



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

AGENDA

Joint REGULAR Meeting

Wednesday, July 10, 2024 * 6:00 p.m.

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

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



PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live. 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.

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.

AGENDA MATERIALS

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

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 two hours 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.

And/Or

Verbal Comment Participation:

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

Public speakers have 3 minutes each to speak on each topic. Time may be donated by another individual

who is present at the meeting to allow an individual up to 6 minutes to speak. Group: Time may be donated by two individuals who are present at the meeting allowing an individual up to 10 minutes to speak. Group Hearings: For public hearings only, time may be donated by two individuals who are present at the meeting allowing an individual up to 15 minutes to speak.

COUNCIL DISCLOSURE

Pursuant to the Levine Act (Gov't Code Section 84308), any party to a permit, license, contract (other than competitively bid, labor or personal employment contracts) or other entitlement before the Council is required to disclose on the record any contribution, including aggregated contributions, of more than \$250 made by the party or the party's agents within the preceding 12 months to any Council Member. Participants and agents are requested to make this disclosure as well. The disclosure must include the name of the party or participant and any other person making the contribution, the name of the recipient, the amount of the contribution, and the date the contribution was made.

SPECIAL ASSISTANCE NEEDED

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

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

<u>CITY COUNCILMEMBERS</u>		
	Lesa Heebner Mayor	
Jewel Edson Deputy Mayor / Councilmember District 3		Kristi Becker Councilmember District 2
Jill MacDonald Councilmember District 4		David A. Zito Councilmember District 1
Alyssa Muto City Manager	Johanna Canlas City Attorney	Angela Ivey City Clerk

SPEAKERS:

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

READING OF ORDINANCES AND RESOLUTIONS:

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

CALL TO ORDER AND ROLL CALL:

CLOSED SESSION REPORT:

FLAG SALUTE:

APPROVAL OF AGENDA:

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

None at the posting of this agenda

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

- Fire Update & Genasys Protect Overview

ORAL COMMUNICATIONS:

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.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.9.)

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 May 22, 2024 and June 12, 2024.

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

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

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

Recommendation: That the City Council

1. Ratify the list of demands for June 08, 2024 – June 21, 2024.

[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 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 FY 2023-2024 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. Lomas Santa Fe Corridor- East Improvement Project. (File 0820-15)

Recommendation: That the City Council

1. Adopt **Resolution 2024-079**:
 - a. Authorizing the City Manager to execute an amendment to the Professional Services Agreement, for an increase of \$41,000, with Michael Baker International for the completion of the bid documents for the Lomas Santa Fe – East Improvement Project, which would extend from Santa Helena to Highland Drive.
 - b. Appropriating \$41,000 to the Lomas Santa Fe Corridor Improvement CIP project from Gas Tax.
 - c. Authorizing the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

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

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A.5. New City Street Banners. (File 0910-42)

Recommendation: That the City Council

1. Adopt **Resolution 2024-078** approving the five themes to be represented, the release of an RFP for new City Street Banner designs with an artist stipend of \$5,000, and a projected printing and installation costs of \$20,000.

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

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A.6. Fiscal Year 2024/2025 Compensation Plans and Classification Updates.
(File 0530-30)

Recommendation: That the City Council

1. Adopt **Resolution 2024-080** approving the FY 2024/2025 Salary and Compensation Plans to include the following:
 - a. Approval of a 3% adjustment to the FY 2024/2025 Management Salary Schedule.
 - b. Approval of a 3% adjustment to the FY 2024/2025 Confidential Salary Schedule.
 - c. Approval of a 3% adjustment to the FY 2024/2025 SBEA Miscellaneous Salary Schedule.
 - d. Approval of a 3% adjustment to the FY 2024/2025 Marine Safety Salary Schedule.
 - e. Approval of a 3% adjustment to the FY 2024/2025 Fire Salary Schedule.
 - f. Approval of a 3% adjustment to the FY 2024/2025 Part-Time/Temporary/Seasonal Salary Schedule.
 - g. Approval of an additional 3% adjustment to the FY 2024/2025 Part-Time/Temporary/Seasonal Salary Schedule, effective January 1, 2025.
 - h. Approval of an adjustment to the Principal Civil Engineer pay grade, from pay grade M4-A to pay grade M6 on the FY 2024/2025 Management Employees' Salary Schedule 1.
 - i. Approval of an adjustment to the Senior Civil Engineer pay grade, from pay grade M3 to pay grade M4-A on the FY 2024/2025 Management Employees' Salary Schedule 1.
 - j. Approval for creating a new Deputy Director of Engineering classification and incorporating the new position into the FY 2024/2025 Management Employees' Salary Schedule 1 at pay grade M7.
2. Authorize the City Treasurer to amend the FY 2024/2025 Adopted Budget accordingly.

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

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

A.7. Crossing Guard Services. (File 0860-35)

Recommendation: That the City Council

1. Adopt **Resolution 2024-086**:
 - a. Awarding the crossing guard services to ACMS for one year with the option to extend the agreement for up to four additional one-year terms.
 - b. Authorizing the City Manager to execute a PSA with ACMS to provide these services.
 - c. Appropriating \$231,912 to the Traffic Safety Professional Services account 1006540.65300.

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

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

A.8. Parking Right-of-Entry and Reciprocal License Agreement. (File 870-60)

Recommendation: That the City Council

1. Adopt **Resolution 2024-083** authorizing the City Manager to execute a First Amended Right-of-Entry and Reciprocal License Agreement for Parking, in a form acceptable to the City Attorney, with Brixton Cove, LLC effective August 16, 2024 with an annual fee of \$35,000 per year and CPI adjustment effective August 16, 2026.

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

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

A.9. Fire Station SCBA Air Compressor. (File 0260-40)

Recommendation: That the City Council

1. Adopt **Resolution 2024-085**:
 - a. Awarding a construction contract to Autolift Services in the amount of \$109,933 for the Fire Station SCBA Air compressor, Bid No. 2024-07.
 - b. Approving an amount of \$11,000 for construction contingency.
 - c. Authorizing the City Manager to execute the construction contract on behalf of the City.
 - d. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
 - e. Appropriating \$120,933, with \$64,000 of that carried over from FY 2023/24, from the Fire Asset Replacement Account 1356120.66400.
 - f. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

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

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B. PUBLIC HEARINGS: (B.1.)

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. Public Hearing: 529 Pacific Ave., Applicant: Pollock, Case No.: MOD24-004, APN: 236-041-02. (File 0600-40)

The proposed project meets the minimum objective requirements under the SBMC, is consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings to approve a Modification to the approved 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 15301 (Existing Facilities) of the State CEQA Guidelines.
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-082** conditionally approving a Modification to the approved DRP, for the approval of modified landscaping and a water efficient landscape plan at 529 Pacific Avenue, Solana Beach.

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

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C. STAFF REPORTS: (C.1. – C.3.)

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. Fiscal Year 2025 Budget Update Amendments & New Positions. (File 0330-30)

Recommendation: That the City Council

1. Adopt **Resolution 2024-059**:
 - a. Approving revised appropriations to the Fiscal Year 2025 Adopted Budget.
 - b. Authorize the addition and hiring of a full-time, benefited Public Works employee at the Maintenance Worker II level within the Public Works Department.
 - c. Authorize the addition and hiring of a temporary/part-time employee at the Temporary Parking Enforcement Officer level within the Code Compliance Division.
 - d. Authorize the addition of up to three paid temporary/part-time Management Interns within the City to support various departments with projects and ad-hoc assignments.
 - e. Authorize the City Treasurer to amend the FY 2025 Adopted Budget accordingly.

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

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C.2. Santa Helena Neighborhood Trail Project Update. (File 0820-46)

Recommendation: That the City Council

1. Receive a report for the reduced scope (Phase 1) of the Santa Helena Neighborhood Trail Project and, if appropriate, direct Staff to conduct a community workshop to receive official feedback from the community.

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

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C.3. Fire Truck Purchase. (File 0260-40)

Recommendation: That the City Council

1. Adopt **Resolution 2024-084**:
 - a. Approving the pre-payment and purchase of a fire truck from Pierce Manufacturing in the amount of \$1,744,602.34.
 - b. Authorizing the City Manager to enter into an agreement with South Coast Fire Equipment, a Pierce representative, for the purchase of a Pierce Enforcer 107' Aerial Truck.
 - c. Approving the increased appropriation of \$733,00 using Measure S Funds along with the \$733,000 FY 2023/24 carryover for a total of \$2,199,000 to Fire Department Vehicles in Asset Replacement Fund.
 - d. Authorizing the City Treasurer to amend the FY2024/25 Adopted Budget accordingly.

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

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WORK PLAN COMMENTS:

Adopted June 26, 2024

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-MacDonald, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker / Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-MacDonald, Alternate-Becker. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-MacDonald, Alternate-Becker
- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-MacDonald, Alternate-Becker
- h. North County Dispatch JPA: Primary-MacDonald, Alternate-Becker

- i. North County Transit District: Primary-Edson, Alternate-MacDonald
- j. Regional Solid Waste Association (RSWA): Primary-Zito, Alternate-MacDonald
- 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-MacDonald, 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 – Edson, MacDonald
- c. Highway 101 / Cedros Ave. Development Committee – Heebner, Edson
- d. Parks and Recreation Committee – Zito, Edson
- e. Public Arts Committee – Edson, Heebner
- f. School Relations Committee – Becker, MacDonald
- g. Solana Beach-Del Mar Relations Committee – Heebner, Edson

CITIZEN COMMISSION(S)

- a. Climate Action Commission – Zito, Becker

ADJOURN:

Next Regularly Scheduled Meeting is July 24, 2024

Always refer to the City's website Event Calendar for an updated schedule or contact City Hall. www.cityofsolanabeach.org 858-720-2400

AFFIDAVIT OF POSTING

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

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the July 10, 2024 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on July 3, 2024 at 5:00 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., July 10, 2024, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk
City of Solana Beach, CA

UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:

Regularly Scheduled, or Special Meetings that have been announced, 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, & HOUSING AUTHORITY

MINUTES

Joint Meeting - Closed Session
Wednesday, May 22, 2024 5:00 p.m.

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



CITY COUNCILMEMBERS

Lesa Heebner
Mayor

Jewel Edson
Deputy Mayor / Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

David A. Zito
Councilmember District 1

Alyssa Muto
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 5:00 p.m.

Present: Lesa Heebner, Jewel Edson, Jill MacDonald, David A. Zito
Absent: Kristi Becker
Also Present: Alyssa Muto, City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY):

Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.

CLOSED SESSION:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code section 54956.8

Property: APN 298-010-63-00

City Negotiators: City Manager Alyssa Muto and City Attorney Johanna Canlas

Negotiating Parties: Marc R. Brutton

Under negotiation: Lease Price and Terms

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

One (1) Potential case.

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

- Fomon v. City of Solana Beach (37-2022-00037594-CU-WM-CTL)

No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 6:02 p.m.

Megan Bavin, Deputy City Clerk

Approved: _____



CITY OF SOLANA BEACH
SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT
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MINUTES

Joint REGULAR Meeting
Wednesday, May 22, 2024 * 6:00 p.m.

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

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CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:05 p.m.

Present: Lesa Heebner, Jewel Edson, Jill MacDonald, David A. Zito
Absent: Kristi Becker
Also: Alyssa Muto, City Manager
Present: Johanna Canlas, City Attorney
Dan King, Assistant City Manager
Megan Bavin, Deputy City Clerk
Mo Sammak, City Engineer/Public Works Dir.
Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

APPROVAL OF AGENDA:

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve.
Approved 4/0/1. Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker.
Motion carried.

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

None at the posting of this agenda

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

None at the posting of this agenda

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 agendaized for official City business with no action or substantive discussion.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.6.)

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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 April 24, 2024.

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

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve.
Approved 4/0/1. Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker.
Motion carried.

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

Recommendation: That the City Council

1. Ratify the list of demands for April 20, 2024 – May 03, 2024.

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

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve.
Approved 4/0/1. Ayes: Heebner, Edson, Zito. Noes: None. Absent: Becker. Motion carried.

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 Zito and second by Deputy Mayor Edson to approve.
Approved 4/0/1. Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker.
Motion carried.

A.4. Solana Beach Coastal Rail Trail Maintenance District Preliminary Engineer's Report, Annual Levy, and Collection of Assessments – Fiscal Year 2024/25. (File 0495-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-046**, initiating the proceedings for the annual levy of assessments within the Coastal Rail Trail Maintenance District for Fiscal Year 2024/25.
2. Adopt **Resolution 2024-047**, approving the Preliminary Engineer's Report for proceedings of the annual levy of assessments within Coastal Rail Trail Maintenance District.
3. Adopt **Resolution 2024-048**, declaring intention to provide for the annual levy and collection of assessments in Coastal Rail Trail Maintenance District and setting a time and date for a public hearing for June 26, 2024.

