599,837.95	100.01 1.62%	600,070.20 1,616.02	1.86% 232.25	Aaa / AA+ AAA	3.34 3.23
912828L32	US Treasury Note 1.375% Due 08/31/2020	500,000.00	Various 1.67%	494,935.27 494,935.27	99.07 1.65%	495,371.00 597.83	1.53% 435.73	Aaa / AA+ AAA	3.42 3.32
912828M98	US Treasury Note 1.625% Due 11/30/2020	450,000.00	03/08/2017 1.90%	445,606.98 445,606.98	99.71 1.71%	448,681.50 2,450.89	1.40% 3,074.52	Aaa / AA+ AAA	3.67 3.53
<b>Total US Treasury</b>		<b>9,125,000.00</b>	<b>1.22%</b>	<b>9,105,462.61</b>	<b>1.38%</b>	<b>9,081,247.60</b> <b>23,047.86</b>	<b>28.16%</b> <b>(24,215.01)</b>	<b>Aaa / AA+</b> <b>Aaa</b>	<b>2.36</b> <b>2.30</b>
<b>TOTAL PORTFOLIO</b>		<b>32,304,456.63</b>	<b>1.18%</b>	<b>32,381,500.02</b>	<b>1.38%</b>	<b>32,240,884.29</b> <b>90,486.89</b>	<b>100.00%</b> <b>(140,615.73)</b>	<b>Aa1 / AA+</b> <b>Aaa</b>	<b>1.90</b> <b>1.79</b>
<b>TOTAL MARKET VALUE PLUS ACCRUALS</b>						<b>32,331,371.18</b>			



---

## SECTION 4

---

### Transactions



# Transaction Ledger

City of Solana Beach - Account #10471

December 31, 2016 through March 31, 2017

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/09/2017	912828L32	200,000.00	US Treasury Note 1.375% Due: 08/31/2020	98.938	1.68%	197,875.67	995.17	198,870.84	0.00
Purchase	01/31/2017	912828L32	300,000.00	US Treasury Note 1.375% Due: 08/31/2020	99.020	1.66%	297,059.60	1,743.44	298,803.04	0.00
Purchase	02/08/2017	3137EAE5	650,000.00	FHLMC Note 1.5% Due: 01/17/2020	99.984	1.51%	649,896.00	568.75	650,464.75	0.00
Purchase	02/10/2017	02665WAZ4	200,000.00	American Honda Finance Note 2.45% Due: 09/24/2020	100.990	2.16%	201,980.00	1,851.11	203,831.11	0.00
Purchase	02/10/2017	912828VF4	650,000.00	US Treasury Note 1.375% Due: 05/31/2020	99.512	1.53%	646,828.35	1,767.86	648,596.21	0.00
Purchase	02/14/2017	91159HH6	300,000.00	US Bancorp Callable Note Cont 3/25/2019 2.2% Due: 04/25/2019	101.010	1.71%	303,030.00	1,998.33	305,028.33	0.00
Purchase	02/28/2017	3135G0T29	200,000.00	FNMA Note 1.5% Due: 02/28/2020	99.936	1.52%	199,872.00	0.00	199,872.00	0.00
Purchase	02/28/2017	3135G0T29	550,000.00	FNMA Note 1.5% Due: 02/28/2020	99.857	1.55%	549,213.50	0.00	549,213.50	0.00
Purchase	02/28/2017	459058FA6	650,000.00	Intl. Bank Recon & Development Note 1.375% Due: 03/30/2020	99.240	1.63%	645,060.00	3,674.31	648,734.31	0.00
Purchase	03/02/2017	47787XAB3	130,000.00	John Deere Owner Trust 2017-A A2 1.5% Due: 10/15/2019	100.000	1.50%	129,999.48	0.00	129,999.48	0.00
Purchase	03/09/2017	912828M98	450,000.00	US Treasury Note 1.625% Due: 11/30/2020	99.024	1.90%	445,606.98	1,988.84	447,595.82	0.00
		Subtotal	4,280,000.00				4,266,421.58	14,587.81	4,281,009.39	0.00
<b>TOTAL ACQUISITIONS</b>							<b>4,266,421.58</b>	<b>14,587.81</b>	<b>4,281,009.39</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Maturity	01/09/2017	36962G5N0	170,000.00	General Electric Capital Corp Note 2.9% Due: 01/09/2017	100.000		170,000.00	0.00	170,000.00	-2136.75
Maturity	01/31/2017	084670BD9	300,000.00	Berkshire Hathaway Note 1.9% Due: 01/31/2017	100.000		300,000.00	0.00	300,000.00	-2391.00

# CAI Transaction Ledger

City of Solana Beach - Account #10471

December 31, 2016 through March 31, 2017

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pmt/Sold	Total Amount	Gain/Loss
Maturity	02/22/2017	713448CL0	125,000.00	Pepsico Inc. Note 0.95% Due: 02/22/2017	100.000		125,000.00	0.00	125,000.00	-197.50
Maturity	03/08/2017	065388QQ89	400,000.00	Bank of Tokyo Mitsubishi NY Discount CP 0.99% Due: 03/08/2017	99.670		400,000.00	0.00	400,000.00	0.00
Maturity	03/31/2017	912828SM3	450,000.00	US Treasury Note 1% Due: 03/31/2017	100.000		450,000.00	0.00	450,000.00	-1460.49
			<b>Subtotal</b>				<b>1,445,000.00</b>	<b>0.00</b>	<b>1,445,000.00</b>	<b>-6,185.74</b>
<b>TOTAL DISPOSITIONS</b>			<b>1,445,000.00</b>				<b>1,445,000.00</b>	<b>3,379.38</b>	<b>1,448,379.38</b>	<b>-6,185.74</b>



## Disclosure

---

*Information contained herein is confidential. Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.*



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager's  
**SUBJECT:** Temporary Arts Program Site Modifications

---

## **BACKGROUND:**

In June 2008, the Public Arts Committee (PAC) identified 25 sites throughout Solana Beach that were suitable and ideal for temporary art installations in the public right-of-way. On October 8, 2008, the City Council approved five (5) sites to initiate the Temporary Arts Program, with the intent to start slow and build the program over time. The initial five approved sites approved for the Temporary Arts Program are:

1. Lomas Santa Fe median across from Chase Bank
2. Intersection of San Andreas and Las Banderas (south side adjacent to slope)
3. Median on Santa Helena across from Wells Fargo
4. Southwest corner of intersection at Highland and Sun Valley
5. Cliff Street Bridge (at intersection of N. Cedros and Cliff)

After approval, only three out of five sites had concrete art bases installed. Those concrete bases were installed at the median on Lomas Santa Fe across from Chase Bank, at the Cliff Street Bridge on North Cedros Avenue, and the southwest corner of Highland and Sun Valley. No concrete bases were installed at the median on Santa Helena or at the intersection of San Andreas and Las Banderas.

In February 2013, the art piece "Yoga Tree" was installed at the temporary art location at the intersection of Highland and Sun Valley. The community response to that piece was extremely positive and the City was asked to consider purchasing it and making it a permanent art piece at that location. On November 13, 2013, the *Yoga Tree* was approved by City Council as a permanent art piece, therefore, removing that location as a temporary art location.

Last year, the Santa Fe Hills Home Owner's Association (HOA) requested the City consider the installation of a HOA sign at the first median on Santa Helena. Typically,

CITY COUNCIL ACTION:

---

---

HOA signs are located on private property adjacent to the street leading into the HOA. However, for this particular location, there is not enough private property to install a sign out of the public right-of-way. Staff has been working closely with Santa Fe Hills to get this location approved for a sign, which included review by and the support of the Public Arts Council Standing Committee and the Santa Fe Irrigation District (there are water lines underneath the median). This HOA sign would occupy the location of an approved Temporary Art location and, therefore, this location will be removed from the Temporary Arts Program.

Due to the success of the current Temporary Arts Program, and the elimination of two approved temporary art locations, the PAC requests that the City Council approve additional temporary art locations. This item is before City Council to consider modifying the current Temporary Arts Program to remove two previously approved locations and add three more locations to the program.

### **DISCUSSION:**

On March 28, 2017, the PAC discussed modifying the Temporary Arts Program by expanding the amount of locations. As previously mentioned in this Staff Report, the current program has proven to be a success, and the PAC believes it is time to consider expanding the program. The PAC and City Staff issued a call to artists and received thirteen sculpture submissions for consideration for the current locations as well as potential new locations. On May 23, 2017, the PAC narrowed down the submissions to the top five sculptures to be considered as potential temporary art pieces.

Staff then met with the Public Arts Standing Committee (Council members Marshall and Hegenauer) to discuss the program, review the new proposed sites and receive direction. As a result of this meeting, three new potential temporary art sites were recommended for pairing with selected sculpture pieces. These proposed new sites and sculptures include:

1. Southwest corner of the intersection on San Rodolfo Drive and the driveway into the American Assets shopping center (first driveway heading east from Steven's Avenue to Lomas Santa Fe Drive), which would be paired with Amber Irwin's piece, *Essential Elements*
2. Tide Park beach access entrance on Pacific Avenue and Solana Vista Drive, which would be paired with Ernie Pick's piece, *Black Star*
3. The pocket park on North Granados Avenue and El Viento Street, which would be paired with Bill Vielehr's piece, *3-D Glyph Series II*

Staff presented the Standing Committee's recommendations at the June 26, 2017 PAC meeting, and the PAC unanimously approved recommending these three new locations, with associated art pieces, to the City Council for consideration for addition to the Temporary Arts Program. The Engineering Department indicated that, in general, all of

the recommended locations will work and, if approved, the Engineering Department will assist with the placement and installation of each pad to address any potential issues including site-line concerns applicable to the adjoining public rights-of-way.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

Staff estimates that it will cost approximately \$3,000 to fabricate the concrete pads for the proposed three new locations. There is sufficient funding in the Community Services budget unit in the General Fund in the FY 2017/18 Adopted Budget to add three new locations (including the concrete pad and new sculptures) and to install new sculptures at the existing locations.

**WORK PLAN:**

N/A

**OPTIONS**

- Approve the additional three proposed temporary art pad locations.
- Approve less than three of the proposed temporary art pad locations.
- Deny Staff recommendation and provide direction.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 2017-125 approving the PAC's recommendation to modify the Temporary Arts Program by removing two approved locations and adding three new locations.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. Resolution No. 2017-125
2. Map of proposed Temporary Art locations and sculptures

**RESOLUTION 2017-125**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THREE NEW LOCATIONS FOR THE TEMPORARY ART PROGRAM**

**WHEREAS**, the residents of the City of Solana Beach have expressed a desire to further enhance the identity of their City as an artistic community; and

**WHEREAS**, in June 2008, the Public Arts Commission (PAC) reviewed 25 potential locations for temporary art pads to be placed in the public right-of-way; and

**WHEREAS**, on October 8, 2008, the City Council approved five (5) sites to initiate the Temporary Arts Program, with the intent to start slow and build the program over time; and

**WHEREAS**, the Temporary Art Program has proven to be a success and the PAC would like to request that the City Council consider expanding the program; and

**WHEREAS**, Staff met with the Public Arts Standing Committee to discuss the program, review the new proposed sites and receive direction; and

**WHEREAS**, as a result of this meeting, three new potential temporary art locations were selected and paired with sculpture pieces; and

**WHEREAS**, the City Council has considered the proposed new locations and supports adding three new temporary art locations to the Temporary Art Program.

**NOW, THEREFORE**, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitations are true and correct.

//

//

//

//

//

//

2. That the following temporary art locations recommended by the PAC are hereby approved:

- a. Southwest corner of the intersection on San Rodolfo Drive and the driveway into the American Assets shopping center (first driveway heading east from Steven's Avenue to Lomas Santa Fe Drive)
- b. Tide Park beach access entrance on Pacific Avenue and Solana Vista Drive
- c. The pocket park on North Granados Avenue and El Viento Street

**PASSED AND ADOPTED** this 12th day of July, 2017, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

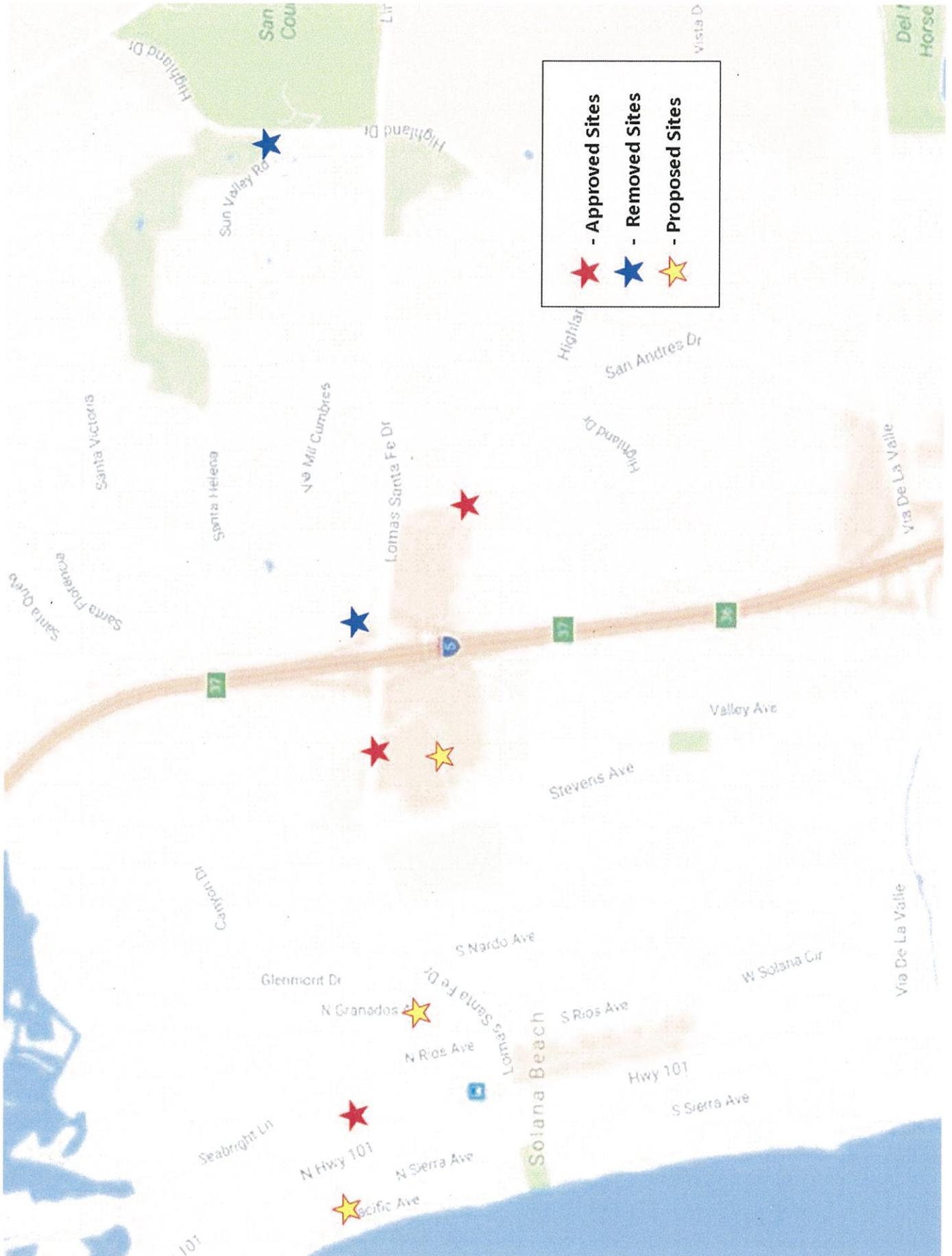
\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



**Amber Irwin  
“Essential Elements”**

Southwest corner  
of the intersection  
on San Rodolfo Drive

Dimensions:  
10' x 3' x 3'

