



CITY OF SOLANA BEACH

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

MODIFIED AGENDA

Joint REGULAR Meeting

Wednesday, January 26, 2022 * 6:00 p.m.

Teleconference Location Only-City Hall/Council Chambers, 635 S. Highway 101, Solana Beach, California

This meeting will be conducted in accordance with California Government Code sections 54953(e) and 54954.3 and other applicable law.

MEETING LOCATION WILL NOT BE OPEN TO THE PUBLIC

Be advised that due to the COVID-19 pandemic in-person participation will not be allowed, there will be no members of the public in attendance at Council Meetings. Alternatives to in-person attendance for viewing and participating in City Council meetings are being provided under provided below.

AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is posted online www.cityofsolanabeach.org Closed Session Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings.

WATCH THE MEETING

- Live web-streaming: Meetings web-stream live on the City's website on the City's [Public Meetings](#) webpage. Find the large Live Meeting button.
- Live Broadcast on Local Govt. Channel: Meetings are broadcast live on Cox Communications - Channel 19 / Spectrum (Time Warner)-Channel 24 / AT&T U-verse Channel 99.
- Archived videos online: 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 [Public Meetings](#) webpage.

PUBLIC COMMENTS

- Written correspondence (supplemental items) regarding an agenda item at an open session meeting should be submitted to the City Clerk's Office at clerkoffice@cosb.org with a) Subject line to include the meeting date b) Include the Agenda Item # as listed on the Agenda.
- Correspondence received after the official posting of the agenda, but before 3:00 p.m. (or 3 hrs. prior to the meeting start time) on the meeting day, will be distributed to Council and made available online along with the agenda posting. All submittals received before the start of the meeting will be made part of the record.
- Written submittals will be added to the record and not read out loud.
- The designated location for viewing supplemental documents is on the City's website www.cityofsolanabeach.org on the posted Agenda under the relative Agenda Item.

OR

Verbal Comment Participation: If you wish to provide a live verbal comment during the meeting, attend the virtual meeting via your computer or call in.

Before Meeting

- Alert Clerk's Office. We ask that you alert us that you will joining the meeting to speak. Please email us at clerkoffice@cosb.org to let us know which item you will speak on. This allows our Staff to manage speakers more efficiently.
- Watch the Meeting and Make a Public Comment
You can watch the meeting on the Live Meeting button on the Public Meetings page OR on TV at the stations provided above OR on the zoom event:
Link: <https://cosb-org.zoom.us/j/82828820062>
Webinar ID: 828 2882 0062
If you cannot log on or need to use a phone for audio quality, use one of these call-in numbers:
888 475 4499 (Toll Free) or 833 548 0276 (Toll Free)
- Join/Log-In to the meeting at least 15 minutes prior to the start time so that the City Clerk can verify that you are ready to speak before the meeting begins.
- Audio Accessibility: If your computer does not have a microphone or you have sound issues, you can call-in from a landline or cell phone and use it as your audio (phone # is provided once you log-in to Zoom, see above). If you call in for better audio, mute your computer's speakers to eliminate feedback so that you do not have two audios when you are speaking.

During Meeting:

- During each Agenda Item and Oral Communications, attendees will be asked if they would like to speak. Speakers are taken during each agenda item.
- Speakers will be asked to raise their hand (zoom icon under participants can be clicked or on the phone you can dial *9) if they would like to be called on to speak during each item. We will call on you by your log in name or the last 4 digits of your phone #. When called on by the meeting organizer, we will unmute so you may provide comments for the allotted time. Allotted speaker times are listed under each [Agenda](#) section.
- Choose Gallery View to see the presentations, when applicable.

SPECIAL ASSISTANCE NEEDED - 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 clerkoffice@cosb.org at least 72 hours prior to the meeting.

CITY COUNCILMEMBERS			
Lesa Heebner, Mayor			
Kelly Harless Deputy Mayor	David A. Zito Councilmember District 1	Jewel Edson Councilmember District 3	Kristi Becker Councilmember
Gregory Wade City Manager	Johanna Canlas City Attorney	Angela Ivey City Clerk	

SPEAKERS:

See Public Participation on the first page of the Agenda for publication participation options.

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:

FLAG SALUTE:

PROCLAMATIONS/CERTIFICATES: *Ceremonial*
None at the posting of this agenda

PRESENTATIONS: Ceremonial items that do not contain in-depth discussion and no action/direction.

- San Elijo Joint Powers Authority (SEJPA)

APPROVAL OF AGENDA:

ORAL COMMUNICATIONS:

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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 joining the virtual meeting online to speak live, per the Public Participation instructions on the Agenda.

Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. No written correspondence may be submitted in lieu of public speaking. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

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.4.)

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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 written correspondence for the record to be filed with the record or by joining the virtual meeting online to speak live, per the Public Participation instructions on the Agenda. The maximum time allotted for each speaker is THREE MINUTES (SBMC 2.04.190).

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 December 15, 2021 City Council meeting.

[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 December 18, 2021 – January 07, 2022.

[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. General Fund Budget Adjustments for Fiscal Year 2021/2022. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2021/2022 General Fund Adopted Budget.

[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. CalRecycle Grant Authorization. (File 0390-34) - **Added 1-20-2022**

Recommendation: That the City Council

1. Approve **Resolution 2022-11** authorizing the submittal of application(s) for all CalRecycle Grant and Payment Programs for which the City is eligible and authorizing the City Manager to execute all documents necessary to secure funds and implement the approved grant or payment project

[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.

B. PUBLIC HEARINGS: (B.1.)

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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An applicant or designee(s) 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.

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.

B.1. Public Hearing: 1036 Solana Dr., Applicant: Unitarian Universalist Fellowship of San Dieguito, Case: MOD 21-003. (File 0600-40)

The proposed phasing of the project meets the minimum objective requirements under the SBMC, could be found to be consistent with the General Plan, LCP/LUP and Zoning as conditioned. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, Close the Public Hearing.
2. If the City Council makes the requisite findings and approve the project phasing, adopt **Resolution 2022-009** conditionally approving MOD 21-003 to construct phased improvements to an existing religious facility/campus located at 1036 Solana Drive, Solana Beach.

[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.

C. STAFF REPORTS: (C.1. – C.3.)

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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C.1. 2022 Annual Citizen Commission Appointments. (File 0120-06)

Recommendation: That the City Council

1. Appoint two (2) members to the **Budget and Finance** Commission nominated/appointed by individual Councilmembers (Deputy Mayor Harless and Councilmember Becker) for two-year terms.
2. Appoint four (4) members to the **Climate Action** Commission nominated/appointed by *Council-at-large for the following positions*:
 - a. Three (3) *Resident* appointments for two-year terms.
 - b. One (1) *Professional* appointment for member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint three (3) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint three (3) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.
5. Appoint four (4) members to the **View Assessment** Commission: two (2) positions for two-year terms by individual members (Deputy Mayor Harless and Councilmember Zito), and two (2) positions for two-year terms (*Council-at-large*).

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

[Item C.1. Updated Report #1 \(added 1-20-22\)](#)

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. Clean Energy Alliance Update. (File 1010-46)

Recommendation: That the City Council

1. Receive the report on the CEA (Clean Energy Alliance).

[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. Glenmont Drive Pocket Park Project Update. (File 0740-20)

Recommendation: That the City Council

1. Receive this report and provide input and direction on the Glenmont Drive Pocket Park.

[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.

WORK PLAN COMMENTS:

Adopted June 23, 2021

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 "City" at the next regular meeting of the legislative body.

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

REGIONAL COMMITTEES: (outside agencies, appointed by this Council)

- a. City Selection Committee (meets twice a year) Primary-Heebner, Alternate-Edson
- b. Clean Energy Alliance (CEA) JPA: Primary-Becker, Alternate-Zito
- c. County Service Area 17: Primary- Harless, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker /Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-Becker, Alternate-Harless. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-Harless, Alternate-Becker
- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-Becker, Alternate-Harless
- h. North County Dispatch JPA: Primary-Harless, Alternate-Becker
- i. North County Transit District: Primary-Edson, Alternate-Harless
- j. Regional Solid Waste Association (RSWA): Primary-Harless, Alternate-Zito
- k. SANDAG: Primary-Heebner, 1st Alternate-Zito, 2nd Alternate-Edson. Subcommittees determined by its members.
- l. SANDAG Shoreline Preservation Committee: Primary-Becker, Alternate-Zito
- m. San Dieguito River Valley JPA: Primary-Harless, Alternate-Becker
- n. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- o. 22nd Agricultural District Association Community Relations Committee: Primary-Edson, Primary-Heebner

STANDING COMMITTEES: (All Primary Members) (Permanent Committees)

- a. Business Liaison Committee – Zito, Edson.
- b. Fire Dept. Management Governance & Organizational Evaluation – Harless, Edson
- c. Highway 101 / Cedros Ave. Development Committee – Edson, Heebner
- d. Parks and Recreation Committee – Zito, Harless
- e. Public Arts Committee – Edson, Heebner
- f. School Relations Committee – Becker, Harless
- g. Solana Beach-Del Mar Relations Committee – Heebner, Edson

CITIZEN COMMISSION(S)

- a. Climate Action Commission: Primary-Zito, Alternate-Becker

ADJOURN:

Next Regularly Scheduled Meeting is February 09, 2022

Always refer the City's website Event Calendar for Special Meetings or an updated schedule.

Or Contact City Hall 858-720-2400

www.cityofsolanabeach.org

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 January 26, 2022 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 January 19, 2022 at 4:00 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., January 26, 2022, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk * City of Solana Beach, CA

CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:

Regularly Scheduled, or Special Meetings that have been announced, are posted on each Citizen Commission's Agenda webpage. See the [Citizen Commission's Agenda webpages](#) or the City's Events [Calendar](#) for updates.

- **Budget & Finance Commission**
- **Climate Action Commission**
- **Parks & Recreation Commission**
- **Public Arts Commission**
- **View Assessment Commission**



CITY OF SOLANA BEACH

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

MINUTES

Joint SPECIAL Meeting

Wednesday, December 15, 2021 * 6:00 p.m.

Teleconference Location Only-City Hall/Council Chambers, 635 S. Highway 101, Solana Beach, California

This meeting will be conducted in accordance with California Government Code sections 54953(e) and 54954.3 and other applicable law.

CITY COUNCILMEMBERS

Lesa Heebner, Mayor

Kelly Harless
Deputy Mayor

Kristi Becker
Councilmember

David A. Zito
Councilmember
District 1

Jewel Edson
Councilmember
District 3

Gregory Wade
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

SPEAKERS:

See Public Participation on the first page of the Agenda for publication participation options.

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:

Mayor Heebner called the meeting to order at 6:00 p.m.

Present: Lesa Heebner, Kristi Becker, Kelly Harless, David A. Zito, Jewel Edson

Absent: None

Also Greg Wade, City Manager

Present: Johanna Canlas, City Attorney

Angela Ivey, City Clerk

Dan King, Assistant City Manager

Mo Sammak, City Engineer/Public Works Dir.

Ryan Smith, Finance Dir.

Joseph Lim, Community Development Dir.

FLAG SALUTE:

APPROVAL OF AGENDA:

Motion: Moved by Councilmember Edson and second by Councilmember Zito to approve.

Approved 5/0. Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

AGENDA ITEM A.1.

ORAL COMMUNICATIONS:

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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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 speaker is THREE MINUTES (SBMC 2.04.190).

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.2.)

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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 October 27, 2021 City Council Meeting.

Approved Minutes: https://www.ci.solana-beach.ca.us/index.asp?SEC=F0F1200D-21C6-4A88-8AE1-0BC07C1A81A7&Type=B_BASIC

Motion: Moved by Councilmember Edson and second by Deputy Mayor Harless to approve.

Approved 5/0. Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

A.2. Local Emergency Teleconferencing. (File 0240-25)

Recommendation: That the City Council

1. Adopt **Resolution 2021-141** authorizing remote teleconference meetings of the legislative bodies of the City for the period of December 15, 2021 through January 14, 2022 pursuant to the new provisions of the Brown Act.

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

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Motion: Moved by Councilmember Edson and second by Deputy Mayor Harless to approve.

Approved 5/0. Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

B. PUBLIC HEARINGS: (B.1. – B.2.)

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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An applicant or designee(s) 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.

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.

B.1. Redistricting Process. (File 0430-60)

Recommendation: That the City Council

1. Receive Staff Report.
2. Approve the public hearing schedule as proposed considering the extensive process conducted just three years ago.
3. Conduct first public hearing.
4. Provide instructions to demographic consultant.

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

[Item B.1. Supplemental Docs \(upd. 12-15 at 130pm\)](#)

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B.2. Public Hearing: 550 San Mario Dr., Applicants: Crivello and Barton, Case: DRP21-008/SDP21-009. (File 0600-40)

The proposed project meets the minimum objective 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 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 2021-140** conditionally approving a DRP and SDP to construct a remodel, a 486 square-foot first-floor addition, and an 804 square-foot new second-floor addition to a 1,721 square-foot single-story single-family residence with a 505 square-foot attached two-car garage and perform associated site improvements at 550 San Mario Drive, Solana Beach.

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

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Greg Wade, City Manager, introduced the item.

Shannon Kelly, NDC, Consultant, presented a PowerPoint (on file).

Council, Staff, and Consultants discussed the map shown at the edges of the two boundaries that touch the ocean was cross hatched when the view is zoomed in and this extra area was the unpopulated beach area but showed within the boundaries, the census block boundaries, and that the new legislation set forth a mandatory and prioritized criteria that should be considered before weighing and balancing boundaries.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Harless to close the public hearing. **Approved 5/0.** Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

Motion: Moved by Councilmember Edson and second by Councilmember Becker to approve. **Approved 5/0.** Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

C. STAFF REPORTS: (C.1.)

Note to Public: Refer to [Public Participation](#) for information on how to submit public comment.

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C.1. Solana 101 Final Landscape Plan. (File 0600-40)

Recommendation: That the City Council

1. Adopt **Resolution 2021-138** approving the final landscape plan for the Solana 101 Project.

[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.

Greg Wade, City Manager, introduced the item.

Katie Benson, Sr. Planner, presented a PowerPoint (on file).

Jim Dyjak and Dave Barton said that Staff presented the scenario appropriately and they were available for questions.

Motion: Moved by Councilmember Edson and second by Deputy Mayor Harless to close the public hearing. **Approved 5/0.** Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried unanimously.

Motion: Moved by Deputy Mayor Harless and second by Councilmember Edson to approve. **Approved 5/0.** Ayes: Heebner, Harless, Zito, Edson, Becker. Noes: None. Motion carried

unanimously.

COMPENSATION & REIMBURSEMENT DISCLOSURE: None

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 "City" at the next regular meeting of the legislative body.

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

REGIONAL COMMITTEES: (outside agencies, appointed by this Council)

STANDING COMMITTEES: (All Primary Members) (*Permanent Committees*)

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 7:07 p.m.

Angela Ivey, City Clerk

Council Approved: _____



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
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- 12/18/21 through 01/07/22

Check Register-Disbursement Fund (Attachment 1)		\$	225,471.17
Net Payroll	December 23, 2021		223,605.12
Federal & State Taxes	December 23, 2021		62,566.59
Net Payroll	January 7, 2022		329,555.33
Federal & State Taxes	January 7, 2022		63,147.21
TOTAL		\$	<u>904,345.42</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 December 18, 2021 through January 7, 2022 reflects total expenditures of \$904,345.42 from various City sources.