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

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

Approved 4/0/1. Ayes: Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

A.5. Solana Beach Lighting Maintenance District Engineer's Report, Annual Levy, and Collection of Assessments - Fiscal Year 2024/25. (File 0495-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-049** approving the Solana Beach Lighting Maintenance District Engineer's Report for Fiscal Year 2024/25 for proceedings of the annual levy of assessments within a special maintenance district.
2. Adopt **Resolution 2024-050** declaring intention to provide for an annual levy and collection of assessment in a special maintenance district and setting a time and date for a public hearing; and scheduling the public hearing for June 26, 2024.

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

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

Approved 4/0/1. Ayes: Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

A.6. Exterior Painting and Stucco Repairs at City Hall - Notice of Completion.
(File 0710-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-060**:
 - a. Ratifying the City Manager's decision to execute Change Order No. 1 to the construction contract with Polychrome Construction, Inc., in an amount of \$39,085, for a total amount of \$86,830, for Fiscal Year 2023/24.
 - b. Authorizing the City Clerk to file a Notice of Completion.

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

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

Approved 4/0/1. Ayes: Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

B. PUBLIC HEARINGS: (B.1. - B.3.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the

City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or 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. Public Hearing: 135 S. Sierra, Applicant: Las Brisas HOA, Case No: TE23-002, APN: 298-010-51-01 to 36. (File 0600-40)

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. If the City Council can make the required findings, adopt **Resolution 2024-029**, approving the request for a Time Extension for approvals and entitlements in Case No. CUP20-004 and setting the expiration date as February 9, 2025.

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

[Item B.1. Supplemental Docs \(updated 5-22-24 at 4:20pm\)](#)

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.

Alyssa Muto, City Manager, introduced the item.

Corey Andrews, Principal Planner, presented a PowerPoint (on file) reviewing the project.

Mayor Heebner opened the public hearing.

Council Disclosures.

Bob Trettin, representative from Las Brisas HOA, said they are requesting a 12-month extension for their Seawall Project, that they were ready to begin in December 2022, with all permits in place, but the engineering firm unexpectedly backed out which lead to significant delays and costs, that a new specialized contractor had been secured, a new pre-construction conference had been scheduled, that they were ready to proceed, and they were committed to ensuring public access to open space areas once the project was completed.

John Steele, Surfsong HOA President, said that Surfsong supported the Seawall Project, that they had been involved in the process since the collapse and subsequent planning, engineering, and meetings, they were willing to make necessary accommodations including reducing some fencing, staging equipment or materials at the top of their bluff to facilitate safe construction, and that both Las Brisas and Surfsong were committed to ensuring the beach below was safe for visitors.

Council, Staff and applicant discussed that there were no changes to the project plans, people being able to safely get up to view the story poles that will be put up for the Marine Safety Center, that reopening the public path near the Marine Safety Center would require additional Coastal Commission approval for new fencing to prevent access to dangerous

areas, that the project might be done by the fall when the Marine Safety Center story poles go up.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to close the public hearing. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

B.2. Public Hearing: 255-265 Pacific Ave., Applicant: Alamo Family Trust, Sivage Family Revocable Trust, Bradley and Susan Stone, Case: MOD24-002.

(File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, is consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings to approve a modification to the approved CUP. 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.
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-061** conditionally approving a modification to the CUP for backfilling of existing eroded gullies within the existing geogrid reinforced slope, installation of secondary geogrid in the backfill of the gully repair, installation of temporary irrigation, and revegetation of the upper bluff with native container plants and hydroseeding on the coastal bluff below 255, 261, and 265 Pacific Avenue, Solana Beach.

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

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

Alyssa Muto, City Manager, introduced the item.

Corey Andrews, Principal Planner, presented a PowerPoint (on file) reviewing the project.

Mayor Heebner opened the public hearing.

Council Disclosures.

Council and Staff discussed the conditions in the resolution related to the monitoring of the landscaping, that the applicants have two years to establish plants, and that the temporary above-ground pipe irrigation is removable.

Motion: Moved by Councilmember Zito and second by Councilmember MacDonald to close the public hearing. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

B.3. Public Hearing: Regional Transportation Improvement Program (RTIP) for Fiscal Years 2025-2029. (File 0840-30)

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. Consider Adoption of **Resolution 2024-042**, approving the 2025 Regional Transportation Improvement Program for Fiscal Years (FY) 2024/25 through FY 2028/29.

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

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

Alyssa Muto, City Manager, introduced the item.

Mo Sammak, Director of Engineering & Public Works, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council Disclosures.

Council and Staff discussed incorporating the \$850,000 from Congressmen Levin for the Lomas Santa Fe Corridor Improvement Project, when the project was closer to beginning work on the west side, and that the City was still waiting on confirmation from SANDAG regarding the funds.

Motion: Moved by Deputy Mayor Edson and second by Councilmember Zito to close the public hearing. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

Motion: Moved by Councilmember Zito and second by Mayor Heebner to approve. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

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. Glencrest Sidewalk Project Update. (File 0820-45)

Recommendation: That the City Council

1. Receive report and provide direction to Staff.

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

Alyssa Muto, City Manager, introduced the item.

Mo Sammak, Director of Engineering & Public Works, presented a PowerPoint (on file).

Council and Staff discussed the proposed sizes of the lanes and shoulder, that the project design aims to minimize impact, that property owners will be shown the sidewalk placement and informed that their driveways would be reconstructed at the City's expense, that driveway specifics would be negotiated, that the area characterized as a shoulder is not a bike lane or pedestrian walkway, that its purpose is to create narrower lanes to slow traffic, that the bike lane would be a shared lane with motorists, current and future parking space options, and keeping the sidewalk concrete.

WORK PLAN COMMENTS:

Adopted June 28, 2023

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)

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

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 7:32 p.m.

Megan Bavin, Deputy City Clerk

Approved: _____



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

MINUTES

Joint REGULAR Meeting

Wednesday, June 12, 2024 * 6:00 p.m.

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



Minutes contain a summary of significant discussions and formal actions taken at a City Council meeting.

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

CITY COUNCILMEMBERS

Lesa Heebner
Mayor

Jewel Edson
Deputy Mayor / Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

David A. Zito
Councilmember District 1

Alyssa Muto
City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:17 p.m.

Present: Lesa Heebner, David A. Zito, Jewel Edson, Kristi Becker, Jill MacDonald
Absent: None
Also Present: Alyssa Muto, City Manager
Johanna Canlas, City Attorney
Dan King, Assistant City Manager

CLOSED SESSION REPORT: None

FLAG SALUTE:

APPROVAL OF AGENDA:

Motion: Moved by Councilmember Zito and second by Councilmember Becker to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. 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.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.6.)

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 May 08, 2024.

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

Motion: Moved by Deputy Mayor Edson and second by Councilmember Zito to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. 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 May 04, 2024 – May 17, 2024.

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

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

A.3. Annual Fire Inspection Compliance. (File 0260-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-065** accepting a report on the status of all state-mandated annual fire inspections in the City of Solana Beach in conjunction with SB 1205 and California Health and Safety Code Section 13146.4.

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

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

A.4. General Municipal Election – November 5, 2024. (File 0430-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-062** Calling and Giving Notice of the Holding of a General Municipal Election to be held on Tuesday, November 5, 2024, for the Election of Certain Officers as required by the Provision of the Laws of the State of California Relating to General Law Cities and determining tie vote provisions.
2. Adopt **Resolution 2024-063** requesting the Board of Supervisors of the County of San Diego to Consolidate a General Municipal Election to be held on Tuesday, November 5, 2024, with the Statewide General Election to be held on that date.
3. Adopt **Resolution 2024-064** adopting regulations for Candidates for Elective Office pertaining to Candidate's Statements.

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

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

A.5. Special Counsel Services for Municipal Elections. (File 0400-08)

Recommendation: That the City Council

1. Adopt **2024-066** authorizing the City Manager to execute a Professional Services Agreement for Special Counsel Services for Municipal Elections between the City of Solana Beach and Best Best & Krieger LLP.

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

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

A.6. Revised Emergency Operations Plan (EOP). (File 0240-30)

Recommendation: That the City Council

1. Adopt **Resolution 2024-069** approving the revised City of Solana Beach Emergency Operation Plan.

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

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

A.7. Building Permit Activity Budget Update. (File 0600-05)

Recommendation: That the City Council

1. Adopt **Resolution 2024-068** authorizing the City Manager to increase general fund revenues by \$250,000 and increase the professional services allocation in the Community Development Department by \$150,000 for the FY 2023/2024 adopted budget.

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

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

B. PUBLIC HEARINGS: (B.1.)

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. Public Hearing: Solid Waste and Recycling Rate Increase for EDCO Waste and Recycling Services – Fiscal Year (FY) 2024-25. (File 1030-15)

Recommendation: That the City Council

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Report written protests received; Receive Public Testimony; Close the Public Hearing.
2. Following the Public Hearing, consider adopting **Resolution 2024-067** approving EDCO's rate review request increasing solid waste, recycling, and organics rates for FY 2024-25 in accordance with the Franchise Agreement.

[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.

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

Angela Ivey, City Clerk, reported there were no written protests received.

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

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

C. STAFF REPORTS: (C.1. – C.2.)

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. Community Grant Program Requests – Fiscal Year (FY) 2024/25. (File 0330-25)

Recommendation: That the City Council

1. Receive the report, Community Grant applications and presentations for the grant applicants. The City Council should provide feedback to the City Manager on preference for award amounts based on the budget allocation included in the adopted FY 2024/2025 budget.

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

[Item C.1. Supplemental Docs \(updated 6-11-24\)](#)

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.

Dan King, Assistant City Manager, presented a PowerPoint (on file) for organizations.

Applicants presented their organization and request:

Assistance League of Rancho San Dieguito - Kathy O'Leary

Bike-Walk-Solana - unable to attend

Boys and Girls Club of San Dieguito - unable to attend

California Western School of Law - Ted Janowsky

Casa de Amistad - Nicole Mione-Green

Community Resource Center - Rebecca Nussbaum

Disconnect Collective - unable to attend

La Colonia Foundation – Brittney Canales

North Coast Repertory Theatre - unable to attend

Pathways to Citizenship - unable to attend

Rancho Santa Fe Youth Soccer - unable to attend

Sandpipers Square Dance Club - Karen Dorney

Solana Beach Civic and Historical Society – Kathleen Drummond

Solana Beach Community Theater - unable to attend

C.2. Revised Draft Work Plan – Fiscal Year (FY) 2024/25. (File 0410-08)

Recommendation: That the City Council

1. Review and discuss the modifications to the draft Fiscal Year 2024/25 Work Plan and direct Staff to return to Council with the final Fiscal Year 2024/25 Work Plan for approval with the FY2024/25 Budget Update on June 26, 2024.

[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.

Alyssa Muto, City Manager, stated that the revised Work Plan was based on public and Council input from May, which informs the budget and sets the direction for City Staff, programs, policies, and projects for the upcoming year. She spoke about the key updates within Community Character being organized into a Policies and Programs section and a Capital Improvements section and that new additions to Community Character include research into a charter city, addressing unregulated and unknown substances sold in markets and stores, and a comprehensive review of Cliff Street for drainage and access improvements. She said that within the Organization Effectiveness section there was an emphasis on diversity, inclusion, and professional development for Staff, as well as some additions related to technology and City programs such as age-friendly and City of Kindness initiatives. She explained within the Environmental Sustainability there were fewer specifics laid out due to the pending Climate Action Plan update coming to Council later this year, and that the ongoing priorities would continue be monitored to ensure progression.

Council and Staff discussed enhancing driver education for e-bike safety, interim uses for park improvements, maintaining flexibility in capital projects, such as traffic signal upgrades and the possibility of using solar power and battery storage in City facilities, measurable goals in organizational effectiveness, promoting diversity, cybersecurity, social media expansion, environmental sustainability, fiscal sustainability, affordable housing, homelessness, coastal and environmental concerns, undergrounding utilities, updating the Climate Action Plan, and ensuring progress and collaboration with neighboring cities.

C.1. Community Grant Program Requests – Fiscal Year (FY) 2024/25. (File 0330-25) **CONTINUED**

Applicant Jaliscience Folkloric Academy was presented by Elba Montes.

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 7:55 p.m.