Weight:  
300-500 pounds

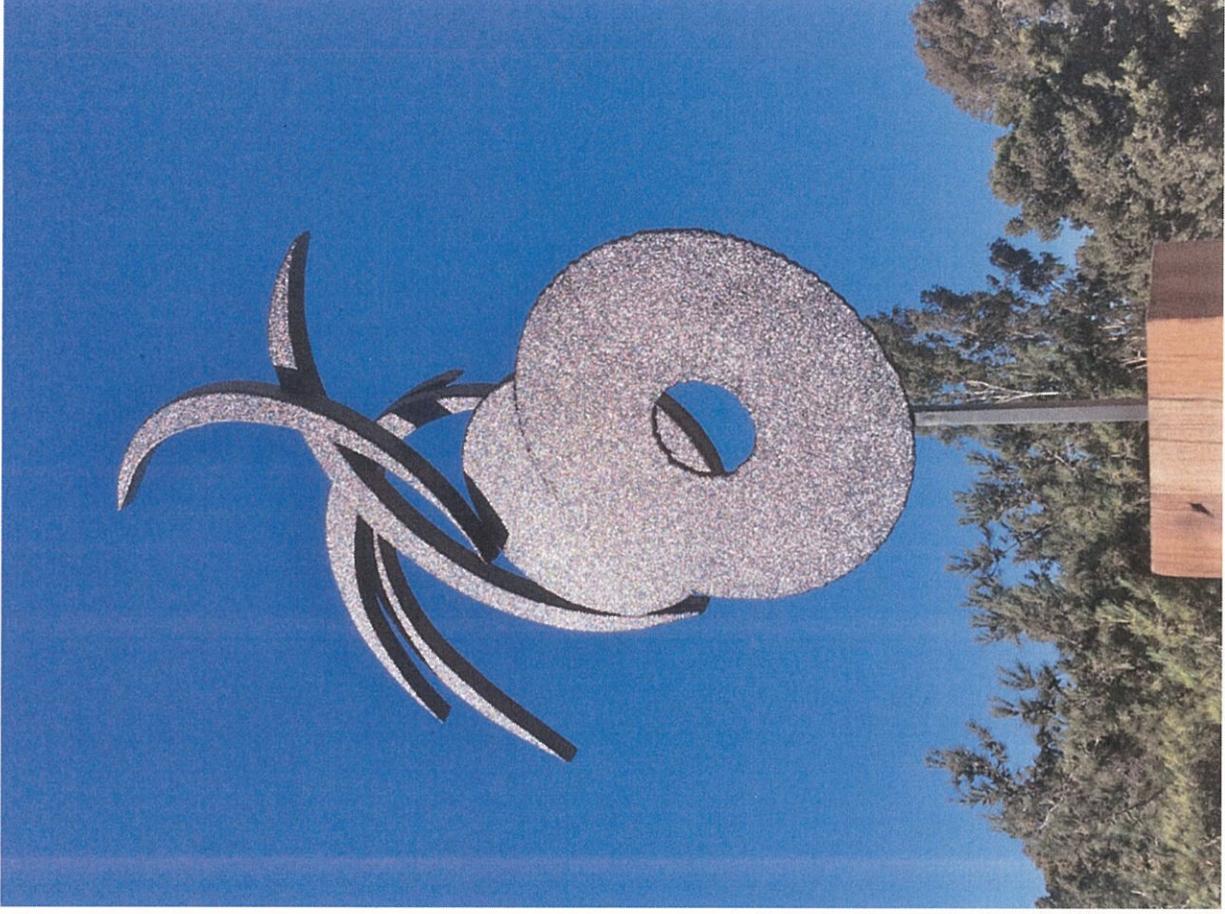


**Ernie Pick  
"Black Star"**

Tide Park beach entrance  
on Pacific Avenue  
and Solana Vista Drive

Dimensions:  
5' Tall

Weight:  
30 pounds



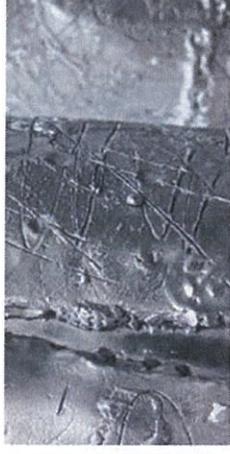
**Bill Vielehr**  
**"3-D Glyph Series II"**

The pocket park on  
North Granados Ave  
and El Viento Street

Dimensions:  
9.5' x 20" x 20"

Weight:  
200 lbs.

Material:  
Cast & Fabricated Aluminum





# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Clerk's Office  
**SUBJECT:** **Parks and Recreation Commission Appointment**

---

## **BACKGROUND:**

This item is before the City Council to discuss and appoint a community member to serve out the remainder of an existing term on the Parks and Recreation Commission. Commission member Dave Roberts has resigned from the Parks and Recreation Commission effective July 14, 2017. His position's term expires January 2019.

### *Policy*

Appointments to City Commissions and Committees are conducted in accordance with Council Policy No. 5 - *Appointment of Private Citizens to Committees, Boards, Task Forces (Attachment 2)*. The Parks and Recreation Commission's appointments are made by Council-at-large. A majority vote of the City Council is required for appointment.

## **DISCUSSION:**

As per Solana Beach Municipal Code 2.74.020, *members of the Parks and Recreation Commission are all appointed by the Council-at-large*. Therefore, the appointment may be made by any Councilmember. The appointment would be filling an existing term that will expire January 2019.

### *Noticing*

On June 14, 2017, the City Clerk's department posted a Notice of Vacancy, per Government Code 54974(a), with a deadline of July 3<sup>rd</sup>, in an effort to refill the position and bring the Commission to full membership as quickly as possible. As required, the Vacancy Notice was posted on the City's bulletin board as well as submitted to the local Library for posting. In addition, the Notice was posted on the City's website, advertised on craigslist, and three E-blast Notices were emailed out to subscribers.

### *Application Submittals*

One (1) application was received by the July 3<sup>rd</sup> deadline and one (1) application was received July 5<sup>th</sup> a.m. So it was included.

CITY COUNCIL ACTION: \_\_\_\_\_  
\_\_\_\_\_

*Applicants*

An applicant status list (Attachment 3) will be provided to Council and posted online with this report as applications are received before the Council meeting.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:** N/A

**WORK PLAN:** N/A

**OPTIONS:**

- Make an appointment to the vacancy.
- Extend the deadline for submittal of additional applications.

**DEPARTMENT RECOMMENDATION:**

Staff recommends that the City Council make one appointment (by Council-at-large) to the vacant position on the Parks and Recreation Commission with a term expiration date of January 2019.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department recommendation.



Gregory Wade, City Manager

Attachment:

1. Vacancy Notice
2. Council Policy No. 5
3. List of Applicants



## PUBLIC NOTICE CITIZEN COMMISSION POSITION VACANCY

**CITY OF SOLANA BEACH VOLUNTEERS SERVING ON BEHALF OF THE CITY COUNCIL**

Applications are currently being accepted through Monday, July 3, 2017, 5:30 p.m.

### PARKS & RECREATION COMMISSION

*One vacancy – term will expire January 2019*



Regular Meetings: 2<sup>nd</sup> Thursday of each month at 4:00 p.m.

Requirements: At least 18 yrs. old • Resident of the City.

Composition: 7 members who are all appointed by the Council At-large.

Staff Liaison: Kirk Wenger 858-720-2453

The Parks and Recreation Commission is directly responsible for planning, implementing, and working special events hosted by the Commission and/or the City.

The Parks and Recreation Commission makes recommendations to the City Council and brings matters to the City Manager pertaining to the creation, operation, maintenance, use, management and control of community recreational programs and activities, parks, beaches and other indoor and outdoor recreational facilities and areas.

The Commission may also advise the City Manager, through the Recreation Manager, regarding recreational programs or activities provided or proposed to be provided by the City, including such matters as types of programs and activities, fees and charges for participants, scheduling and other similar matters.

**Parks  
Make  
Life  
Better!**

- ❖ **Attend a Citizen Commission public meeting.** It is recommended that new applicants attend a Commission meeting prior to being considered for an appointment. *Agendas are posted on the City's website. See the City's website for members, expiring positions, and further information.*

Citizen Interest Forms (Applications) and additional information on the Commissions can be found on the City's website at [www.cityofsolanabeach.org](http://www.cityofsolanabeach.org) (Left tabs: City Government, City Clerk, Citizen Committees) OR at City Hall, 635 S. Highway 101, Solana Beach, (858) 720-2400. Please contact the City Clerk with any questions regarding the recruitment/appointment process.

*For specific questions about the Commission, contact the Commission Staff Liaison above.*

<b>CITY OF SOLANA BEACH</b>	<b>Policy No. 5</b>
<b>COUNCIL POLICY</b>	Adopted: May 15, 1989 Revised: January 23, 2008 by Resolution 2008-23
<b>GENERAL SUBJECT:</b> Citizen Boards, Commissions & Committees	
<b>SPECIFIC SUBJECT:</b> Appointments of Citizens to Boards, Commissions, Committees and Task Forces.	

**PURPOSE:**

The purpose of this policy is to establish a consistent process and procedure for appointments to City sponsored Citizen Boards, Commissions, Committees and Task Forces.

**POLICY STATEMENT:**

Appointments to Citizen Boards, Commissions, Committees and Task Forces are made in accordance with the municipal code and/or specific guideline, as provided, to provide consistency.

**POLICY PROCEDURES:**

1. All private citizens interested in serving on any Board, Commission, Committee or Task Force or similar group must complete and file with the City Clerk a Citizen Interest Form (application) which may be obtained from the City Clerk's office.
2. Nominations  
Councilmembers may nominate private citizens for appointment subject to ratification by a majority of the City Council. Such ratification shall take place at a regular City Council meeting and a duly docketed agenda item.
3. Appointment Protocol
  - a. Appointments will be made in accordance with municipal code requirements. For example, the municipal code may require that a Commission have five positions appointed by individual Councilmembers.
  - b. Appointments that are not outlined in the municipal code and are at-large appointment positions may be nominated by any Councilmember. In the event of multiple appointments, appointments may be divided among individual Councilmembers to share the appointment responsibilities. If the appointments are

shared, it will be for that one time and will not be construed as official individual appointments that would carry forward.

- c. The decision to proceed with an individual appointment alternative for at-large positions will be subject to majority vote of the City Council with such vote taking place at a regular City Council Meeting.

4. Appointments to Outside Agencies

When the City is asked by an outside agency to recommend a private citizen to serve on a Board, Commission, Committee or Task Force or similar group, such recommendation shall be made by the Council and approved by a majority vote of the City Council.

**City of Solana Beach  
Citizen Commission Members  
Appointed by City Council**

**List of Applicants**

<b>Applicant</b>	<b>Application Received</b>	<b>Application Status</b>
Shawn McClondon	6-29-17	New with two recommendations
<b>Post Deadline – July 3, 2017 5:30 p.m.</b>		
Larna Hartnack	7-5-17	Re-submittal



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** Engineering Department  
**SUBJECT:** **Adopt (2<sup>nd</sup> Reading) Ordinance 479 – Authorizing a Transportation Impact Fee Program and Consideration of Resolution No. 2017-018 – Establishing the Transportation Impact Fee**

---

## **BACKGROUND:**

In September 2013, the California state legislature adopted SB 743, which requires the development of transportation metrics to assess project development impacts other than Level of Service (LOS), which is typically based upon vehicle delays at roadway segments and intersections during peak travel periods. LOS has been the standard transportation metric used in circulation elements, including the City's previous Circulation Element, to assess such impacts.

On November 19, 2014, the City Council certified the Environmental Impact Report and adopted updates to the Circulation and Land Use Elements of the General Plan. As a part of the update, a new policy was added to develop and maintain a transportation impact fee (TIF) program. The purpose of the TIF is to fund construction of transportation facilities in response to the anticipated cumulative impacts associated with future development and redevelopment projects based on the number of additional trips (across all modes of transportation) that future developments are projected to generate within the City. The TIF will be used to fund construction of specifically identified transportation facilities, or portions thereof, in accordance with the Circulation Element of the City's General Plan. Costs funded by the TIF may include program administration, project administration and management, design and engineering, regulatory compliance, and construction.

On April 27, 2016, the City Council approved a Professional Services Agreement with Chen Ryan Associates, Inc. (CRA) for the development of a TIF program. For this

COUNCIL ACTION:

---

---

effort, CRA has been assisted by EFS Engineering (EFS) to develop the fee program and conduct a nexus study between the transportation improvement costs and the transportation related impacts of future development. The result of these efforts have been summarized in a draft report (Attachment 1) dated June 2017, prepared by EFS in association with CRA.

On June 28, 2017, the City Council introduced Ordinance 479 (1<sup>st</sup> Reading) to approve the TIF program methodology developed by CRA and EFS and to establish the TIF amount. This item is before the City Council to adopt Ordinance 479.

### **DISCUSSION:**

Since the kickoff meeting in May 2016, Staff has been working with CRA to perform data collection, a fee rate analysis and a nexus study. In developing the methodology for the TIF program, numerous factors were considered. The first step was to determine the cost to construct the mobility network necessary to accommodate the buildout of the City. The improvements proposed by the City's recently adopted Circulation Element as well as the list of projects identified in the Comprehensive Active Transportation Strategy (CATS) program that was approved by the City Council in June 2015 was the starting point for the analysis. The CATS program laid the foundation for bicycle and pedestrian improvements within the City by focusing on enhancing the safety and comfort of existing and future bicycle and pedestrian facilities and increasing connectivity to key attracting land uses such as schools, commercial/retail districts and recreational resources.

With less than 1% of land undeveloped within the City, future development will occur primarily through infill development and redevelopment. Therefore, it is important to determine the best method for calculating the impacts future development in the City will have on the transportation and circulation network. The CATS program analyzed the existing network to understand the cycling and pedestrian demands and deficiencies in the City. Once the deficiencies were identified, a list of improvements to the active transportation network was developed. The CATS program identified a list of projects that could be implemented in the short-term (defined as being implemented within 1 to 10 years following adoption of the CATS program) and another list of projects that could be implemented in the long-term (implemented 10+ years following adoption of the CATS program). These lists formed the basis for determining the cost needed to fully implement the City's transportation network (Attachment 2).

### **Program Cost Estimate**

One of the fundamental concepts of the TIF program is that new development within the City will generate the need for construction or improvement of certain transportation facilities. These facilities have been identified by the City's Circulation Element which was approved in 2014. Attachment 2 is the list of projects proposed to be funded by the TIF program including the estimated cost of each project. The list includes information

regarding the location, length and type of these improvements, and the estimated cost of each project. This list details projects throughout the City that total \$31,403,750. These projects are almost entirely active transportation related (pedestrian and bicycle improvements) since the automotive vehicle network is primarily built-out. This list includes several Class 1 multi-modal facilities some of which are duplicative facilities. While having duplicative multi-modal facilities can be beneficial from a place-making or aesthetic perspective, the transportation related benefits (i.e., quality, capacity, safety and connectivity) are negligible. Examples of these facilities are the Class IV cycle track facilities identified along Lomas Santa Fe Drive and along Stevens Avenue. The estimated cost of the multi-modal facilities that are considered duplicative is \$11,850,000. This Nexus Study has been prepared to fund a total program cost of \$19,553,750, which represents the cost of planned transportation improvements attributable to, and necessitated by, future development in the City. TIF funds will be used for the specific improvements, identified in this Nexus Study, that are needed to accommodate future growth in the City. Non-TIF fund sources such as grant funding, City's General Fund, TransNet and gas tax funds may be used to defray the cost of improvements needed to address existing deficiencies, as well as certain proposed multi-modal projects identified as duplicative. In order to supplement the TIF and be able to fund some or all of the duplicative projects, Staff will pursue grant funding opportunities from the San Diego Association of Governments (SANDAG), Caltrans and other sources, similar to what was done to fund the improvements currently taking place along Stevens Avenue.

## **Program Fee Methodology**

As the fee rate scenarios were being developed, several options were explored. When deciding which scenarios to include in the TIF program, it is important to remember that the TIF is a zero-sum program. Once an overall program cost has been identified, any changes to the proposed fee rate for the various land uses will affect the proposed fee rate for all of the other land uses. For instance, since the overall program cost is fixed, if the proposed fee rate for single-family homes is eliminated, the fee for all other land uses would be increased to make up the difference, unless an alternative funding source is identified.