WORK PLAN:

N/A

CITY COUNCIL ACTION: _____

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



City of Solana Beach

Register of Demands

12/18/2021 - 1/7/2022

Department Vendor	Description	Check/EFT Number	Amount
100 - GENERAL FUND			
PREFERRED BENEFIT INS ADMIN INC.	DENTAL-JAN 22	101133	\$2,804.10
PREFERRED BENEFIT INS ADMIN INC.	DENTAL-JAN 22	101133	(\$34.10)
ICMA PLAN 302817	PLAN NUMBER: 302817	9000391	\$10,141.15
ICMA PLAN 302817	Payroll Run 1 - Warrant M14	9000399	\$22,522.39
SOLANA BEACH FIREFIGHTERS ASSOC	FD DUES PD 12/23/21	9000393	\$813.50
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant M14	9000401	\$813.50
AFLAC	DECEMBER 21	101116	\$803.86
ICMA RHS 801939	PLAN NUMBER: 801939	9000392	\$2,137.48
ICMA RHS 801939	PLAN NUMBER: 801939	9000400	\$116.83
ICMA RHS 801939	Payroll Run 1 - Warrant M14	9000400	\$2,137.48
MEDICAL EYE SERVICES	VISION-JAN 22	101127	\$459.64
MEDICAL EYE SERVICES	EE#287 COBRA-JAN 22	101127	\$20.33
MEDICAL EYE SERVICES	EE#327 COBRA-JAN 22	101127	\$11.29
MEDICAL EYE SERVICES	EE#288 COBRA-JAN 22	101127	\$11.29
MEDICAL EYE SERVICES	EE#26 COBRA-JAN 22	101127	\$11.29
MEDICAL EYE SERVICES	EE#785 COBRA-JAN 22	101127	(\$11.29)
JONATHAN AND SUZY WEISER	RFND-SBGR-379/346 GLENMONT	101058	\$57,023.98
TOTAL GENERAL FUND			\$99,782.72
1005150 - CITY CLERK			
IRON MOUNTAIN	RECORDS STRG-DEC	101126	\$681.33
IRON MOUNTAIN	RECORDS STORAGE-NOV	101126	\$419.97
UT SAN DIEGO - NRTH COUNTY	ORD 521 AMEND ADOPT	101055	\$91.43
UT SAN DIEGO - NRTH COUNTY	ORD 518 AMEND ADOPT	101055	\$96.86
ROBERT HALF	FRONT DESK COVERAGE WK END-12/10/21	101135	\$1,573.64
ROBERT HALF	FRONT DESK COVERAGE WK END-12/03/21	101135	\$1,616.28
CORODATA RECORDS MANAGEMENT, INC	RECORDS STRG-NOV	101121	\$82.87
THE COAST NEWS	CITIZEN COMM VACANCY	101120	\$275.00
TOTAL CITY CLERK			\$4,837.38
1005250 - LEGAL SERVICES			
HOGAN LAW APC	GENERAL LEGAL-OCT	101040	\$975.00
TOTAL LEGAL SERVICES			\$975.00
1005300 - FINANCE			
DIAMOND MMP, INC.	FY 22 BC RENEWAL LETTERS	101128	\$1,204.11
TOTAL FINANCE			\$1,204.11
1005400 - HUMAN RESOURCES			
MEDICAL EYE SERVICES	ROUNDING-JAN 22	101127	(\$0.22)
DEPARTMENT OF JUSTICE	FINGERPRINT APP-NOV	101036	\$32.00
DWB RESTAURANT GROUP	FY21 EMPLOYEE LUNCHEON	101045	\$2,054.79

TOTAL HUMAN RESOURCES**\$2,086.57****1005450 - INFORMATION SERVICES**

COX COMMUNICATIONS INC	0013410116811601-12/06-01/05	101033	\$67.39
SALIENT NETWORKS (FKA DIAL-PRO)	FY21 PHONE/VOICEMAIL/FAX MAINT	101048	\$450.00
SALIENT NETWORKS (FKA DIAL-PRO)	FY22 PHONE/VOICEMAIL/FAX MAINT/SUPPORT	101048	\$13,698.07
WESTERN AUDIO VISUAL	CHAMBERS TECH-DEC	101059	\$499.00
MANAGED SOLUTION	PROF SVC-DEC	101042	\$850.00
MANAGED SOLUTION	PROF SVC-DEC	101042	\$1,722.60
MANAGED SOLUTION	PROF SVC-NOV	101042	\$1,709.20
MANAGED SOLUTION	PROF SVC-NOV	101042	\$693.75
MANAGED SOLUTION	PROF SVC-NOV	101042	\$850.00
FISHER INTEGRATED, INC.	COUNCIL WEB STREAM-NOV	101038	\$800.00
FISHER INTEGRATED, INC.	COUNCIL WEB STREAM-OCT	101038	\$1,100.00

TOTAL INFORMATION SERVICES**\$22,440.01****1005560 - BUILDING SERVICES**

STAPLES CONTRACT & COMMERCIAL	CALENDARS	101051	\$32.95
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TOTAL BUILDING SERVICES**\$32.95****1005590 - PARKING ENFORCEMENT**

DIAMOND MMP, INC.	PARKING CITATIONS	101128	\$2,069.50
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TOTAL PARKING ENFORCEMENT**\$2,069.50****1006120 - FIRE DEPARTMENT**

CULLIGAN OF SAN DIEGO	WATER PURIFIER-DEC21-JAN22	101122	\$91.60
VERIZON WIRELESS-SD	962428212-1 10/29-11/28	101138	\$647.67
BUSINESS PRINTING COMPANY INC	BUS CARD-BASIN/CARRILLO	101118	\$96.96
AT&T CALNET 3	9391059865-11/01-11/30/21	101117	\$395.63
AT&T CALNET 3	9391012280-10/24-11/23	101117	\$1,069.56
NORTH COUNTY DISPATCH (JPA)	FY21/22 Q2 NORTH COUNTY DISPATCH JPA	101130	\$22,966.24
ALLSTAR FIRE EQUIPMENT, INC	TURNOUT-SCHMIT	101027	\$2,421.14

TOTAL FIRE DEPARTMENT**\$27,688.80****1006130 - ANIMAL CONTROL**

HABITAT PROTECTION, INC	DEAD ANIMAL REMOVAL SVC-DEC	101132	\$145.00
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TOTAL ANIMAL CONTROL**\$145.00****1006170 - MARINE SAFETY**

VERIZON WIRELESS-SD	962428212-1 10/29-11/28	101138	\$152.04
AT&T CALNET 3	9391012281-10/25-11/24	101030	\$66.80
AT&T CALNET 3	9391012281-09/25-10/24	101030	\$70.32
AT&T CALNET 3	9391019469-10/20-11/19	101030	\$22.04
AT&T CALNET 3	9391053651-10/24-11/24	101030	\$259.51
AT&T CALNET 3	9391053651-09/25-10/24	101030	\$229.22
AT&T CALNET 3	9391053651-08/25-09/24	101030	\$239.24

TOTAL MARINE SAFETY**\$1,039.17****1006510 - ENGINEERING**

VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$17.93
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TOTAL ENGINEERING**\$17.93****1006520 - ENVIRONMENTAL SERVICES**

MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$12.58
MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$12.57
MIKHAIL OGAWA ENGINEERING	STRMWTR PRK MNGMT-NOV	101043	\$10,767.55
EMBROIDERY IMAGE	VESTS-PW	101125	\$105.81
VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$17.94
CLEAN EARTH ENVIROMENTAL SOLUTIONS	HHW-NOV	101119	\$1,544.34

TOTAL ENVIRONMENTAL SERVICES**\$12,460.79****1006530 - STREET MAINTENANCE**

MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$21.56
MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$21.57
DIXIELINE LUMBER CO INC	ELECTRICAL TAPE/NOZZLE/BLACK TOP PATCH	101123	\$122.07
EMBROIDERY IMAGE	VESTS-PW	101125	\$105.82
VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$17.94

TOTAL STREET MAINTENANCE**\$288.96****1006540 - TRAFFIC SAFETY**

ONE DAY SIGNS	GOLF CART DECALS	101131	\$140.08
VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$12.81
TRAFFIC SUPPLY, INC	PAINT/SIGNAGE/POSTS	101136	\$1,210.30

TOTAL TRAFFIC SAFETY**\$1,363.19****1006560 - PARK MAINTENANCE**

MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$15.28
MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$15.28
DIXIELINE LUMBER CO INC	OUTLET TIMER	101123	\$18.31
VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$25.63

TOTAL PARK MAINTENANCE**\$74.50****1006570 - PUBLIC FACILITIES**

RANCHO SANTA FE SECURITY SYS INC	SMOKE DETECTOR REPAIR	101134	\$160.00
24 HOUR ELEVATOR, INC	ELEVATOR MAINT-DEC	101115	\$176.40

TOTAL PUBLIC FACILITIES**\$336.40****1007110 - GF-RECREATION**

BRIDGET AUGUSTA	REIMB-TREE LIGHT SUPPLIES	101031	\$51.13
SUNBELT RENTALS, INC.	LIFT HOLIDAY TREE	101053	\$641.98

TOTAL GF-RECREATION**\$693.11****1205460 - SELF INSURANCE RETENTION**

JASON SHOOK	FY21 GYM REIMB	101050	\$480.00
ANGELA IVEY	FY21 GYM REIMB	101060	\$480.00
RIMG VISKANTA	FY21 GYM REIMB	101057	\$348.00
COREY ANDREWS	FY21 GYM REIMB	101032	\$480.00
CATHERINE WONG	FY 21 GYM REIMB	101062	\$480.00
VANESSA RIVERA	FY21 GYM REIMB	101064	\$344.50
GREGORY WADE	FY21 GYM REIMB	101066	\$359.57
JULIETTE THAYER	FY21 GYM REIMB	101054	\$404.39
MEGAN BAVIN	FY 21 GYM REIMB	101061	\$480.00

AMANDA SITHER	FY21 GYM REIMB	101028	\$480.00
PATRICIA LETTS	FY21 GYM REIMB	101044	\$480.00
JOSEPH PENNELL	FY21 GYM REIMB	101063	\$413.27
ZACHARY BASIN	FY21 GYM REIMB	9000395	\$480.00
ANDA WRIGHT	FY21 GYM REIMB	101029	\$154.79
ROB MCPHEE	FY 21 GYM REIMB	101047	\$480.00
TOTAL SELF INSURANCE RETENTION			\$6,344.52

1355450 - ASSET REPLACEMENT-INFO SYS

DELL, INC	FY22 COMPUTER REPLACEMENTS	101035	\$23,884.65
TOTAL ASSET REPLACEMENT-INFO SYS			\$23,884.65

2037510 - HIGHWAY 101 LANDSC #33

SANTA FE IRRIGATION DISTRICT	007732-000 - 09/16-11/15	101065	\$140.00
TOTAL HIGHWAY 101 LANDSC #33			\$140.00

2117600 - STREET LIGHTING DISTRICT

VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$5.13
TOTAL STREET LIGHTING DISTRICT			\$5.13

2135550 - DEVELOPER PASS-THRU- PLANNING

ENVIRONMENTAL SCIENCE ASSOCIATES	437 MARVIEW BIO REVIEW	101037	\$800.00
TOTAL DEVELOPER PASS-THRU- PLANNING			\$800.00

2505570 - COASTAL BUSINESS/VISITORS

RICHARD A HARMETZ	REIMB-TEMP PUBLIC ARTIST	101046	\$1,500.00
ALEXANDER N GALL	REIMB-TEMP PUBLIC ARTIST	101039	\$1,500.00
LEENA HANNONEN	REMB-TEMP PUB ARTIST	101041	\$1,500.00
DAVID BROWN	REIMB-REMP PUBLIC ARTIST	101034	\$1,500.00
TOTAL COASTAL BUSINESS/VISITORS			\$6,000.00

2706120 - PUBLIC SAFETY- LAW ENFORCEMENT

VERIZON WIRELESS-SD	962428212-1 10/29-11/28	101138	\$152.04
TOTAL PUBLIC SAFETY- LAW ENFORCEMENT			\$152.04

4506190 - SAND REPLNSHMNT/RETENTION

SUMMIT ENVIROMENTAL GROUP, INC.	21-38 L5-9926 PROF SVC-NOV	101052	\$1,725.00
TOTAL SAND REPLNSHMNT/RETENTION			\$1,725.00

4506510 - SANDREPLNSHMNT/RETNTN-CIP

DOMUSSTUDIO ARCHITECTURE	19-144 9449 MS CENTR-NOV 21	101124	\$690.00
TOTAL SANDREPLNSHMNT/RETNTN-CIP			\$690.00

4596510 - MISC.CAPITALPROJECTS-ENG

VAN DYKE LANDSCAPE ARCHITECTS	21-199-02 9438 FC PRK DSN	101137	\$2,475.00
VAN DYKE LANDSCAPE ARCHITECTS	21-199-01 9438 FC PRK DSN-OCT 21	101137	\$955.00

TOTAL MISC.CAPITALPROJECTS-ENG**\$3,430.00****5097700 - SANITATION**

MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$8.99
MISSION LINEN & UNIFORM INC	LAUNDRY-PUB WORKS	101129	\$8.99
VERIZON WIRELESS-SD	362455526-11/02-12/01	101056	\$5.13
BUSINESS PRINTING COMPANY INC	BUS CARD-BASIN/CARRILLO	101118	\$96.97

TOTAL SANITATION**\$120.08****5507750 - SOLANA ENERGY ALLIANCE**

SDG&E	2500 0000 0008 6-OCT	101049	\$2,322.71
SDG&E	2500 0000 0008 6-SEP	101049	\$2,320.95

TOTAL SOLANA ENERGY ALLIANCE**\$4,643.66****REPORT TOTAL:****\$225,471.17**



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: Finance
SUBJECT: **Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2021/22**

BACKGROUND:

Staff provides a report at each Council meeting that lists changes made to the current Fiscal Year (FY) General Fund Adopted Budget.

The information provided in this Staff Report lists the changes made through January 12, 2022.

DISCUSSION:

The following table reports the revenue, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 23, 2021 (Resolution 2021-092) and 2) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of January 12, 2022
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General Fund Operations

Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
Reso 2021-092	Adopted Budget	22,694,100	(20,222,560)	(916,100) (1)	\$ 1,555,440
Reso 2021-086	Crossing Guards	121,540	(48,984)	-	1,627,996
Reso 2021-096	FY22 MOU	-	(950)	-	1,627,046
Reso 2021-103	Landscaping Maintenance Services	-	(40,000)	-	1,587,046
Reso 2021-125	Street Maintenance and Repairs Project	-	-	(200,000) (2)	1,387,046
(1)	Transfers to:		150,100		
	Debt Service for Public Facilities		150,100	150,100	
	Transfer to:		766,000		
	City CIP Fund		766,000	766,000	
(2)	Transfer to:		200,000		
	City CIP Fund		200,000	200,000	

General Fund Unreserved Balance

Action	Description	Revenues	Expenditures	Transfers from GF	Net
Reso 2021-124	FY21 Surplus- PARS Contribution	-	(455,000)		(455,000)

COUNCIL ACTION:

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

FISCAL IMPACT:

N/A

WORK PLAN:

N/A

OPTIONS:

- Receive the report.
- Do not accept the report

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive the report listing changes made to the FY 2021-2022 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Gregory Wade, City Manager



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: City Manager's
SUBJECT: **Council Consideration of Resolution 2022-11 to Authorize the Submittal of Application(s) For All CalRecycle Grant and Payment Programs For Which the City of Solana Beach is Eligible and Authorizing the City Manager to Execute All Documents Necessary to Secure Funds and Implement the Approved Grant or Payment Project**

BACKGROUND:

In September 2016, Governor Edmund Brown Jr. set methane emissions reduction targets for California (SB 1383 Lara, Chapter 395, Statutes of 2016) in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). The targets must reduce organic waste disposal 50 percent by 2020 and 75 percent by 2025 and divert at least 20 percent of currently disposed edible food to those who are food insecure by 2025.

The Department of Resources Recycling and Recovery (CalRecycle) is administering a one-time grant program meant to provide aid in the implementation of regulations adopted by CalRecycle pursuant to Chapter 395, Statutes of 2016 and SB170 Budget Act of 2021. This non-competitive grant program provides \$57,000,000 of funding to local jurisdictions to assist with the implementation of regulation requirements associated with SB 1383. The City of Solana Beach (City) is eligible to receive \$20,000 from this funding opportunity. All CalRecycle grant and payment program applicants must provide certain documentation in order to submit a grant or payment application. This documentation includes a Resolution by the City Council authorizing the City to apply for any and all grant or payment programs for which it qualifies.

This item is before Council to approve Resolution 2022-11 (Attachment 1) to authorize the submittal of application(s) for all CalRecycle Grant and Payment Programs for which the City is eligible and authorizing the City Manager to execute all documents necessary to secure funds and implement the approved grant or payment project.

CITY COUNCIL ACTION:

DISCUSSION:

In order to apply for grants offered by CalRecycle, the City must adopt a Resolution authorizing the City to do so and authorizing the City Manager to execute all documents required. Resolution 2022-11 follows a template format provided by CalRecycle that meets the requirements the agency has identified. Once adopted, the Resolution will be in effect for five (5) years, which is the maximum allowable timeframe by CalRecycle.

The SB 1383 Grant funds may be used for the following purposes including, but not limited to: Capacity Planning, Collection, Edible Food Recovery, Education and Outreach (includes organic waste & edible food recovery), Enforcement and Inspection, Program Evaluation/Gap Analysis, Procurement Requirements, and Record Keeping. The grant cycle begins this fiscal year 2021–22 and if awarded must be expended by April 2024.

Staff met with other local jurisdictions who are members of the Regional Solid Waste Association (RSWA) because the RSWA cities have successfully coordinated SB 1383 implementation efforts through this organization. RSWA as an entity is not eligible to apply for the grant, so each member City will apply individually and maintain control of the funds. These funds can still be pooled together and spent in joint efforts through RSWA.

Staff believes the greatest funding needs and best use of funds will be for outreach and enforcement actions. Some of these efforts can be done through RSWA, but the City will also maintain the flexibility to expend money for needed projects outside of RSWA.

CEQA COMPLIANCE STATEMENT:

This is not a “project” as defined by the California Environmental Quality Act (CEQA) and is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR 15061(b)(3) because there is no possibility that the activity in question may have a significant effect on the environment.

FISCAL IMPACT:

No fiscal impacts as a result of approving Resolution 2022-11. These grant funds will assist the City in complying with SB 1383 requirements that would have otherwise resulted in expenditures from the General Fund.

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation.

- Do not approve Staff recommendation.
- Provide alternative direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council approve Resolution 2022-11 authorizing the submittal of application(s) for all CalRecycle Grant and Payment Programs for which the City is eligible and authorizing the City Manager to execute all documents necessary to secure funds and implement the approved grant or payment project.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2022-11

RESOLUTION 2022-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, TO AUTHORIZE THE SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANT AND PAYMENT PROGRAMS FOR WHICH THE CITY OF SOLANA BEACH IS ELIGIBLE AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO SECURE FUNDS AND IMPLEMENT THE APPROVED GRANT OR PAYMENT PROJECT

WHEREAS, Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant and payment programs in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority, CalRecycle is required to establish procedures governing the administration of the payment programs; and administration of the application, awarding, and management of the grant programs; and

WHEREAS, CalRecycle's procedures for administering payment and grant programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment and grant 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 City of Solana Beach is authorized to submit an application to CalRecycle for any and all grant and payment programs offered; and
3. That the City Manager, or his/her designee is hereby authorized and empowered to execute in the name of the City of Solana Beach all documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure funds and implement the approved grant or payment project; and

4. That these authorizations are effective from the date of adoption through January 26, 2027 (maximum of five (5) years.).

PASSED AND ADOPTED this 26TH day of January, 2022 at a meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, 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 Council Members
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: Community Development Department
SUBJECT: **Public Hearing: Request for DRP Modification at 1036 Solana Drive (MOD 21-003, Applicant: Unitarian Universalist Fellowship of San Dieguito) Resolution No. 2022-009**

BACKGROUND:

The Applicant, Unitarian Universalist Fellowship of San Dieguito (UUFSD), is requesting City Council (Council) approval of a modification (MOD 21-003) to the Conditional Use Permit (CUP) Development Review Permit (DRP), Structure Development Permit (SDP), and Variance (VAR) to allow phasing to construct improvements to an existing facility located at 1036 Solana Drive. The 6.42-acre property is located in the Estate Residential (ER-2) Zone, the Hillside Overlay Zone (HOZ) and Dark Sky Area and has mapped Environmentally Sensitive Habitat Area (ESHA) onsite.