Angela Ivey, City Clerk

Approved: _____



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Finance
SUBJECT: Register of Demands

BACKGROUND:

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

Register of Demands: 06/08/2024 through 06/21/2024

Check Register - Disbursement Fund (Attachment 1)		\$	894,526.37
Net Payroll Council	June 13, 2024		4,551.54
Net Payroll Staff O26	June 21, 2024		281,721.07
TOTAL		\$	<u>1,180,798.98</u>

DISCUSSION:

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

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The register of demands for June 8, 2024, through June 21, 2024, reflects total expenditures of \$1,180,798.98 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.

A handwritten signature in blue ink, appearing to read 'Alyssa Muto', is written over a horizontal line.

Alyssa Muto, City Manager

Attachments:

1. Check Register – Disbursement Fund



City of Solana Beach

Register of Demands

6/8/2024 - 6/21/2024

Department Vendor	Description	Date	Check/EFT Number	Amount
100 - GENERAL FUND				
MISSION SQUARE PLAN 302817	Payroll Run 2 - Warrant OC12	06/17/2024	9001508	\$3,283.93
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O26	06/20/2024	9001522	\$15,127.45
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O26	06/20/2024	9001526	\$900.00
SAN DIEGO COUNTY SHERIFF'S DEPT.	APR 24-TC TOW FEE/SB OVERTIME	06/17/2024	106817	(\$273.55)
STERLING HEALTH SERVICES, INC.	O25 FSA/DCA CONTRIBUTIONS	06/20/2024	9001527	\$1,979.98
STERLING HEALTH SERVICES, INC.	O25 FSA/DCA CONTRIBUTIONS	06/20/2024	9001527	\$1,325.04
STERLING HEALTH SERVICES, INC.	OC12 FSA CONTRIBUTIONS	06/20/2024	9001527	\$266.67
INSTATAX	OC12 TAX INPUT	06/12/2024	9061224	\$50.00
INSTATAX	OC12 TAX INPUT	06/12/2024	9061224	\$94.50
INSTATAX	OC12 TAX INPUT	06/12/2024	9061224	\$274.80
NATALIE QUIRARTE	RFND-FCCC 05/25/24	06/17/2024	106813	\$500.00
TOTAL GENERAL FUND				\$23,528.82
1005150 - CITY CLERK				
IRON MOUNTAIN	MAY 24- STORAGE	06/20/2024	106833	\$1,798.57
IRON MOUNTAIN	JUN 24- STORAGE	06/20/2024	106833	\$1,817.03
DEL MAR BLUE PRINT COMPANY, INC.	MAPS	06/17/2024	106807	\$18.49
DEL MAR BLUE PRINT COMPANY, INC.	COSB MAP	06/17/2024	106807	\$18.49
CORODATA RECORDS MANAGEMENT, INC	APR 24-STORAGE/SHREDDING	06/17/2024	106801	\$1,082.48
TOTAL CITY CLERK				\$4,735.06
1005200 - CITY MANAGER				
DEL MAR BLUE PRINT COMPANY, INC.	FIESTA DEL SOL POSTERS	06/17/2024	106807	\$204.18
ALYSSA MUTO	REMB-SD PRK & REC LUNCH	06/17/2024	9001502	\$60.41
TOTAL CITY MANAGER				\$264.59
1005250 - LEGAL SERVICES				
HOGAN LAW APC	MAY 24-GENERAL LEGAL SRVC	06/17/2024	106810	\$20.80
BURKE WILLIAMS & SORENSEN	96-0001 - APR 24-PROF SVC	06/20/2024	9001519	\$11,711.70
BURKE WILLIAMS & SORENSEN	96-0002 - APR 24-PROF SVC	06/20/2024	9001519	\$528.00
BURKE WILLIAMS & SORENSEN	96-0006 - APR 24-PROF SVC	06/20/2024	9001519	\$1,240.80
BURKE WILLIAMS & SORENSEN	96-0014 - APR 24-PROF SVC	06/20/2024	9001519	\$3,087.20
BURKE WILLIAMS & SORENSEN	96-0020 - APR 24-PROF SVC	06/20/2024	9001519	\$369.60
BURKE WILLIAMS & SORENSEN	96-0023.002 - APR 24-PROF SVC	06/20/2024	9001519	\$1,560.00
BURKE WILLIAMS & SORENSEN	96-0038 - APR 24-PROF SVC	06/20/2024	9001519	\$607.20
BURKE WILLIAMS & SORENSEN	96-0040.002 - APR 24-PROF SVC	06/20/2024	9001519	\$2,787.51
BURKE WILLIAMS & SORENSEN	RETAIN-APR 24	06/20/2024	9001519	\$13,024.00
TOTAL LEGAL SERVICES				\$34,936.81
1005300 - FINANCE				
WILLDAN	MAY 24-USER FEE STUDY & COST ALLOCATION PLAN	06/17/2024	9001517	\$5,050.00
TYLER TECHNOLOGIES, INC.	APR 24-RESIDENT ACCESS	06/17/2024	106820	\$257.88
STAPLES CONTRACT & COMMERCIAL	FILE FOLDERS/FOLDER TABS	06/20/2024	106843	\$195.45
TOTAL FINANCE				\$5,503.33
1005350 - SUPPORT SERVICES				
CULLIGAN OF SAN DIEGO	JUN 24 EQUIPMENT-PW	06/17/2024	106804	\$83.00

CULLIGAN OF SAN DIEGO	JUN 24 WATER-LC	06/17/2024	106804	\$33.50
CULLIGAN OF SAN DIEGO	JUN 24- WATER-CH	06/17/2024	106804	\$166.50
XEROX CORPORATION	MAY 24-XEROX CLERK	06/20/2024	106851	\$213.00
XEROX CORPORATION	MAY 24-XEROX CLERK	06/20/2024	106851	\$271.68
XEROX CORPORATION	MAY 24-XEROX UPSTAIRS	06/20/2024	106851	\$153.06
XEROX CORPORATION	MAY 24-XEROX UPSTAIRS	06/20/2024	106851	\$298.25
XEROX CORPORATION	MAY 24-XEROX PLN/ENG	06/20/2024	106851	\$176.44
XEROX CORPORATION	MAY 24-XEROX PLN/ENG	06/20/2024	106851	\$546.78
XEROX CORPORATION	MAY 24-XEROX FIERY-PLN/ENG	06/20/2024	106851	\$132.61
XEROX CORPORATION	MAY 24-XEROX FIERY-UPSTAIRS	06/20/2024	106851	\$132.61
XEROX CORPORATION	MAY 24-XEROX FIERY-CLK	06/20/2024	106851	\$122.84
TOTAL SUPPORT SERVICES				\$2,330.27
1005400 - HUMAN RESOURCES				
DEPARTMENT OF JUSTICE	MAY FINGERPRINT APPS	06/20/2024	106830	\$320.00
COASTAL LIVE SCAN AND INSURANCE	MAY 24-FINGERPRINT	06/17/2024	106800	\$300.00
ERENDIDA JANET BURKE	REIMB-WORKSTATION	06/20/2024	106834	\$151.54
TOTAL HUMAN RESOURCES				\$771.54
1005550 - PLANNING				
CENTRAL SQUARE	ETRAKIT CITIZEN PORTAL & API	06/17/2024	106797	\$225.00
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC MOD24-002	06/20/2024	106846	\$720.51
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC-TE23-002	06/20/2024	106846	\$661.02
TOTAL PLANNING				\$1,606.53
1005590 - CODE ENFORCEMENT				
VERIZON WIRELESS-SD	442224168-00001 - 04/24/24-05/23/24	06/17/2024	106823	\$141.27
COUNTY OF SAN DIEGO_5210	JAN-MAR 24-PARKING CITE ADMIN	06/17/2024	106803	\$7,144.50
DANIEL WELTE	REIMB-UNIFORM ITEM	06/17/2024	9001506	\$29.99
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$81.21
TOTAL CODE ENFORCEMENT				\$7,396.97
1006110 - LAW ENFORCEMENT				
SAN DIEGO COUNTY SHERIFF'S DEPT.	APR 24-TC TOW FEE/SB OVERTIME	06/17/2024	106817	\$814.98
SAN DIEGO COUNTY SHERIFF'S DEPT.	APR 24-LAW ENFORCEMENT	06/17/2024	106817	\$399,200.40
TOTAL LAW ENFORCEMENT				\$400,015.38
1006120 - FIRE DEPARTMENT				
PALOMAR COLLEGE	SPRING 24 CLASS-31879	06/20/2024	106838	\$781.00
CULLIGAN OF SAN DIEGO	JUN-JUL 24- REVERSE OSMOSIS	06/20/2024	106829	\$99.07
ACE UNIFORMS LLC	JACKET/PATCHES-LETTS	06/20/2024	9001518	\$151.99
REGIONAL COMMS SYS, MS 056 - RCS	MAY 24-SHERIFF RADIOS	06/17/2024	106816	\$769.50
REGIONAL COMMS SYS, MS 056 - RCS	MAY 24-FIRE RADIOS	06/17/2024	106816	\$1,259.52
REGIONAL COMMS SYS, MS 056 - RCS	MAY 24-CAP CODE	06/17/2024	106816	\$32.50
AT&T CALNET 3	9391059865 - 04/01/24-04/30/24	06/17/2024	106795	\$416.03
AT&T CALNET 3	9391059865 - 03/01/24-03/31/24	06/17/2024	106795	\$453.81
AT&T CALNET 3	9391059865 - 02/01/24-02/29/24	06/17/2024	106795	\$642.72
AT&T CALNET 3	9391059865 - 05/01/24-05/31/24	06/17/2024	106795	\$452.44
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$133.28
SAFEWARE, INC.	SENSORS/SHLDR STP/BTTRY PCK/KITS	06/17/2024	9001511	\$876.81
SAFEWARE, INC.	GAS CALIBRATION SOFTWARE & SUPPORT	06/20/2024	9001525	\$5,132.03
TOTAL FIRE DEPARTMENT				\$11,200.70
1006170 - MARINE SAFETY				
AT&T CALNET 3	9391019469-04/20/24-05/19/24	06/20/2024	106827	\$33.24
BILL SMITH FOREIGN CAR SERVICE INC	BRAKE PADS/BRAKE DISCS/OIL/FILTER	06/17/2024	106796	\$654.48

WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$1,581.39
TOTAL MARINE SAFETY				\$2,269.11
1006510 - ENGINEERING				
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$53.17
UNDERGROUND SVC ALERT OF SOCAL INC	MAY 24-DIG ALERT	06/17/2024	9001515	\$144.75
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$207.76
WEST COAST CIVIL, INC	MAY 24-WEST COAST CIVIL ENGINEERING SERVICES	06/20/2024	106849	\$1,875.00
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NCT-RTIP 2024	06/20/2024	106846	\$629.27
TOTAL ENGINEERING				\$2,909.95
1006520 - ENVIRONMENTAL SERVICES				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WO	06/17/2024	106812	\$14.82
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	06/20/2024	106837	\$11.72
SANTA FE IRRIGATION DISTRICT	005506-014 - 05/02/24-06/03/24	06/20/2024	106841	\$203.20
MIKHAIL OGAWA ENGINEERING, INC.	MAY 24- STORMWATER SVC	06/20/2024	9001524	\$7,811.17
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$53.17
DOG WASTE DEPOT	DOG WASTE BAGS	06/20/2024	106832	\$1,271.34
CLEAN EARTH ENVIROMENTAL SOLUTIONS	MAR 24- HHW COLLECTION	06/17/2024	106799	\$1,133.98
CLEAN EARTH ENVIROMENTAL SOLUTIONS	APR 24- HHW COLLECTION	06/17/2024	106799	\$1,085.68
IDRAINS LLC	STORMDRAIN CLEANING-R	06/20/2024	106826	\$266.40
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$604.39
TOTAL ENVIRONMENTAL SERVICES				\$12,455.87
1006530 - STREET MAINTENANCE				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WO	06/17/2024	106812	\$24.06
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	06/20/2024	106837	\$19.04
DIXIELINE LUMBER CO INC	GLOVES/COATED GLOVE	06/17/2024	106808	\$52.83
DIXIELINE LUMBER CO INC	ROLLERS/GLOVES	06/20/2024	106831	\$57.69
SANTA FE IRRIGATION DISTRICT	011695-000 - 05/02/24-06/03/24	06/20/2024	106841	\$91.05
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$53.17
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$547.74
TOTAL STREET MAINTENANCE				\$845.58
1006540 - TRAFFIC SAFETY				
REDFLEX TRAFFIC SYSTEMS, INC	MAY 24 RED LIGHT CAMERA ENFORCEMENT	06/17/2024	9001510	\$7,879.50
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$37.97
YUNEX LLC	MAY 24-TRAFFIC SIGNAL AND SAFETY	06/20/2024	9001529	\$1,120.00
TOTAL TRAFFIC SAFETY				\$9,037.47
1006550 - STREET CLEANING				
SANTA FE IRRIGATION DISTRICT	011695-000 - 05/02/24-06/03/24	06/20/2024	106841	\$53.48
PRIDE INDUSTRIES	MAY 24-TRASH ABATEMENT SERVICES	06/20/2024	106839	\$1,184.50
SCA OF CA, LLC	MAY 24 SPECIAL STREET SWEEPING	06/17/2024	9001512	\$488.04
TOTAL STREET CLEANING				\$1,726.02
1006560 - PARK MAINTENANCE				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WO	06/17/2024	106812	\$17.59
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	06/20/2024	106837	\$13.91
RANCHO SANTA FE SECURITY SYS INC	CODE USER ADDED	06/20/2024	106840	\$40.00
DIXIELINE LUMBER CO INC	TRASH CANS	06/20/2024	106831	\$143.53
DIXIELINE LUMBER CO INC	TOOLBOX/SCREWDRIVER	06/20/2024	106831	\$17.61
DIXIELINE LUMBER CO INC	TAPE/WD-40/HEARING PROTECTOR/RESP MED MSK	06/20/2024	106831	\$120.75
SANTA FE IRRIGATION DISTRICT	005506-018-STEVEN'S AVE	06/20/2024	106841	\$212.05
SANTA FE IRRIGATION DISTRICT	005506-019-LA COLONIA PARK	06/20/2024	106841	\$1,701.71
SANTA FE IRRIGATION DISTRICT	005979-005-1580 SUN VALLEY	06/20/2024	106841	\$380.26