In order to fund the list of projects identified in Attachment 2, the TIF program was developed based on the concept that new development within the City will generate the need for construction of these facilities. Therefore, the existing residents, property owners or business owners would be exempt from funding any of the proposed facilities. For example, existing home owners in Solana Beach would not be required to pay the TIF if they go through any kind of remodeling, expansion, or improvements to their homes; conversely, an existing and vacant single-family lot would have to pay the TIF for one unit when a building permit is issued.

The TIF is developed based on typical person trip generation rates and forecasted growth consistent with the General Plan's assumptions for the estimated change in land

use from 2017 to the ultimate build-out condition of the City. Trip generation rates are the cornerstone of most transportation modeling efforts. Trip generation rates define the average volume of trips generated for the various land use categories. Due to the multi-modal nature of the proposed transportation infrastructure, person trips rather than vehicular trips were used for purposes of analyzing the City's transportation system and development of the Circulation Element. Consistent with this concept, the TIF rates have been developed for the various land use categories based on relative Travel Demand Units (TDU's). TDU's provide a transportation-related equivalency measure that considers person trip generation rates and average trip length for various land use categories. For the forecasted growth and only implementing the fees to new development, the total TDU for the City is estimated at 147,252.59. The resulting unit fee is \$132.79 per TDU (total program cost of \$19,553,750 divided by total TDU of 147,252.50 = \$132.79). Table 1 below summarizes the proposed TIF rates for the generalized land use categories in the City

**Table 1 – Summary of Proposed TIF Rates**

FEE RATE CATEGORY	TDU FACTOR <sup>(1)</sup>		PROPOSED FEE RATE
	Person Trip Rate	Average Trip Length	
Residential – Single-Family	12.20 per unit	9.7 miles	\$15,714 per unit
Residential – Condo & Multi-Family	8.70 per unit	9.7 miles	\$11,206 per unit
Residential – Accessory Dwelling Unit	3.05 per unit	9.7 miles	\$3,929 per unit <sup>(2)</sup>
Retail, Commercial & Shopping	19.78 per KSF	6.5 miles	\$17,073 per KSF
Office & Employment Center	6.71 per KSF <sup>(3)</sup>	11.8 miles	\$10,514 per KSF
Industrial	1.97 per KSF <sup>(3)</sup>	11.8 miles	\$3,087 per KSF
Lodging & Resort	7.72 per KSF <sup>(3)</sup>	10.7 miles	\$10,969 per KSF
Educational & Institutional	11.05 per KSF <sup>(3)</sup>	6.3 miles	\$9,243 per KSF
Other	--	--	\$132.79 per TDU

KSF = 1,000 square feet

<sup>(1)</sup> Person trip rates and average trip lengths derived from data provided by CRA

<sup>(2)</sup> Fee based on 25% of single-family residential rate

<sup>(3)</sup> Person trip rate based on estimated floor area ratio (FAR) of 1.0

An element of the TransNet Ordinance requires the region's 18 cities and the County of San Diego to collect a fee from the private sector for each new housing unit constructed in their jurisdiction. The Regional Transportation Congestion Improvement Program (RTCIP) has been in effect since July 1, 2008. SANDAG adjusts the minimum fee amount on July 1 of each year, based on analysis of construction cost indices. But the fee increase is no less than 2 percent. The purpose of the adjustment is to ensure that

the RTCIP retains its purchasing power to improve the regional arterial system. The RTCIP fees have been set by SANDAG as a minimum and each agency may set the fees based on their own needs assessments. The City's RTCIP fee was established in 2008 and has not been increased since. Currently, the City collects a fee of \$2,842 for multi-family units and \$3,552 for single-family units. In an effort to focus on the City's infrastructure needs associated with the new development, the City's TIF is independent of the RTCIP. In other words, if the TIF is adopted, a new single-family residential property would pay both the TIF and the RTCIP fee. It is important to note that the TIF only applies to projects that would create transportation-related impacts through development or redevelopment process. Additionally, as noted above, the RTCIP can only be used for the improvement of regional arterial system. In Solana Beach, this would apply only to the improvement of Lomas Santa Fe and Highway 101.

Having TIF funds available can help the City leverage other funding sources, including state and federal grants. Grant programs often require a high level of difficult-to-find matching funds. Having a TIF program demonstrates a committed plan of action for transportation system improvements and TIF revenue can provide a ready source of matching funds. Both of these factors can provide a competitive edge when applying for grants.

## **Exemptions**

The nexus study is based on transportation impacts of any project generating new person trips. The following new developments were recommended to be exempt for the application of the provisions of this chapter:

- A. City-owned facilities and buildings.
- B. Redevelopment of single-family homes that do not result in additional generation of person trips.

The City Council may also choose to exempt other projects such as vacant or newly created single-family lots. Other projects excluded from the collection of the TIF would require other non-TIF funding sources such as grant funding, general fund, TransNet and gas tax funds to be identified to supplement the program. It is also important to recognize that all other impacts of any proposed project will have to be mitigated on a project by project basis.

At their meeting on June 28, 2017, the City Council supported the above exemptions and also discussed the possibility of exempting Accessory Dwelling Units (ADUs) from the TIF if they were set aside for affordable housing purposes. Direction was provided to explore this option in considering the approval of ADUs in the future.

## **Annual Reporting**

Provisions set forth in the Mitigation Fee Act require that each agency imposing an impact fee make specific information available to the public annually within 180 days of the last day of the fiscal year. This information includes the following:

- A brief description of the type of fee in each account or fund;
- The amount of the fee;
- The beginning and ending balance of the account or fund;
- The amount of the fees collected and the interest earned;
- An identification of each public improvement on which fees were expended and the amount of each expenditure;
- An identification of the approximate date in which the construction of the public improvement will commence;
- A description of any inter-fund transfer or loan and the public improvement on which the transferred funds will be expended; and
- The amount of the funds made and any allocations of unexpended fees that are not refunded.

With the adoption of this program, the City would continue to monitor development activity, the need for infrastructure improvements, the adequacy of the TIF program implementation, the fee revenues and other available funding. Formal annual review of the adopted TIF program should occur, at which time adjustments can be made, if necessary.

## **Annual Cost Index**

The City Council may review transportation impact fees from time to time. For any annual period during which the City Council does not review the TIF, fee amounts shall be adjusted once by the City Engineer or Public Works Director based on the annual percentage increase in the "Los Angeles Construction Cost Index" (LACCI), as compiled and reported by Engineering News Record. It is recommended that the TIF rates be indexed annually in order to keep up with future increases in the cost of construction.

## **CEQA COMPLIANCE STATEMENT:**

The City Council certified the Environmental Impact Report of the General Plan Update, which includes the Transportation Impact Fee program, at the November 19, 2014 City

Council meeting. In addition, the fees collected through the TIF will be used on capital projects for transportation infrastructure necessary to maintain adequate multi-modal transportation service in the City. The City has determined that the act of adopting the proposed TIF program and establishing the proposed TIF rates is statutorily exempt from the requirements of CEQA under §15273(a)(4) of the CEQA Guidelines.

**FISCAL IMPACT:**

Actions taken as part of this Staff Report do not have any fiscal impact. Once the TIF is adopted, funding for future roadway improvement projects will be collected as properties throughout the City are developed or redeveloped to a higher density or intensification of land use.

**WORK PLAN:**

This project is identified as part of Item A.1 (General Plan and Housing Element Update) in the Land Use & Planning section of the Community Character Priorities section of the Adopted 2017/18 Work Plan.

**OPTIONS:**

- Approve Staff recommendation and adopt Ordinance 479.
- Approve Staff recommendation with alternative amendments/modifications.
- Provide direction/feedback.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council adopt Ordinance No. 479 establishing the Transportation Impact fee.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation.

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. TIF Nexus Study
2. List of TIF funded projects
3. Ordinance No. 479

**DRAFT**

**City of Solana Beach  
Transportation Impact Fee Program  
NEXUS STUDY**

---

Prepared for

*Solana Beach*  
CALIFORNIA



Prepared by

**EFS ENGINEERING, INC.**

In association with

**CHEN + RYAN**

**June 2017**

# Table of Contents

---

Introduction.....	1
Overview.....	1
Transportation Impact Fees.....	1
California Environmental Quality Act.....	3
Exemption from CEQA Requirements.....	4
Statutory Framework.....	4
Fee Development Process.....	5
Development Forecast.....	6
Projected Development.....	6
Fee Methodology.....	7
Travel Demand Units.....	7
Projected Travel Demand Units.....	8
Program Facilities.....	9
Planned Transportation Improvements.....	9
Funding Requirements.....	13
Total Program Costs.....	13
Unit Fee Rate.....	13
Proposed Fee Rates.....	13
Other Funding Sources.....	14
Annual Cost-Indexing.....	15
Program Implementation.....	16
Statement of Findings.....	16
Capital Improvement Program.....	17
Annual Reporting.....	17
Special Considerations.....	18
General Plan Amendments.....	18
Impacts Outside the City.....	18
Inter-Agency Coordination.....	18
SANDAG RTCIP Fee.....	19

## **List of Tables**

- Table 1:** Projected Change in Land Use (2017 to Ultimate Build-out)  
**Table 2:** Travel Demand Unit Factors  
**Table 3:** Projected TDU's Attributable to Future Development  
**Table 4:** Planned Transportation Improvements  
**Table 5:** Summary of Proposed TIF Rates

## **List of Figures**

- Figure 1:** City of Solana Beach  
**Figure 2:** Planned Transportation Improvements



# Introduction

---

## Overview

The City of Solana Beach (City) *General Plan EIR* (adopted November 2014), and supporting technical studies, state that future projects will have potentially significant cumulative impacts to all modes of transportation facilities through the generation of additional trips. To that end, the City has identified the need for additional multi-modal transportation facilities to mitigate the impacts of projected future growth and redevelopment within the incorporated city limits (see **Figure 1**). The City has retained Chen Ryan Associates to develop a transportation impact fee (TIF) program to fund the estimated cost of the identified transportation facilities. Chen Ryan Associates has retained EFS Engineering, Inc. to assist with preparation of a nexus study to support the imposition of the TIF.

The purpose of this Nexus Study is to summarize the TIF applicable to all new development and/or redevelopment, and to demonstrate the required nexus between the reasonable cost of transportation facilities and the amount of the fees. This Nexus Study proposes a TIF to be collected on all new development and/or redevelopment to the extent that such redevelopment results in additional generation of trips. The primary purpose of the TIF is twofold: (1) to fund the construction of identified facilities needed to reduce, or mitigate, the projected cumulative transportation impacts resulting from such development; and (2) to allocate the costs of these facilities equitably among future developing properties.

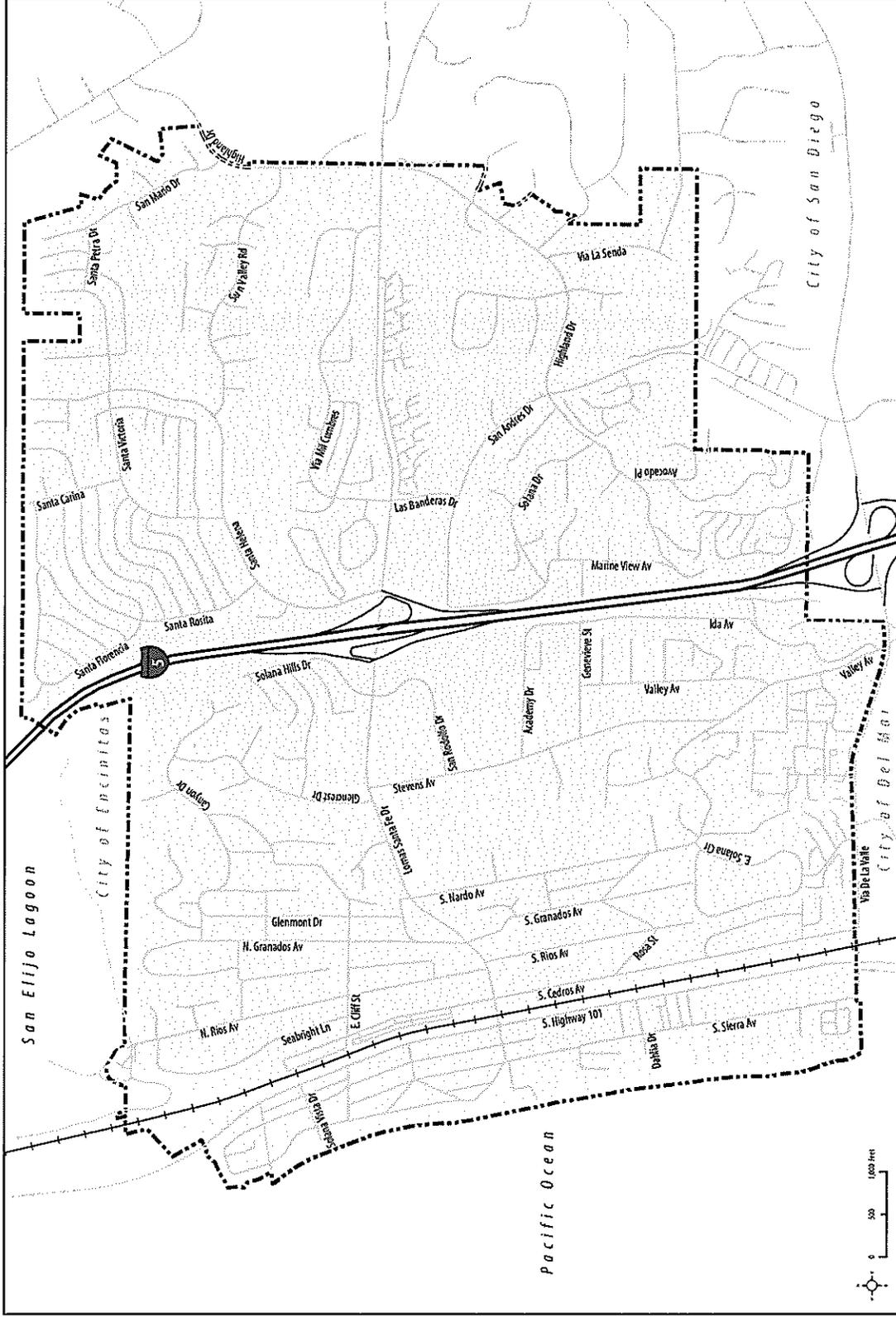
---

## Transportation Impact Fees

An impact fee is a commonly used and well-accepted means of mitigating the impacts created by future growth. Public agencies regularly impose impact fees on new development to fund a variety of public facilities, including roads, sewer and water facilities, libraries, parks, and schools. Recent surveys of local and regional agencies in California indicate that most agencies impose some form of TIF.

Transportation infrastructure needs can be characterized as existing deficiencies or projected (future) deficiencies. Existing transportation deficiencies are the responsibility of existing developed land uses and government agencies. The rationale supporting development of the TIF program is that future development in the incorporated area is required by law to mitigate their cumulative impacts on the City's transportation system.





SOURCE: Chen Ryan Associates.

City of Solana Beach

Figure 1



Without a TIF program, future development would cause a continued decrease in transportation efficiency and overall system capacity. A TIF program is a suitable mechanism for identifying needed transportation facilities to mitigate these cumulative traffic impacts, and allocating the associated costs in an equitable fashion.

---

## California Environmental Quality Act

The *California Environmental Quality Act* (CEQA), embodied in California Public Resources Code §§21000 et seq., requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible. To that end, local agencies generally require that a project's impacts, and corresponding mitigation measures, be identified as part of the required environmental review process.

Prior to the Court of Appeals decision in *Communities for a Better Environment v. California Resources Agency* (103 Cal. App. 4<sup>th</sup> 98, 2002), there was some uncertainty as to how to measure the significance of cumulative impacts. Projects with very small incremental impacts, as measured against this combined impacts of other projects, could, consistent with the *CEQA Guidelines* (CEQA Guidelines), embodied in California Code of Regulations, Title 14, Division 6, Chapter 3, §§15000 et seq., be determined to have cumulatively insignificant impacts because the project's contribution was "de minimis." The Court of Appeals in *Communities for a Better Environment* found the "de minimis" provisions in the CEQA Guidelines inconsistent with the cumulative impact analysis required by CEQA, and invalidated the provision.