A MOD is required because the project, as approved, was not originally intended to be phased. The Applicant has since determined that phasing will be required to allow construction based on funding availability. The issue before the Council is whether to approve, approve with conditions, or deny the Applicant's request to allow phasing of the project and establish when project improvements shall be completed as contained in Resolution 2022-009 (Attachment 1).

DISCUSSION:

The property was originally developed during the 1960's and 1970's, when the property was under the County of San Diego's jurisdiction and prior to the City's incorporation. At the time, the improvements consisted of the outdoor amphitheater, administrative and other accessory buildings, and an unpaved, unstriped parking lot. In 1994, the City Council approved a Major Use Permit Modification (comparable to a CUP Modification) for a phased expansion of the church, including construction of the Founders Hall,

CITY COUNCIL ACTION:

administration building, and library (Council Resolution 94-11), as well as 87 off-street parking spaces when, according to the 1994 Staff Report, 60 spaces were required by the Zoning Ordinance. The Applicant also entered into a private shared parking agreement with the adjacent Montessori School for shared parking facilities during large events.

The existing development consists of an indoor meeting place known as Founder's Hall; a 238-seat outdoor amphitheater; various detached buildings including a kitchen, library, audio-visual booth, administrative office, and classrooms; a paved parking lot with 70 spaces; and pathways throughout the property. It appears that, though 87 spaces were shown on the approved plans in 1994, only 70 spaces were actually constructed and are available today.

The 6.42- acre property is located on the north side of Solana Drive and east of Interstate 5 and Marine View Drive in an area primarily developed with single-family residences in the ER-2 Zone. However, a Montessori School is located immediately to the west and a residential care facility is located immediately to the north. The property is densely vegetated and ESHA, as defined by the City's Certified Local Coastal Program (LCP) Land Use Plan (LUP), exists on the southwest corner of the property as well as on the northern slopes of the site. There are areas of steep slopes throughout the developed, southern portion of the property and the majority of the northern portion of the property consists of steep and undisturbed slopes. Due to the combination of dense vegetation and steep slopes, the property is at a high risk for fire. The Fire Department has required on-going brush management dating back to before the City's incorporation to thin brush around buildings.

The approved project included expanding the footprint and reconfiguring existing bench seating to the same capacity in the existing amphitheater to meet Americans with Disability Act (ADA) requirements; installation of shade sails above the amphitheater; replacing and expanding an existing audio-visual room to also include ADA-compliant restrooms and a dressing room (739 square feet overall); expanding the Administration office building by 193 square feet; constructing a roof overhang on the Founder's Hall over an existing patio; regrading and improving public pathways throughout the site to meet ADA requirements; expanding the existing parking lot with 19 additional spaces (one of which is required for the Administration building addition); constructing a fire access hammerhead turn-around in the parking lot; and constructing right-of-way curb and gutter improvements. The proposed improvements do not introduce new uses or expand existing uses, rather, the project addresses current deficiencies in fire access and ADA accessibility as well as construct minor improvements to existing facilities.

The property is not located within any of the City's Specific Plan areas, however, it is located within the HOZ, Dark Sky Area, and Coastal Zone and has mapped Environmentally Sensitive Habitat Area's (ESHA) onsite. As a condition of project approval, the Applicant will be required to obtain a Coastal Development Permit, Waiver, or Exemption from the California Coastal Commission prior to the issuance of a building or grading permit from the City.

Staff has prepared draft findings for approval of phasing the project in Resolution 2022-009 (Attachment 1) for Council's consideration based upon the information in this report. Conditions from the Planning, Engineering and Fire Departments are incorporated in the draft 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 phasing of the project would not change the findings of consistency with the General Plan, Local Coastal Program Land Use Plan, Zoning Ordinance, nor the findings of the Conditional Use Permit, Development Review Permit or Structure Development Permit that was previously approved by City Council.

The offsite and public right-of-way improvements were conditions of approval for the original project expansion prior to 2020. Those improvements were subsequently deferred and made conditions of approval in Resolution 2020-029. The Applicant is now requesting to construct the offsite improvements required under Condition C.I of Resolution 2020-029 which include a 6" curb and gutter, 12" AC repair in the public right-of-way, and modifications to the entry apron to the UUFSD site as part of their proposed "Phase 2 – Fire Truck Turnaround and Parking Lot Expansion" because they believe that the design, permitting and construction activities would be most compatible with the same disciplines and trades as in Phase 2 scope of work. Additionally, UUFSD desires to phase the various work scopes currently approved due to concerns about timing and availability of funding.

Staff has reviewed the Proposed Phasing Strategy and Valuation Narrative provided by UUFSD. Conditions from the Planning, Engineering, and Fire Departments have been incorporated into the Resolution (Attachment 1) which, rather than deferring them to Phase 2, would allow for the deferral of condition C.I of Resolution 2020-029 to be required either in Phase 1 or within 18 months from when this MOD is approved. Per UUFSD's Conceptual Roadmap for Incremental Project Implementation (Attachments 2 & 3), Phase 2 Construction would begin within 18 months if funding is available and there are no delays in project implementation. Off-site and public right-of-way improvements have and continue to be necessary to address drainage issues in this area.

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 more than 10 days prior to the planned public hearing date of January 26, 2022. As of the date of preparation of this Staff Report, Staff has not received any letters or emails regarding the project.

In conclusion, the proposed project, as conditioned, meets the requirements for the zoning regulations, is consistent with the General Plan, and could be found to meet the findings required to approve a MOD.

CEQA COMPLIANCE STATEMENT:

The Proposed Project was subject to the California Environmental Quality Act (CEQA). An Initial Study/Mitigated Negative Declaration (IS/MND) was prepared for the project and was subsequently approved and adopted by City Council on March 20, 2020. The MND does not require revisions because there are no new significant environmental effects nor is there substantial increase in the severity of previously identified significant effects. The phasing of the project does not change the analysis contained in the IS/MND, therefore, no additional environmental review is required.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation approving the project to allow phasing as outlined and conditioned by adopting the attached Resolution 2022-009.
- Approve Staff recommendation subject to additional specific or modified conditions necessary for the City Council to make all required findings for the approval of MOD.
- Deny the request to phase the project.

DEPARTMENT RECOMMENDATION:

The proposed phasing of the project meets the minimum objective requirements under the SBMC, could be found to be consistent with the General Plan, LCP/LUP and Zoning as conditioned. Therefore, Staff recommends that the City Council:

1. Conduct the Public hearing: Open the Public Hearing; Report Council disclosures; Receive Public Testimony; Close the Public Hearing;
2. If the City Council makes the requisite findings and approve the project phasing, adopt Resolution 2022-009 conditionally approving MOD 21-003 to construct phased improvements to an existing religious facility/campus located at 1036 Solana Drive, Solana Beach.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager

Attachments:

1. Resolution 2022-009
2. Project Plan Phasing
3. UUFSD Proposed Phasing Strategy and Conceptual Project Implementation

RESOLUTION 2022-009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT MODIFICATION TO ALLOW PHASING TO CONSTRUCT IMPROVEMENTS TO AN EXISTING FACILITY LOCATED AT 1036 SOLANA DRIVE, SOLANA BEACH

**APPLICANTS: UNITARIAN UNIVERSALIST
FELLOWSHIP OF SAN DIEGUITO**
APPLICATION: MOD 21-003

WHEREAS, Unitarian Universalist Fellowship of San Dieguito (hereinafter referred to as “Applicant”), has an approved Conditional Use Permit (CUP) Modification, Development Review Permit (DRP), Variance (VAR), and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

WHEREAS, pursuant to the California Environmental Quality Act (“CEQA”), Public Resources Code Section 21000, et seq., and its implementing guidelines, 14 California Code of Regulations Section 15000, et seq. (“CEQA Guidelines”), the City prepared a draft Initial Study/Mitigated Negative Declaration (“IS/MND”) for the Proposed Project which approved and adopted on March 10, 2020; and

WHEREAS, the Applicant is requesting that the project be completed in phases; and

WHEREAS, a duly noticed public hearing was held pursuant to the provisions of SBMC Section 17.72.030 on January 26, 2022, at which the City Council received and considered evidence concerning the proposed application as revised; and

WHEREAS, all materials with regard to the Proposed Project were made available to the City Council for its review and consideration of the Proposed Phased Project including; and

WHEREAS, the proposed phasing of the project does not change the analysis of the environmental impacts of the project and therefore no further environmental analysis is necessary; and

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

- I. That the foregoing recitations are true and correct.
- II. That the proposed phasing of the project does not change the project scope and therefore does not change the analysis of the environmental impact of the project, therefore no further environmental analysis is necessary.
- III. That the request for a modification to allow phasing for the proposed project to construct improvements to an existing facility located at 1036 Solana Drive, is

conditionally approved based upon the same Findings and Conditions as approved in Resolution 2020-029.

- IV. That the following Conditions shall be included with Resolution 2020-029 which add or modify conditions to allow for the phasing of the project. All other conditions remain in effect.

V. CONDITIONS

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following additional conditions:

A. Fire Department Conditions:

- I. The west leg of the road from the entry on Solana Drive shall require the turnaround installed prior to any amphitheater improvements including the shade, AV building, bathrooms, or any Founders Hall improvements. The east leg of the road shall be required prior to the administration building improvements.

B. Engineering Department Conditions:

- I. The Applicant shall defer condition C.I per RES 2020-029 to be required either in Phase 1 or within 18 months from when this MOD is approved:
 - a. Demolition of the AC berm.
 - b. Construction of 6" curb and gutter per SDRSD G-02.
 - c. Construction of 12" AC pavement to match existing grade.

II. 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.

III. EXPIRATION

The Condition Use Permit Modification, Development Review Permit, Variance, and Structure Development Permit for the project will expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has 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.

IV. 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 meeting of the City Council of the City of Solana Beach, California, held on the 26th day of January 2022, by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

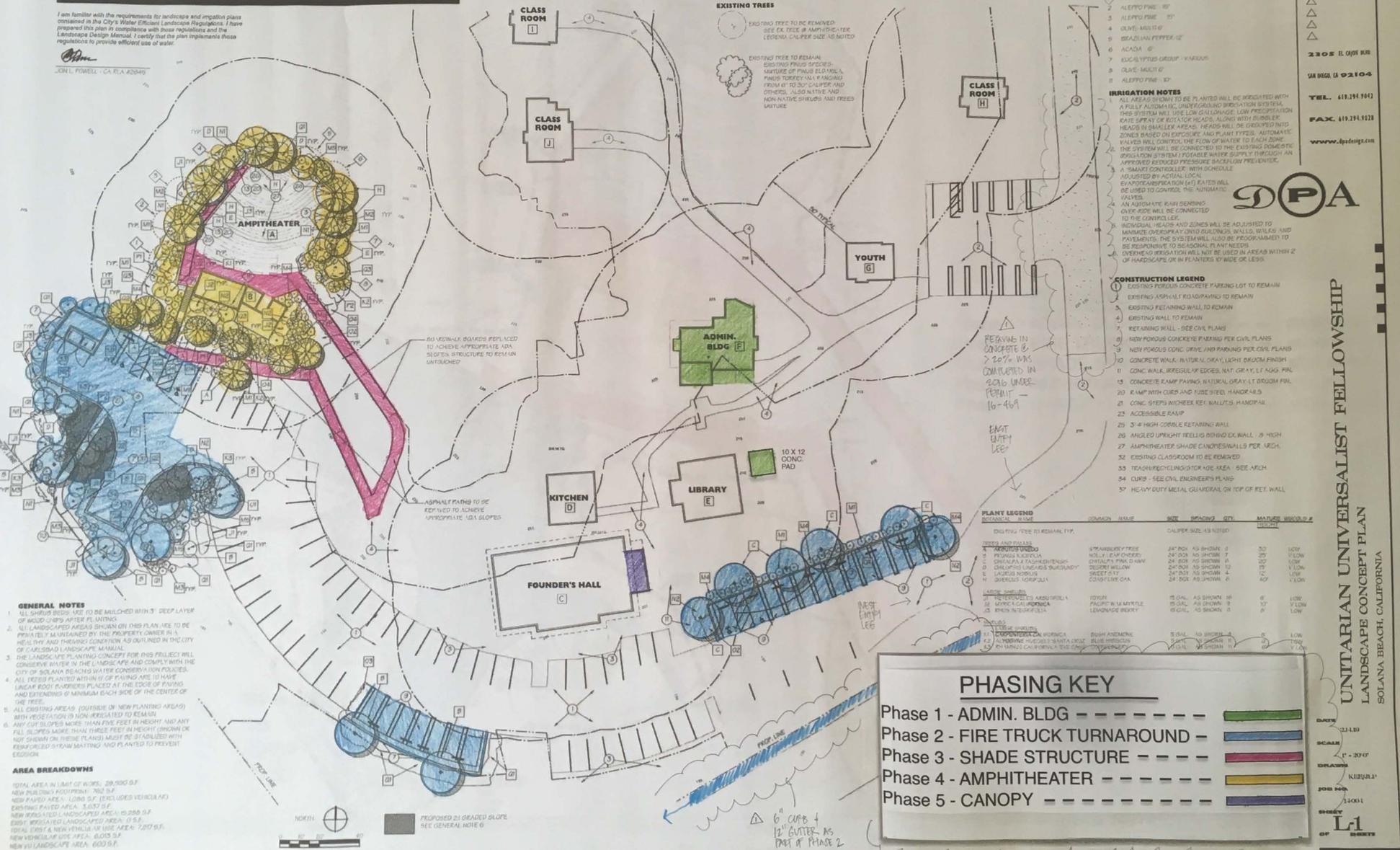
PART 6 – Proposed Phasing Diagrams

The attached, color-coded diagrams illustrate the development components associated with each of the proposed phases, **Phase 1 through Phase 5**. *The sequence of phases proposed by UUFSD in this modification request is outlined in the phasing strategy in the preceding narratives and re-summarized as follows:*

- Phase 1** *Administration Building Addition and Remodel*
- Phase 2** *Fire Truck Turnaround, Parking Lot Expansion and Trash Enclosure*
- Phase 3** *Shade Structure at Amphitheater and Accessible Pathways improvements*
- Phase 4** *Amphitheater Seating Improvements and new AV Kiosk*
- Phase 5** *New Canopy at east end of Founders Hall*

I am familiar with the requirements for landscape and irrigation plans contained in the City's Water Efficient Landscape Regulations. I have prepared this plan in compliance with those regulations and the Landscape Design Manual. I certify that the plan implements those regulations to provide efficient use of water.

JOHN L. POWELL - CA RLS #20840



EXISTING TREE REMOVAL LEGEND

- 1 OLIVE MULTI FT.
- 2 ALEPPIC PINE 10'
- 3 ALEPPIC PINE 15'
- 4 OLIVE MULTI FT.
- 5 BEAZLIAN PEPPER 12'
- 6 ACACIA 6'
- 7 EUCALYPTUS GROUP - VARIOUS
- 8 OLIVE MULTI FT.
- 9 ALEPPIC PINE 10'

IRRIGATION NOTES

- 1 ALL PLANTINGS TO BE PLANTED WILL BE IRRIGATED WITH A FULLY AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. THIS SYSTEM WILL USE LOW GALLONAGE LOW PRESSION RATE SPRAY OR ROTATOR HEADS, ALONG WITH BURBULEK HEADS IN SMALLER AREAS. HEADS WILL BE GROUPED INTO ZONES BASED ON EXPOSURE AND PLANT TYPES. AUTOMATIC VALVES WILL CONTROL THE FLOW OF WATER TO EACH ZONE. THE SYSTEM WILL BE CONNECTED TO THE EXISTING DOMESTIC IRRIGATION SYSTEM / POTABLE WATER SUPPLY THROUGH AN APPROVED REDUCED PRESSURE BACKFLOW PREVENTER.
- 2 A SMART CONTROLLER WITH SCHEDULE
- 3 AN AUTOMATIC RAIN SENSING OVER-RIDE WILL BE CONNECTED TO THE CONTROL LINE.
- 4 RECTANGULAR HEADS AND ZONES WILL BE ADJUSTED TO MINIMIZE OVERSPRAY ONTO BUILDINGS, WALLS, WALKS AND PAVEMENTS. THE SYSTEM WILL ALSO BE PROGRAMMED TO BE RESPONSIVE TO SEASONAL PLANT NEEDS.
- 5 OVERHEAD IRRIGATION WILL NOT BE USED IN AREAS WITHIN 2' OF HANDICAP OR IN PLANTERS, WINGS OR LEGS.