SANTA FE IRRIGATION DISTRICT	CONSTRUCTION METER APPLICATION	06/17/2024	106818	\$1,544.00
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$75.96
NISSHO OF CALIFORNIA	MAY 24 AS NEEDED LANDSCAPING FC	06/17/2024	9001509	\$948.37
WEST COAST ARBORISTS, INC.	MAY 24- CITY-WIDE TREE MAINTENANCE	06/20/2024	106848	\$477.30
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$113.32
TOTAL PARK MAINTENANCE				\$5,806.36

1006570 - PUBLIC FACILITIES

SEASIDE HEATING & AIR CONDITIONING	JUN 24- HVAC SERVICES-FS	06/20/2024	106842	\$835.00
SEASIDE HEATING & AIR CONDITIONING	APR 24- HVAC INSPECTION-MS	06/20/2024	106842	\$120.00
SEASIDE HEATING & AIR CONDITIONING	APR 24-HVAC SERVICES-CH	06/20/2024	106842	\$360.00
SEASIDE HEATING & AIR CONDITIONING	APR 24- HVAC INSPECTION-FC	06/20/2024	106842	\$120.00
SEASIDE HEATING & AIR CONDITIONING	APR 24- HVAC INSPECTION-FS	06/20/2024	106842	\$210.00
SEASIDE HEATING & AIR CONDITIONING	APR 24- HVAC INSPECTION-LC	06/20/2024	106842	\$180.00
DIXIELINE LUMBER CO INC	PATCH/WALLPLATE/OUTLET/SUPERGLUE	06/17/2024	106808	\$50.20
W.W. GRAINGER, INC	TOILET FLUSH VALVE	06/20/2024	9001521	\$315.76
LALLEY CONSTRUCTION	MAY 24-RELOCATE FIBER OPTIC IN BLDG	06/20/2024	106836	\$130.00
24 HOUR ELEVATOR, INC	JUN 24- ELEVATOR PREVENTATIVE MAINT	06/20/2024	106825	\$194.48
CINTAS CORPORATION NO. 2	FIRST AID SUPPLIES-CH	06/17/2024	106798	\$574.95
HABITAT PROTECTION, INC	JUN 24 DEAD ANIMAL REMOVAL	06/17/2024	9001507	\$145.00
HABITAT PROTECTION, INC	MAY 24 DEAD ANIMAL RECOVERY	06/17/2024	9001507	\$145.00
CALIFORNIA OFFICE CLEANING, INC	MAY 24 JANITORIAL/CUSTODIAL SVC	06/17/2024	9001503	\$7,270.00
PRIDE INDUSTRIES	MAY 24-TRASH ABATEMENT SERVICES	06/20/2024	106839	\$1,184.50
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$188.87
TOTAL PUBLIC FACILITIES				\$12,023.76

1007110 - GF-RECREATION

ABLE PATROL & GUARD, INC	MAY 24-FCCC GUARD SERVICE	06/17/2024	106794	\$473.04
CALIFORNIA OFFICE CLEANING, INC	MAY 24-FCCC CLEANING	06/17/2024	9001503	\$270.00
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$76.89
TAYLOR HECKEMEYER	REIMB-CPR CLASS	06/20/2024	106844	\$119.00
TOTAL GF-RECREATION				\$938.93

1106510 - MEASURE S - ENGINEERING

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	06/17/2024	106824	\$138,679.86
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-BID NTC-ST MAINT & REPAIR	06/20/2024	106846	\$714.56
TOTAL MEASURE S - ENGINEERING				\$139,394.42

120 - SELF INSURANCE RETENTION

BURKE WILLIAMS & SORENSEN	96-0040.003- APR 24-PROF SVC	06/20/2024	9001519	\$434.00
DEAN GAZZO ROISTACHER LLP	MAY 24-2308.MACDONALD PROF SVC	06/17/2024	106806	\$7,134.95
US LEGAL SUPPORT INC	MAR 24 MARY MACDONALD LEGAL SERVICES	06/17/2024	106822	\$1,259.02
JENIFER BYRNE	CLAIM 2405.BYRNE	06/20/2024	106835	\$3,285.08
TOTAL SELF INSURANCE RETENTION				\$12,113.05

1255465 - WORKERS COMPENSATION

CORVEL ENTERPRISE COMP INC.	APR 24- CLAIMS SERVICES	06/17/2024	106802	\$74.00
CORVEL ENTERPRISE COMP INC.	APR 24- CLAIMS SERVICES	06/17/2024	106802	\$250.00
CORVEL ENTERPRISE COMP INC.	MAY 24- CLAIMS SERVICES	06/17/2024	106802	\$250.00
PINNACOL ASSURANCE	FY 24-WORKERS COMP INS-CO/AUDI	06/17/2024	106814	\$470.00
TOTAL WORKERS COMPENSATION				\$1,044.00

1355200 - ASSET REPLACEMENT-CTY MNGR

TYLER TECHNOLOGIES, INC.	JUN 24-BUSINESS LICENSE SUBSCRIPTION	06/20/2024	106845	\$179.50
TOTAL ASSET REPLACEMENT-CTY MNGR				\$179.50

1355300 - ASSET REPLACEMENT-FINANCE

TYLER TECHNOLOGIES, INC.	JUN 24-BUSINESS LICENSE SUBSCRIPTION	06/20/2024	106845	\$68.50
TYLER TECHNOLOGIES, INC.	PAYROLL CONVERSION	06/17/2024	106820	\$2,550.00
TYLER TECHNOLOGIES, INC.	APR 24-RESIDENT ACCESS	06/17/2024	106820	\$442.12
TOTAL ASSET REPLACEMENT-FINANCE				\$3,060.62
1355590 - ASSET REPLACEMENT- CODES				
DAY WIRELESS SYSTEMS (20)	LIGHTBAR AND SIREN INSTALL	06/17/2024	106805	\$6,134.01
TOTAL Asset Replacement- Codes				\$6,134.01
1356120 - ASSET REPLACEMENT-FIRE				
FIRE ETC.	HOSE REPLACEMENTS	06/17/2024	106809	\$4,180.35
CROSS CONNECTIONS EMERGENCY SERVICES,	RADIOS	06/20/2024	106828	\$11,459.15
TOTAL ASSET REPLACEMENT-FIRE				\$15,639.50
1356170 - ASSET REPLACEMENT-MARN SFTY				
DAY WIRELESS SYSTEMS (20)	UPFITTING/HARDWARE/MOUNTS	06/17/2024	106805	\$4,684.32
TOTAL ASSET REPLACEMENT-MARN SFTY				\$4,684.32
140 - FACILITIES REPLACEMENT				
POLYCHROME CONSTRUCTION, INC.	9407.00 CITY HALL EXT REPAIRS RETENTION	06/17/2024	106815	(\$1,954.25)
TOTAL FACILITIES REPLACEMENT				(\$1,954.25)
1406510 - FACILITIES MAINT-CIP				
POLYCHROME CONSTRUCTION, INC.	9407.00 CITY HALL EXT REPAIRS CONTIGENCY	06/17/2024	106815	\$7,161.00
POLYCHROME CONSTRUCTION, INC.	9407.00 CO#1 CITY HALL EXT REPAIRS	06/17/2024	106815	\$31,924.00
TOTAL FACILITIES MAINT-CIP				\$39,085.00
2026510 - GAS TAX-ENGINEERING				
MICHAEL BAKER INTERNATIONAL, INC	APR 24-LSF CORRIDOR III DESIGN	06/20/2024	9001523	\$29,418.01
TOTAL GAS TAX-ENGINEERING				\$29,418.01
2037510 - HIGHWAY 101 LANDSC #33				
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC MID FEE FY25	06/20/2024	106846	\$147.41
TOTAL HIGHWAY 101 LANDSC #33				\$147.41
2047520 - MID 9C SANTA FE HILLS				
SANTA FE IRRIGATION DISTRICT	005979-014-Santa Alicia/Rosita	06/20/2024	106841	\$807.07
SANTA FE IRRIGATION DISTRICT	005979-015-855 Santa Rosita	06/20/2024	106841	\$515.89
SANTA FE IRRIGATION DISTRICT	005979-016-617 Santa Helena	06/20/2024	106841	\$769.09
SANTA FE IRRIGATION DISTRICT	005979-017-Santa Inez	06/20/2024	106841	\$48.81
SANTA FE IRRIGATION DISTRICT	005979-018-732 Santa Florencia	06/20/2024	106841	\$128.99
SANTA FE IRRIGATION DISTRICT	005979-019-773 Santa Florencia	06/20/2024	106841	\$339.99
SANTA FE IRRIGATION DISTRICT	005979-020-801 Santa Florencia	06/20/2024	106841	\$975.87
SANTA FE IRRIGATION DISTRICT	005979-022-Santa Florencia	06/20/2024	106841	\$963.21
SANTA FE IRRIGATION DISTRICT	005979-023-Santa Florencia	06/20/2024	106841	\$912.57
SANTA FE IRRIGATION DISTRICT	005979-024-Santa Rosita	06/20/2024	106841	\$764.87
SANTA FE IRRIGATION DISTRICT	005979-025-803 Santa Rosita	06/20/2024	106841	\$625.61
SANTA FE IRRIGATION DISTRICT	005979-026-Santa Rosita	06/20/2024	106841	\$988.53
SANTA FE IRRIGATION DISTRICT	005979-021 SANTA FLORENCIA/QUETA	06/20/2024	106841	\$1,486.49
SANTA FE IRRIGATION DISTRICT	005979-009-SANTA FLORENCIA	06/20/2024	106841	\$906.82
SANTA FE IRRIGATION DISTRICT	005979-010-SANTA CATINA	06/20/2024	106841	\$412.31
SANTA FE IRRIGATION DISTRICT	005979-011-SANTA GABRIELLA	06/20/2024	106841	\$539.91
SANTA FE IRRIGATION DISTRICT	005979-012-SANTA CARINA	06/20/2024	106841	\$157.11
SANTA FE IRRIGATION DISTRICT	005979-006-SANTA HELENA	06/20/2024	106841	\$1,191.02
SANTA FE IRRIGATION DISTRICT	005979-007-SANTA HELENA	06/20/2024	106841	\$1,353.42
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC MID FEE FY25	06/20/2024	106846	\$147.41
TOTAL MID 9C SANTA FE HILLS				\$14,034.99
2057530 - MID 9E ISLA VERDE				

UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC MID FEE FY25	06/20/2024	106846	\$147.41
TOTAL MID 9E ISLA VERDE				\$147.41
2077550 - MID 9H SAN ELIJO #2				
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC MID FEE FY25	06/20/2024	106846	\$147.41
TOTAL MID 9H SAN ELIJO #2				\$147.41
2087580 - COASTAL RAIL TRAIL MAINT				
SANTA FE IRRIGATION DISTRICT	005506-020-VIA DE LA VALLE/101	06/20/2024	106841	\$1,710.90
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NTC-RES CRT MAINT DIST	06/20/2024	106846	\$1,389.75
TOTAL COASTAL RAIL TRAIL MAINT				\$3,100.65
2117600 - STREET LIGHTING DISTRICT				
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$15.19
UT SAN DIEGO - NRTH COUNTY	ACCT 5290680-MAY 24-NCT-RES-SB LIGHTING DIST	06/20/2024	106846	\$1,211.29
TOTAL STREET LIGHTING DISTRICT				\$1,226.48
2135550 - DEVELOPER PASS-THRU- PLANNING				
CONSTRUCTION TESTING & ENGINEERING, INC.	MAY 24-REVIEW FOR MOD24-001 403 PACIFC AVE-BATES	06/17/2024	9001514	\$720.00
CONSTRUCTION TESTING & ENGINEERING, INC.	MAY 24- REVIEW FOR THE LAS BRISAS TE23-002	06/17/2024	9001514	\$390.00
TOTAL DEVELOPER PASS-THRU- PLANNING				\$1,110.00
2196110 - COPS PROGRAM				
SAN DIEGO COUNTY SHERIFF'S DEPT.	APR 24-LAW ENFORCEMENT	06/17/2024	106817	\$12,027.76
TOTAL COPS PROGRAM				\$12,027.76
2465200 - MISC GRANTS - CM				
STAPLES CONTRACT & COMMERCIAL	ADHISIVE/GLOVES/SIGN HOLDER	06/17/2024	106819	\$102.67
STAPLES CONTRACT & COMMERCIAL	RETURN-SIGN HOLDER: INV 6002520204	06/17/2024	106819	(\$60.67)
STAPLES CONTRACT & COMMERCIAL	RETURN-ADHESIVE: INV 6002520204	06/17/2024	106819	(\$22.00)
TOTAL MISC GRANTS - CM				\$20.00
2466120 - MISC GRANTS - FIRE				
WESTERN EXTRICATION SPECIALISTS INC	FIREHOUSE SUBS GRANT ITEMS	06/20/2024	9001528	\$40,335.81
TOTAL MISC GRANTS - FIRE				\$40,335.81
2706120 - PUBLIC SAFETY- FIRE				
LIFE-ASSIST, INC	CSA.17-UNIMED QUICK ACCESS PACK	06/17/2024	106811	\$281.17
LIFE-ASSIST, INC	CSA.17-VERSA PRO VERSATILE BAG	06/17/2024	106811	\$1,000.12
TOTAL PUBLIC SAFETY- FIRE				\$1,281.29
4506190 - SAND REPLNSHMNT/RETENTION				
WARWICK GROUP CONSULTANTS, LLC	MAY 24- CONSULTING SERVICES	06/17/2024	9001516	\$5,833.00
SUMMIT ENVIROMENTAL GROUP, INC.	MAY 24-9926-PROF SVC	06/17/2024	9001513	\$1,500.00
TOTAL SAND REPLNSHMNT/RETENTION				\$7,333.00
459 - MISC. CAPITAL PROJECTS				
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION RET	06/17/2024	106824	(\$7,298.94)
TOTAL MISC. CAPITAL PROJECTS				(\$7,298.94)
4596510 - MISC.CAPITALPROJECTS-ENG				
WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	06/17/2024	106824	\$7,298.94
TOTAL MISC.CAPITALPROJECTS-ENG				\$7,298.94
5097700 - SANITATION				
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WO	06/17/2024	106812	\$9.25
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PUBLIC WORKS	06/20/2024	106837	\$7.32
SANTA FE IRRIGATION DISTRICT	005979-008-PPS SANTA VICTORIA	06/20/2024	106841	\$115.76
SANTA FE IRRIGATION DISTRICT	005506-014 - 05/02/24-06/03/24	06/20/2024	106841	\$609.60
VERIZON WIRELESS-SD	362455526-00001-05/02/24-06/01/24	06/20/2024	106847	\$15.19
IDRAINS LLC	GENERAL SEWER CLEANING-19612	06/20/2024	106826	\$12,355.56

IDRAINS LLC	STORMDRAIN CLEANING-R	06/20/2024	106826	\$258.60
IDRAINS LLC	Y-SEWER-MAINT	06/20/2024	106826	\$1,300.00
IDRAINS LLC	O-SEWER-STORMDRAIN MAINT	06/20/2024	106826	\$1,340.00
URBAN FUTURES INC	FY 21-MUNICIPAL BONDS & PRIVATE PLACEMENTS REPORT	06/17/2024	106821	\$5,000.00
WEX FLEET UNIVERSAL	05/08/24-06/07/24 - AUTO FUEL	06/20/2024	106850	\$226.65
TOTAL SANITATION				\$21,237.93
6527820 - SUCCESSOR AGENCY				
URBAN FUTURES INC	FY 21-MUNICIPAL BONDS & PRIVATE PLACEMENTS REPORT	06/17/2024	106821	\$775.00
TOTAL SUCCESSOR AGENCY				\$775.00
6718510 - BARBARA UNDERGROUNDING-DS				
COMPUTERSHARE CORPORATE TRUST	BRB/GRN UUG-06/24-06/25	06/17/2024	9001505	\$1,750.00
TOTAL BARBARA UNDERGROUNDING-DS				\$1,750.00
6728520 - PACIFIC UNDERGROUNDING-DS				
COMPUTERSHARE CORPORATE TRUST	PAC UUG-06/24-06/25	06/17/2024	9001505	\$750.00
TOTAL PACIFIC UNDERGROUNDING-DS				\$750.00
REPORT TOTAL:				\$894,526.37



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Finance
SUBJECT: Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2023-24

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 to the FY 2024 Budget through June 26, 2024.

DISCUSSION:

The following table reports the revenues, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 28, 2023 (Resolution 2023-089), 2) prior year purchase order carryover adjustments, and 3) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES 6/26/2024						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	24,472,918	(23,078,124)	(980,000)	\$ 414,794
07/01/2023	System Generated	FY 2023 GF PO Carryover		(19,590)		395,204
09/27/2023	Reso 2023-113	Ord 531 Training/Diversion Program		(10,000)		385,204
11/29/2023	Reso 2023-128	Engineering Survey Services		(100,000)		285,204
03/13/2024	Reso 2024-027	STC Traffic Inc (Pedestrian Crossing)		(20,000)		265,204
03/27/2024	Reso 2024-015	La Colonia Master Plan Update			(70,000)	195,204
04/10/2024	Reso 2024-039	Mid-Year Adjustments for FY 2024	702,072	(21,229)		876,047
06/12/2024	Reso 2024-068	Building Permit Activity Budget Update	250,000	(150,000)		976,047
						976,047
General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	4,400,000	(1,124,000)	(733,400)	\$ 2,542,600
04/10/2024	Reso 2024-039	Mid-Year Adjustments for FY 2024	200,000			<u>2,742,600</u>
						2,742,600
Combined General Fund Net Surplus						\$ 3,718,647

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 2023-2024 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation


Alyssa Muto, City Manager



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Engineering Department – Mo Sammak, Director of Public Works/City Engineer
SUBJECT: **City Council Consideration of Resolution 2024-079 Amending the Professional Services Agreement with Michael Baker International for Completion of the Construction Documents for the Lomas Santa Fe Corridor – East Improvement Project**

BACKGROUND:

The Lomas Santa Fe (LSF) Corridor Improvement Project has been in the City's Work Plan for several years and was proposed to extend along Lomas Santa Fe from Highway 101 to Highland Drive. Design of the LSF Corridor Improvements started during Fiscal Year (FY) 2016/17. Early phases of the project included a Community Walk Audit, identification of infrastructure deficiencies, preparation of a feasibility analysis, development of design options, community workshops and City Council meetings.

After receiving project updates and public input, the City Council directed Staff to move forward with the preparation of final design plans with the specific direction that no roundabouts be studied and that four lanes (two lanes in each direction) be maintained throughout the corridor. Additionally, the City Council directed staff to pursue extension of the multi-use trail to the west of Interstate 5 (I-5) since the original project did not include a multi-use trail on the west side of I-5.

In February 2019, the City Council approved a Professional Services Agreement (PSA) with Michael Baker International (MBI) for preparation of final engineering plans, specifications, and a cost estimate for the project. As part of the final design, several community meetings were held. The City Council provided a final review of the project at the October 27, 2021, City Council meeting.

CITY COUNCIL ACTION:

AGENDA ITEM # A.4.

After preparation of the final plans, construction funding in the amount of \$7.0 million became available through Congressman Levin's office. Staff revised the plan set to prepare construction plans for the east segment of the project from Santa Helena to Highland Drive, which was designated as Construction Phase I. Since the funding provided by Congressman Levin's office is federal funding, additional work was required to satisfy all the federal funding requirements and obtain authorization to proceed with construction. This item is before the City Council for the consideration of Resolution 2024-079 to amend the PSA with MBI for completion of the bid documents for the Lomas Santa Fe – East Improvement Project between Santa Helena to Highland Drive.

DISCUSSION:

In 2022, the City coordinated with Congressman Mike Levin's office to request a grant for construction of the Lomas Santa Fe Corridor Improvement project. A grant was received in May 2023 in the amount of \$7.0 million through the National Infrastructure Investment and Jobs Act. It was determined that the grant award would allow for the construction of the project on the east side of Interstate 5, from Santa Helena to Highland Drive.

Since the grant funding obtained for construction of the LSF – East Improvement Project uses federal funding sources, the entire project must adhere to federal standards. Although the Federal Highway Administration (FHWA) administers federal funding for transportation projects, FHWA has delegated this approval to Caltrans. One of the first steps in converting the project to federal standards was to obtain environmental clearance through the National Environmental Policy Act (NEPA), in addition to the California Environmental Quality Act (CEQA). As detailed below in the CEQA Compliance Statement, NEPA clearance was completed in April 2024.

Another requirement triggered by the federal funding that required further work by City staff and MBI is right of way certification. On projects where construction activities take place adjacent to large slopes, it is not uncommon for a small amount of grading to occur just outside the public right of way on private property. Typically, this construction activity does not impact the usable area of the property and often is limited to minor work such as grading to provide a smooth transition between the construction project and the adjacent, existing slope. The City would typically obtain a letter of permission from the adjacent property owner that allows the City to perform minor construction activities on private property.

For federally funded projects, a letter of permission is not sufficient to meet the grant requirements. Projects that require even temporary grading or improvements must acquire a temporary construction easement from the owner. This can be a lengthy process given the need for appraisals, agreements, and recording of the documents prior to obtaining approval for construction. Although the majority of the project is designed to occur within the public right of way, there were a few areas where construction of the multi-use trail under the original design would have required minor grading (1-3 feet) on

private properties to provide a smooth transition between the construction project and the adjacent, existing slope.

City Staff worked with MBI to avoid the need to acquire easements through a slightly narrower multi-use path, while maintaining the design components approved by City Council. In instances where encroachment into private property would be needed to accommodate a 10 foot concrete multi-use path and 2 feet of DG on either side, the concrete path would be reduced to no less than 8 feet wide. This would be a minimum total wide (concrete and DG) of 12 feet. Although the adjustments were minor, they did involve modifications and changes to the engineering plans. These adjustments also resolved issues with San Diego Gas and Electric and Santa Fe Irrigation District facilities and alleviated the need to relocate their facilities.

CEQA COMPLIANCE STATEMENT:

During the final design of the project, it was determined that the project is exempt from the CEQA pursuant to Section 15301(c) of the State CEQA Guidelines. A Notice of Exemption was filed with County of San Diego and State of California in April 2024.

Since the funding for the east side of the LSF Corridor Improvements is from federal sources, an additional environmental analysis was conducted that follows the NEPA process. A NEPA Categorical Exclusion was approved by Caltrans in April 2024.

FISCAL IMPACT:

Full funding for the final design of the entire length of the corridor (Highway 101 to Highland) was identified as part of Resolution 2019-011, which was adopted on February 13, 2019. The funding sources for the final design included a SANDAG Active Transportation Planning Grant in the amount of \$616,050 and City matching funds in the amount of \$68,450 from the City's TransNet funds.

Funding for the construction of the east side of the project is provided through a grant from the Infrastructure Investment and Jobs Act obtained through Congressman Levin's office. The amount of the grant is \$7,000,000. The cost for preparation of the final bid documents for the east side only (Construction Phase I), is \$148,480. The amendment to the PSA with MBI that is being proposed as part of this Staff Report is \$41,000. Staff is proposing to use a portion of the City's annual allocation of Gas Tax funding to pay for this amendment.