The change in law resulting from the invalidation of the "de minimis" provisions in the CEQA Guidelines caused over 300 private development projects in San Diego County to be stalled due to the lack of affordable mitigation for cumulative traffic impacts. Many small to mid-size projects could not afford the expensive traffic analyses and physical road improvements needed to identify and mitigate their cumulative impacts.

The CEQA Guidelines recognize the use of a fee payment as a way of mitigating cumulative impacts. A project's contribution is less than cumulatively considerable if the project is required to implement or fund its fair share of a mitigation measure or measure designed to alleviate the cumulative impact (see CEQA Guidelines, §15130(a)(3)).



The City's *General Plan EIR*, and supporting technical studies, state that future projects will have potentially significant cumulative impacts to all modes of transportation facilities through the generation of additional trips. The *General Plan EIR* further states that all future development allowed under the plan will be required to mitigate for its fair share of such impacts through payment of a trip-based impact fee program consistent with Circulation Element Policy C-5.1

The facilities identified in this Nexus Study provide increased multi-modal capacity to mitigate the cumulative traffic impacts of future development. No facilities will actually be constructed until necessary environmental review has been conducted. Further studies, including environmental review, may show superior alternative projects that also meet the increased capacity need.

### **Exemption from CEQA Requirements**

The fees collected through the TIF will be used on capital projects for transportation infrastructure necessary to maintain adequate multi-modal transportation service in the City. The City has determined that the act of adopting the proposed TIF program and establishing the proposed TIF rates is statutorily exempt from the requirements of CEQA under §15273(a)(4) of the CEQA Guidelines.

---

## **Statutory Framework**

Development and implementation of impact fees must conform to the statutory requirements of the *Mitigation Fee Act* (embodied in California Government Code §§66000 et seq.). Prior to establishing, increasing or imposing an impact fee, the *Mitigation Fee Act* requires the local agency to make the following findings:

- ◆ Identify the purpose of the fee (§66001(a)(1)).
- ◆ Identify the use for the fee and the facilities to be built (§66001(a)(2)).
- ◆ Determine a reasonable relationship between the fee's use and the type of development project on which the fee is imposed (§66001(a)(3)).
- ◆ Determine a reasonable relationship between the need for the public facility and the type of development project (§66001(a)(4)).
- ◆ Determine a reasonable relationship between the amount of the fee and the cost of the facility attributable to development (§66001(b)).



For purposes of the City’s TIF program, a statement of requisite findings is presented in the “Program Implementation” section of this Nexus Study.

---

## Fee Development Process

The remainder of this report summarizes the process by which the TIF program was developed, as presented in the following sections:

- ◆ Development Forecast
- ◆ Fee Methodology
- ◆ Program Facilities
- ◆ Funding Requirements
- ◆ Program Implementation



# Development Forecast

---

## Projected Development

One of the fundamental concepts of the TIF program is that new development within the City will generate the need for construction or improvement of certain transportation facilities. As such, an evaluation of projected growth within the City is an essential component to the development of the TIF program. Information relative to future growth potential in the City serves several functions, including:

- ◆ Facilitates the identification of transportation infrastructure necessary to serve future City development, and
- ◆ Provides a fundamental basis for apportioning the costs of necessary transportation infrastructure to future City development.

Growth forecasts were completed in support of the City’s *General Plan Update* (adopted November 2014) and *Comprehensive Active Transportation System (CATS)* program (adopted June 2015). **Table 1** provides a summary of the estimated change in land use from Year 2017 to ultimate build-out land use conditions in the City.

**Table 1: Projected Change in Land Use  
(2017 to Ultimate Build-out)**

LAND USE CATEGORY	NET CHANGE <sup>(1)</sup>
Residential – Single Family	+28.00 units
Residential – Multi-Family	+423.00 units
Residential – Mobile Home	-3.00 units
Streetfront Commercial	-5.10 acres
Other Commercial	-0.80 acres
Mixed Use	+29.60 acres
Low-Rise Office	-2.80 acres
Industrial Park	-5.00 acres
Low-Rise Hotel or Motel	+2.90 acres
Other Health Care	-1.40 acres

SOURCE: Derived from data provided by Chen Ryan Associates.

<sup>(1)</sup> Estimate based on build-out of land uses at maximum density.



# Fee Methodology

## Travel Demand Units

Trip generation rates are the cornerstone of most transportation modeling efforts. Trip generation rates define the average volume of trips generated for the various land use categories. Due to the multi-modal nature of the proposed transportation infrastructure, person trips, as opposed to vehicular trips, were used for purposes of analyzing the City's transportation system and development of the Circulation Element. Consistent with this concept, TIF rates have been developed for the various land use categories based on relative Travel Demand Units (TDU's). TDU's provide a transportation-related equivalency measure that considers person trip generation rates and average trip length, as shown in the following equation:

$$\text{TDU's} = (\text{Units or Acreage}) \times \text{TDU Factor}$$

TDU Factors are summarized in **Table 2** for the land uses contained in **Table 1**, and based on the following equation:

$$\text{TDU Factor} = (\text{Person Trip Rate}) \times (\text{Average Trip Length})$$

**Table 2: TDU Factors**

LAND USE CATEGORY	PERSON TRIP RATE <sup>(1)</sup>	AVERAGE TRIP LENGTH <sup>(1)</sup>	TDU FACTOR
Residential – Single Family	12.20 per unit	9.7 miles	118.34 per unit
Residential – Multi-Family	8.70 per unit	9.7 miles	84.39 per unit
Residential – Mobile Home	6.60 per unit	9.7 miles	64.02 per unit
Streetfront Commercial	1,278.50 per acre	6.5 miles	8,310.25 per acre
Other Commercial	118.80 per acre	6.5 miles	772.20 per acre
Mixed Use	861.60 per acre	6.5 miles	5,600.40 per acre
Low-Rise Office	292.20 per acre	11.8 miles	3,447.96 per acre
Industrial Park	176.20 per acre	11.8 miles	2,079.16 per acre
Low-Rise Hotel or Motel	336.10 per acre	10.7 miles	3,596.27 per acre
Other Health Care	481.30 per acre	7.0 miles	3,369.10 per acre

SOURCE: Derived from data provided by Chen Ryan Associates.

<sup>(1)</sup> Based on data contained in *Summary of Travel Trends: 2009 National Household Travel Survey* (prepared by U.S. Department of Transportation, Federal Highway Administration).



**Projected Travel Demand Units**

The total cost of the TIF program will be funded by fees (based on TDU's) associated with future development in the City. **Table 3** provides a summary of projected TDU's attributable to future growth in the City.

**Table 3: Projected TDU's Attributable to Future Development**

LAND USE CATEGORY	NET CHANGE <sup>(1)</sup>	TDU FACTOR <sup>(2)</sup>	TOTAL TDU's
Residential – Single Family	+28.00 units	118.34 per unit	+3,313.52
Residential – Multi-Family	+423.00 units	84.39 per unit	+35,696.97
Residential – Mobile Home	-3.00 units	64.02 per unit	-192.06
Streetfront Commercial	-5.10 acres	8,310.25 per acre	-42,382.28
Other Commercial	-0.80 acres	772.20 per acre	-617.76
Mixed Use	+29.60 acres	5,600.40 per acre	+165,771.84
Low-Rise Office	-2.80 acres	3,447.96 per acre	-9,654.29
Industrial Park	-5.00 acres	2,079.16 per acre	-10,395.80
Low-Rise Hotel or Motel	+2.90 acres	3,596.27 per acre	+10,429.18
Other Health Care	-1.40 acres	3,369.10 per acre	-4,716.74
<b>GROWTH (TDU's)</b>			<b>+147,252.59</b>

SOURCE: Derived from data provided by Chen Ryan Associates.

<sup>(1)</sup> See Table 1.

<sup>(2)</sup> See Table 2.

By using person trip rates and average trip length in the calculation of TDU's, the fee methodology effectively considers person miles of travel (PMT) for the various land uses. This approach correlates with vehicle miles of travel (VMT), commonly used in vehicular-based impact fee programs.

It is important to note that the TIF only applies to projects that would create transportation-related impacts through the development or redevelopment process. As such, improvements, remodels, expansion, and demolition and reconstruction of existing residential homes are exempt from TIF to the extent that such projects do not create additional impacts.



# Program Facilities

---

## Planned Transportation Improvements

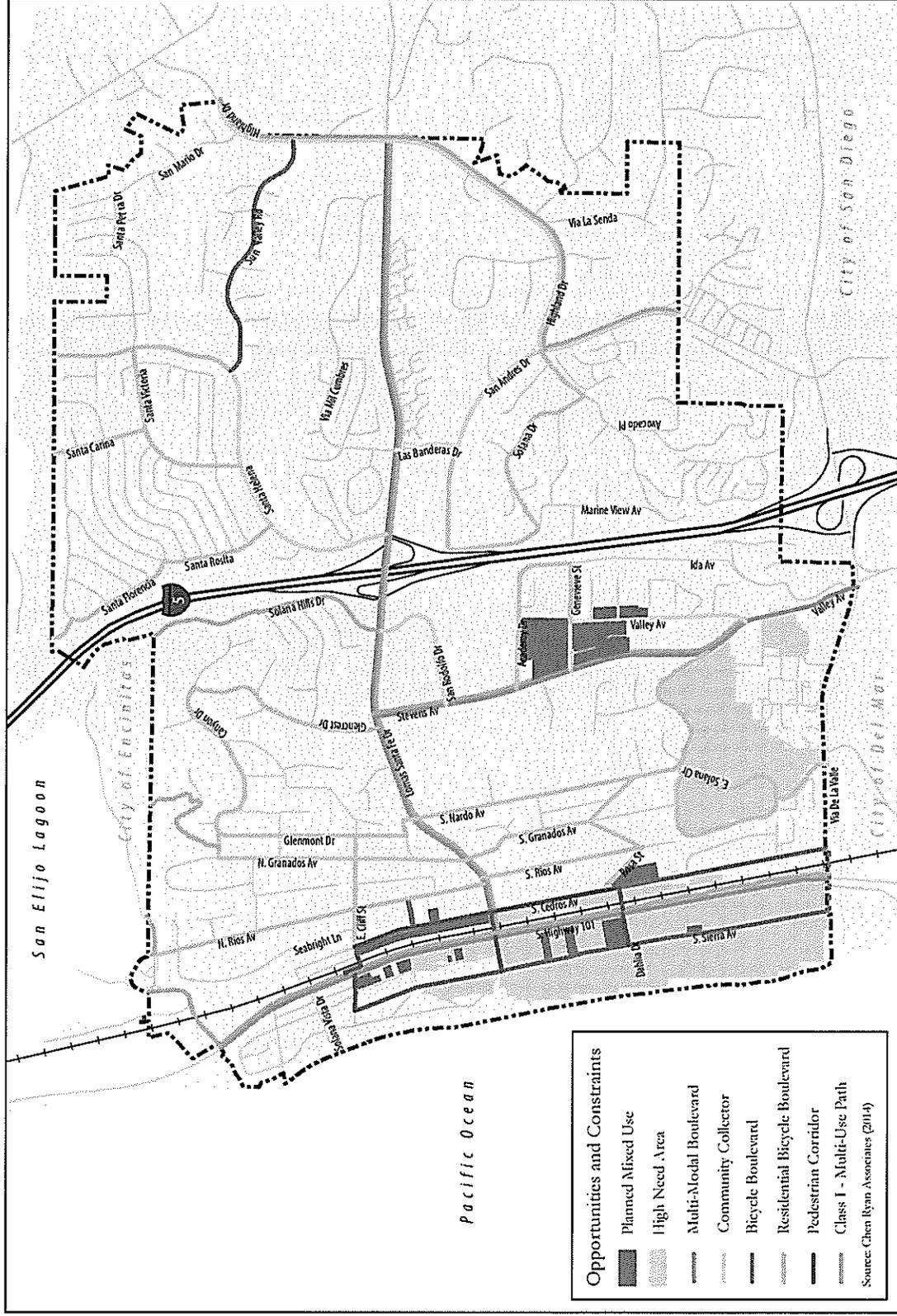
The City's *General Plan EIR*, and supporting technical studies, state that future projects will have potentially significant cumulative impacts to all modes of transportation facilities through the generation of additional trips. The *General Plan EIR* further states that all future development allowed under the plan will be required to mitigate for its fair share of such impacts through payment of a trip-based impact fee program consistent with Circulation Element Policy C-5.1.

**Table 4** summarizes the planned transportation improvements that are required to complete the City's Circulation Element. The total cost of these improvements is estimated at \$31,403,750. These transportation improvements, conceptually depicted in **Figure 2**, are based on a mitigation monitoring program established in the City's *General Plan EIR*, and further refined in the *Comprehensive Active Transportation System* program.

The City's Circulation Element contains several Class 1 Multi-Use Paths that run parallel to other high quality multi-modal facilities (e.g., Class IV Cycle Tracks). Examples of this can be seen on Lomas Santa Fe Drive and Stevens Avenue. While having duplicative multi-modal facilities can be beneficial from a place making perspective, the transportation related benefits (i.e., quality, capacity, safety and connectivity) are negligible. The same multi-modal level of service for these corridors, outlined in the *Circulation Element Preferred Plan Technical Analysis Report* (prepared by Chen Ryan Associates, dated May 28, 2014), can be achieved without the addition of these duplicative multi-use paths.

The estimated cost of these duplicative multi-modal facilities, each of which is denoted with an asterisk in **Table 4**, is \$11,850,000. This Nexus Study has been prepared to fund a total program cost of \$19,553,750, which represents the cost of planned transportation improvements attributable to, and necessitated by, future development in the City.