CONSTRUCTION LEGEND

- 1 EXISTING ASPHALT ROAD PAVING TO REMAIN
- 2 EXISTING RETAINING WALL TO REMAIN
- 3 EXISTING WALL TO REMAIN
- 4 RETAINING WALL - SEE CIVIL PLANS
- 5 NEW POROUS CONCRETE PAVING PER CIVIL PLANS
- 6 NEW POROUS CONC DRIVE AND PAVING PER CIVIL PLANS
- 7 CONCRETE WALK, NATURAL GRAY, LIGHT BROOM FINISH
- 8 CONC WALK, IRREGULAR EDGES, NAT. GRAY, LT BRGM FIN
- 9 CONCRETE KAMP PAVING, NATURAL GRAY, LT BRGM FIN
- 10 RAMP WITH CURB AND TUBE STEEL HANDRAILS
- 11 CONC STEPS NICHESE KEY WALKWAYS, HANDRAIL
- 12 ACCESSIBLE RAMP
- 13 3'-4" HIGH CORNER RETAINING WALL
- 14 ANGLED UPFRONT TIE-BEAM AND EX. WALL - 8" HIGH
- 15 AMPHITHEATER SHADE CANOPES WALLS PER. ARCH.
- 16 EXISTING CLASSROOM TO BE REMOVED
- 17 TEACHER/CLASSTORAGE AREA - SEE ARCH
- 18 CURB - SEE CIVIL ENGINEER PLANS
- 19 HEAVY DUTY METAL GUARDRAIL ON TOP OF RET. WALL

PLANT LEGEND

REPLACEMENT SPECIES	COMMON NAME	SIZE	SPACING	QTY	MATURE WIDTH @ 10 YRS
1	STRAWBERRY TREE	24" DIA. AS SHOWN	10'	30	LOW
2	WILLOW LEAF CHERRY	24" DIA. AS SHOWN	7'	25	V. LOW
3	ORANGE BLOSSOMED	24" DIA. AS SHOWN	8'	30	LOW
4	DESERT YEW	24" DIA. AS SHOWN	12'	25	V. LOW
5	DESERT YEW	24" DIA. AS SHOWN	4'	12	V. LOW
6	CONSISTIVE OAK	24" DIA. AS SHOWN	6'	40	V. LOW
7	LEMON LIME	18" DIA. AS SHOWN	10'	8	LOW
8	LEMON LIME	18" DIA. AS SHOWN	8'	10	V. LOW
9	LEMON LIME	18" DIA. AS SHOWN	10'	8	LOW
10	LEMON LIME	18" DIA. AS SHOWN	10'	8	LOW

PHASING KEY

- Phase 1 - ADMIN. BLDG - [Green Box]
- Phase 2 - FIRE TRUCK TURNAROUND - [Blue Box]
- Phase 3 - SHADE STRUCTURE - [Pink Box]
- Phase 4 - AMPHITHEATER - [Yellow Box]
- Phase 5 - CANOPY - [Purple Box]

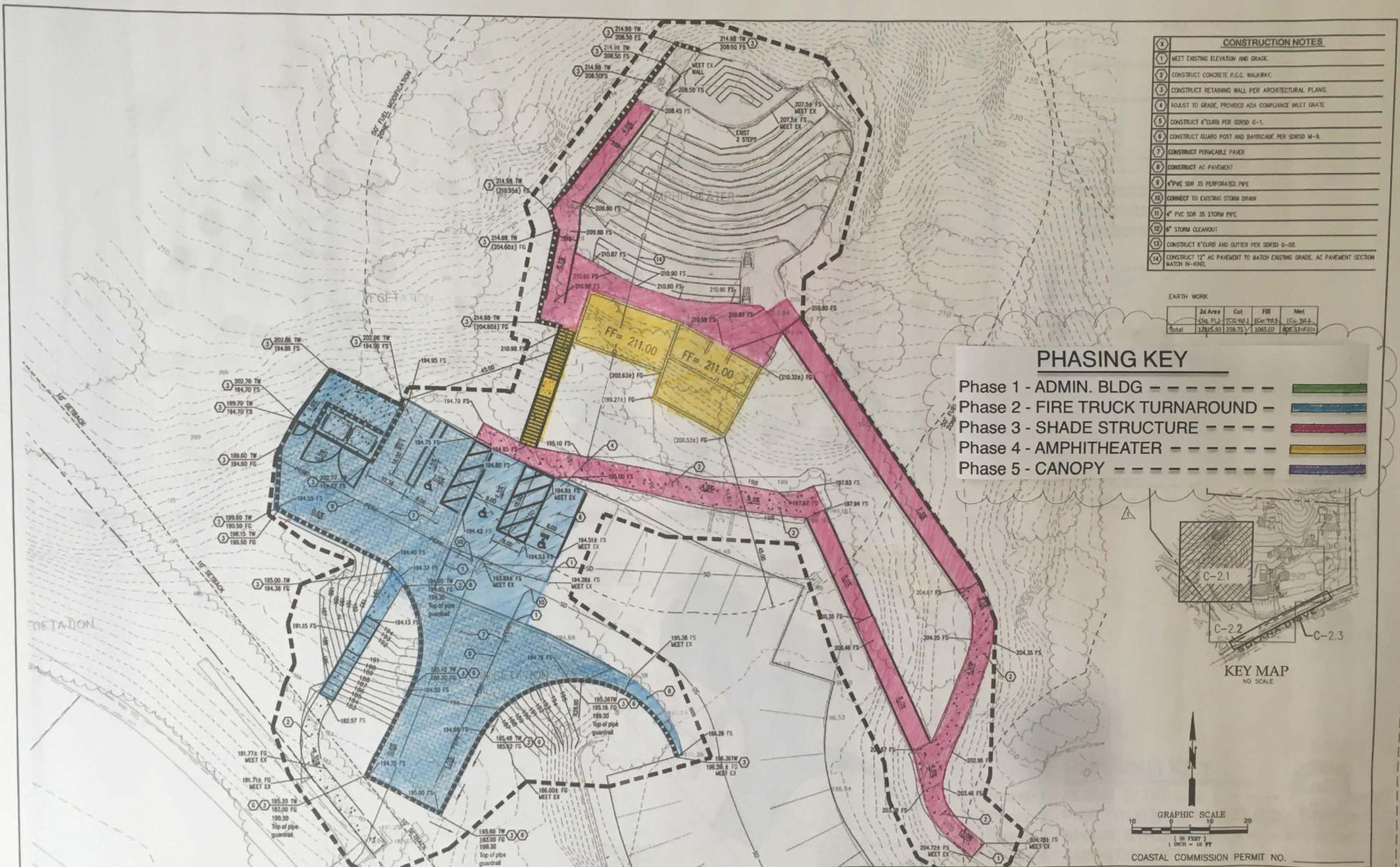
- GENERAL NOTES**
1. ALL SHRUBS BEING USED TO BE MULCHED WITH 3" DEEP LAYER OF WOOD CHIPS AFTER PLANTING.
 2. ALL LANDSCAPED AREAS SHOWN ON THIS PLAN ARE TO BE PRIVATELY MAINTAINED BY THE PROPERTY OWNER IN A HEALTHY AND THIRING CONDITION AS OUTLINED IN THE CITY OF CARLSBAD LANDSCAPE MANUAL.
 3. THE LANDSCAPE PLANTING CONCEPT FOR THIS PROJECT WILL CONSERVE WATER IN THE LANDSCAPE AND COMPLY WITH THE CITY OF SOLANA BEACH'S WATER CONSERVATION POLICIES.
 4. ALL TREES PLANTED WITHIN 10' OF PAVING ARE TO HAVE LINEAR ROOT BARRIERS PLANTED AT THE EDGE OF PAVING AND EXTENDING 6" MINIMUM EACH SIDE OF THE CENTER OF THE TREE.
 5. ALL EXISTING AREAS (OUTSIDE OF NEW PLANTING AREAS) WITH VEGETATION IS NON-IRRIGATED TO REMAIN.
 6. ANY CUT SLOPED MORE THAN FIVE FEET IN HEIGHT AND ANY FILL SLOPED MORE THAN THREE FEET IN HEIGHT (SHOWN OR NOT SHOWN ON THESE PLANS) MUST BE STABILIZED WITH REINFORCED STEEL MATING AND PLANTED TO PREVENT EROSION.
- AREA BREAKDOWNS**
- TOTAL AREA IN LIMIT OF WORK: 28,500 S.F.
 NEW BUILDING FOOTPRINT: 762 S.F.
 NEW PAVED AREA: 1,400 S.F. (EXCLUDED VEHICLE AS)
 EXISTING PAVED AREA: 3,057 S.F.
 NEW IRRIGATED LANDSCAPED AREA: 10,200 S.F.
 EXISTING IRRIGATED LANDSCAPED AREA: 0 S.F.
 TOTAL AREA OF NEW VERTICAL SURFACE AREA: 7,217 S.F.
 NEW VERTICAL SURFACE AREA: 6,000 S.F.
 NEW V.L. LANDSCAPE AREA: 600 S.F.



REVISIONS BY
 CUP REVISION #2
 2305 EL DORNO RD
 VAN DUSEN BLVD #2104
 TEL: 619.391.9412
 FAX: 619.391.9423
 www.dpa.com



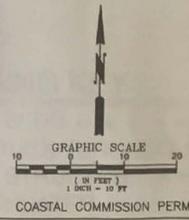
UNITARIAN UNIVERSALIST FELLOWSHIP
 LANDSCAPE CONCEPT PLAN
 SOLANA BEACH, CALIFORNIA



CONSTRUCTION NOTES	
1	MEET EXISTING ELEVATION AND GRADE.
2	CONSTRUCT CONCRETE P.C.C. WALKWAY.
3	CONSTRUCT RETAINING WALL PER ARCHITECTURAL PLANS.
4	ADJUST TO GRADE, PROVIDED ADA COMPLIANCE INLET GRATE.
5	CONSTRUCT 6" CURB PER SORSO G-1.
6	CONSTRUCT GUARD POST AND BARRICADE PER SORSO M-9.
7	CONSTRUCT PERMEABLE PAVEMENT.
8	CONSTRUCT AC PAVEMENT.
9	4" PVC SDR 35 PERFORATED PIPE.
10	CONNECT TO EXISTING STORM DRAIN.
11	4" PVC SDR 35 STORM PIPE.
12	8" STORM CLEANOUT.
13	CONSTRUCT 6" CURB AND GUTTER PER SORSO G-02.
14	CONSTRUCT 2" AC PAVEMENT TO MATCH EXISTING GRADE. AC PAVEMENT SECTION MATCH IN-KIND.

EARTH WORK			
24 Area	Cut	Fill	Net
(Sq. Ft.)	(Cu. Yd.)	(Cu. Yd.)	(Cu. Yd.)
Total	2295.93	258.75	2065.07

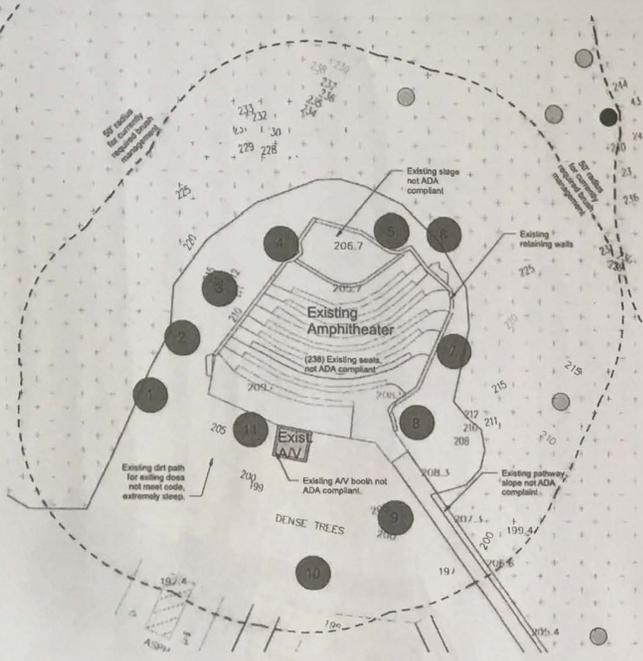
PHASING KEY	
Phase 1 - ADMIN. BLDG	
Phase 2 - FIRE TRUCK TURNAROUND	
Phase 3 - SHADE STRUCTURE	
Phase 4 - AMPHITHEATER	
Phase 5 - CANOPY	



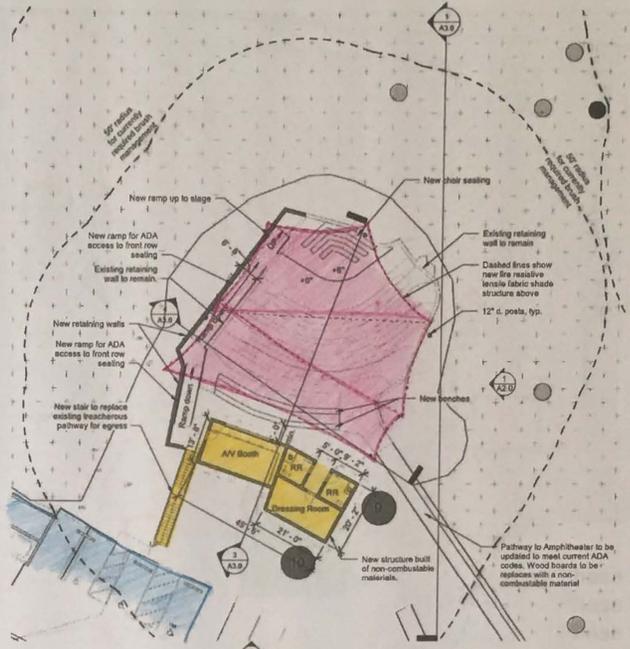
<p>10000 Valley View Parkway, Suite 200 San Diego, CA 92123 (619) 594-8888 Fax: (619) 594-4383</p>	CUP ONLY. NOT FOR CONSTRUCTION	ENGINEER OF WORK	CITY APPROVED CHANGES	APP'D DATE	RECOMMENDED FOR APPROVAL	APPROVED FOR CONSTRUCTION	BENCH MARK	CITY OF SOLANA BEACH GRADING AND DRAINAGE PLAN UNITARIAN UNIVERSALIST FELLOWSHIP OF SAN DIEGO OWNER OR NAME OF PROJECT	ENGINEERING DEPARTMENT	DRAWING NO.
		Drawn By: _____ Date: _____			By: _____ Date: _____	By: <u>Mohammad Sammak</u> , City Engineer R.C.E.: 37146 Exp: 6/30/16	DESCRIPTION: A 2.5" BRASS DISC STAMPED "13 7322" LOCATION: IN FRONT OF THE SOLANA BEACH LIBRARY ON STODOLSKY AVE. BLK: 110441 DATE: N/A/D 08	C-21	Sheet of _____	

CUP MODIFICATION - SHEET 2 OF 4 - 8/2/21

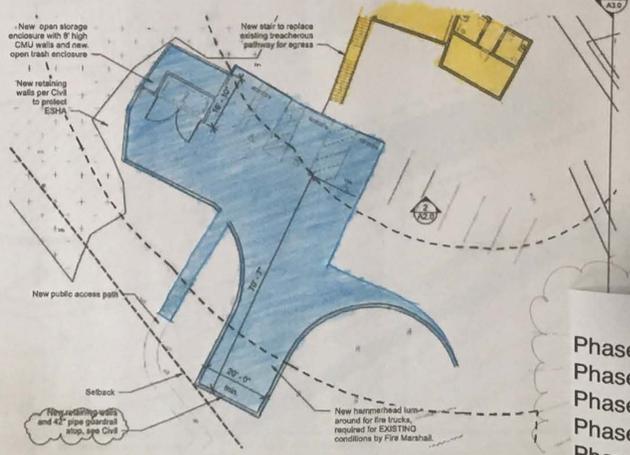
REVISION 10/11/21



1 Amphitheater and AV Booth Exist/Demo.
1/16" = 1'-0"



2 New AV / RR Building & Amph. Improvements.
1/16" = 1'-0"



3 New Trash Enclosure and Hammerhead
1/16" = 1'-0"

- Notes**
- Legend**
- Southern Maritime Chaparral (ESHA)
 - Disturbed Southern Maritime Chaparral (ESHA)
 - 50' ESHA Buffer
 - 100' ESHA Buffer
 - Existing structure to remain
 - New structure addition
 - Existing 50' Brush Management Buffer required by Fire Marshal
 - Existing 100' Brush Management Buffer required by Fire Marshal
 - New Brush Management Buffer required by Fire Marshal

Species

- Wart-shouldered Ceanothus (protect)
- Ashy Spilargemus (protect)
- Nuttall's Scrub Oak (protect)

Existing Tree Identification

- = Existing Tree Location

#	Tree	Action
1	Olive Tree	Remove
2	Alleppe Pine	Remove
3	Alleppe Pine	Remove
4	Olive Tree	Remove
5	Parsons Pepper Tree	Remove
6	Tropical Acacia species	Remove
7	Group of Eucalyptus trees	Remove
8	Tropical Acacia species planted	Remove
9	Olive Tree	Remove
10	Alleppe Pine	Trim
11	Group of Alleppe Pine	Remove

Notes:

All trees listed have been identified as planted, non-native/non-ESHA species by Biologist Gary Shield of RECON Environmental.

Actions based upon the Fire Marshal's recommendations.

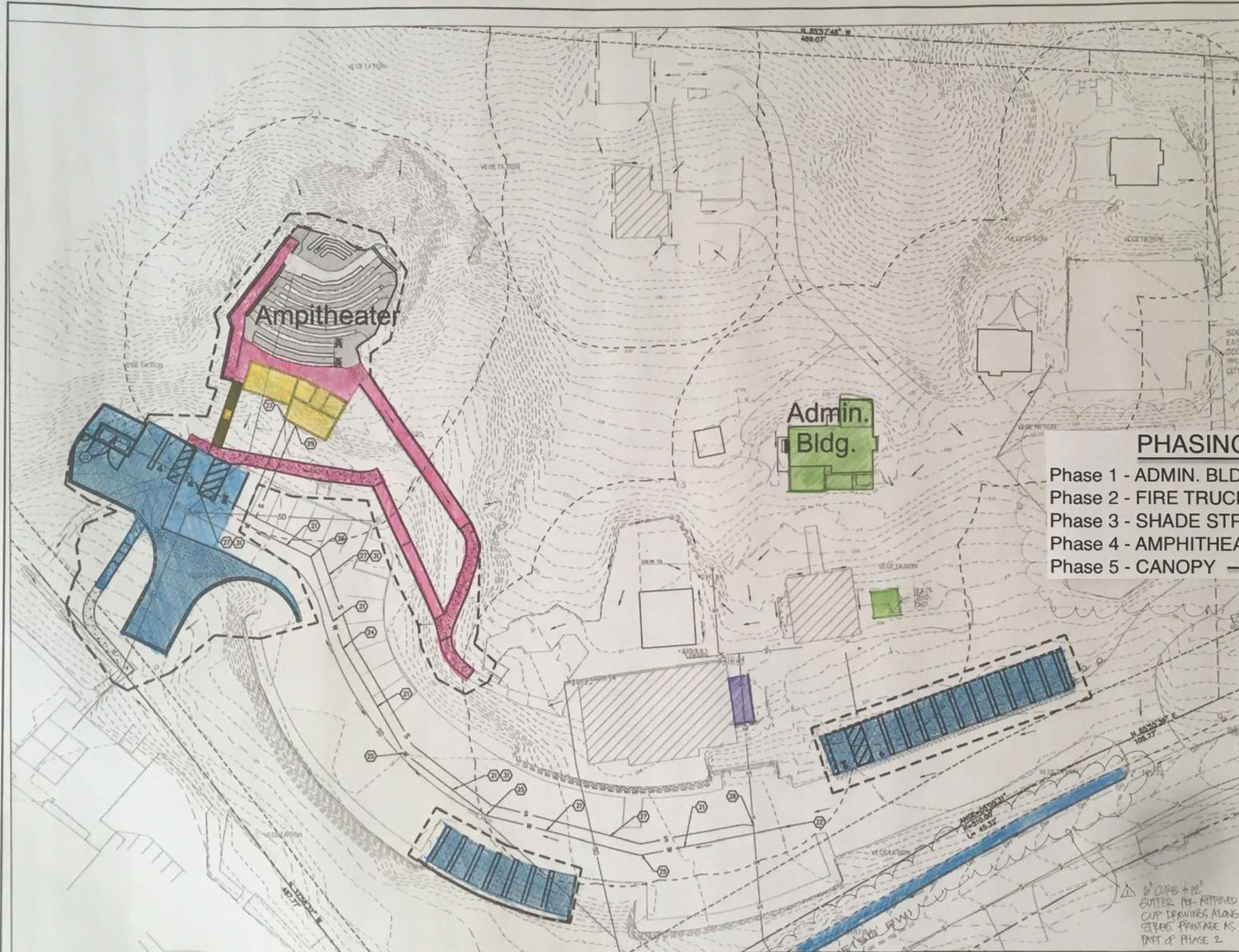
The number of trees removed have been replaced, as shown in the landscape conceptual plan.