WORK PLAN:

This project is consistent with Item B.6 of the Community Character Priorities of the FY 2024/2025 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Deny Staff recommendation and provide further direction to the City Manager.


DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-079:

1. Authorizing the City Manager to execute an amendment to the Professional Services Agreement, for an increase of \$41,000, with Michael Baker International for the completion of the bid documents for the Lomas Santa Fe – East Improvement Project, which would extend from Santa Helena to Highland Drive.
2. Appropriating \$41,000 to the Lomas Santa Fe Corridor Improvement CIP project from Gas Tax.
3. Authorizing the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-079

RESOLUTION 2024-079

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL FOR COMPLETION OF THE CONSTRUCTION DOCUMENTS FOR THE LOMAS SANTA FE CORRIDOR – EAST IMPROVEMENT PROJECT

WHEREAS, the Lomas Santa Fe (LSF) Corridor Improvement Project has been in the City's Work Plan for several years and was proposed to extend along LSF from Highway 101 to Highland Drive. Design of the LSF Corridor Improvements started during Fiscal Year (FY) 2016/17. Early phases of the project included a Community Walk Audit, identification of infrastructure deficiencies, preparation of a feasibility analysis, development of design options, community workshops and City Council meetings; and

WHEREAS, in February 2019, City Council approved a Professional Services Agreement (PSA) with Michael Baker International (MBI) for preparation of final engineering plans, specifications, and a cost estimate for the project. As part of the final design, several community meetings were held. The City Council provided a final review of the project at the October 27, 2021, City Council meeting; and

WHEREAS, after preparation of the final plans, construction funding in the amount of \$7.0 million became available through Congressman Levin's office and Staff revised prepared construction plans for the east segment of the project from Santa Helena to Highland Drive, which was designated as Construction Phase I. Since the funding provided by Congressman Levin's office is federal funding, Staff has been working to satisfy all the federal funding requirements as required by the Federal Highway Administration (FHWA), and where authority has been delegated to the California Department of Transportation (Caltrans), to obtain authorization to proceed with construction; and

WHEREAS, since federally funded projects require temporary construction easements for any work performed outside the public right of way; and City Staff worked with MBI to develop revised design and engineering/construction documents that avoid the need for temporary construction, thereby resulting in varying widths of the multi-use trail while maintaining the combination decomposed granite (DG) shoulders with an eight (8) to ten (10) foot wide concrete path.

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

1. That the above recitations are true and correct.
2. That the City Council authorizes the City Manager to execute an amendment to the Professional Services Agreement, for an increase of

ATTACHMENT 1

\$41,000, with Michael Baker International for the completion of the bid documents for the Lomas Santa Fe – East Improvement Project, which would extend from Santa Helena to Highland Drive.

3. That the City Council appropriates \$41,000 to the Lomas Santa Fe Corridor Improvement CIP project from Gas Tax.
4. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED this 10th day of July, 2024, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSTAIN: Councilmembers –
ABSENT: 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 Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: City Manager/Community Services – Kayla Moshki, Management Analyst
SUBJECT: **City Council Consideration of Resolution 2024-078 Approving New City Street Banners and Proposed Themes**

BACKGROUND:

The Solana Beach Street Banner Program has been a vital part of the City’s promotional efforts, featuring an annual rotation of banners for various events such as Fiesta Del Sol, San Diego County Fair, Del Mar Races, Bing Crosby Races, and the Holidays. Occasional additions like the Breeder’s Cup Banners are also featured in the program rotation. Alongside these event-specific banners, the City maintains a set of Welcome to Solana Beach banners displayed throughout the year.

In November 2002, the City Council approved the purchase and installation of 24 “Solana Beach Highway 101” street banners aimed at boosting tourism and supporting local businesses along the Highway 101 corridor. These banners were replaced in 2013 with a new “Welcome to Solana Beach” design, expanding the program to 30 banners installed along Highway 101 and Lomas Santa Fe Drive. Over time, these banners have weathered and are now in need replacement of to uphold the City’s aesthetic appeal and promotional impact.

The Public Arts Commission (PAC) played a key role in the “Welcome to Solana Beach” banners design process by providing design recommendations and sponsoring a street banner design contest. Building on previous experience, the current PAC is actively involved and seeks to diversify the representation of street banners, aiming to reflect Solana Beach’s diverse interests and values beyond a single theme.

This item is before the City Council for the consideration of Resolution 2024-078 (Attachment 1) authorizing the City Manager to release a Request for Proposals (RFP) for new City Street Banner designs, including an artist stipend of \$5,000. Additionally, this

CITY COUNCIL ACTION:

AGENDA ITEM # A.5.

item seeks approval of the PAC's recommendation to incorporate the following five themes representing Solana Beach in the new banner designs: Active Transportation, Arts & Culture, City of Kindness, Environmental Sustainability, and Shop & Dine Local. Finally, this item seeks City Council approval of \$20,000 to manufacture and install the new street banners.

DISCUSSION:

At the March 28, 2023 PAC meeting, Staff introduced the City's desire to replace the current street banners (Attachment 2) and requested the PAC's input on design recommendations. Following months of discussion, the PAC agreed that the new banners should represent various Solana Beach initiatives, rather than focusing on a single theme.

On May 25, 2023, the PAC unanimously voted to recommend that the City Council approve a cohesive set of banners, each centered around one of the following five themes:

1. **Active Transportation:** Highlighting efforts to promote walking, biking, and other forms of sustainable active transportation.
2. **Arts & Culture:** Promoting the vibrant arts scene and fun cultural events of Solana Beach.
3. **City of Kindness:** Promoting the City's commitment to community kindness and age-friendly initiatives.
4. **Environmental Sustainability:** Promoting the City's commitment to environmental sustainability.
5. **Shop & Dine Local:** Encouraging residents and visitors to support local businesses.

On February 27, 2024, the PAC unanimously voted to recommend that the City Council release an RFP for artistic designs for the new City Street Banners, with a \$5,000 stipend for the artist creating a cohesive set of twenty (20) banner designs (four (4) for each theme) based on the recommended five (5) themes.

Banner Design and Installation Details:

The proposed banners are required to have a uniform look that will include unique Solana Beach elements to highlight the five different themes. The selected artist will create four different banner designs per category, resulting in twenty (20) unique themed banners. Each design will be printed three (3) times, creating a total set of sixty (60) banners. This approach ensures consistency while effectively highlighting each of the five categories.

Once the designs are selected and manufactured, the 60 banners will be installed along Highway 101, Lomas Santa Fe Drive, and Stevens Avenue. Please see Attachment 3 for examples of cohesive design themes from other cities and Attachment 4 for a map of the City's Street Banner locations. It should be noted that there are more than 60 banner

locations in the City, however, the most banners we typically place at any given time is 60. This is at the recommendation and guidance of our professional banner installation company, that has years of experience with installation of banners all over southern California. The banners will be rotated annually to make sure all locations will have banners installed at some point.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The Master Art Policy (MAP) established the Public Art Account Reserve “to be used to provide Solana Beach a rich artistic environment” and it designates that the City can use the Reserve Public Art Account funds for public art installations and maintenance. As of July 2023, there is a total of approximately \$266,690 in the Public Art Account Reserve; of which there is \$26,728 in the General Fund and \$239,962 in the Transient Occupancy Tax (TOT) – Coastal Visitors Fund. If authorized by City Council, the artist stipend of \$5,000 will be funded with the City’s Public Art Account Reserve. In addition, the manufacturing and installation cost for 60 street banners is approximately \$20,000 and will be funded from the City’s Public Art Account Reserve.

WORK PLAN:

N/A

OPTIONS:


- Approve Staff recommendation
- Approve Staff recommendation with modifications
- Deny Staff recommendation and provide further direction to the City Manager

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council consider the adoption of Resolution 2024-078 approving the five themes to be represented, the release of an RFP for new City Street Banner designs with an artist stipend of \$5,000, and a projected printing and installation costs of \$20,000.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-078
2. Photo of current street banner design
3. Banner examples from other cities
4. Solana Beach Street Banner Map

RESOLUTION 2024-078

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING THE REPRESENTATION OF FIVE THEMATIC CATEGORIES FOR THE BANNERS, APPROVING THE RELEASE OF A REQUEST FOR PROPOSALS FOR NEW CITY STREET BANNER DESIGNS, INCLUDING AN ARTIST STIPEND, AND APPROVING THE COST TO MANUFACTURE AND INSTALL NEW STREET BANNERS

WHEREAS, the Solana Beach Street Banner Program has been a vital part of the City's promotional efforts, featuring an annual rotation of banners for various events such as Fiesta Del Sol, San Diego County Fair, Del Mar Races, Bing Crosby Races, and the Holidays; and

WHEREAS, alongside these event-specific banners, the City maintains a set of Solana Beach banners displayed throughout the year; and

WHEREAS, in 2002, the City installed the "Solana Beach Highway 101" banners aimed at stimulating tourism and promoting businesses, which were replaced in 2013 due to signs of aging; and

WHEREAS, the current "Welcome to Solana Beach" banners have now become extremely weathered and need replacement to maintain the aesthetic appeal and promotional effectiveness of the City's streetscapes; and

WHEREAS, on May 25, 2023, the Public Arts Commission recognized the opportunity to expand the representation of the street banner design beyond a single theme and unanimously voted to recommend a cohesive set of banners centered around five key themes: Active Transportation, Arts & Culture, City of Kindness, Environmental Sustainability, and Shop & Dine Local, reflecting the diverse interests and values of the Solana Beach community; and

WHEREAS, on February 27, 2024, the PAC unanimously voted to recommend that the City Council release a Request for Proposals (RFP) for artistic designs for the new City Street Banners, with a \$5,000 artist stipend for creating a cohesive set of banner designs based on the recommended five themes; and

WHEREAS, once the banners are designed, it will cost approximately \$20,000 to manufacture and install them; and

WHEREAS, there is sufficient funding designated in the City's Public Art Account Reserve to cover the cost of the artist stipend, as well as the manufacturing and installation of 60 new street banners.

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

1. That the foregoing recitations are true and correct.
2. That the City Council approves the representation of the following five categories for the new banner designs: 1) Active Transportation; 2) Arts & Culture; 3) City of Kindness; 4) Environmental Sustainability; and 5) Shop & Dine Local.
3. That the City Council approves an artist stipend of \$5,000, and authorizes the City Manager to release a Request for Proposals (RFP) for new City Street Banner designs.
4. That the City Council approves the cost to manufacture and install 60 new street banners for approximately \$20,000.
5. That the City Council authorized the City Treasurer to appropriate \$25,000 to the Improvements expenditure account from the Public Arts Reserve in the TOT Coastal Visitors Fund.

PASSED AND ADOPTED this 10th day of July 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