Planned Transportation Improvements **Figure 2**



**Table 4: Planned Transportation Improvements**

SEGMENT	SEGMENT LIMITS		IMPROVEMENT TYPE		LENGTH (miles)	ESTIMATED COST <sup>(1)</sup>
	FROM	TO	PEDESTRIAN	BICYCLE		
Plaza Street	Sierra Ave	Highway 101	--	Bicycle Route	0.08	\$400
Lomas Santa Fe Drive	Highway 101	Stevens Ave	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.63	\$2,520,000
Stevens Avenue	Lomas Santa Fe Dr	Valley Ave	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.94	\$3,760,000
Valley Avenue	Stevens Ave	Via De la Valle	--	Cycle Track	0.28	\$280,000
Lomas Santa Fe Drive	Stevens Ave	Las Banderas Dr	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.65	\$2,600,000
North Cedros Avenue	Cliff Street	Lomas Santa Fe Dr	Traffic Calming	Commercial Bicycle Boulevard	0.34	\$442,000
N. Rios Avenue	Cliff Street	Lomas Santa Fe Dr	Traffic Calming	Residential Bicycle Boulevard	0.32	\$320,000
San Andres Drive	Las Banderas Dr	Highland Dr	--	Bicycle Lane	0.32	\$208,000
San Andres Drive	Highland Dr	City Boundary	Multi-Use Path	Multi-Use Path	0.34	\$1,020,000
South Cedros Avenue	Lomas Santa Fe Dr	Cofair Ave	--	Commercial Bicycle Boulevard	0.48	\$624,000
South Cedros Avenue	Cofair Ave	Via De La Valle	Traffic Calming	Commercial Bicycle Boulevard	0.33	\$429,000
Cliff Street	Pacific Ave	Highway 101	--	Bicycle Route	0.09	\$450
Cliff Street	Cedros Ave	Glenmont Dr	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000
Glenmont Drive	E. Cliff Street	El Viento Street			0.12	\$120,000
El Viento Street	Glenmont Dr	N. Nardo Ave			0.04	\$40,000
Nardo Avenue	El Viento Street	Lomas Santa Fe Dr			0.02	\$20,000
Sierra Avenue	Cliff Street	Border Ave	Traffic Calming	Commercial Bicycle Boulevard	1.16	\$1,508,000
Santa Helena	City Boundary	Sun Valley Road	--	Bicycle Lane	0.43	\$279,500
Academy Drive	Stevens Ave	Ida Ave	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000
Ida Avenue	Academy Dr	Genevieve Street			0.28	\$280,000
Genevieve Street	Valley Ave	Ida Ave		Residential Bicycle Boulevard	0.14	\$140,000
Genevieve Street	Stevens Ave	Valley Ave		Bicycle Route	0.12	\$600
Valley Avenue	Genevieve Street	Stevens Ave		Bicycle Route	0.43	\$2,150
Via Mil Cumbres	Cerro Largo Dr	Lomas Santa Fe Dr	Traffic Calming	--	0.13	\$39,000
Las Banderas Drive	Lomas Santa Fe Dr	San Andres Dr		Bicycle Route	0.15	\$750
San Andres Drive	Marine View Ave	San Andres Dr		Residential Bicycle Boulevard	0.24	\$240,000
Marine View Avenue	San Andres Dr	Solana Dr		0.23	\$230,000	
Lomas Santa Fe Drive	Las Banderas Dr	Highland Dr	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.75	\$3,000,000
Glenmont Drive	Lomas Santa Fe Dr	Canyon Dr	Traffic Calming	Residential Bicycle Boulevard	0.33	\$330,000
Canyon Drive	Glenmont Dr	Glencrest Dr			0.44	\$440,000
Glencrest Drive	Canyon Dr	Lomas Santa Fe Dr			0.48	\$480,000



**Table 4: Planned Transportation Improvements (continued)**

SEGMENT	SEGMENT LIMITS		IMPROVEMENT TYPE		LENGTH (miles)	ESTIMATED COST <sup>(1)</sup>	
	FROM	TO	PEDESTRIAN	BICYCLE			
Santa Helena	Sun Valley Rd	Lomas Santa Fe Dr	Traffic Calming	Bike Lane	0.69	\$448,500	
Santa Victoria	Santa Helena (N)	Santa Helena (S)		Residential Bicycle Boulevard	0.47	\$470,000	
San Patricio Drive	Santa Victoria	Santa Rufina Dr			0.22	\$220,000	
Dell Street	Glencrest Dr	Solana Hills Dr	Traffic Calming	Residential Bicycle Boulevard	0.32	\$320,000	
Solana Hills Drive	Dell St	Lomas Santa Fe Dr		Multi-Use Path	0.24	\$720,000	
San Rodolfo Drive	Stevens Ave	Lomas Santa Fe Dr		Residential Bicycle Boulevard	0.34	\$340,000	
North Granados Avenue	E. Cliff St	Lomas Santa Fe Dr	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000	
South Granados Avenue	Lomas Santa Fe Dr	Lirio St			0.31	\$310,000	
Lirio Street	S. Granados Ave	S. Nardo Ave			0.15	\$150,000	
Highland Drive	City Boundary	Sun Valley Rd	Multi-Use Path	Bicycle Route / Multi-Use Path	0.23	\$691,150	
Highland Drive	Sun Valley Rd	San Andres Dr		Bicycle Lane / Multi-Use Path	0.98	\$3,577,000	
Nardo Avenue	Lomas Santa Fe Dr	Stevens Ave	Traffic Calming	Residential Bicycle Boulevard	1.03	\$1,030,000	
North Rios Avenue	Northern terminus	E. Cliff St	--	Bicycle Route	0.5	\$2,500	
South Rios Avenue	Lomas Santa Fe Dr	Rosa St	--	Bicycle Route	0.4	\$2,000	
Off Street Multi-Use Path	S. Highway 101 northern extent	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.25	\$750,000	
Off Street Multi-Use Path	N. Rios Ave northern terminus	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.11	\$330,000	
Off Street Multi-Use Path	Holmwood Way	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.35	\$1,050,000	
Off Street Multi-Use Path	Solana Hills Dr northern terminus	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.27	\$810,000	
North Granados Avenue	Holmwood Way	E. Cliff St	--	Bicycle Route	0.33	\$1,650	
Holmwood Way	N. Granados	Glenmont Dr	--	Bicycle Route	0.06	\$300	
Dahlia Drive	S. Sierra Ave	S. Highway 101	--	Bicycle Route	0.8	\$4,000	
Rosa Street	S. Cedros Ave	S. Granados Ave	--	Bicycle Route	0.28	\$1,400	
Solana Circle	W. Solana Circle	Via De La Valle	--	Bicycle Route	0.15	\$750	
East & West Solana Circle	Solana Circle	Solana Circle (loop)	--	Bicycle Route	0.69	\$3,450	
Santa Florencia/ Santa Rosita	Northern City boundary	Santa Helena	--	Bicycle Route	0.62	\$3,100	
Santa Clarita	Northern City boundary	Santa Victoria	--	Bicycle Route	0.23	\$1,150	
Solana Drive	Marine View Ave	Highland Dr	--	Bicycle Route	0.44	\$2,200	
Highland Drive	Solana Dr	San Andres Dr	--	Bicycle Route	0.15	\$750	
SOURCE: Chen Ryan Associates.					<b>TOTAL COST OF PLANNED IMPROVEMENTS</b>		<b>\$31,403,750</b>
(1) All costs in April 2017 dollars.					<b>LESS COST OF DUPLICATIVE FACILITIES (denoted with asterisk)</b>		<b>(\$11,850,000)</b>
(2) Net cost of improvements attributable to growth.					<b>TIF PROGRAM COST <sup>(2)</sup></b>		<b>\$19,553,750</b>



# Funding Requirements

---

## Total Program Costs

As presented in **Table 4**, the total cost of transportation facilities attributable to future growth is \$19,553,750. This amount, representing the estimated cost of planned multi-modal transportation facilities necessary to mitigate the cumulative impacts on the City’s transportation system resulting from future development, is the total TIF Program Cost.

---

## Unit Fee Rate

The Unit Fee Rate for the TIF program has been calculated as follows:

$\text{Unit Fee Rate (\$/TDU)} = \text{TIF Program Cost} / \text{Total Projected TDU's}$
--

With a TIF Program Cost of \$19,553,750 (see **Table 4**) and Total Projected TDU’s of 147,252.59 (see **Table 3**), the resulting Unit Fee Rate is \$132.79 per TDU.

---

## Proposed Fee Rates

**Table 5** summarizes the TDU Factors and resultant TIF rates for the generalized fee rate categories in the proposed TIF program.

**Table 5: Summary of Proposed TIF Rates**

FEE RATE CATEGORY	TDU FACTOR <sup>(1)</sup>		PROPOSED FEE RATE
	Person Trip Rate	Average Trip Length	
Residential – Single Family	12.20 per unit	9.7 miles	\$15,714 per unit
Residential – Condo & Multi-Family	8.70 per unit	9.7 miles	\$11,206 per unit
Residential – Accessory Dwelling Unit	3.05 per unit	9.7 miles	\$3,929 per unit <sup>(2)</sup>
Retail, Commercial & Shopping	19.78 per KSF	6.5 miles	\$17,073 per KSF
Office & Employment Center	6.71 per KSF <sup>(3)</sup>	11.8 miles	\$10,514 per KSF
Industrial	1.97 per KSF <sup>(3)</sup>	11.8 miles	\$3,087 per KSF
Lodging & Resort	7.72 per KSF <sup>(3)</sup>	10.7 miles	\$10,969 per KSF
Educational & Institutional	11.05 per KSF <sup>(3)</sup>	6.3 miles	\$9,243 per KSF
Other	--	--	\$132.79 per TDU

KSF = 1,000 square feet

<sup>(1)</sup> Person trip rates and average trip lengths derived from data provided by Chen Ryan Associates.

<sup>(2)</sup> Fee based on 25% of single family residential rate.

<sup>(3)</sup> Person trip rate based on estimated floor area ration (FAR) of 1.0.



As previously mentioned, the TIF only applies to projects that would create transportation-related impacts through the development or redevelopment process. Improvements, remodels, expansion, and demolition and reconstruction of existing residential homes are exempt from TIF to the extent that such projects do not create additional impacts.

---

## Other Funding Sources

The TIF is intended to fund identified Circulation Element facilities, or portions thereof, needed to mitigate the cumulative transportation impacts attributable to future development in the City. Direct impact mitigation measures and other revenue sources will be required to fund existing transportation system deficiencies and other improvements not attributable by future growth. Sources of additional revenue may include:

- ◆ General and special taxes (including property taxes, TransNet, Gas Tax, HUTA, and other sales/use taxes)
- ◆ State and federal grant monies
- ◆ General fund revenue

TIF funds will be used for the specific improvements, identified in this Nexus Study, that are needed to accommodate future growth in the City. Non-TIF funds may be used to defray the cost of improvements needed to address existing deficiencies, as well as certain proposed multi-modal projects identified as duplicative. Having TIF funds available can help the City leverage other funding sources, including state and federal grants. Grant programs often require a high level of difficult-to-find matching funds. Having a TIF program demonstrates a committed plan of action for transportation system improvements and TIF revenue can provide a ready source of matching funds. Both of these factors can provide a competitive edge when applying for grants.

The TIF rates calculated in this Nexus Study and summarized in **Table 5** do not include any other funding sources that may offset the total cost of transportation facilities attributable to future growth. Further evaluation of the availability, magnitude and reliability of other funding sources would be necessary in order to consider such sources for potential offset.



---

## Annual Cost-Indexing

The TIF program costs and fee rates contained in this Nexus Study are reflected in April 2017 dollars. It is recommended that the TIF rates be indexed annually in order to keep up with future increases in the cost of construction. Indexing the TIF rates annually to the published April-to-April change in the “Los Angeles Construction Cost Index” (LACCI), as compiled and reported by *Engineering News Record*, is reasonable and appropriate for cost escalation purposes. The current (base year) LACCI value is 11,642.47 (April 2017).



# Program Implementation

---

## Statement of Findings

The following information is provided to assist the City with satisfaction of the requisite statutory findings contained in §66001 of the *Mitigation Fee Act* with regard to the TIF program:

***Purpose of the Fee.*** The purpose of the TIF is to fund construction of transportation facilities in response to the anticipated cumulative impacts associated with future development and redevelopment within the City.

***Use of the Fee.*** The TIF will be used to fund construction of specifically identified transportation facilities, or portions thereof, in accordance with the Circulation Element of the City's General Plan. Costs funded may include program administration, project administration and management, design and engineering, regulatory compliance, and construction.

***Reasonable Use (Benefit).*** Future development and redevelopment will have significant cumulative impacts on the City's transportation system. These impacts would be difficult to mitigate on a project-by-project basis. The TIF will be used to fund additional transportation infrastructure to accommodate future development and redevelopment, facilitating greater multi-modal circulation within the City, as a means of mitigating overall cumulative impacts.

***Reasonable Need (Burden).*** Future development and redevelopment will place additional burdens on the City's transportation system. The cost apportionment methodology, based on TDU's, uses person trip intensity and trip length to allocate the cost of improvements to the various types of development. The costs and corresponding fee allocations account for differing impacts based on land use type, demonstrating a reasonable relationship between the type of development and the need for the improvements.

***Reasonable Apportionment.*** The reasonable relationship between the TIF for a specific development and the cost attributable to the development is based on the estimated person trips and miles of travel the development will add to the City's transportation system. The TIF allocates the cost of specifically identified transportation facilities, or portions thereof, to development based on land use, and corresponding TDU's, in relation to the development's proportionate share of the total TDU's for all development.



---

## Capital Improvement Program

The following facility information is provided to assist the City with satisfaction of the Capital Improvement Program requirements set forth in §66002 of the *Mitigation Fee Act*:

*Approximate location.* The approximate location of each identified transportation facility is conceptually depicted and described in **Figure 2** and **Table 4**.

*Size.* The size and/or characteristics of each identified transportation facility are provided in **Table 4**.

*Time of Availability.* The identified transportation facilities will be constructed based on availability of funding, and as necessary to address the cumulative impacts of future development in the City.

*Estimated Cost.* The estimated cost of the identified transportation facilities (in April 2017 dollars) is provided in **Table 4**.

---

## Annual Reporting

Provisions set forth in §66001(c) and §66006(b)(1) of the *Mitigation Fee Act* require that each agency imposing an impact fee make specific information available to the public annually within 180 days of the last day of the fiscal year. This information includes the following:

- ◆ A brief description of the type of fee in each account of fund;
- ◆ The amount of the fee;
- ◆ The beginning and ending balance of the account or fund;
- ◆ The amount of the fees collected and the interest earned;
- ◆ An identification of each public improvement on which fees were expended and the amount of each expenditure;
- ◆ An identification of the approximate date in which the construction of the public improvement will commence;
- ◆ A description of any inter-fund transfer or loan and the public improvement on which the transferred funds will be expended; and
- ◆ The amount of the funds made and any allocations of unexpended fees that are not refunded.

It is recommended that the City continue to monitor development activity, the need for infrastructure improvements, and the adequacy of



the fee revenues and other available funding. Formal annual review of the adopted TIF program should occur, at which time adjustments can be made, if necessary.

---

## Special Considerations

### General Plan Amendments

Contribution to the TIF will mitigate a project's cumulative transportation impacts on identified Circulation Element facilities within the City. Projects that propose increased densities beyond that included in the TIF program (e.g., rezones, General Plan Amendments, or Specific Plans) will require supplemental analysis of their cumulative impacts. In such cases, the developer will be required to provide additional studies and documentation necessary to demonstrate CEQA compliance. If approved, General Plan, Specific Plan and rezone projects that result in increased densities will need to be accounted for when the TIF program undergoes further comprehensive update. In addition, changes to the adopted Circulation Element could warrant an update to the TIF program. The TIF program is not designed to be static and should undergo regular review and be updated to reflect changed conditions at appropriate intervals.

### Impacts Outside the City

The TIF program does not cover transportation impacts on facilities located outside of the City. City staff will evaluate projects on an individual basis. If during the development review process, it is determined that a project will have direct or indirect impacts outside of the City, the applicant will be required to provide separate mitigation, as well as pay into the TIF program.

### Inter-Agency Coordination

Collection of TIF funds and construction of identified TIF facilities may involve varying degrees of inter-agency coordination. For example, Caltrans has jurisdiction over state routes, adjacent areas of which may be improved as part of the City's TIF program. The financial aspects and timing of construction activities for such projects will require attention and coordination.



### **SANDAG RTCIP Fee**

The TransNet sales tax extension (Proposition A), approved by voters on November 2, 2004, requires local jurisdictions to collect a \$2,000 *Regional Transportation Congestion Improvement Program* (RTCIP) fee (subject to annual cost-indexing provisions as set forth in the TransNet Ordinance) for each new residential dwelling unit to fund the Regional Arterial System (RAS) as defined in the San Diego Association of Governments (SANDAG) most recently adopted *Regional Transportation Plan* (RTP). Collection of the RTCIP fee (currently \$2,404.14) is separate and independent of the TIF program, as the TIF program does not currently contain any RAS identified facilities.