PHASING KEY

- Phase 1 - ADMIN. BLDG
- Phase 2 - FIRE TRUCK TURNAROUND
- Phase 3 - SHADE STRUCTURE
- Phase 4 - AMPHITHEATER
- Phase 5 - CANOPY

Unitarian Universalist Fellowship
 138 Solana Dr.
 San Mateo, CA 94401

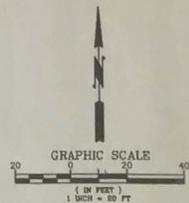
Janssen Architecture
Janssen Studio
 2105 West Washington, Suite 202
 San Diego, California 92119
 CUP Filing #1 06/14/2019
 CUP Revision #1 03/08/2019
 CUP Revision #2 03/22/2019
 CUP Revision #3 06/18/2019
 CUP Revision #4 03/28/2019



UTILITY NOTES	
19	CONSTRUCT 1" DOMESTIC WATER WITH TRENCH AND BEDDING PER SERSD WP-02
22	CONSTRUCT WATER POC TO EXISTING WATER LINE
23	CONSTRUCT WATER POC FOR CONTINUATION OF WATER LINE, SEE ARCHITECTURAL PLANS
24	CONSTRUCT 11.25' ANGLE BEND
25	CONSTRUCT 22.50' ANGLE BEND
26	CONSTRUCT 45' ANGLE BEND
27	CONSTRUCT 4" SEWER WITH TRENCH AND BEDDING PER SERSD SP-02
28	CONSTRUCT SEWER POC TO EXISTING SEWER MAIN
29	CONSTRUCT SEWER POC FOR CONTINUATION OF SEWER, SEE ARCHITECTURAL PLANS
30	CONSTRUCT SEWER CLEANOUT PER SERSD SC-01
31	CONSTRUCT TRENCH RESURFACE PER SERSD G-244-B
32	CONSTRUCT TRAFFIC RATED DECK DRAIN WITH P TRAP

PHASING KEY

- Phase 1 - ADMIN. BLDG - - - - - [Green Box]
- Phase 2 - FIRE TRUCK TURNAROUND - [Blue Box]
- Phase 3 - SHADE STRUCTURE - - - - - [Pink Box]
- Phase 4 - AMPHITHEATER - - - - - [Yellow Box]
- Phase 5 - CANOPY - - - - - [Purple Box]



6" CURB & 12" OUTER PRE-FITTED CUP DRAINAGE ALONG STREET FRONTAGE AS PART OF PHASE 2

COASTAL COMMISSION PERMIT NO.

<p>BergerABAM 30233 State Street, Suite 200 San Diego, CA 92121 (619) 594-0200 Fax: (619) 594-4351</p>	CUP ONLY: NOT FOR CONSTRUCTION	ENGINEER OF WORK Drawn By: _____ Date: _____	CITY APPROVED CHANGES	APP'D DATE	RECOMMENDED FOR APPROVAL By: _____ Date: _____	APPROVED FOR CONSTRUCTION By: Mohammad Sammak, City Engineer R.C.E.: 37148 Exp: 8/30/18	BENCH MARK DESCRIPTION: A 2.5" BRASS DISC BEING LS 7322 LOCATION: IN FRONT OF THE SOLANA BEACH LIBRARY ON STEVENS AVE. ELEV.: 115.47 DATUM: NAVD 84	CITY OF SOLANA BEACH UTILITY PLAN: UNITARIAN UNIVERSALIST FELLOWSHIP OF SAN DIEGUITO OWNER OR NAME OF PROJECT	ENGINEERING DEPARTMENT	DRAWING NO. C-31
										Sheet of

PART 2 - Proposed Phasing Strategy and Valuation Narrative

Narrative A

Applicant Information and Project Summary

Item 10 - Project Description (Residential, Commercial, Industrial, or Mixed Use; number of structures, square footage, number of stories, etc.):

Response: Conditional Use Permit for a religious facility. The project includes:

- **UUFSD Proposed Phase 1 - Administration Building Addition and Remodel** - A 125 square foot addition and minor remodeling of the existing Administration Building for accessibility and functionality, and a small concrete utility pad
- **UUFSD Proposed Phase 2 - Fire Truck Turnaround and Parking Lot Expansion** - The expansion of the current parking lot to accommodate the addition of a fire truck turnaround as required by the Fire Marshal, additional on-site parking, a new trash enclosure, and associated landscaping
- **UUFSD Proposed Phase 3 - Shade Structure and Site Accessibility** - The addition of a new fabric shade structure over the existing outdoor amphitheater, and public improvements to the existing approach and circulation walkways for Amphitheater accessibility
- **UUFSD Proposed Phase 4 - AV Kiosk and Amphitheater Seating Improvements** - The total replacement of the AV Kiosk at the amphitheater including accessible toilet rooms, a new stair to the parking lot and improvements to seating
- **UUFSD Proposed Phase 5 - Founders Hall Canopy** - The addition of a shade canopy over the existing patio on the east end of the existing Founders Hall building
- New landscaping associated with the work scopes noted above

Note – The descriptions of these scopes of work are detailed in the currently approved CUP

Narrative B

Item 11 - Are there any permits already granted for use of the property such as variances, major or minor use permits, site plans, county coastal use permits, State of CA Coastal Permits, etc.?: (reference number if any):

Response: Yes, and they include:

- Original Conditional Use Permit for the development of the existing religious facility
- California Coastal Commission - Notice of Intent to Issue permit, Permit No. 6-17-0713, dated November 17, 2020

- City of Solana Beach Resolution 2020 -029, conditionally approving a conditional use permit modification, development review permit, variance, and structure development permit to construct improvements to a religious facility located at 1036 Solana Drive, Solana Beach, CA. dated May 14, 2020
- City of Solana Beach Permit 16-469 dated 9/2/16 and inspection report for tenant improvement to 2 classroom buildings and reconfiguration of east leg entry drive to meet fire marshal requirements of gradient over 15%, 20 ft access width and concrete paving material. Copy of permit and inspection report attached. Approved drawings on file with the COSB.

PROPOSED PHASING STRATEGY AND VALUATION NARRATIVE

PHASE 1 - Administration Building Addition and Remodel – The Fellowship is ready to start the development of construction documents and submit for permit review upon approval of the CUP Modification requested here. Reconfiguration of east leg entry drive was completed under COSB permit 16-469. See above and attached permit and photos of existing conditions.

UUFSD estimates the hard cost for Phase 1 is approximately \$75,000.

PHASE 2 - Fire Truck Turnaround, Additional Parking, Re-grading at parking lot entry for fire truck access, new Trash Enclosure and offsite works including 6” curb and gutter, 12” AC pavement repair in the Public ROW, and modifications to the entry apron. Parking would be increased by 21 new spaces. The Fellowship is prepared to start the development of construction documents upon approval of the CUP Modification requested here. Construction would be timed to avoid requirement for raptor nesting monitoring.

UUFSD estimates the hard cost for Phase 2 is approximately \$280,000.

PHASE 3 - Shade Structure at the Amphitheater and associated ADA improvements which include the ramps from the parking lot and area around Founders Hall to the Amphitheater, minor grading at the back of the existing Amphitheater walking surfaces, and accessibility to the Amphitheater stage along the western edge of existing seating as indicated in the approved CUP drawings. – The Fellowship anticipates submitting construction documents for permit review for **Phase 3** once the Fire Truck Turnaround (**Phase 2**) is in construction. Construction for **Phase 3** would be timed to avoid raptor nesting monitoring.

UUFSD estimates the hard cost for Phase 3 is approximately \$120,000.

Note: The Fire Marshal requires the fire truck turnaround and its associated site improvements be complete before ANY construction takes place in the Amphitheater.

PHASE 4 - Other Amphitheater improvements (AV and Toilet Kiosk, seating reconfiguration, new stair to parking lot, and landscaping around the Amphitheater)

UUFSD estimates the hard cost for Phase 4 is approximately \$200,000.

PHASE 5 - Canopy at Founders hall – UUFSD has no plans to continue with this project at this time due to budget constraints and the higher priorities of remodeling the Administration Building,

constructing the Fire Truck Turnaround and additional parking, and getting a shade structure built over the Amphitheater.

PART 3 - COMPLIANCE WITH CITY CONDITIONS OR APPROVAL

In addition to the following Narratives, please also find a corresponding matrix of each department's conditions, indicating which Phase UUFSD proposes to fulfill each condition. Some conditions will apply to all Phases. Several of the conditions overlap proposed Phases and UUFSD requests that the City not burden an earlier Phase with meeting one or more condition(s) that would be better served, or more logically accomplished in a subsequent Phase.

Upon approval of the requested CUP Modification and within the context of design refinement and submitting construction documents to COSB for permit review, UUFSD will:

- A. Meet the Community Development Department Conditions by:
 - a. Paying all required fire mitigation and public facilities fees. *This condition would apply to **all Phases** separately when submitted for plan review.*
 - b. Submitting only those plans for each of the phases that are in substantial conformance with the architectural plans presented to City Council on March 10, 2020. *This condition would apply to **all Phases** separately.*
 - c. Submitting a height certification for all vertical construction signed by a licensed land surveyor certifying that the building envelope is in conformance with the plans submitted to City Council on March 10, 2020. *This condition would apply to **Phase 3, Shade Structure and Phase 4, AV Kiosk at the existing Amphitheater.***
 - d. Submitting engineered drawings to show that onsite fences and walls comply with SBMC sections 17.20.040 and 17.60.070. *This condition would apply to **Phase 2 the Parking Lot Expansion, and Phase 4, the new walls at the existing Amphitheater***
 - e. Submitting California Coastal Commission approval prior to issuance of building or grading permits. *This condition would apply to **all Phases** separately.*
 - f. Submitting detailed landscape construction drawings to be reviewed by the City's third party landscape architect. This condition would apply to **Phase 2 with** landscaping around the parking lot expansion and **to Phase 4 as part of** improvements to the Amphitheater.
 - g. Specifying the use of drought tolerant, non-invasive, native plant species and water conserving irrigation to the greatest extent possible. This condition would apply to **Phase 2 with** landscaping around the parking lot expansion and **to Phase 4 as part of** improvements to the Amphitheater.
 - h. Using non-invasive, drought tolerant plant species to meet the LCP/LUP and ESHA buffers. This condition would apply to **Phase 2 with** landscaping around the parking lot expansion and **to Phase 4 as part of** improvements to the Amphitheater.
 - i. Specifying exterior lighting fixtures that conform to SBMC 17.60.060 and are limited in operation as necessary only for health and safety. This condition

- would apply to new exterior light fixtures around **Phase 2** Parking Lot Expansion, **Phase 3** Shade Structure, and **Phase 4** Amphitheater and AV Kiosk
- j. Requiring that all construction vehicles park on-site and in such a way as to allow sufficient vehicular access without impacting the surrounding neighbors. This condition would apply to construction activity *in all Phases of work*.
 - k. Connecting to temporary electrical services as soon as feasible to the satisfaction of the City. This condition would apply to *all Phases of work*.
 - l. Implementing mitigation measure BIO-1 as specified in the final IS/MND, as needed. It is UUFSD's intent to schedule and sequence construction activities in each phase to avoid monitoring due to applicable nesting periods. *UUFSD will endeavor to avoid the requirement to meet this condition through strategic construction scheduling, however should we fail in this the condition would apply to construction activity in all Phases.*

B. Meet the COSB Fire Department Conditions by:

- a. Providing and maintaining fire/fuel breaks to the satisfaction of the Solana Beach Fire Department, which will be shown on the improvement/grading plans for *all Phases*
 - i. UUFSD understands a minimum 50 foot radius is required from structures.
 - ii. UUFSD understands the fuel modification zone on the SW corner of the proposed AV Kiosk can be reduce to 45 feet.
 - iii. UUFSD understands new landscaping is to be fire resistive.
- b. Designing the fire apparatus access roadway with and unobstructed width of 20 feet and unobstructed vertical clearance of at least 13 feet, 6 inches. This condition would apply specifically to *Phase 2, Fire Truck Turnaround and Parking Lot Expansion*.
- c. Providing a fire truck turn around at the dead end of the parking lot expansion in accordance with SOSB Fire Department and other applicable codes and regulations. This condition would apply *exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion*.
- d. Providing gradient for fire truck access of not more than 20%. This condition would apply *exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion*
- e. Providing a response map in AutoCAD format at the expense of UUFSD. *This condition would apply to all Phases and The response map would be updated as each Phase is completed*
- f. Specifying that prior to delivery of combustible construction materials to the site for *all Phases*:
 - i. Install and have inspected all wet and dry utilities
 - ii. Install as a minimum the first lift of asphalt for an all weather surface for emergency vehicles
 - iii. Install and have accepted by the COSB Fire Department water supply for fire protection
- g. Posting or striping roadways "No Parking Fire Lane". This condition applies *exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion*

- h. Specifying that the parking lot shall maintain a clear width of 20 feet during construction, including construction vehicles. This condition applies to **all Phases where construction activity is taking place**
- i. Providing the size, type, and number of hydrants satisfactory to the COSB Fire Department and a letter from the water agency serving the area that the required flow is available. This condition applies **exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion**
- j. Providing a monument at the driveway entrance with the address for structures off the roadway. *UUFSD existing address monument sign satisfies this condition.*
- k. Specifying that all new structures shall be protected by automatic fire sprinkler systems designed to meet all applicable codes and regulations. This condition applies to **Phase 3 Shade Structure and Phase 4, Amphitheater and AV Kiosk.**
- l. Specifying that new structures shall meet wildland/urban interface standards to the satisfaction of the COSB Fire Department. *This condition would apply to all Phases*
- m. Specifying that new structures have Class A Roof. This condition would apply to **Phase 1, Administration Building Addition, and Phase 4, AV Kiosk.**
- n. Solar Voltaic Systems – *UUFSD does not anticipate installing any solar voltaic systems as part of any phase and therefore this condition does not apply.*
- o. Beginning construction on structures only under approved building permits. *This condition would be applied to all Phases.*

C. Meet the COSB Engineering Department Conditions by:

- a. Obtaining an encroachment permit per Chapter 11.20 of the SBMC prior to demolition and any construction in the public ROW. Grading and drainage plan to include:
 - i. Demolition of AC berm
 - ii. Construction of 6: Curb and Gutter
 - iii. Construction of 12: AC pavement to match existing*Due to the engineering required and similar work efforts and trades involved, UUFSD requests that this condition apply to Phase 2, Fire Truck Turnaround and Parking Lot Expansion*
- b. Obtain an encroachment permit per SBMC 11.20 prior to any work in the public ROW including:
 - i. Construction of the 9" x 9" x 12" mountable curb
 - ii. Construction of the SDRSD G-14 driveway approach*Due to the engineering required and similar work efforts and trades involved, UUFSD requests that this condition apply to Phase 2, Fire Truck Turnaround and Parking Lot Expansion*
- c. Specifying that all construction materials shall be recycled according to the COSB recycling plan and by submitting an approved waste management plan. This condition applies **exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion**
- d. Specifying that construction fencing be installed only on site, otherwise obtain an encroachment permit. This condition applies **exclusively to Phase 2, Fire Truck Turnaround and Parking Lot Expansion**

- e. Obtaining a grading permit per the SBMC *for Phase 1 and Phase 4 where grading is anticipated, Phase to* meet or include the following:
 - i. Grading plan prepared by a registered civil engineer
 - ii. A soils report prepared by a registered soils engineer who is approved by the City Engineer
 - iii. A letter prepared by a registered civil engineer certifying that the rate of runoff from the proposed development is the same or less than existing conditions
 - iv. All retaining walls
 - v. A specification holding the applicant responsible for damage to adjacent properties during construction
 - vi. The payment of grading plan check fee as required by the COSB
 - vii. Obtain and submit grading security in a form prescribed by the City Engineer
 - viii. Obtain haul permit for import/export of soil
 - ix. Obtain certification from the CEOR and Soils engineers that public and private drainage facilities and finished grades are functioning and installed in accordance with approved plans
 - x. Prepare and erosion and sediment control plan using BMPs
 - xi. Indicate all on site private drainage facilities designed to discharge water run off
 - xii. Specify that post construction BMPs shall be implemented in the drainage design
 - xiii. Specify that cross lot drainage is prohibited
 - xiv. Provide a record document holding the City harmless in case of a sanitary sewer back up due to blockage in the public sewer main. Backflow prevention is required.