Welcome
to
**SOLANA
BEACH**



OCEAN BEACH

SUNSET CLIFFS



OCEANBEACHSANDIEGO.COM

OCEAN BEACH

SURFING



OCEANBEACHSANDIEGO.COM

OCEAN BEACH

DOG BEACH



OCEANBEACHSANDIEGO.COM

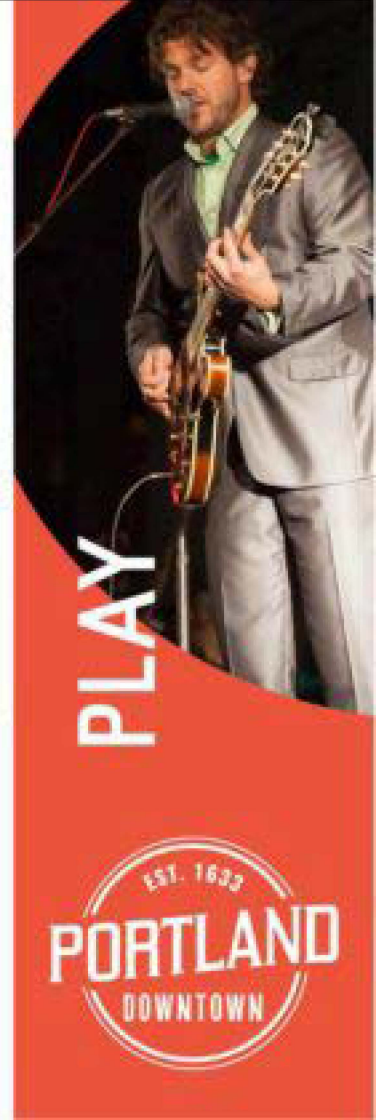
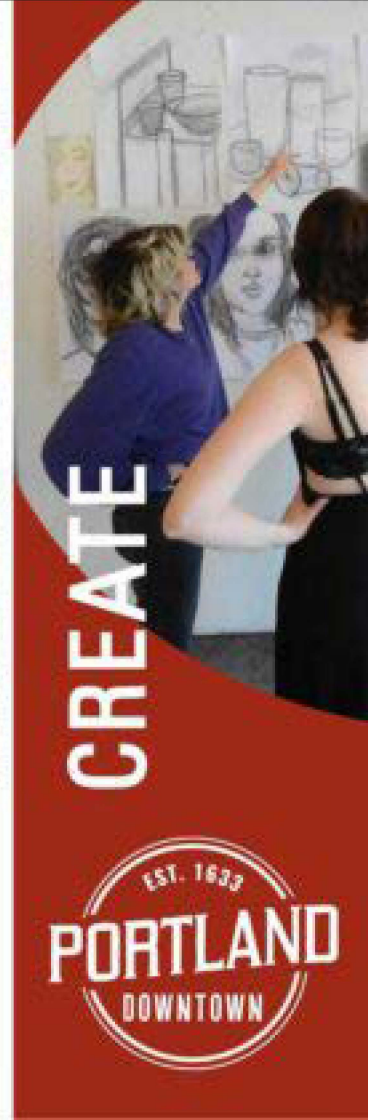
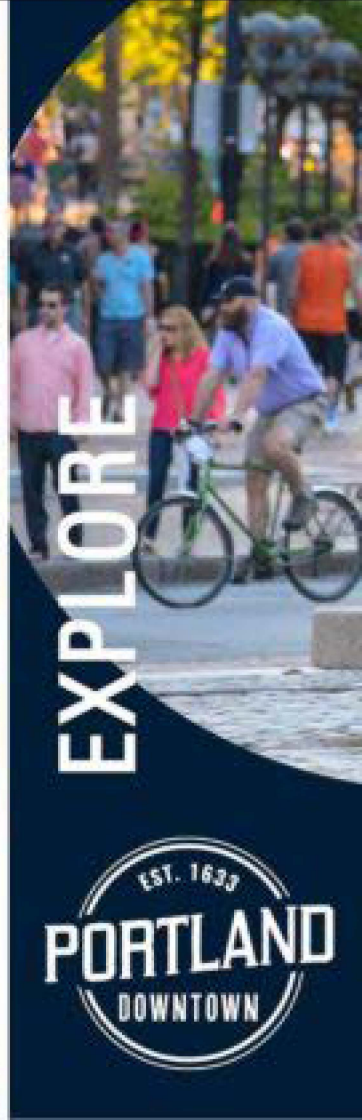
OCEAN BEACH

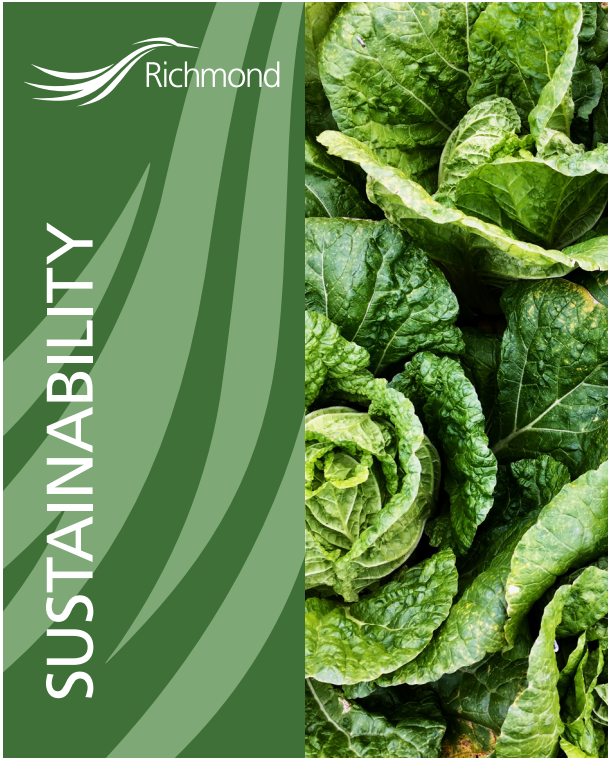
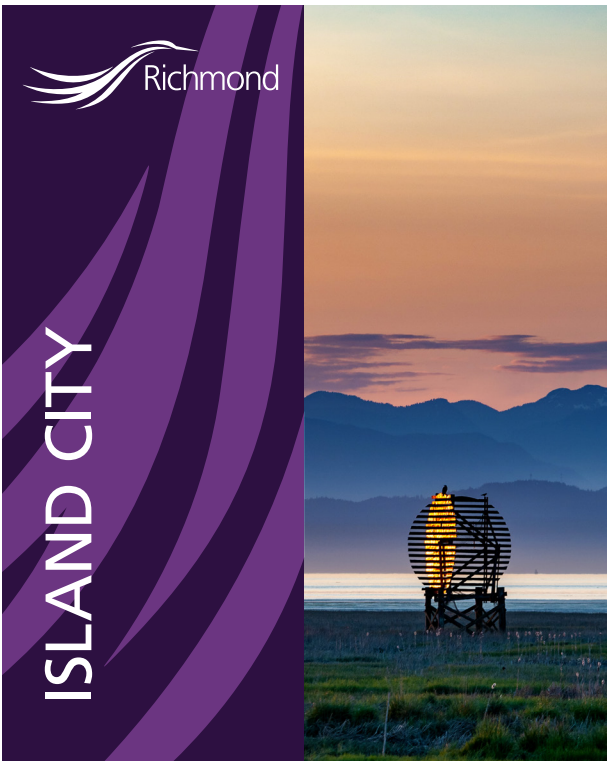
FARMERS MARKET



WEDNESDAYS @ 4PM

OCEAN **ATTACHMENT 3**








DEL MAR
VILLAGE ASSOCIATION
**SUMMER
SOLSTICE**

JUNE

delmarmainstreet.com



 DEL MAR




DEL MAR
**FARMERS
MARKET**

SATURDAYS 1-4

delmarfarmersmarket.org



 DEL MAR




DEL MAR FAIRGROUNDS
**SAN DIEGO
COUNTY
FAIR**

JUNE & JULY

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 DEL MAR




DEL MAR FAIRGROUNDS
**SAN DIEGO
COUNTY
FAIR**

JUNE & JULY

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 DEL MAR



MORE THAN A
NEIGHBORHOOD




UNIVERSITY CITY

MORE THAN A
NEIGHBORHOOD



UNIVERSITY CITY

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MORE THAN A
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UNIVERSITY CITY





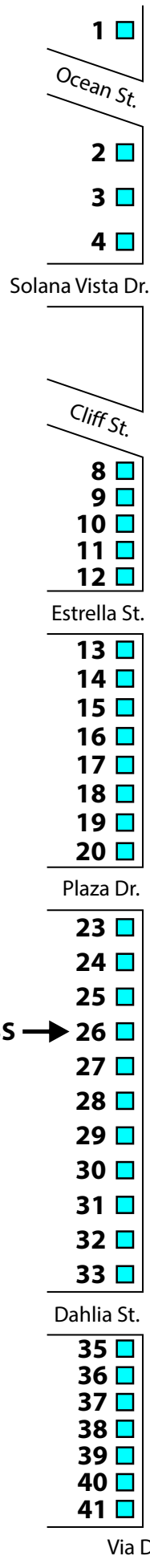
ExPro

Lighting & Maintenance

www.exteriorproducts.net • www.exprolightinggroup.com
714-632-3509 • 1031 N Shepard St, Anaheim CA 92806

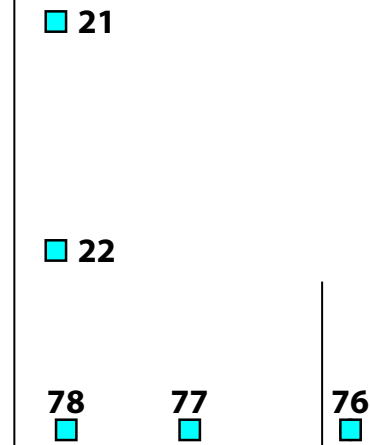
OCEAN

LIMITED ACCESS →

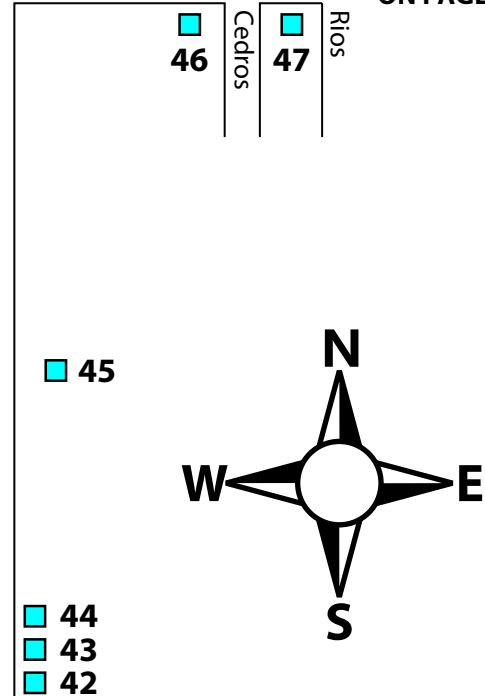


Key

■ Banner Location (78 total)



CONTINUED
ON PAGE 2



PROJECT:	City of Solana Beach
DATE:	April 2017
TYPE:	Banner Poles

OUR SURVEY MAPS ARE PROPRIETARY TO EXTERIOR PRODUCTS, CORP. AND CANNOT BE COPIED, SHARED OR DISTRIBUTED TO ANY OTHER PERSONS OR COMPANIES WITHIN THE CONTRACTING INDUSTRY.

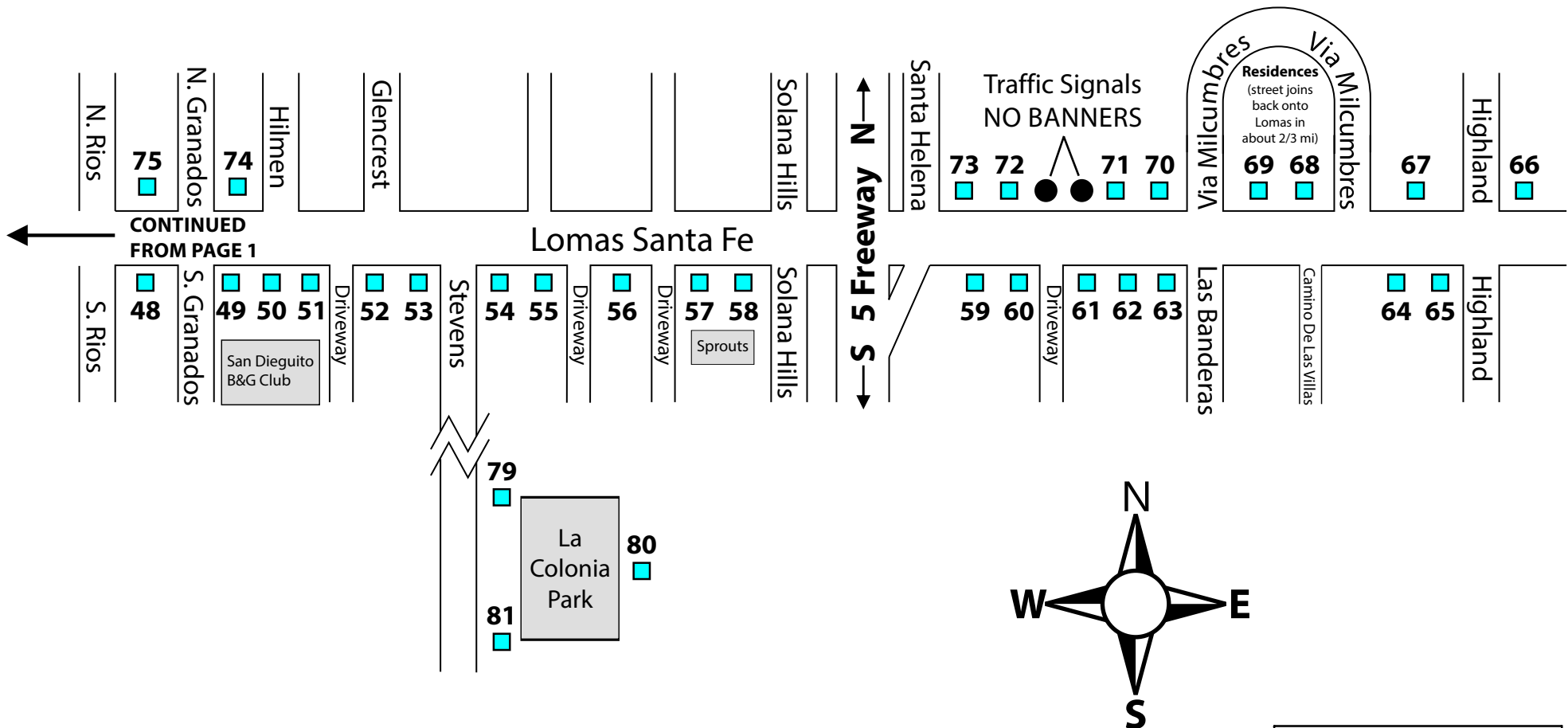
ATTACHMENT 4



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Key

■ Banner Location (78 total)