## Planned Transportation Improvements

SEGMENT	SEGMENT LIMITS		IMPROVEMENT TYPE		LENGTH (miles)	ESTIMATED COST <sup>(1)</sup>
	FROM	TO	PEDESTRIAN	BICYCLE		
Plaza Street	Sierra Ave	Highway 101	--	Bicycle Route	0.08	\$400
Lomas Santa Fe Drive	Highway 101	Stevens Ave	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.63	\$2,520,000
Stevens Avenue	Lomas Santa Fe Dr	Valley Ave	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.94	\$3,760,000
Valley Avenue	Stevens Ave	Via De la Valle	--	Cycle Track	0.28	\$280,000
Lomas Santa Fe Drive	Stevens Ave	Las Banderas Dr	Multi-Use Path *	Cycle Track / Multi-Use Path *	0.65	\$2,600,000
North Cedros Avenue	Cliff Street	Lomas Santa Fe Dr	Traffic Calming	Commercial Bicycle Boulevard	0.34	\$442,000
N. Rios Avenue	Cliff Street	Lomas Santa Fe Dr	Traffic Calming	Residential Bicycle Boulevard	0.32	\$320,000
San Andres Drive	Las Banderas Dr	Highland Dr	--	Bicycle Lane	0.32	\$208,000
San Andres Drive	Highland Dr	City Boundary	Multi-Use Path	Multi-Use Path	0.34	\$1,020,000
South Cedros Avenue	Lomas Santa Fe Dr	Cofair Ave	--	Commercial Bicycle Boulevard	0.48	\$624,000
South Cedros Avenue	Cofair Ave	Via De La Valle	Traffic Calming	Commercial Bicycle Boulevard	0.33	\$429,000
Cliff Street	Pacific Ave	Highway 101	--	Bicycle Route	0.09	\$450
Cliff Street	Cedros Ave	Glenmont Dr	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000
Glenmont Drive	E. Cliff Street	El Viento Street			0.12	\$120,000
El Viento Street	Glenmont Dr	N. Nardo Ave			0.04	\$40,000
Nardo Avenue	El Viento Street	Lomas Santa Fe Dr			0.02	\$20,000
Sierra Avenue	Cliff Street	Border Ave	Traffic Calming	Commercial Bicycle Boulevard	1.16	\$1,508,000
Santa Helena	City Boundary	Sun Valley Road	--	Bicycle Lane	0.43	\$279,500
Academy Drive	Stevens Ave	Ida Ave	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000
Ida Avenue	Academy Dr	Genevieve Street			0.28	\$280,000
Genevieve Street	Valley Ave	Ida Ave		Residential Bicycle Boulevard	0.14	\$140,000
Genevieve Street	Stevens Ave	Valley Ave		Bicycle Route	0.12	\$600
Valley Avenue	Genevieve Street	Stevens Ave		Bicycle Route	0.43	\$2,150
Via Mil Cumbres	Cerro Largo Dr	Lomas Santa Fe Dr		--		0.13
Las Banderas Drive	Lomas Santa Fe Dr	San Andres Dr	Traffic Calming	Bicycle Route	0.15	\$750
San Andres Drive	Marine View Ave	San Andres Dr		Residential Bicycle Boulevard	0.24	\$240,000
Marine View Avenue	San Andres Dr	Solana Dr		0.23	\$230,000	
Lomas Santa Fe Drive	Las Banderas Dr	Highland Dr		Multi-Use Path *	Cycle Track / Multi-Use Path *	0.75
Glenmont Drive	Lomas Santa Fe Dr	Canyon Dr	Traffic Calming	Residential Bicycle Boulevard	0.33	\$330,000
Canyon Drive	Glenmont Dr	Glencrest Dr			0.44	\$440,000
Glencrest Drive	Canyon Dr	Lomas Santa Fe Dr			0.48	\$480,000

## Planned Transportation Improvements (continued)

SEGMENT	SEGMENT LIMITS		IMPROVEMENT TYPE		LENGTH (miles)	ESTIMATED COST <sup>(1)</sup>	
	FROM	TO	PEDESTRIAN	BICYCLE			
Santa Helena	Sun Valley Rd	Lomas Santa Fe Dr	Traffic Calming	Bike Lane	0.69	\$448,500	
Santa Victoria	Santa Helena (N)	Santa Helena (S)		Residential Bicycle Boulevard	0.47	\$470,000	
San Patricio Drive	Santa Victoria	Santa Rufina Dr			0.22	\$220,000	
Dell Street	Glencrest Dr	Solana Hills Dr	Traffic Calming	Residential Bicycle Boulevard	0.32	\$320,000	
Solana Hills Drive	Dell St	Lomas Santa Fe Dr		Multi-Use Path	0.24	\$720,000	
San Rodolfo Drive	Stevens Ave	Lomas Santa Fe Dr		Residential Bicycle Boulevard	0.34	\$340,000	
North Granados Avenue	E. Cliff St	Lomas Santa Fe Dr	Traffic Calming	Residential Bicycle Boulevard	0.27	\$270,000	
South Granados Avenue	Lomas Santa Fe Dr	Lirio St			0.31	\$310,000	
Lirio Street	S. Granados Ave	S. Nardo Ave			0.15	\$150,000	
Highland Drive	City Boundary	Sun Valley Rd	Multi-Use Path	Bicycle Route / Multi-Use Path	0.23	\$691,150	
Highland Drive	Sun Valley Rd	San Andres Dr		Bicycle Lane / Multi-Use Path	0.98	\$3,577,000	
Nardo Avenue	Lomas Santa Fe Dr	Stevens Ave	Traffic Calming	Residential Bicycle Boulevard	1.03	\$1,030,000	
North Rios Avenue	Northern terminus	E. Cliff St	--	Bicycle Route	0.5	\$2,500	
South Rios Avenue	Lomas Santa Fe Dr	Rosa St	--	Bicycle Route	0.4	\$2,000	
Off Street Multi-Use Path	S. Highway 101 northern extent	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.25	\$750,000	
Off Street Multi-Use Path	N. Rios Ave northern terminus	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.11	\$330,000	
Off Street Multi-Use Path	Holmwood Way	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.35	\$1,050,000	
Off Street Multi-Use Path	Solana Hills Dr northern terminus	Northern City boundary	Multi-Use Path *	Multi-Use Path *	0.27	\$810,000	
North Granados Avenue	Holmwood Way	E. Cliff St	--	Bicycle Route	0.33	\$1,650	
Holmwood Way	N. Granados	Glenmont Dr	--	Bicycle Route	0.06	\$300	
Dahlia Drive	S. Sierra Ave	S. Highway 101	--	Bicycle Route	0.8	\$4,000	
Rosa Street	S. Cedros Ave	S. Granados Ave	--	Bicycle Route	0.28	\$1,400	
Solana Circle	W. Solana Circle	Via De La Valle	--	Bicycle Route	0.15	\$750	
East & West Solana Circle	Solana Circle	Solana Circle (loop)	--	Bicycle Route	0.69	\$3,450	
Santa Florencia/ Santa Rosita	Northern City boundary	Santa Helena	--	Bicycle Route	0.62	\$3,100	
Santa Clarita	Northern City boundary	Santa Victoria	--	Bicycle Route	0.23	\$1,150	
Solana Drive	Marine View Ave	Highland Dr	--	Bicycle Route	0.44	\$2,200	
Highland Drive	Solana Dr	San Andres Dr	--	Bicycle Route	0.15	\$750	
SOURCE: Chen Ryan Associates.					<b>TOTAL COST OF PLANNED IMPROVEMENTS</b>		<b>\$31,403,750</b>
(1) All costs in April 2017 dollars.					<b>LESS COST OF DUPLICATIVE FACILITIES (denoted with asterisk)</b>		<b>(\$11,850,000)</b>
(2) Net cost of improvements attributable to growth.					<b>TIF PROGRAM COST (2)</b>		<b>\$19,553,750</b>

**ORDINANCE NO. 479**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA ADDING CHAPTER 15.50 TO IMPOSE A TRANSPORTATION IMPACT FEE PURSUANT TO THE CALIFORNIA MITIGATION FEE ACT**

**WHEREAS**, the City of Solana Beach has identified the need for additional multi-modal transportation facilities to adequately serve projected future growth and redevelopment within the incorporated city limits; and

**WHEREAS**, an impact fee is a commonly used and well-accepted means of mitigating the impacts created by future growth. Public agencies regularly impose impact fees on new development to fund a variety of public facilities, including roads, sewer and water facilities, libraries, parks, and schools; and

**WHEREAS**, recent surveys of local and regional agencies in California indicate that most agencies impose some form of transportation impact fee; and

**WHEREAS**, the California Mitigation Fee Act authorizes local agencies to impose impact fees upon making certain findings; and

**WHEREAS**, on November 19, 2014, the City Council certified the Environmental Impact Report and adopted updates to the Circulation and Land Use Elements of the General Plan. As a part of the update, a new policy was added to develop and maintain a transportation impact fee ("TIF") program; and

**WHEREAS**, the purpose of the TIF is to fund construction of transportation facilities in response to the anticipated cumulative impacts associated with future development and redevelopment projects based on the number of additional trips (across all modes of transportation) future developments are projected to generate within the City.

**NOW, THEREFORE**, the City Council of the City of Solana Beach hereby ordains as follows:

Section 1. All of the above statements are true.

Section 2. Chapter 15.50 is hereby added to the Solana Beach Municipal Code ("SBMC") to provide as follows:

15.50.010 - Title.

This chapter shall be known as the Transportation Impact Fee ("TIF") Ordinance and may be cited as such.

15.50.020 - Authority.

This chapter is enacted pursuant to the Mitigation Fee Act, California Government Code Section 66000 et seq.

15.50.030 - Intent and purpose.

The purpose of this chapter is to make provision for assessing and collecting transportation impact fees as a condition of project approval of a subdivision map or prior to issuance of a development permit, including a building permit, in order to fund the construction of identified facilities needed to reduce or mitigate the projected cumulative transportation impacts resulting from such development and in order to allocate the costs of these facilities equitably among future developing properties. Application of this fee will include, but is not limited to, development for residential, commercial and industrial land uses.

This TIF does not replace normal subdivision map exactions or other measures required to mitigate site specific impacts of a development project including, but not limited to, mitigation imposed pursuant to the California Environmental Quality Act and imposed as conditions of approval upon a development project as part of the development review process; regulatory and processing fees; transportation uniform mitigation fees; fees required pursuant to a development agreement; funds collected pursuant to a reimbursement agreement that exceed the developer's share of public improvement costs; or assessment district proceedings, benefit assessments, or taxes.

The fees collected pursuant to this chapter are to fund identified transportation facilities, or portions thereof, that will to mitigate the cumulative transportation impacts attributable to future development in the City. TIF funds will be used for the specific improvements, as identified in the TIF Report, which are needed to accommodate future growth in the City.

15.50.040 - Findings.

The City Council of the City of Solana Beach, consistent with California Government Code Sections 66000 et seq., of the Mitigation Fee Act, finds that:

A. **Purpose of the Fee.** The purpose of the TIF is to fund construction of transportation facilities in response to the anticipated cumulative impacts associated with future development and redevelopment within the City.

B. **Use of the Fee.** The TIF will be used to fund construction of specifically identified transportation facilities, or portions thereof, in accordance with the Circulation Element of the City's General Plan. Costs funded may include program administration, project administration and management, design and engineering, regulatory compliance, and construction.

C. **Reasonable Use (Benefit).** Future development and redevelopment will have significant cumulative impacts on the City's transportation system. These impacts would be difficult to mitigate on a project-by-project basis. The TIF will be used to fund additional transportation infrastructure to accommodate future development and redevelopment, facilitating greater multi-modal circulation within the City, as a means of mitigating overall cumulative impacts.

D. **Reasonable Need (Burden).** Future development and redevelopment will place additional burdens on the City's transportation system. The cost apportionment methodology, based on TDU's, uses person trip intensity and trip length to allocate the cost of improvements to the various types of development. The costs and corresponding fee allocations account for differing impacts based on land use type, demonstrating a reasonable relationship between the type of development and the need for the improvements.

E. **Reasonable Apportionment.** The reasonable relationship between the TIF for a specific development and the cost attributable to the development is based on the estimated person trips and miles of travel the development will add to the City's transportation system. The TIF allocates the cost of specifically identified transportation facilities, or portions thereof, to development based on land use, and corresponding TDU's, in relation to the development's proportionate share of the total TDU's for all development.

#### 15.50.050 - Definitions.

The definitions set forth in this section shall govern the application and interpretation of this chapter:

"Applicant" means developer or person seeking a development permit.

"Building permit" means a permit required and issued by the City of Solana Beach.

"City" means the City of Solana Beach.

"City of Solana Beach transportation impact fee program" or "TIF report" is the fee study entitled "City of Solana Beach Transportation Impact Fee Nexus Study," dated June 2017, approved and adopted by the City Council on June 28, 2017. This study may be changed or periodically updated by action of the City Council pursuant to Section 15.50.080 of this chapter. The City of Solana Beach transportation impact fee program is maintained for public review in the engineering department of the City of Solana Beach.

"Construction" means design, performance of estimates, environmental assessments and studies, determination of fees, acquisition of right-of-way, administration of construction contracts, and actual construction.

"Developer" means the owner or developer of a development seeking a development permit.

"Development permit" means any permit or approval from the City of Solana Beach including, but not limited to, a general plan amendment, zoning or rezoning of property, a conditional use permit, a development review permit, a coastal development permit, a variance permit, a structural development permit, subdivision map, parcel map, building permit, or any another permit for construction, reconstruction, or development.

"Development project" or "development" means any activity described in Section 66000 et seq., of the California Government Code.

"New development" means any development requiring a development permit excepting the rehabilitation and/or reconstruction of any legal residential structure and/or the replacement of a previously existing residential unit.

"Redevelopment" means any development project that results in additional generation of trips.

"TIF" means transportation impact fee.

"Transportation facilities" means the transportation facilities, or portions thereof, identified in the City of Solana Beach Transportation Impact Fee Program, or future city approved alternatives that substantially fulfill the transportation needs identified and represented by a listed facility.

"Transportation facility project" means that project or portion of project, which involves the specified improvements in the City of Solana Beach Transportation Impact Fee Program.

#### 15.50.060 - Application of chapter.

This chapter establishes the requirements for the TIF for all new development and redevelopment within the City of Solana Beach. This chapter shall apply to all new development and redevelopment except as exempted by state or federal law, or as specifically exempted in this chapter. In cases where a development is specifically exempt by law from this chapter, but that development has cumulative transportation impacts required to be mitigated by the California Environmental Quality Act (CEQA), the City can accept TIF payment to mitigate cumulative impacts.

The TIF is limited to providing funding in the amounts and for those improvements specified in the city of Solana Beach transportation impact fee program. Nothing in this chapter shall restrict the ability of the City to require dedication of land, payment of fees or construction of improvements for needs other than, or in addition to, the improvements specified in the City of Solana Beach transportation impact fee program.

The requirement of this chapter shall apply to projects for which building permits are issued on or after the effective date of this ordinance.

#### 15.50.070 - Transportation impact fee requirement.

A. Prior to the issuance of any building permit for new development or redevelopment in the City of Solana Beach, a transportation impact fee shall be paid based upon the use of land set forth in the fee rate table included in the TIF Report.

B. The fee shall be paid before the issuance of building permits for each development project within the City of Solana Beach. No building permit shall be issued within the City of Solana Beach unless and until the TIF has been paid in full. In the case of discretionary permits that will not involve a building permit, but which will involve new development, payment of the fee shall be recommended as a condition of permitting to the decision-making body that would approve such permit.

#### 15.50.080 - Annual adjustment of fees.

The TIF may be adjusted annually starting July 1, 2018, and on each July 1st thereafter, based on the following factors:

A. The cost of construction based on the Los Angeles Construction Cost Index.

B. Changes in the type, size, location or cost of the transportation facilities, if any, to be financed by the TIF, changes in land use designations in the City's general plan, and upon other sound engineering, financing, and planning information.

C. Adjustments to the TIF resulting from review of the factors above may be made by resolution amending the fee schedule and subject to compliance with the Mitigation Fee Act.

D. Adjustments to the fees resulting from the annual review may be made by resolution amending the Fee Rate Tables contained in the TIF Report and subject to the notice and public meeting requirements of Government Code Section 66016.

15.50.090 - Use of fee.

A. The revenue raised by payment of the TIF shall be placed in a separate and special account or fund in a manner to avoid any commingling with other revenues and funds of the City of Solana Beach; and, such revenues, along with any interest earnings on the account or fund, shall be used solely to:

1. Pay for the city's future construction of transportation facilities described in the City of Solana Beach transportation impact fee program, or to reimburse the city for those described or listed facilities constructed by the City with funds advanced by the City from other resources; or

2. Reimburse developers who have been required or permitted by Section 15.50.110 to install such listed facilities which are oversized with supplemental size, length, or capacity, relative to demand generated by the subject project; or

3. Pay costs required for the administration of this chapter, including, but not limited to costs incurred in conducting hearings required by state law.

B. The TIF fund, including accrued interest, shall be subject to the all of the applicable provisions of Government Code Section 66000 et seq., including but not limited to the requirements for accounting, reporting and expenditure of the fund for the improvements specified in the City of Solana Beach transportation impact fee program.