COSB COMMUNITY DEVELOPMENT CONDITIONS

		PHASE 1	PHASE 2	PHASE 3	PHASE 4	PHASE 5
		Admin Bldg	Parking Lot	Shade Structure	Amphi + AV Kiosk	Canopy
COMMUNITY DEVELOPMENT CONDITIONS						
	Description					
a.	Pay all required fire mitigation and public facilities fees	X	X	X	X	X
b.	Submit only those plans that are in substantial conformance with the architectural plans presented to City Council on March 10, 2020.	X	X	X	X	X
c.	Submit a height certification for all vertical construction signed by a licensed land surveyor certifying that the building envelope is in conformance with the plans submitted to City Council on March 10, 2020.			X	X	
d.	Submit engineered drawings to show that onsite fences and walls comply with SBMC sections 17.20.040 and 17.60.070.		X		X	
e.	Submit California Coastal Commission approval prior to issuance of building or grading permits.	X	X	X	X	X
f.	Submit detailed landscape construction drawings to be reviewed by the City's third party landscape architect		X		X	
g.	Specifying the use of drought tolerant, non-invasive, native plant species and water conserving irrigation to the greatest extent possible		X		X	
h.	Using non-invasive, drought tolerant plant species to meet the LCP/LUP and ESHA buffers		X		X	
i.	Specify exterior lighting fixtures that conform to SBMC 17.60.060 and are limited in operation as necessary only for health and safety.		X	X	X	
j.	Require all construction vehicles park on-site and in such a way as to allow sufficient vehicular access without impacting the surrounding neighbors.	X	X	X	X	X
k.	Connect to temporary electrical services as soon as feasible to the satisfaction of the City.	X	X	X	X	X
l.	Implement mitigation measure BIO-1 as specified in the final IS/MND, as needed.	X	X	X	X	X

COSB FIRE DEPARTMENT CONDITIONS

	PHASE 1	PHASE 2	PHASE 3	PHASE 4	PHASE 5
	Admin Bldg	Parking Lot	Shade Structure	Amphi + AV Kiosk	Canopy
CITY OF SOLANA BEACH FIRE DEPARTMENT CONDITIONS					
a. Provide and maintain fire/fuel breaks to the satisfaction of the Solana Beach Fire Department - UUFSD understands a minimum 50 foot radius is required from structures, fuel modification zone on the SW corner of the proposed AV Kiosk can be reduce to 45 feet, and lansdcaping is to be fire resistive	X	X	X	X	
b. Designing the fire apparatus access roadway with an unobstructed width of 20 feet and unobstructed vertical clearance of at least 13 feet, 6 inches.		X			
c. Providing a fire truck turn around at the dead end of the parking lot expansion in accordance with SOSB Fire Department and other applicable codes and regulations.		X			
d. Provide gradient for fire truck access of not more than 20%. <i>Note: east leg of entry drive was reconfigured and constructed to comply with this requirement under COSB permit 16-469 in 2016. As such this condition no longer applies to Phase 1, Admin Building addition and remodel</i>		X			
e. Providing a response map in AutoCAD format at the expense of UUFSD.	X	X	X	X	
f. Specify that prior to delivery of combustible construction materials to the site for any phase: Install and have inspected all wet and dry utilities, Install as a minimum the first lift of asphalt for an all weather surface for emergency vehicles, Install and have accepted by the COSB Fire Department water supply for fire protection	X	X	X	X	
g. Posting or striping roadways "No Parking Fire Lane".		X			
h. Specify that the parking lot shall maintain a clear width of 20 feet during construction, including construction vehicles.	X	X	X	X	X
i. Providing the size, type, and number of hydrants satisfactory to the COSB Fire Department and a letter from the water agency serving the area that the required flow is available		X			
j. Provide a monument at the driveway entrance with the address for structures off the roadway. <i>Our existing monument sign applies to all phases.</i>	X	X	X	X	X
k. Specify that all new structures shall be protected by automatic fire sprinkler systems designed to meet all applicable codes and regulations..			X	X	
l. Specify that new structures shall meet wildland/urban interface standards to the satisfaction of the COSB Fire Department	X	X	X	X	X
m. Specify that new structures have Class A Roof.	X			X	
n. Solar Voltaic Systems – UUFSD does not anticipate installing any solar voltaic systems as part of any phase					
o. Begin construction on structures only under approved building permits.	X	X	X	X	X

COSB ENGINEERING DEPARTMENT CONDITIONS

		PHASE 1	PHASE 2	PHASE 3	PHASE 4	PHASE 5
		Admin Bldg	Parking Lot	Shade Structure	Amphi + AV Kiosk	Canopy
CITY OF SOLANA BEACH ENGINEERING DEPARTMENT CONDITIONS						
a.	Obtain an encroachment permit per Chapter 11.20 of the SBMC prior to demolition and any construction in the public ROW. Grading and drainage plan to include: Demolition of AC berm, Construction of 6-inch curb and gutter, and construction of 12-inch AC pavement to match existing		X			
b.	Obtain an encroachment permit per SBMC 11.20 prior to any work in the public ROW including construction of the 9" x 9" x 12" mountable curb, and construction of the SDRSD G-14 driveway approach		X			
c.	Specify that all construction materials shall be recycled according to the COSB recycling plan and submit an approved waste management plan		X			
d.	Specify that construction fencing be installed only on site, otherwise obtain an encroachment permit		X			
e.	Obtain a grading permit per the SBMC that meet or include the following: A grading plan prepared by a registered civil engineer, A soils report prepared by a registered soils engineer who is approved by the City Engineer, A letter prepared by a registered civil engineer certifying that the rate of runoff from the proposed development is the same or less than existing conditions, All retaining walls, A specification holding the applicant responsible for damage to adjacent properties during construction, The payment of grading plan check fee as required by the COSB, Obtain and submit grading security in a form prescribed by the City Engineer, Obtain a haul permit for import/export of soil, Obtain a certification from the CEOR and Soils engineers that public and private drainage facilities and finished grades are functioning and installed in accordance with approved plans, Prepare an erosion and sediment control plan using BMPs, Indicate all on site private drainage facilities designed to discharge water run off, Specify that post construction BMPs shall be implemented in the drainage design, Specify that cross lot drainage is prohibited, and Provide a record document holding the City harmless in case of a sanitary sewer back up due to blockage in the public sewer main. Backflow prevention is required.		X		X	

Tasks	2022												2023											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
CUP Modification Approval from City Council	Assumption on timing																							
Approval from Coastal for incremental rollout	Assumption - to follow COSB council approval																							
Phase 1 - Administration Building Remodel & Addition																								
Design, CD's, Permitting	Phase 1, say 6 - 9 months for design and permit																							
Construction	Phase 1, say 6 - 9 months for construction																							
Phase 2 - Fire Truck Turnaround, Parking, Trash Enclosure & Offsites																								
Design, CD's, Permit	Phase 2 - Design is much more complicated - say 8-9 months for design and permitting																							
Construction	Phase 2 - Construction, say 9 - 10 months, adjust schedule to avoid Raptor nesting monitoring																							
Phase 3 - Amphitheater Shade Structure and Pathway Accessibility																								
Design, CD's, Permitting	Phase 3 - Design and permitting say 6 - 8 months																							
Construction	Phase 3 - Construction, say 6 months. Adjust schedule to avoid Raptor nesting monitoring																							
Phase 4 - Amphitheater AV Kiosk, Toilet Rooms & Seating																								
Design, CD's, Permitting	Phase 4 - Design and permitting say 6- 8 months, concurrent with Phase 3																							
Construction	Phase 4 - Construction, as funding becomes available. Adjust schedule to avoid Raptor nesting monitoring																							
Phase 5 - Canopy at Founders Hall																								
Design, CD's, Permit	Phase 5 - due to funding constraints Phase 5 is not being considered for implementation at this time																							
Construction																								

Notes:

Phase 1 & Phase 2 design are intended to proceed concurrently upon council approval

Phase 2 Engineering and Design is more complicated than Phase 1, and construction of Phase 2 is required by COSB FM to be complete before any construction is allowed in the Amphitheater (Phases 3 and 4)

All Construction schedules will be subject to adjustment to avoid Raptor Nesting Monitoring



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: City Clerk's Office
SUBJECT: **2022 Annual Citizen Commission Appointments**

BACKGROUND:

2022 Annual Citizen Commission Appointments

Approximately half of the Solana Beach Citizen Commission members' two-year term appointments expire every January. By the end of January 2022, the City's five Citizen Commissions will have 16 scheduled vacancies of public appointments for a new two-year term.

All appointments to Citizen Commissions are conducted in accordance with Council Policy No. 5 - *Appointment of Citizens to Boards, Commissions, Committees, and Task Forces* (Attachment 2) - and all persons interested in serving on the City's Citizen Commissions are required to complete and file a Citizen Interest Form (application), with the required references, and submit it to the City Clerk for formal application processing. For those Commission members who may be reapplying for their position's scheduled vacancy, a re-submittal application is made available for minor changes to their original full application, thus streamlining the application process. However, if the applicant applies for a new Commission or wants to modify any of the questionnaire sections, a new full application is required. The Application/Citizen Interest Form is available year-round at the City Clerk's Office and on the City's website. Any person interested in serving on a Citizen Commission may submit an application any time prior to or during the annual or other recruitment periods.

Pursuant to California Government Code Section 54972 (the "Maddy Act"), the posting of certain information of all current members appointed by City Council (Council) is required, listing the names of all serving appointees, original date of appointment, term and qualifications for all appointed positions. This posting requirement was met on November 17, 2021 (Attachment 1) on the City's bulletin board and on the City's website.

This item is before Council to review the Citizen Commission applications and make appointments to the open vacancies.

CITY COUNCIL ACTION: _____

DISCUSSION:

Council will make appointments to all five (5) Citizen Commissions for sixteen (16) expiring vacancies. The positions to be filled are for two-year terms, ending January 2024.

Vacancies	Term	Subject to Majority Vote Appointment by:
Budget and Finance Commission: 2 vacancies total		
Two (2) vacancies	2 Years Until End of Jan 2024	Deputy Mayor Harless
		Councilmember Becker
Climate Action Commission: 4 vacancies total		
Three (3) vacancies <i>Residents</i>	2 Years Until End of Jan 2024	Council-at-large
One (1) vacancy <i>Professional (resident or non-resident)</i>	2 Years Until End of Jan 2024	Council-at-large
Parks and Recreation Commission: 3 vacancies total		
Three (3) vacancies	2 Years Until End of Jan 2024	Council-at-large
Public Arts Commission: 3 vacancies total		
Three (3) vacancies	2 Years Until End of Jan 2024	Council-at-large
View Assessment Commission: 4 vacancies total		
One (1) vacancy	2 Years Until End of Jan 2024	Deputy Mayor Harless
One (1) vacancy	2 Years Until End of Jan 2024	Councilmember Zito (District 1)
Two (2) vacancies	2 Years Until End of Jan 2024	Council-at-large

Notification/Recruitment Efforts

The “Maddy Act” posting provides a notice of the status of member appointments for general reference. In addition, a vacancy notice (Attachment 3) was prepared and posted and various efforts were made to seek public interest (Attachment 4).

Application Process

The Application deadline was posted for January 18, 2022, at 5:30 p.m. to process and distribute all applications with the agenda packet. If additional applications are received after this deadline, they will not be submitted to Council for consideration.

Resubmittal applications were accepted from members re-applying for the same position while new applications were submitted from new applicants or current members applying for a different Commission. Applications were reviewed for contact information, choices, and verification of requirement criteria, such as property ownership, which is required for two Commissions (Budget and Finance and View Assessment).

Distribution to Council

This Staff Report contains an *Application Worksheet* (Attachment 6) outlining each applicant's Commission selection(s) and their respective application submittals (Attachment 7). The applications are on file with the City Clerk's Office and were distributed to the City Council with the Agenda Packet.

Appointment Protocol

As outlined in Solana Beach Municipal Code (SBMC) Section 2.60, appointment designations are noted for each individual Commission, whether a position is appointed by Council-at-Large or whether it is designated by an individual Councilmember. These appointment designations are noted on the Public Notice. All nominations are subject to a majority vote of the City Council.

Member Requirements

SBMC Sections 2.64, 2.72, 2.74, 2.84, Resolution 2007-160, and Resolution 2015-127 outline some of the duties of the Commissions; however, there are other duties and assignments provided in relation to various opportunities and issues that occur throughout the year. To carry out the Commission's work, SBMC Section 2.60.010 outlines the requirements of meeting attendance. As a legislative body, like the City Council, Citizen Commissions are required to fulfill a responsibility of participating in each meeting for all matters brought before the Commission. In addition, the Commission Handbook, provided to each appointed/re-appointed member, and posted online, provides various other requirements, regulations, guidelines, and procedures for Commission members.

Member Appointment Term

The appointment date of Commission members triggers deadlines for required tasks and filing paperwork. The appointed member may begin participating in Commission work once they have been sworn in by taking their Official Oath, administered by the City Clerk's Office. The swear-in may take place before or at the first meeting of the Commission as coordinated with the City Clerk's Office. Member terms end on January 31 or once an appointment is made to their position, whichever occurs first.

FISCAL IMPACT:

There is no significant fiscal impact associated with this annual appointment process. Pursuant to City Council Policy 19 (*Background Check Requirements for Citizen Commissions*), new appointees are required to complete a background check for which they may be reimbursed for up to a maximum of \$20.00. The Human Resources department incurs the cost for background checks for Commission members.

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation and proceed with appointments for vacancies.
- Do not approve Staff recommendation and extend deadline to receive new applications, allowing expiring positions to remain vacant until refilled.

DEPARTMENT RECOMMENDATION:

Staff recommends that City Council:

1. Appoint two (2) members to the **Budget and Finance** Commission nominated/appointed by individual Councilmembers (Deputy Mayor Harless and Councilmember Becker) for two-year terms.
2. Appoint four (4) members to the **Climate Action** Commission nominated/appointed by *Council-at-large* for the following positions:
 - a. Three (3) *Resident* appointments for two-year terms.
 - b. One (1) *Professional* appointment for member of the environmental and/or scientific community (*resident or non-resident*) for a two-year term.
3. Appoint three (3) members to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for two-year terms.
4. Appoint three (3) members to the **Public Arts** Commission nominated/appointed by *Council-at-large* for two-year terms.
5. Appoint four (4) members to the **View Assessment** Commission: two (2) positions for two-year terms by individual Councilmembers (Deputy Mayor Harless and Councilmember Zito), and two (2) positions for two-year terms (*Council-at-large*).

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gregory Wade, City Manager

Attachments:

1. Maddy Act Posting
2. Policy No. 5
3. Vacancy Notification Flyer
4. Recruitment Efforts
5. Worksheet outlining openings and applicants' choice(s)
6. List of Applicants
7. Applications (in separate binder)



PUBLIC NOTICE LOCAL APPOINTMENTS LIST

NOTICE TO THE PUBLIC: In compliance with the requirements of the Maddy Act, Government Code 54972, the following appointment list is provided for public notice. The Solana Beach Local Citizen Commission Appointments List shows all current members, the term expiration date, and the current membership requirements.

Post	Member	Appointed Date	Post's Term Expiration Date	Post Appointed By
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BUDGET & FINANCE: 5 members

Must be at least 18 years old, a city resident & property owner within the City of Solana Beach.

All members serve at the pleasure of each individual Councilmember's nomination.

Post 1	Jolene Koester	01-27-21	January 2023	Heebner
Post 2	Jeff Lyle	01-27-21	January 2023	Edson (District 3)
Post 3	Kevin (Ed) Murphy	01-27-21	January 2023	Zito (District 1)
Post 4	Charles (Rodney) Cooper	01-22-20	January 2022	Becker
Post 5	David Clemons	01-22-20	January 2022	Harless

CLIMATE ACTION: 9 members

Five Members must be at least 18 years old and a resident within the City of Solana Beach

Two members must be professionals from the scientific or environmental community. *Resident or Non-Resident*

Two Current Councilmembers, or 1 Councilmember and one from another position, as determined by Council.

All members are appointed by the Council At-Large.

Residents

Post 1	Shawna McGarry	01-27-21	January 2023	Council At-Large
Post 2	Peter Zahn	01-27-21	January 2023	Council At-Large
Post 3	Heidi Dewar	01-22-20	January 2022	Council At-Large
Post 4	Mary Yang	01-22-20	January 2022	Council At-Large
Post 5	Jonathan Goodmacher	01-22-20	January 2022	Council At-Large
Post 6	Judy Hegenauer	01-27-21	January 2023	Council At-Large

Professionals

Post 1	Michael McClune	01-27-21	January 2023	Council At-Large
Post 2	Paul Basore	01-22-20	January 2022	Council At-Large

Councilmember(s)

Post 1	David A. Zito	01-27-21	January 2023	City Council
Post 2	Kristi Becker	01-27-21	January 2023	City Council

PARKS & RECREATION: 7 members

Must be at least 18 years old and a city resident within the City of Solana Beach. All members are appointed by the Council At-Large.

Post 1	Liz Maruchau	01-27-21	January 2023	Council At-Large
Post 2	Sandra Hutton	01-27-21	January 2023	Council At-Large
Post 3	Julie Van de Auwera	01-22-20	January 2022	Council At-Large
Post 4	John Fontanesi	01-22-20	January 2022	Council At-Large
Post 5	Jim Sagona	05-12-21	January 2022	Council At-Large
Post 6	Valeri Paul	01-27-21	January 2023	Council At-Large
Post 7	James Lally	05-12-21	January 2023	Council At-Large

PUBLIC ARTS: 7 members

Must be at least 18 years old and a city resident within the City of Solana Beach. All members are appointed by the Council At-Large.

Post 1	Sharon Klein	01-22-20	January 2022	Council At-Large
Post 2	Shawn Hethcock	02-26-20	January 2022	Council At-Large
Post 3	Deborah Ann Sweet	01-27-21	January 2023	Council At-Large
Post 4	Halle Shilling	01-27-21	January 2023	Council At-Large
Post 5	Jeanie Grischy	05-12-21	January 2023	Council At-Large
Post 6	Mark Mennie	01-22-20	January 2022	Council At-Large
Post 7	Stacy Bostrom	11-10-21	January 2023	Council At-Large

VIEW ASSESSMENT: 7 members

Must be at least 18 years old, city resident, & property owner within the City of Solana Beach. Five members serve at the pleasure of each individual Councilmember's nomination & two members are appointed by the Council At-Large.

