

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



MINUTES

Joint REGULAR Meeting

Wednesday, December 13, 2023 * 6:00 p.m.

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

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

<u>CITY COUNCILMEMBERS</u>		
Jewel Edson Deputy Mayor / Councilmember District 3	Lesa Heebner Mayor	Kristi Becker Councilmember District 2
Jill MacDonald Councilmember District 4		David A. Zito Councilmember District 1

Gregory Wade
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:10 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

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.

Rachel Jacobs, Finance Dir.

Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

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

- **Legislative Priorities**

Kyra Ross, Emanuel Jones, presented a PowerPoint (on file) reviewing legislative items, state budget, and the 2024 ballot.

APPROVAL OF AGENDA:

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

ORAL COMMUNICATIONS: None

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

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

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

C. STAFF REPORTS: (C.1.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.1. Annual Deputy Mayor Appointment. (File 0410-85)

Recommendation: That the City Council

1. Review and designate an appointment of the 2024 Deputy Mayor for a term of December 13, 2023 to December 11, 2024.

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

Motion: Moved by Mayor Heebner and second by Deputy Mayor Zito to appoint Jewel Edson as Deputy Mayor until December 11, 2024. **Approved 5/0.** Ayes: Heebner, Zito, Edson, Becker, MacDonald. Noes: None. Motion carried unanimously.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.7.)

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

All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.

A.1. Minutes of the City Council.

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on November 8, 2023.

Approved Minutes <https://www.cityofsolanabeach.org/en/government/public-meetings/agendas-minutes-videos>

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

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

Recommendation: That the City Council

1. Ratify the list of demands for November 10, 2023 – November 24, 2023.

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

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

A.3. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

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

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

A.4. Fixed Asset Administrative Policy. (File 0380-10)

Recommendation: That the City Council

1. Adopt **Resolution 2023-125** approving and directing the City Manager to amend current policies to include this Fixed Asset Capitalization and Inventory Policy.

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

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

A.5. City Hall Exterior Painting and Stucco Repairs. (File 0710-20)

Recommendation: That the City Council

1. Adopt **Resolution 2023-131:**

- a. Awarding a construction contract for City Hall Exterior Painting and Stucco Repairs, Bid No. 2023-10, in the amount of \$47,745, to Polychrome Construction, Inc.
- b. Approving an amount of \$7,161 (15%) for construction contingency.
- c. Authorizing the City Manager to execute the construction contract on behalf of the City.
- d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.

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

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

A.6. Telecommunications Services. (File 190-60)

Recommendation: That the City Council

1. Adopt **Resolution 2023-130**, authorizing the City Manager to execute an agreement with CallTower for 3 years with two allowable 1-year extensions for a total contract amount of \$113,358.21.

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

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

A.7. City Manager Recruitment Services. (File 0550-50)

Recommendation: That the City Council

1. Adopt **Resolution 2023-133** approving the Professional Services Agreement for City Manager Recruitment Services between the City of Solana Beach and Alliance Resource Consulting LLC and authorizing the Mayor to execute the agreement.

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

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

B. PUBLIC HEARINGS: (B.1. – B.2.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or 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 should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

B.1. Schedule of User Fees and Charges Update. (File 0390-23)

Recommendation: 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. Adopt **Resolution 2023-124** updating the Schedule of Fees and Charges effective January 1, 2024.

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

Greg Wade, City Manager, introduced the item.

Rachel Jacobs, Finance Director, stated that the capped increase for this year would be 2.5% but that the actual CPI would have increased it by 5.2%.

Mayor Heebner opened the public hearing.

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

Council discussed the transportation impact fee increase of 15.22% and that the short-term vacation permit fee was low and would be coming back early 2024 for Council review during discussions on short-term vacation rentals.

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

B.2. Public Hearing: 654 Glenmont Dr., Applicant: Saik, Case: DRP22-024. (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. 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 2023-132** conditionally approving a DRP to demolish a single-story single-family residence, construct a replacement 2,861 square-foot, single-story single-family residence built above a 2,060 square-foot basement living area with

an 899 square-foot basement-level two-car garage, and perform associated improvements at 654 Glenmont Dr., Solana Beach.

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

[Item B.2. Updated Report #1 \(added 12-12-23 at 5:45pm\)](#)

[Item B.2. Supplemental Docs \(updated 12-13-23 at 4:25pm\)](#)

Greg Wade, City Manager,

Katie Bensen, Associate Planner,

Mayor Heebner opened the public hearing.

Council disclosures.

Amanda Quipp, Applicant's Architect, presented a PowerPoint (on file) of the proposed project and that they settled on a single story rather than a second story structure to preserve views after discussion with the neighbors.

Shane Noroozi (time donated by Katherine Noroozi) said they lived behind the project, that the project would obstruct views by vegetation proposed in the landscape plans, that their primary view was the to west as sated at the October 26, 2022 Council meeting, that the landscape plan included a 10 ft. tall citrus tree in the backyard and a variety of 10 ft. shrubs atop 2 ft. planters which would reach 13 ft. or higher along the east property line and would exceed the maximum roof height, and that they requested that the landscape not be allowed to exceed the 10 ft. height above the backyard lawn grade.

Amanda Quipp stated that the proposed 10 ft. landscape of the tree and shrubs would not exceed the proposed rooftop.

Council and Applicant's Architects discussed that the hybrid of the plant chosen had a maximum of 10 ft. at maturity and that it was common practice to dig a 5 ft. deep trench to build the retaining wall without reinforcement, if the soil permits, without additional shoring.

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

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

C. STAFF REPORTS: (C.2. – C.4.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.2. Army Corps Beach Sand Project Presentation.

No recommendation or report.

Greg Wade, City Manager, presented a PowerPoint (on file) reviewing the 50-year project.

Susie Ming, USACE, said that the contractor received Coastal approval today and would reach Solana Beach around the second to third week of January.

Council and Ms. Ming discussed the reasons for this project being conducted in the wintertime which included the environmental window to avoid the February – September nesting season of shore birds, the fact that there are less visitors at the beach when there will be beach closures, and the availability of the necessary dredge on the west coast.

C.3. Adopt (2nd Reading) Ordinance 525 – Accessory Dwelling Unit (ADU). (File 0610-10)

Recommendation: That the City Council

1. Adopt **Ordinance 525** (2nd Reading) amending the City's Accessory Dwelling Unit Ordinance Provisions.

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

[Item C.3. Supplemental Docs \(updated 12-13-23 at 11:00am\)](#)

Johanna Canlas, City Attorney, read the title.

Council and Staff discussed the state law removing the owner occupancy requirement for ADUs but not for Junior ADUs.

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

C.4. Council Boards, Committees, Commissions Mid-Term Review. (File 0410-05)

Recommendation: That the City Council

1. Review the Regional Boards/Commissions/Committees and make alternate appointments, if necessary.
2. Review Council Standing Committees and make alternate appointments, if Necessary

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

No changes to current terms.

WORK PLAN COMMENTS: None
Adopted June 28, 2023

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](#)

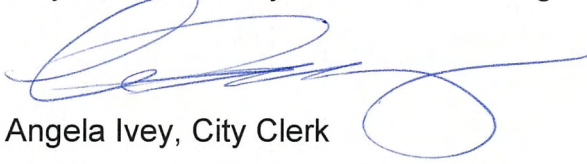
REGIONAL COMMITTEES: (outside agencies, appointed by this Council)

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

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 7:57 p.m.



Angela Ivey, City Clerk

Council Approved: January 10, 2024