15.50.100 - Transportation facilities to be financed by the fee.

A. The transportation facilities and programs to be financed by the fee established by this chapter are identified in the City of Solana Beach transportation impact fee program.

B. The City Council may modify or amend the City of Solana Beach transportation impact fee program in order to maintain compliance with the circulation element of the City's general plan.

15.50.110 - Developer construction of transportation facilities.

Whenever a developer of a development project would be required, as a condition of approval of a development permit, to construct or finance the construction of a portion of a transportation facility identified in the City of Solana Beach

transportation impact fee program, the City Council may impose an additional requirement that the developer install the improvements with supplemental size, length or capacity in order to ensure efficient and timely construction of the transportation facilities network. If such a requirement is imposed, the City Council shall, in its discretion, enter into a reimbursement agreement with the developer. The reimbursement agreement can be for either in the form of a cash payment or a credit against the fee otherwise levied by this chapter on the development project, or some combination thereof. The determination of the form is at the sole discretion of the City.

The reimbursement amount shall not include the portion of the improvement needed to provide services or mitigate the need for the facility or the burdens created by the development.

A developer shall not receive cash reimbursement from the appropriate TIF fund until all developers who have previously executed reimbursement agreements payable from the same fund have been fully reimbursed or until such agreements have expired. The maximum term of any reimbursement agreement shall be twenty-five years.

#### 15.50.120 - Exemptions.

The following new development shall be exempt for the application of the provisions of this chapter:

- A. City-owned facilities and buildings.
- B. Redevelopment of single-family homes that do not result in additional generation of trips.

#### 15.50.130 - Refund of fees.

If a building permit or development permit expires, is cancelled, or is voided and if any fees paid pursuant to this chapter have not been expended and no construction has taken place pursuant to such building permit or development permit, the Director of Community Development shall, upon written request, refund the fee and any interest earned on the fee, less any administrative costs, to the applicant of record.

Section 3. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Chapter, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Chapter, or its application to any other person or circumstance. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**EFFECTIVE DATE:** This Ordinance shall be effective thirty (30) days after its adoption. Within fifteen (15) days after its adoption, the City Clerk of the City of Solana Beach shall cause this Ordinance to be published pursuant to the provisions of Government Code Section 36933.

**INTRODUCED AND FIRST READ** at a regular meeting of the City Council of the City of Solana Beach, California, on the 28th day of June, 2017; and

**THEREAFTER ADOPTED** at a regular meeting of the City Council of the City of Solana Beach, California, on the 12th day of July, 2017, by the following vote:

AYES: Councilmembers –  
NOES: Councilmembers –  
ABSTAIN: Councilmembers –  
ABSENT: Councilmembers –

\_\_\_\_\_  
MIKE NICHOLS, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
JOHANNA N. CANLAS, City Attorney

\_\_\_\_\_  
ANGELA IVEY, City Clerk



# STAFF REPORT CITY OF SOLANA BEACH

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Gregory Wade, City Manager  
**MEETING DATE:** July 12, 2017  
**ORIGINATING DEPT:** City Manager's Department  
**SUBJECT:** KAABOO Presentation

---

## **BACKGROUND:**

KAABOO is an entertainment and arts experience that combines live music, comedy, food and art that takes place at the Del Mar Fairgrounds. This year will be the third annual event and is scheduled to take place from September 15-17<sup>th</sup>. The event organizers for KAABOO have been proactive in attempting to minimize impacts in the neighboring communities and recognize that noise, parking, traffic and safety are areas of concern for Solana Beach. The organizers have also been very proactive in engaging the neighboring communities in advance of the event to discuss concerns and describe any changes to the event.

This item is before the City Council as an informational item to allow a presentation from the KAABOO organizers on the upcoming event.

## **DISCUSSION:**

This is the third KAABOO annual event and, like any type of large scale event, modifications are made based on various factors that may arise from previous years. By most accounts, KAABOO has been a successful event. However, concerns have arisen during the first two events regarding noise, parking, traffic and safety, primarily in the neighborhoods adjacent to Via de la Valle. The KAABOO organizers have taken steps over the years to address these concerns, and they continue to be a cooperative partner with the City.

KAABOO organizers met with City Staff on June 22, 2017 to discuss plans for the 2017 event. There are a number of proposed changes that were discussed, including the relocation of two outdoor stages, noise mitigation, parking and transportation, on-site parking and shuttle flow and the addition of a "Ride Share Hub" to better manage the

CITY COUNCIL ACTION:

---

---

ride share demand and reduce the impact to the adjacent neighborhoods. The Ride Share Hub will be located in the practice track near the Solana Gate entrance, and is designed to consolidate ridership in one area to better control the crowds. There is also discussion of a "geo-fence" around the Fairgrounds to only allow pick-up of riders in the Ride Share Hub to eliminate on-street pick-up in adjacent neighborhoods. The information provided to City Staff is included as Attachment 1. The 2017 Site Plan is included as Attachment 2.

The KAABOO organizers are also contacting the various Homeowners' Associations (HOAs) adjacent to the Fairgrounds to offer to meet individually to discuss the upcoming event. City Staff is assisting the organizers with obtaining the contact information with the goal of reaching out to all the HOAs to discuss the event and any potential concerns. In addition, the KAABOO organizers will be presenting to the 22<sup>nd</sup> District Agricultural Association (DAA) Board at a Special Meeting on Thursday, July 13<sup>th</sup>, at 2:00pm. Any comments provided by Council will be forwarded to the DAA Board for their consideration.

**CEQA COMPLIANCE STATEMENT:**

Not a project as defined by CEQA.

**FISCAL IMPACT:**

There is no fiscal impact to the City as a result of this presentation.

**WORK PLAN:** N/A

**OPTIONS:**

- Receive the presentation and provide feedback.
- Receive the presentation and do not provide feedback.

**DEPARTMENT RECOMMENDATION:**

Staff recommends the City Council receive the presentation from the KAABOO organizers and provide feedback, as needed.

**CITY MANAGER'S RECOMMENDATION:**

Approve Department Recommendation

  
\_\_\_\_\_  
Gregory Wade, City Manager

Attachments:

1. KAABOO Informational Packet
2. KAABOO Layout

KAA  
BOO



DELL MAR

# KAABOO

## *Solana Beach Update*

KAABOO's third annual event will take place this year September 15-17th. This event provides the region with a unique entertainment experience that combines world-class music, local cuisine, craft libations, contemporary art and more into one upscale environment. Last year Solana Beach's concerns were noise, parking, traffic and safety.

### **Results:**

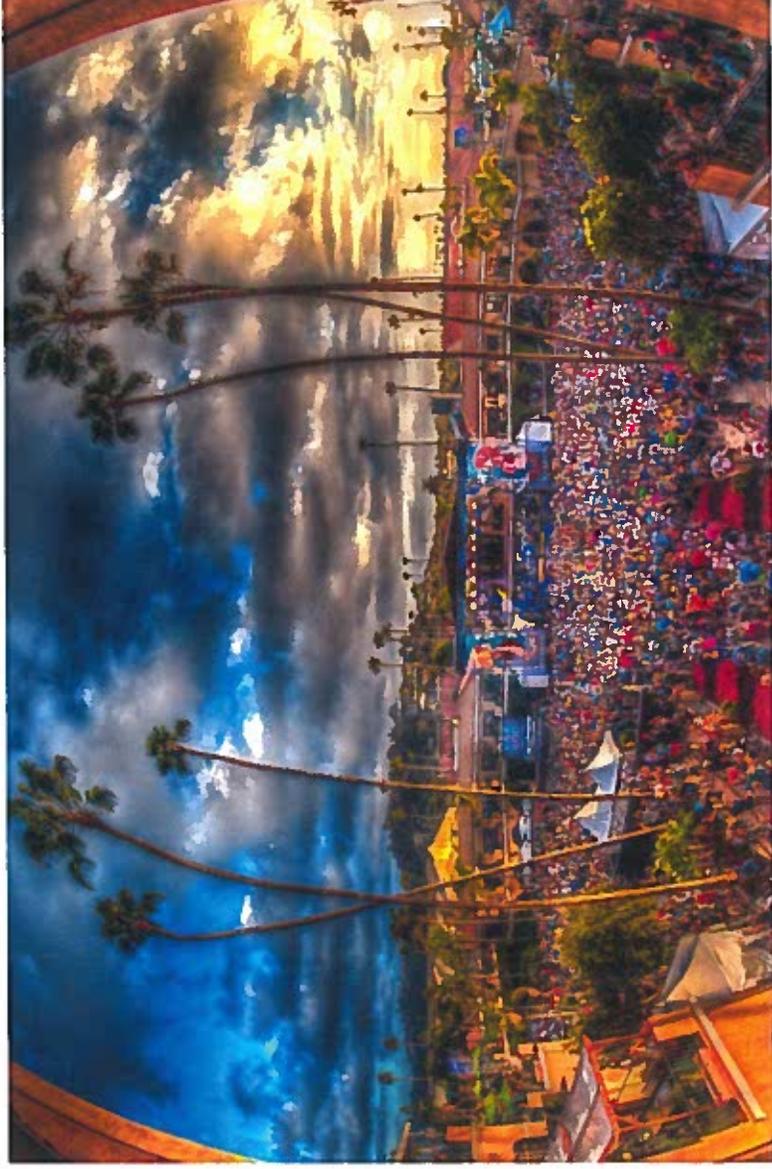
- Overwhelmingly positive reviews in local, regional and national news media.
- Major economic benefit for local businesses.
- Noise mitigation efforts were successful, a HUGE win for KAABOO and the community.
- Traffic and safety were concerns on Saturday night and we have addressed them in planning for 2017.



# KAABOO

## *Success and Growth*

- KAABOO attendance increased in 2016. Daily attendance increased to 39,000 guests on peak days.
- Attendance in 2017 is expected to reach approximately 46,000 guests per day.
- With greater attendance, modifications are required to increase capacity within the venue and to improve parking and transportation methods.



# KAABOO

## *Economic Benefit*

- An Economic Impact Study completed by San Diego State University College of Business Administration showed that the total 2016 financial impact in San Diego County was \$26.6M (includes sales in and outside KAABOO, hotels, vendors, tax, and charity).
- Hotel Room Nights: Local hotels sell out and drove significant rate compression as well. KAABOO purchased over 3,000 rooms for our staff and guests in the local area. All local hotels were sold out during KAABOO. Estimated occupancy tax is greater than \$63,000.
- Local Business Report: 55% of the businesses surveyed noticed an increase to sales of up to 25%
- Employed approximately 4,000 people.

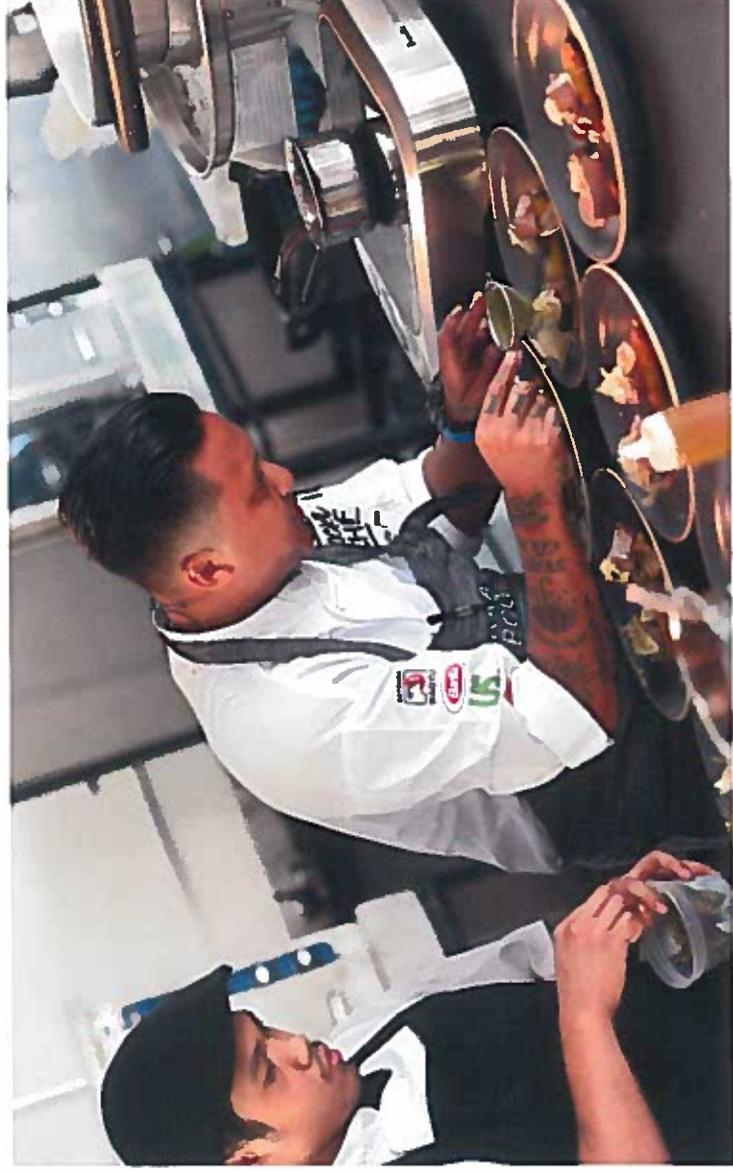


# KAABOO

## *Supporting Local Business and Artists*

Worked with dozens of local restaurants, breweries, wineries, visual artists, hotels, and other vendors to bring the best of the San Diego region to KAABOO.

A few of our Local Partners:

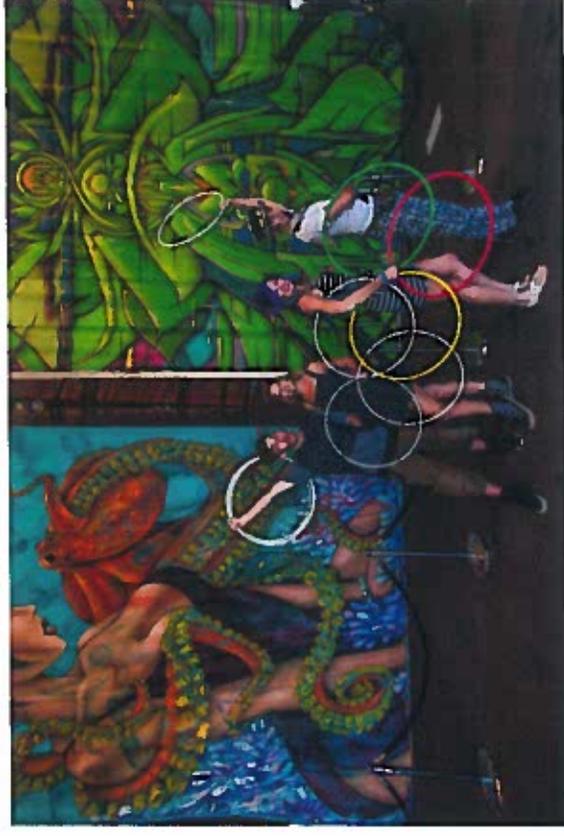


L'Auberge, Hilton Del Mar, Courtyard Solana Beach, British Bus Company, Best Western Premier, Saint Archer, Ballast Point, White Claw, Mason Ale Works, Steve Poltz, Taylor Williamson, Greg Santos, Dallas McLaughlin, Shawn Jones, Bang Pow, Almost Monday, The Verigolds, Stokeswood, Jack Tempchin, Karl Denson's Tiny Universe, Nancarrow, Steevie Wild, Cheyenne Giles, Andrew Luce, Savi, Murphi Kennedy, MD. DeeJay, Nitecap, DJ Byrd, Will Hernandez, Common Dream, Bottega Americano, Searsucker Del Mar, Buona Forchetta, Puesto, Jsix, Toastados North Park / City Tacos, Cardiff Seaside Market, The Milk Bar, Aliforon, Beerfish, Saiko Sushi, Angel's Truffle & Salumi, Cream, Poseidon, Bobboi Natural Gelato, Swell Coffee Co., The Spotted Cow, and The Main Restaurant.