Post 1	Robert (Bob) Moldenhauer	01-27-21	January 2023	Heebner
Post 2	Paul Bishop	01-27-21	January 2023	Edson (District 3)
Post 3	Frank Stribling	01-22-20	January 2022	Council At-Large
Post 4	Pat Coad	01-22-20	January 2022	Council At-Large
Post 5	Robert (Bob) Zajac	01-22-20	January 2022	Harless
Post 6	Matthew Cohen	01-27-21	January 2023	Becker
Post 7	Linda Najjar	01-22-20	January 2022	Zito (District 1)

Citizen Interest Forms (Applications) are available on-line at www.cityofsolanabeach.org or at the City Clerk's Office, City of Solana Beach, 635 S. Highway 101, Solana Beach, CA 92075, 858-720-2400 for the expiring positions among these Citizen Commissions.

Applications will be accepted through Tuesday, January 18, 2022, 5:30 p.m.

City Council is scheduled to make appointments at the Wednesday, January 26, 2022, 6:00 p.m. City Council Meeting.

*I hereby certify that this notification was posted on November 18, 2021 at City Hall and on the City's website.
Angela Ivey, City Clerk*

CITY OF SOLANA BEACH	Policy No. 5
COUNCIL POLICY	Adopted: May 15, 1989 Revised: January 23, 2008 by Resolution 2008-23
GENERAL SUBJECT: Citizen Boards, Commissions & Committees	
SPECIFIC SUBJECT: 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.



PUBLIC NOTICE

CITY'S CITIZEN COMMISSION POSITION OPENINGS

CITY OF SOLANA BEACH VOLUNTEERS SERVING ON BEHALF OF THE CITY COUNCIL

Applications are being accepted through **Tuesday, January 18, 2022, 5:30 p.m.**

City Council is scheduled to make appointments at the January 26, 2022 City Council Meeting.

BUDGET & FINANCE: *Two (2) vacancies - terms will expire end of January 2024*

This Commission provides input to Council regarding the City's operating budget.

- Regular Meeting Schedule: Monday preceding the second Council Meeting at 6:00 p.m.
- Composition: 5 members serve at the pleasure of each individual Councilmember.
- Position's Requirements: At least 18 yrs. old * Resident of the City * Property owner within the City.

CLIMATE ACTION: *Four (4) vacancies – terms will expire end of January 2024*

3 Citizen/Resident Positions // 1 Professional Position

This Commission participates in reviewing certain matters regarding reducing the City's greenhouse gas (GHG) emissions and implementing the Climate Action Plan.

- Regular Meeting Schedule: 3rd Wednesday of each month at 5:30 p.m.
- Composition: 9 members: 7 appointed by Council At-Large, 2 Councilmembers (or 1 Councilmember and one from another position, as determined by Council)
- Position's Requirements: Five Citizens/Residents - At least 18 yrs. old * Resident of the City
Two Professionals - At least 18 yrs. old * Must be from the environmental or scientific community. * Resident or Non-resident
Two Current Councilmembers (or 1 Councilmember and one person from another position, as determined by Council)

PARKS & RECREATION: *Three (3) vacancies – terms will expire end of January 2024*

This Commission participates in reviewing certain matters regarding the City's parks, programs, and conducts certain City events.

- Regular Meeting Schedule: 2nd Thursday of each month at 4:00 p.m.
- Composition: 7 members who are all appointed by the Council At-large.
- Position's Requirements: At least 18 yrs. old * Resident of the City.

PUBLIC ARTS: *Three (3) vacancies – terms will expire end of January 2024*

This Commission participates in reviewing certain matters regarding community art opportunities and conducts certain City events.

- Regular Meeting Schedule: 4th Tuesday of each month at 5:30 p.m.
- Composition: 7 members who are all appointed by the Council At-large.
- Position's Requirements: At least 18 yrs. old * Resident of the City.

VIEW ASSESSMENT: *Four (4) vacancies – terms will expire end of January 2024*

This Commission is tasked with reviewing feasible solutions for development when an assessment request is filed and makes definitive decisions on projects utilizing the City's adopted guidelines/toolkit.

- Regular Meeting Schedule: 3rd Tuesday of each month at 6:00 p.m.
- Composition: 7 members - five serve at the pleasure of each individual Councilmember and two members are appointed by the Council At-Large.
- Position's Requirements: At least 18 yrs. old * Resident of the City * Property owner within the City.



Budget & Finance



Climate Action



Parks & Recreation



Public Arts



View Assessment

- ❖ Attend a Citizen Commission public meeting. 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 (Left tabs: City Government, City Clerk, Citizen Committees) OR by contacting the City Clerk's Office (858) 720-2400. Please contact the [City Clerk](#) with any questions regarding the recruitment/appointment process.

Recruitment Efforts FOR 2022 Jan ANNUAL Appointments

Task	Date(s) Occurred for Staff report disclosure
Maddy Act: Required posting on City Hall Bulletin Board \ Library	11-18-2021
PRINTED FLYERS / ANNOUCEMENTS	
City Hall Front Desk: place 15 public notice flyers	11-18-2021
City Hall Bulletin Board	11-18-2021
Flyer: Sent to Library	11-18-2021
WEBSITE	
Flyer: Upload to Commissions main web page AND to each Commission page	11-19-2021
Maddy Act: Upload to Commission webpage	11-19-2021
EMAIL	
E-Blasts	11-19-2021, 12-16-2021, 01-03-2022, 01-14-2022
Council: email flyer to inform Council	11-19-2021
SOCIAL MEDIA	
Announcement FRONT PAGE	12-01-2021
EMAILINGS TO CURRENT EXPIRING MEMBERS	
<u>Current</u> Expiring Members w/ Vacancy Notice AND last application & Maddy Act	11-19-2021
PUBLICATIONS	
Solana Beach Sun: Free ad calendar section (FREE) Requests Granted	Published 12-22-21
Coast News: Free ad calendar section (FREE) Requests Granted	n/a
Union Tribune Newspaper Community Section (FREE) Requests Granted	Published 01-02-22 Announcements section
Solana Beach Sun: Paid Advertisement 1/4 page (changed to 1/8 pg)	Published 1-6-22 Edition of Solana Beach Sun
Coast New: Paid Advertisement @ 1/4 page (changed to 1/8 pg)	Published in 12-17-21 Edition of Coast News

City of Solana Beach Citizen Commissions 2022 Appointments Applications DUE January 18, 2022				MEMBERS						
								Valier Pual (Council)	Deborah Sweet (Council)	Robert (Bob) Moldenhauer (Council)
					Judy Hegenauer (in lieu of 2nd Councilmember)			Liz Maruchaeu (Council)	Halle Shilling (Council)	Paul Bishop (Edson)
				Jolene Koester (Heebner)	Peter Zahn (Council)			Sandra Hutton (Council)	Jeanie Grischy (Council)	Matthew Cohen (Becker)
				Jeff Lyle (Edson)	Shawna McGarry (Council)			Jamie Lally (Council)	Stacy Bostrom (Council)	Frank Stribling (Council) Term expiring
				Kevin (Ed) Murphy (Zito)	Heidi Dewar (Council) Term Expiring			Julie Van de Auwera (Council) Term expiring	Sharon Klein (Council) Term expiring	Pat Coad (Council) Term expiring
				Charles (Rodney) Cooper (Becker) Term expiring - not reapplying	Mary Yang (Council) Term Expiring - not reapplying	Michael McClune (Council)	Kristi Becker (Council) non-voting	John Fontanesi (Council) Term expiring - not reapplying	Shawn Hetchcock (Council) Term expiring	Robert (Bob) Zajac (Harless) Term expiring
				David Clemons (Harless) Term expiring	Jonathan Goodmacher (Council) Term Expiring	Paul Basore (Council) Term expiring	Dave Zito (Council)	Jim Sagona (Council) Term expiring - not reapplying	Mark Mennie (Council) Term expiring	Linda Najjar (Zito) Term expiring
		Budget & Finance	Climate Action		Parks & Recreation	Public Arts	View Assessment			
Date Rcvd	APPLICANTS in order by 1st choices		2 Vacancies Appointments by: 1-Becker ♦ 1-Harless	3 Vacancies Residents Appointments by: Council-at-large	1 Vacancies Professionals Appointments by: Council-at-large	0 Vacancy Council OR Other Member Type. As determined by Council	3 Vacancies Appointments by: 3 - Council-at-large	3 Vacancies Appointments by: Council-at-large	4 Vacancies Appointments by: 1-Zito ♦ 1-Harles ♦ 2-Council-at-large	
	Last name	First Name								
1	11-23-21	Clemons	David	Only Choice reapplying						
2	01-12-22	Chell	Kaitlin	Only Choice						
3	01-14-22	Zito	Kenneth	Only Choice						
4	01-14-22	Hermes	Scott	Only Choice						
5	11-29-21	Goodmacher	Jonathan	Only Choice reapplying						
6	01-18-22	Sharman	Lane	Only Choice						
7	01-18-22	Rock	Heather	Only Choice						
8	01-18-22	Dewar	Heidi	Only Choice reapplying						
9	12-14-21	Basore	Paul		Only Choice reapplying					
10	12-15-21	Van de Auwera	Julie				Only Choice reapplying			
11	01-10-22	Brill	Solange				Only Choice			
12	01-04-22	Mennie	Mark					Only Choice reapplying		
13	01-06-22	Hethcock	Shawn					Only Choice reapplying		
14	11-22-21	Klein	Sharon					Only Choice reapplying		
15	01-18-22	Schulman	David						Only Choice	
16	11-23-21	Coad	Pat						Only Choice reapplying	
17	11-24-21	Zajac	Robert						Only Choice reapplying	
18	01-10-22	Stribling	Frank						Only Choice reapplying	
19	01-18-22	Amela	Vince						Only Choice	
20	01-14-22	Najjar	Linda						Only Choice reapplying	

**City of Solana Beach
 Citizen Commission Applicants
 Deadline – January 18, 2022 by 5:30 p.m.**

LIST OF APPLICANTS

Applicants		Application Received
Last Name	First Name	
Amela	Vincent	01-18-22
Basore	Paul	12-14-21
Brill	Solange	01-10-22
Chell	Kaitlin	01-12-22
Clemons	David	11-23-21
Coad	Pat	11-23-21
Goodmacher	Jonathon	11-29-21
Hermes	Scott	01-14-22
Hethcock	Shawn	01-06-22
Klein	Sharon	11-22-21
Mennie	Mark	01-04-22
Najjar	Linda	01-14-22
Rock	Heather	01-18-22
Schulman	David	01-18-22
Sharman	Lane	01-18-22
Stribling	Frank	01-10-22
Van der Auwera	Julie	12-15-21
Zajac	Robert	11-24-21
Zito	Kenneth	01-14-22

Citizen Commission Applications

This attachment is on file at the City Clerk's Office.

City of Solana Beach
635 S. Highway 101, Solana Beach, CA 92075
858-720-2400



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: City Manager's Department
SUBJECT: Report on Clean Energy Alliance

BACKGROUND:

Solana Beach was the first community to launch a Community Choice Aggregation (CCA) program in the San Diego region, however, it consistently expressed a desire to collaborate and work with other agencies to expand CCA in the region and partner in a larger local program. In October 2019, the Solana Beach City Council (Council) adopted Resolution 2019-136 approving the Joint Powers Agreement (JPA) that created the Clean Energy Alliance Joint Powers Authority (CEA), along with the cities of Carlsbad and Del Mar. In December 2019, the Council adopted Resolution 2019-156, approving an amendment to the Solana Energy Alliance (SEA) Implementation Plan, which reflected Solana Beach's intention to join CEA and transition its customers during CEA's enrollment in May 2021.

CEA completed enrollment of all customers throughout May and June 2021, with a current participation rate of 92%. The CEA JPA Agreement establishes a minimum renewable energy content of 50% renewable sourced (and in no event lower than the renewable content of San Diego Gas & Electric's base product) and a target 2% savings compared to SDG&E's generation rate. Solana Beach has selected CEA's Clean Impact Plus, sourced at 75% carbon free energy, for the residents and businesses of Solana Beach, as did the cities of Carlsbad and Del Mar.

Former SEA customers Power Charge Indifference Adjustment (PCIA) vintage is 2017, based on the June 2018 SEA establishment. These customers will maintain their PCIA vintage which establishes the basis of the fees charged by San Diego Gas & Electric (SDG&E) for energy SDG&E procured on behalf of the CCA customers which now must be liquidated at market prices. New customers enrolling in CEA, including those in the cities of Carlsbad and Del Mar, have a 2020 PCIA vintage.

This is an informational item for the City Council to receive an update on CEA Operations, Expansion, Rates and Financial Forecast.

CITY COUNCIL ACTION:

DISCUSSION:

CEA Operations

As previously mentioned, CEA initiated service in May 2021 and was fully enrolled by the end of June 2022. Based on the community choice aggregation legislation, customers are automatically enrolled in CEA unless they chose to opt out.

CEA is currently serving approximately 60,000 accounts, with a participation rate of 92%, which has held steady since the enrollment period ended in August 2021. CEA offers three power supply products, Clean Impact (minimum 50% renewable energy), Clean Impact Plus (75% Carbon Free) and Green Impact (100% renewable energy).

Solana Beach, as well as the cities of Carlsbad and Del Mar, have selected Clean Impact Plus as the default power supply for customers within their jurisdiction. Customers have the option to opt up to Green Impact or opt down to Clean Impact. Through December 2021, approximately 370 accounts have opted up to Green Impact, including Solana Beach’s municipal accounts, and 115 customers have opted down to Clean Impact.

CEA’s call center receives an average 200 calls per month, with the primary reason for these calls being billing inquiries.

Service Expansion

At the end of 2021, the cities of Escondido and San Marcos joined CEA, bringing the total member cities to five. While Escondido and San Marcos have officially joined the CEA Board, they are on track to begin receiving CEA’s cleaner power supply beginning in April 2023. The CEA Board approved the required Implementation Plan Amendment reflecting the added service territory on December 30, 2021 and anticipate California Public Utilities Commission (CPUC) certification by March 30, 2022.

The additions of Escondido and San Marcos adds approximately 93,000 accounts and more than doubles energy demand as shown below.

	Escondido	San Marcos	Current CEA	Expanded CEA
Total Accounts	56,348	36,820	60,000	153,168
Annual Energy (MWh)	538,000	353,000	600,000	1,491,000

With the anticipated certification by the CPUC in March 2022, CEA will begin the procurement of needed electricity to meet the new demand in May 2022.

Interest in joining CEA has also been expressed by the cities of Oceanside, San Clemente and Vista. The assessment related to serving those cities will be completed in the spring, with results anticipated to be presented to the CEA Board in May/June 2022. Assuming the assessment reflects a positive impact, service would be initiated in those cities in 2024.

Rate Update

At its December 30, 2021 meeting, and in anticipation of SDG&E's rate increases, the CEA Board approved a rate adjustment that ensures adequate funds are generated to cover expenses while providing a 2% generation cost savings to customers for CEA's Clean Impact power supply, compared to SDG&E. Due to the differing PCIA vintages, Solana Beach customers enrolled in CEA's Clean Impact will realize an average 5.6% cost savings for the 75% carbon free Clean Impact Plus.

The chart below illustrates the impact of the rate change for CEA customers in 2017 PCIA vintage, based on average energy usage:

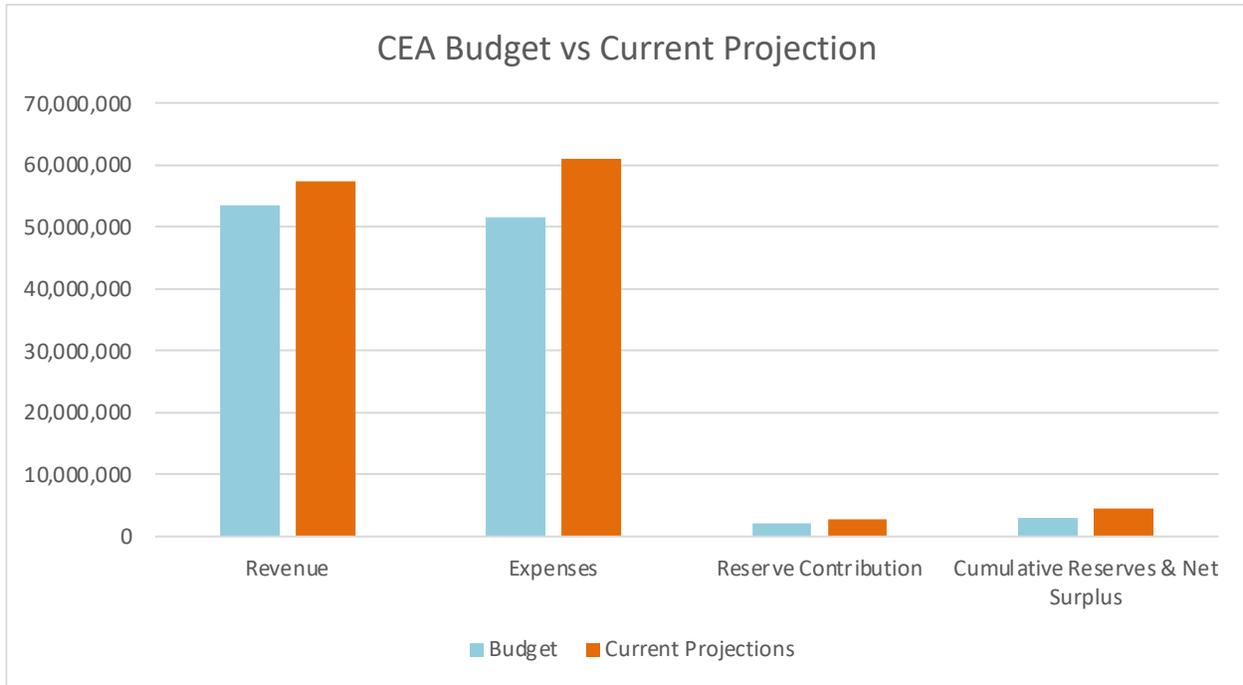
Solana Beach 2017 Vintage PCIA

Rate: Residential DR Clean Impact Plus	Current Rates Eff 3/1/21		Proposed Rates Eff 1/1/22		% Change	
	CEA	SDG&E	CEA	SDG&E	CEA	SDG&E
Generation	\$ 30.13	\$ 45.80	\$ 37.75	\$ 49.64		
Clean Impact Plus Premium	\$ 0.35		\$ 0.35			
SDG&E PCIA & FF	\$ 16.78		\$ 8.75			
Total Generation Related Costs	\$ 47.26	\$ 45.80	\$ 46.85	\$ 49.64	-0.87%	8.38%
SDG&E Delivery *	\$ 71.26	\$ 71.26	\$ 71.26	\$ 71.26		
TOTAL AVERAGE MONTHLY BILL	\$ 118.52	\$ 117.06	\$ 118.11	\$ 120.90	-0.35%	3.28%
GENERATION COST SAVINGS		3.19%		-5.62%		
TOTAL BILL SAVINGS		1.25%		-2.31%		

Due to a higher 2021 PCIA rate, those customers in the 2017 PCIA vintage had been seeing an average \$1.46 cost premium, or 1.25% total bill, when compared to SDG&E. In 2022, SDG&E's PCIA rate has decreased significantly, resulting in an average generation cost savings of 5.62%, and total bill savings of 2.31%. Please note that this lower PCIA includes all costs including the 2020 PCIA under-collection that must be paid back over 36 months. It is also important to note, however, that the lower PCIA rates may not be sustained past 2022, therefore, customers should consider this extra savings temporary.

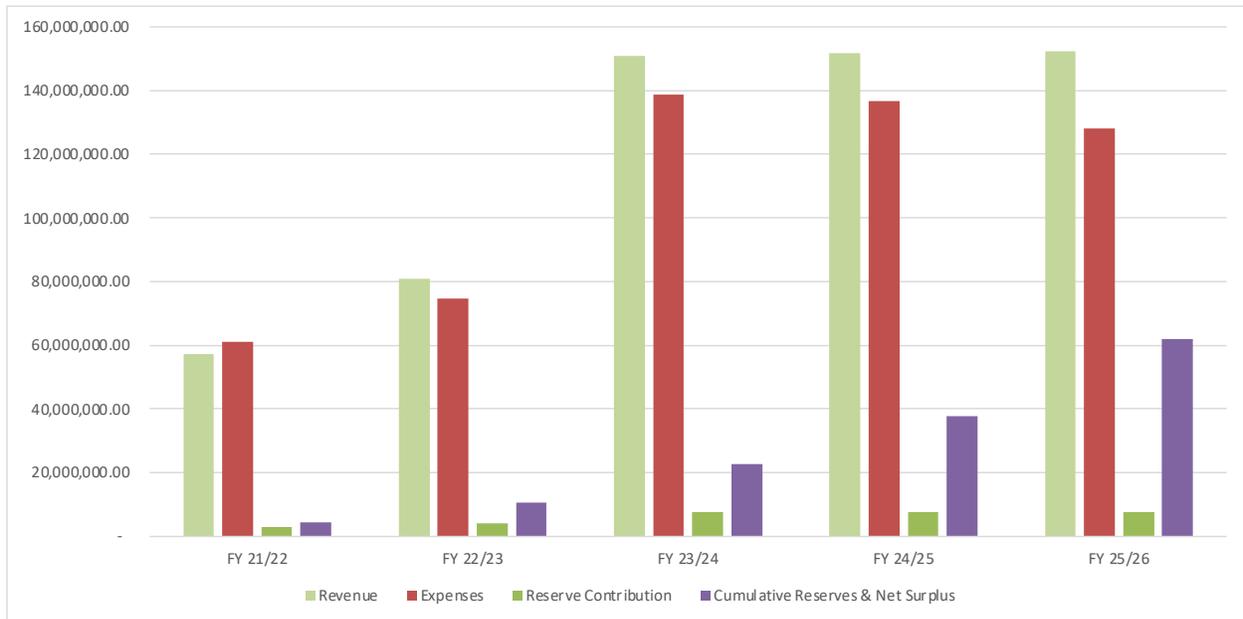
Financial Forecast

Fiscal Year 2021/22 is the first full year of CEA operations. The assumptions in the following table include the updated rates, power supply under contract and energy forward price curve for those energy needs not under contract.



CEA has been impacted by higher than anticipated power supply costs driven primarily by the impact of drought conditions on hydroelectric generated electric supply and supply chain issues slowing construction of new renewable generating facilities. These issues are expected to ease in 2023 and beyond, which CEA is seeing in its contracted price of energy for those later periods.

The following chart reflects current assumptions out through FY 2025/26.



As reflected above, CEA's current rates are appropriate to provide sufficient funds for costs beginning in FY 22/23 and beyond. CEA achieves cost certainty in its expenses

through entering into power supply hedge contracts. Now that CEA is fully operational, it has the benefit of entering into contracts now for future years, at a lower cost.

To address the FY 21/22 shortfall, CEA has executed an amendment with JPMorgan increasing its line of credit from \$6.0MM to \$15.0MM. The additional funds include \$3.0MM contingency reserve to address any unanticipated costs related to the service expansion to Escondido and San Marcos. The credit line with JPMorgan is fully an obligation of CEA, with no recourse to Solana Beach or any other member agency. The forecast above includes the additional costs related to the financing. Solana Beach did provide a \$150,000 loan to CEA for initial start-up, as did Carlsbad and Del Mar, with the term of the loan to be repaid within three years of CEA service initiation, or May 31, 2024. This repayment is also reflected in the forecast above.

CEQA COMPLIANCE STATEMENT:

The action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a “project” under Section 15378(b)(5) of CEQA Guidelines.

FISCAL IMPACT:

There is no fiscal impact to the City of Solana Beach.

WORK PLAN:

Environmental Sustainability – Policy Development – Implement Community Choice Aggregation in Solana Beach

OPTIONS:

- Receive CEA Update
- Approve Staff recommendations
- Do not approve Staff recommendations
- Provide alternative direction to Staff

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council receive the report on CEA.

CITY MANAGER RECOMMENDATION:

Approve Department Recommendation.



Gregory Wade, City Manager



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Gregory Wade, City Manager
MEETING DATE: January 26, 2022
ORIGINATING DEPT: Engineering Department
SUBJECT: **Update to City Council on the Glenmont Drive Pocket Park Project**

BACKGROUND:

The Glenmont Drive Pocket Park (“Project”) is a Priority Item in the City Council’s Fiscal Year (FY) 2021-22 Work Plan. This Project proposes to develop a neighborhood park on approximately half an acre of the property located on Glenmont Drive at the existing water reservoir site owned by Santa Fe Irrigation District (SFID) as shown in Attachment 1. The City and SFID staff have had several meetings to discuss various elements of this proposed development during the past several months. As a result of these preliminary meetings, SFID is allowing the City to develop preliminary concept plans for evaluation and consideration of approval by the SFID Board of Directors. Staff has also held preliminary discussions with a small group of community members who recently approached Council during oral communications to request consideration of a pollinator garden and to prioritize development of the Project at this location.

This item is before the City Council to present an update on the Project and to obtain comments and direction.

DISCUSSION:

While the public outreach component of this Project has yet to officially begin, Staff has, for the purposes of discussion, developed a high-level conceptual plan for the Project for both Council and the community’s discussion and consideration. This conceptual design was developed “in-house” by the Engineering Department as a starting point for discussion and consideration.

Please note that the conceptual plan reflects a more “passive” park space that minimizes grading and seeks to maintain the existing rolling topography of the site to the maximum

CITY COUNCIL ACTION:

extent possible. The proposed conceptual plan (Attachment 1) considers the proximity and the circular shape of the reservoir in relation to the City's beach and ocean environment. The conceptual design includes flat walking surfaces at various elevations, along with rolling slopes shaped like waves, with possible railroad ties or other organic stepping pathways to connect walkways and to create continuous walking surfaces. This design is supplemented with segmental landscaped areas shaped like surfboards and planted with drought-tolerant landscaping. These landscaped areas could also accommodate a pollinator garden. The highest point of the site at the northeast corner of the property allows for a viewing spot of the ocean and coastline. The conceptual design of the Project is meant to simulate breaking waves from the high point of the park and proceeding along the downward slope. Again, this concept is offered simply as an option to consider and to illicit comments from Council and the community.

Street parking is currently allowed along Glenmont Drive in the public right of way. Although the parking area is unimproved at this time, parking improvements and a walking path consisting of stabilized decomposed granite as is typical of this area are also expected to be included as part of the Project.

A primary component of the design phase of this Project will be the engagement of the community. This will include community meetings, public input opportunities and Council meetings. Noticing of the public input opportunities will include e-blasts, social media posts, Mayor's announcements, targeted e-mails and/or deployment of the electronic changeable message sign.

CEQA COMPLIANCE STATEMENT:

The Project will be evaluated for the appropriate level of environmental review once the siting and design components have been considered.

FISCAL IMPACT:

The Fiscal Year (FY) 2021/22 & 2022/23 Adopted Budget Capital Improvement Plan (CIP) contains an appropriation of \$10,000 for preliminary design of the Project. Since the conceptual design was done in-house, none of these funds have not yet been used. The construction cost of the Project and funding source is currently unknown. A construction cost estimate will be included with the design phase of the Project.

WORK PLAN:

This Project is consistent with Item B.14 of the Community Character Priorities of the FY 2021/22 Work Plan.

OPTIONS:

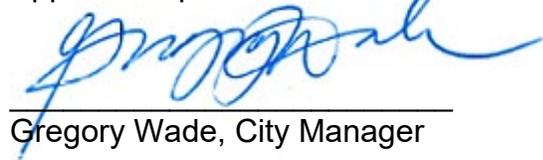
- Receive report.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive this report and provide input and direction on the Glenmont Drive Pocket Park.

CITY MANAGER'S RECOMMENDATION:

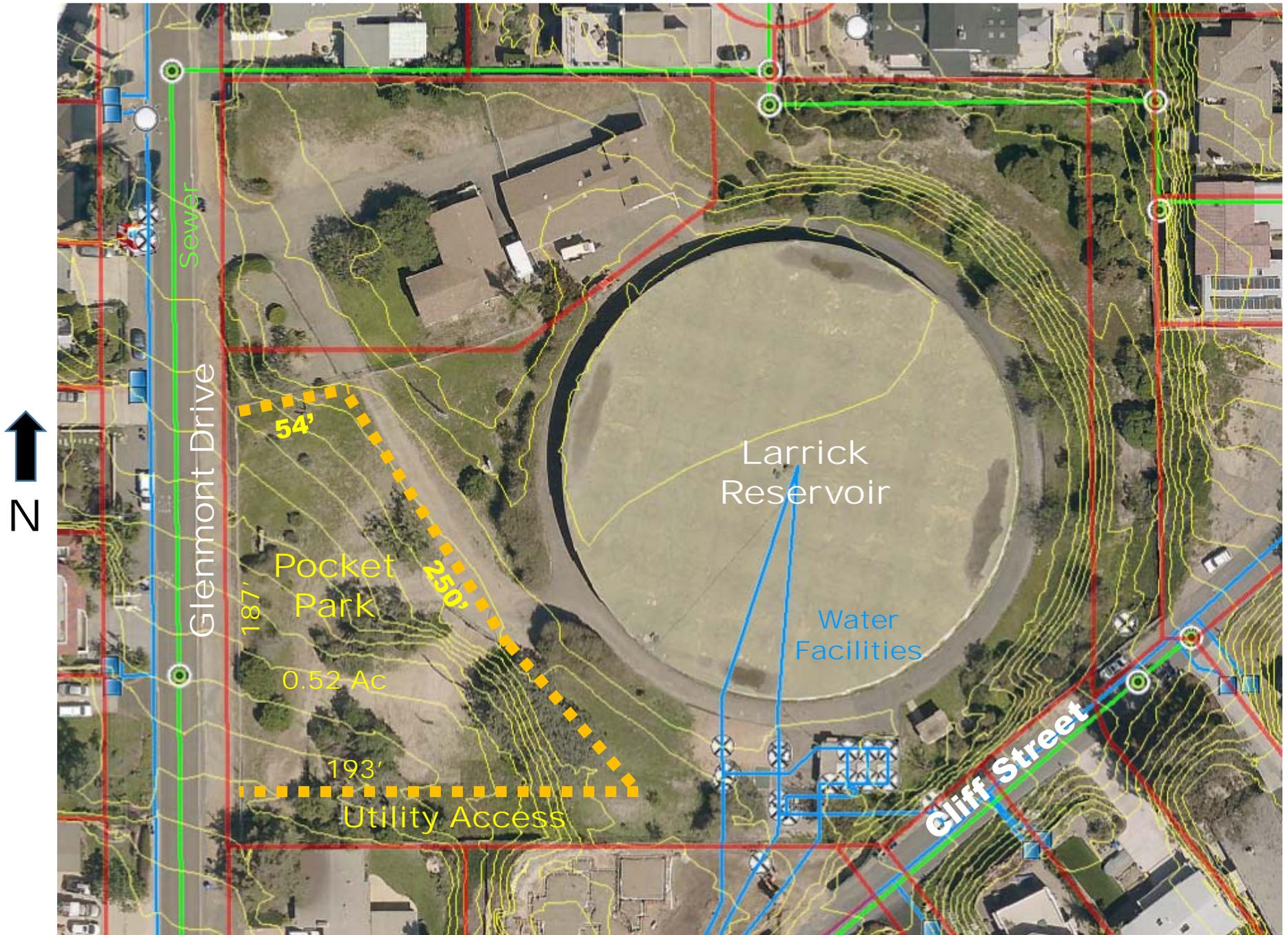
Approve Department Recommendation.



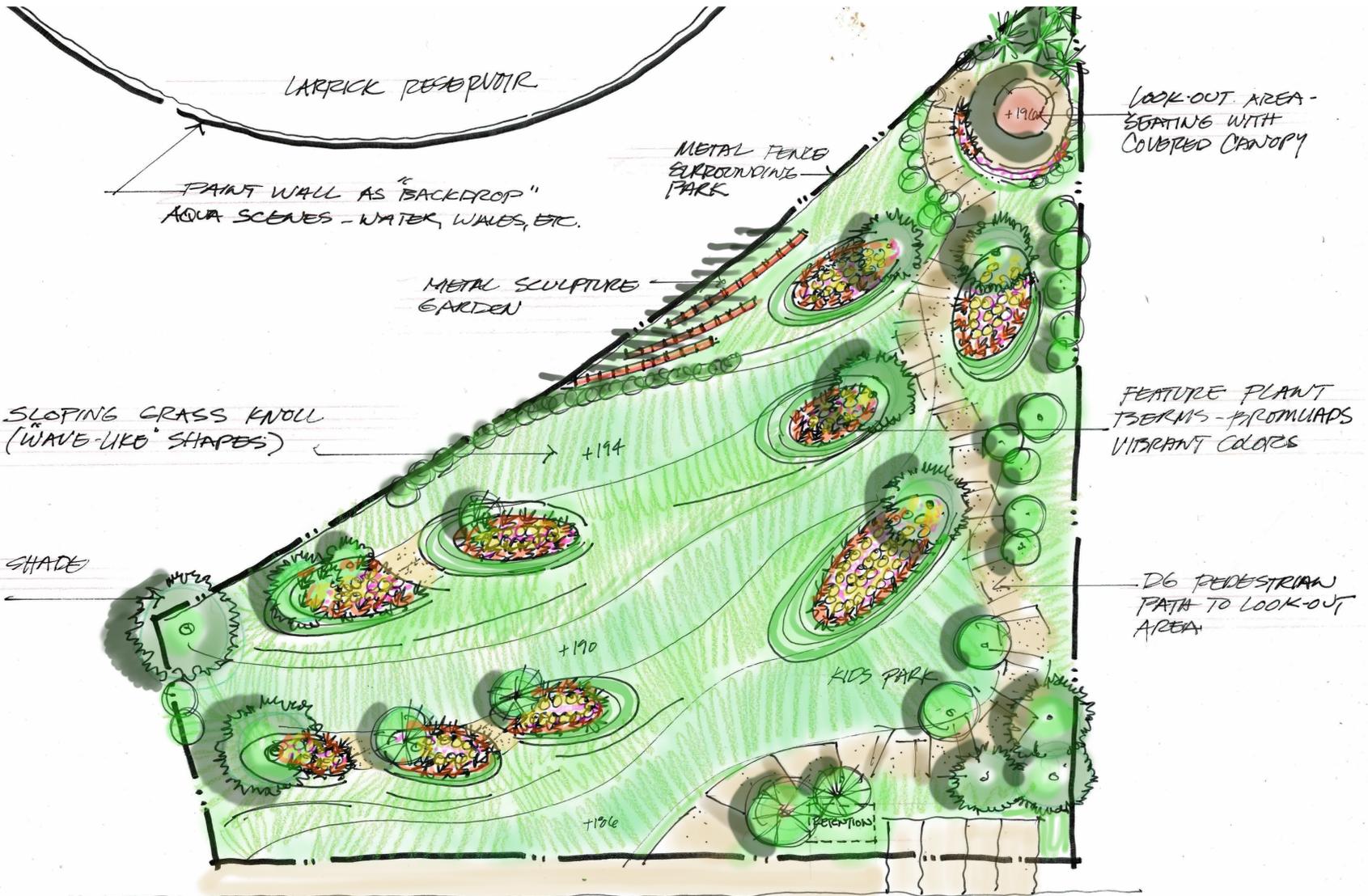
Gregory Wade, City Manager

Attachments:

1. Glenmont Park Site Area
2. Conceptual Plan



Glenmont Drive Pocket Park



LANDSCAPE PLAN
GLENMONT DRIVE POCKET PARK

1" = 20'-0"
SEPT. 29, 2021

J. Douglas Wright - Architect