# KAABOO

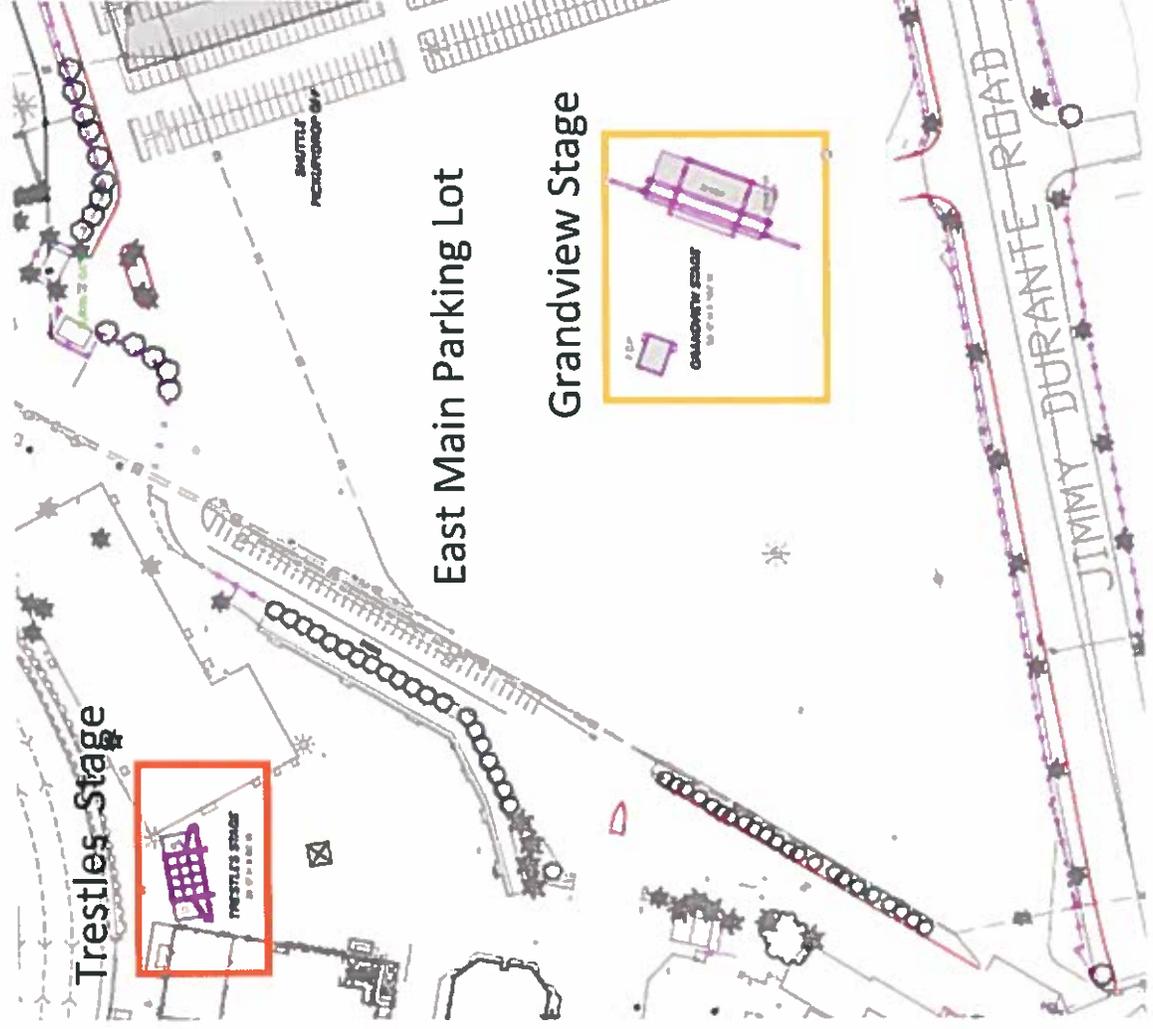
## *Safety and Security Report*

- Implementing a unified command structure to include all stakeholders.
- Brett Arendt is the new Director of Security and Safety for KAABOO. He was previously the security manager at AT&T Stadium (Dallas Cowboys) and was in charge of overseeing all police, fire/rescue, medical and explosive detection services. Brett was the Director of Operations for The Gwinnett Center and an event manager at the Georgia Dome.
- We have also created models of the venue based on data from KAABOO 2016 to discover patterns of crowd flow to improve safety and guest experience to provide real-time pedestrian pathway prediction that will aid us in preventing crowding or attendee constriction.



# KAABOO

## Proactive Steps for 2017



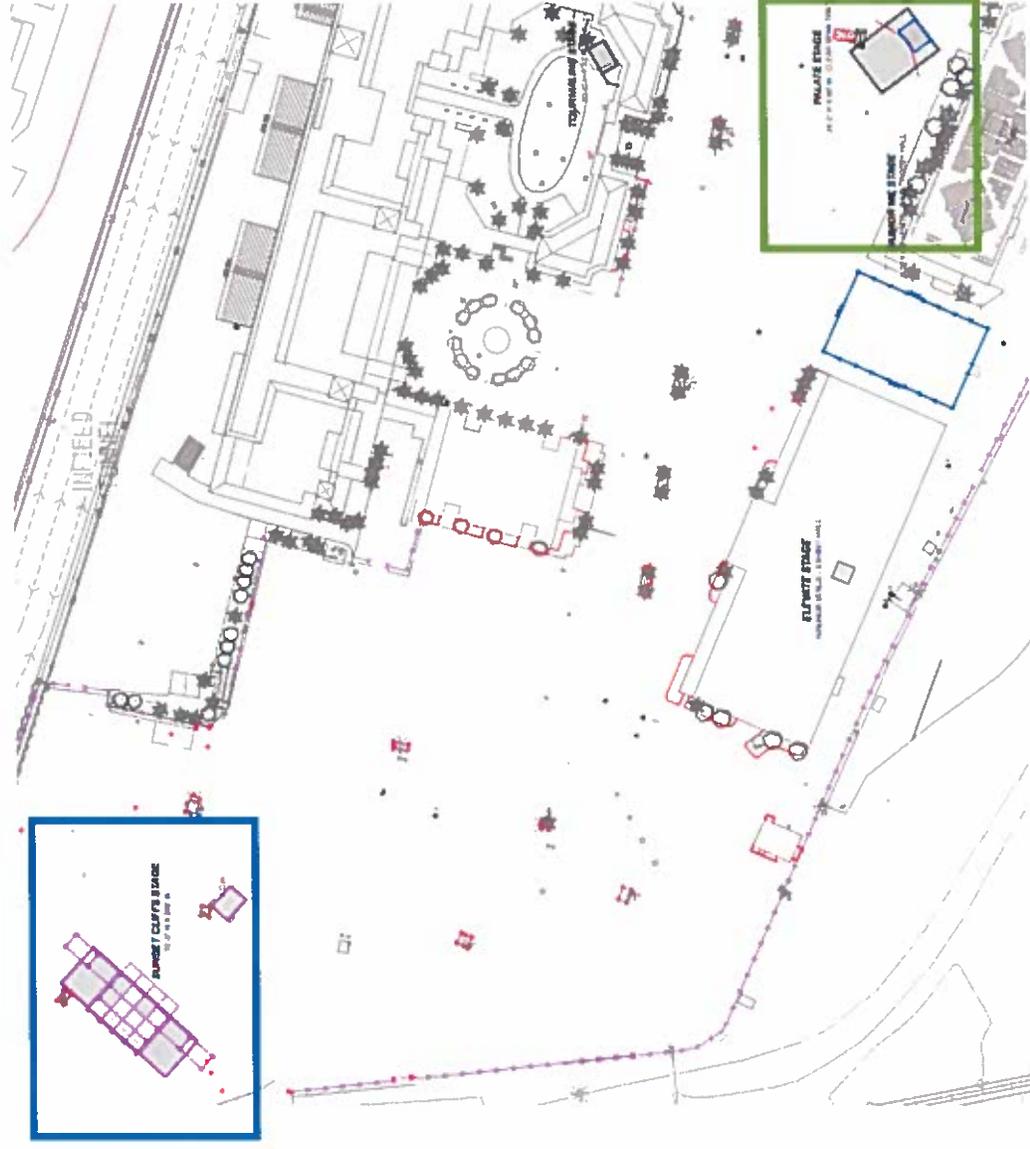
- To add capacity, two outdoor stages have been relocated. The locations and stage orientation have been designed to maintain compliance with the noise ordinance. Other outdoor stages remain in the same location and orientation.

- The Grandview stage in the east main parking lot is oriented away from the wetland resources south of Jimmy Durante.

- KAABOO will install a buffer composed of shipping containers and tractor trailers to block the view, sound and light.

# KAABOO

## Stage Locations



- Stage sizes and locations remain the same with the exception of relocation of Trestles and Grandview.
- Ongoing estimation, verification, monitoring, and compliance with maximum permissible sound levels to maintain community noise levels below pre-defined noise thresholds.
- Continuing to implement and verify system design for reduced sonic footprint.

# KAABOO

## Noise Mitigation

- As in 2016 KAABOO will establish community (ambient) noise levels, and adopt appropriately calculated noise thresholds consistent with the noise ordinance.
- All outdoor stages were re-evaluated to reduce noise levels for 2017.
- In 2016 KAABOO estimated, verified, monitored, and complied with maximum permissible sound levels, designed to maintain community noise levels below pre-defined noise thresholds. This is also happening again in 2017.
- Spent over \$100,000 in 2016 on noise mitigation measures.



2017 Noise Monitor Locations

# KAABOO

## ***Significant Noise Mitigation Improvement***

“In regard to the recent KAABOO event, while the noise levels were significantly improved compared to the 2015 event, our independent consultant’s report of the noise levels for all three days showed that there were still exceedances of the noise ordinance all three days, more so than shown by the report provided by KAABOO. However, while there were still exceedances which must be discussed and addressed, comparatively, there was significant improvement compared to 2015, and few complaints were received from local residents.”

– Sherryl Parks, Mayor of Del Mar during 2016 event

“I just want to let you know that your efforts in controlling the sound worked for me over here in Carmel Valley. Two times I heard something very faintly (not enough to bother me), but the rest of the time I didn't hear a thing!!! What a difference from last year's boom, boom, boom! Thanks Julie for your efforts... what a difference it made in my life!!! I had a nice relaxing weekend enjoying the outdoors in my yard and I got to go to sleep without the pounding noise!! I hope you get the same positive feedback from the whole area!

- Local Resident

# KAABOO

## *Parking and Transportation*

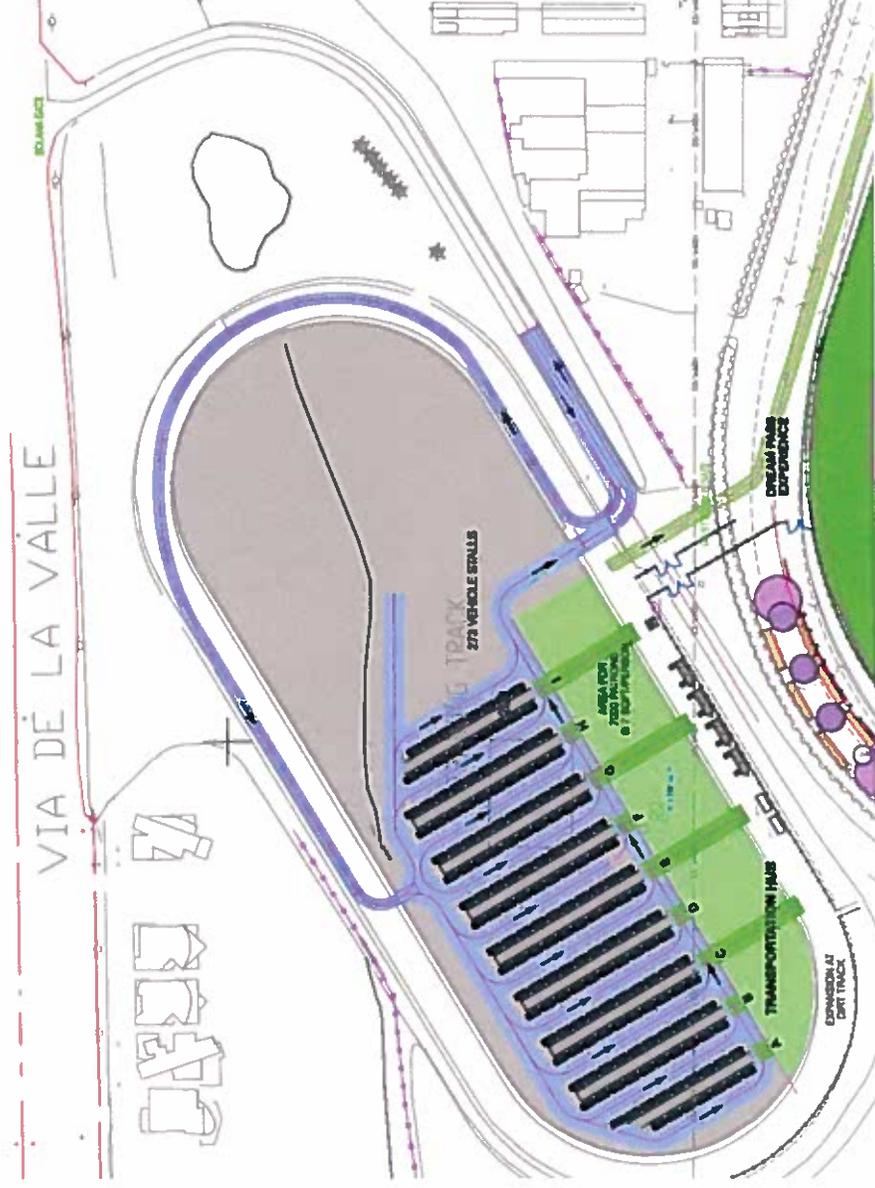
	2016 Actual	2017 Projected	Arrive By	2016 Estimated	2017 Projected	Assumption
Attendance	39,000	46,000	Walk	50	55	10% increase
On-site Guest Parking	5,260	7,900	Bike Valet	350	385	10% increase
% Parking/Guest	13%	17%	Drop-off	400	440	10% increase
			Shuttles transit and hotel	1,134	1,247	10% increase
			Off-site Parking	0	0	0 off-site spaces
			On-site Parking	15,774	23,700	7,900 cars, 3/car
			Ride Share	21,330	23,000	Capacity of hub, 3/car
				<b>39,038</b>	<b>48,827</b>	

KAABOO has engaged Fehr and Peers to conduct an in-depth analysis to ensure parking and transit capacity is met, to design a Transportation Demand Management plan to reduce traffic in the community and to promote non-motorized transit.

# KAABOO

## *Ride Share, preferred mode of transport*

- Ride share has the greatest impact on traffic reduction.
- Fehr and Peers has designed a ride share hub to accommodate demand, increase efficiency and reduce traffic impacts.
- KAABOO is working with ride share companies to eliminate on-street or in neighborhood pick-up.



**2017 Ride Share Hub**

## ***2017 On-site parking and shuttle flow***

- Fehr and Peers estimates that peak guest parking demand will be no more than 7,900 spaces.
- The shuttle, drop-off and bike valets have also been modified to increase efficiency and reduce traffic.
- Fehr and Peers has built in a buffer for each mode of transportation should guest preference change.



# KAABOO

## *We are respectful neighbors*

- We look forward to the local community taking part in KAABOO and want neighbors to look forward to it being an annual event. At the request of local residents, we have offered discounted passes to residents of Del Mar and Solana Beach. To purchase these passes call the Box Office directly at 855-798-5995. The box office is open from 9:00 a.m. - 5:00 p.m. PST Monday through Friday.
- We will continue to adhere to the noise ordinance and minimize impacts in the community.
- We will continue to improve our traffic and safety plans.
- KAABOO is available to respond to any community questions or concerns. Email us anytime at [communityinfo@kaaboodelmar.com](mailto:communityinfo@kaaboodelmar.com). During the event residents can email us or call 858.794.1104 and talk to a KAABOO representative.