PROJECT:	City of Solana Beach
DATE:	April 2017
TYPE:	Banner Poles

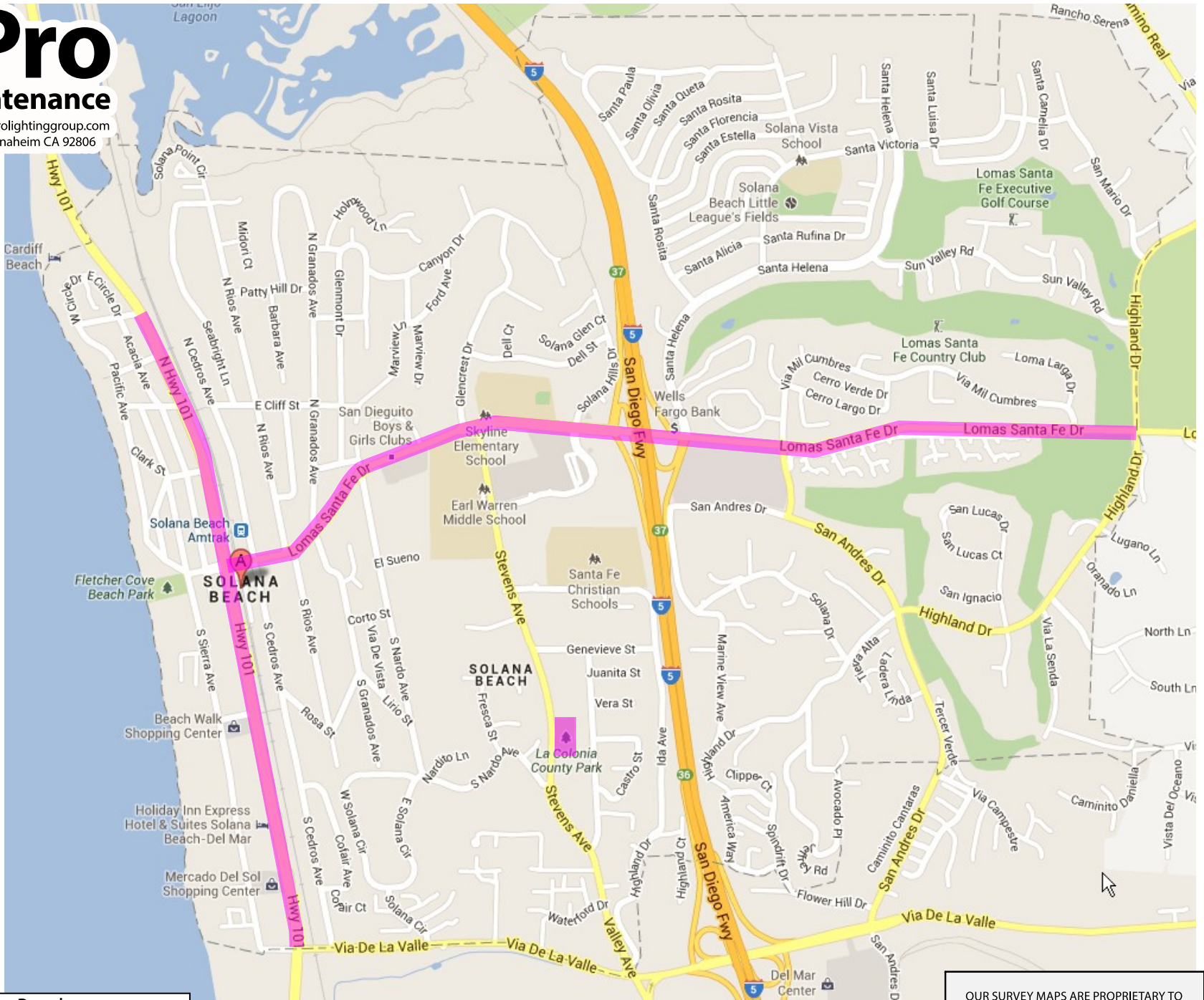
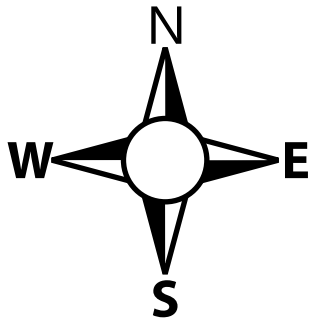
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PROJECT:	City of Solana Beach
DATE:	April 2017
TYPE:	Banner Poles

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STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: City Manager/Human Resources – Pouneh Sammak, Human Resources Director
SUBJECT: **City Council Consideration of Resolution 2024-080 Adopting Fiscal Year 2024/2025 Salary, Classification and Compensation Plans for the Non-Represented (Executive Management, Mid-Management, Management and Confidential) Employees, the Solana Beach Miscellaneous Unit (SBEA-MISC.), the Marine Safety Unit (SBEA-MSU), the Solana Beach Firefighters Association (SBFA), City Manager, Part-Time/Seasonal/Temporary Employees, and Elected Officials**

BACKGROUND:

In accordance with the City's Personnel Rules and Regulations, Section 8.10, the City Council authorizes and approves all salary and benefit plans for employees and establishes salary ranges pursuant to the recommendation of the City Manager. Salary and benefits for all employees (Represented, Executive Management, Mid-Management, Management, Confidential, and Temporary/Part-time Employees) are included in the Salary and Compensation Plan approved by the City Council each fiscal year. The City Council must approve a Salary and Compensation Plan for all employees to coincide with fiscal appropriations of a new fiscal year and new budget. Subsequent revisions to the adopted Salary and Compensation Plan will be recommended by the City Manager pursuant to City Personnel Rules and approved by the City Council.

DISCUSSION:

This item is before the City Council for consideration of Resolution 2024-080 (Attachment 1) to approve the City's Salary and Compensation Plan (the "Plan") (Schedules 1-6) for represented and unrepresented employees for FY 2024/2025, and to authorize the City Manager to make any future necessary changes to the City's salary schedules to remain in compliance with applicable State and/or Federal laws.

The City Manager recommends approval of the FY 2024/2025 Salary & Classification Plan (Schedules 1-6; Attachments 2 - 7) for all City employees. The proposed Plan include the negotiated and approved salary and benefit increases for Solana Beach

CITY COUNCIL ACTION: _____ _____

Employee Association, Miscellaneous (SBEA-MISC.), Solana Beach Employee Association, Marine Safety Unit (SBEA-MSU), and the Solana Beach Fire Association (SBFA). The proposed Plan also includes salary and benefits increases for unrepresented employees (Executive Management, Mid-Management, Management, Confidential, and Temporary/Part-time Employees); however, the proposed Plan does not include a salary increase for the City Manager and excludes both a salary increase and health benefits for the City Attorney. Finally, consistent with SBMC section 2.04.020, the proposed Plan also reflects that City Council members (Elected Officials), will receive health care benefits, which commensurate to SBEA-MISC.

The following provides a summary of the proposed changes in City's Salary and Compensation Plan for City Council's approval. If approved, the proposed Plan changes will become effective the first full pay period in July 2024.

Proposed FY 2024/2025 Salary and Compensation Plans

Non-Represented Executive Management, Management and Confidential Employees (excluding City Attorney and City Manager):

Term of Compensation Plan: July 1, 2024, to June 30, 2025

1. A 3% salary increase is reflected in salary schedules 1 effective the first full pay period in July 2024.
 - Executive Management, and Management FY 2024/2025 Salary Schedule 1 (Attachment 2).
2. A 3% salary increase is reflected in salary schedule 2 effective the first full pay period in July 2024.
 - Confidential Employees' FY 2024/2025 Salary Schedule 2 (Attachment 3).
3. 6% increase in health care benefits: Benefits will increase up to \$1,682.03 per month. Opt-out/cash-out provision remains at a cap of \$1,358 per month for employees hired prior to July 1, 2021, and \$475 per month for employees hired on or after July 1, 2021.

SBEA-MISC. (Miscellaneous Employees):

1. Term of Compensation Plan as indicated in the Memorandum of Understanding (MOU) effective from July 1, 2023, to June 30, 2027.
2. A 3% salary increase is reflected in salary schedule 3, effective the first full pay period in July 2024.
 - Miscellaneous Employees' FY 2024/2025 Salary Schedule 3 (Attachment 4).

3. 6% increase in health care benefits: Benefits will increase up to \$1,682.03 per month. Opt-out/cash-out provision remains at a cap of \$1,358 per month for employees hired prior to July 1, 2021, and \$475 per month for employees hired on or after July 1, 2021.

SBEA-MSU Employees (Marine Safety):

1. Term of Compensation Plan as indicated in the MOU effective from July 1, 2023, to June 30, 2027.
2. A 3% salary increase is reflected in salary schedule 4, effective the first full pay period in July 2024.
 - Marine Safety Employees' FY 2023/2024 Salary Schedule 4 (Attachment 5).
3. 5% increase in health care benefits: Benefits will increase up to \$1,650.44 per month. Opt-out/cash-out provision remains at a cap of \$1,358 per month for employees hired prior to July 1, 2021, and \$475 per month for employees hired on or after July 1, 2021.

SBFA Employees (Fire):

1. Term of Compensation Plan as indicated in the MOU effective from July 1, 2022, to June 30, 2026
2. A 3% salary increase is reflected in salary schedule 5, effective the first full pay period in July 2024.
 - Solana Beach Fire Association FY 2024/2025 Salary Schedule 5 (Attachment 6).
3. Increase in health care benefits: Benefits will increase in January 2025, based on the median of CalPERS health rates. Opt-out provision will be capped at \$764 per month for employees hired prior to July 1, 2018, and at \$475 per month for employees hired on or after July 1, 2018.

Part-Time/Temporary/Seasonal Employees:

1. Term of Compensation Plan: July 1, 2024, to June 30, 2025
2. Positions in pay grades PTS 9161 and above will receive a 3% salary increase effective the first full pay period in July 2024, and a 3% salary increase effective the first full pay period in January 2025. This adjustment is being moved up during the 2024/2025 Fiscal Year from July 2025 to January 2025, to increase competitiveness for seasonal (summer) recruiting performed in the first quarter of the calendar year. This increase is in alignment with salary adjustments scheduled for July 2025 for all other employee groups.

3. Positions in pay grade PTS 9101, 9121, and 9141 will be adjusted according to the California Minimum Wage effective January 1, 2025.
 - Part-Time/Temporary/Seasonal Employees' FY 2024/2025 Salary Schedule 6 (Attachment 7)
 - Part-Time/Temporary/Seasonal Employees' FY 2024/2025 (effective January 1, 2025) Salary Schedule 6 (Attachment 8)

City Manager and Elected Officials:

1. Term of Compensation Plan: July 1, 2024, to June 30, 2025
2. Term of Compensation Plan as indicated in the City Manager's Agreement dated March 7, 2024.
 - City Manager FY 2024/2025 Salary Schedule 7 (Attachment 9)
3. No Changes to the Elected Officials Salary Schedule.
 - Elected Officials FY 2024/2025 Salary Schedule 8 (Attachment 10)
4. 6% increase in health care benefits: Benefits will increase up to \$1,682.03 per month. Opt-out/cash-back provision remains at a cap of \$1,358 per month for employees hired prior to July 1, 2021, and \$475 per month for employees and City Council hired on or after July 1, 2021.

Proposed FY 2024/2025 Classification Updates

It is the responsibility of the City Manager to consistently engage in organizational analysis of various City operations to improve efficiency and effectiveness and ensure the most economical means of conducting business is achieved. Section 2.08.070, Section D, of the Solana Beach Municipal Code (SBMC), "Powers and Duties (of City Manager)" Administrative Reorganization of Offices, states:

It shall be the duty and responsibility of the City Manager to conduct studies and effect such administrative reorganization of offices, positions or units under the City Manager's direction as may be indicated in the interest of efficient, effective and economical conduct of the City's business.

Professional Civil Engineer Salary Range Adjustments:

The City has faced challenges in attracting and hiring professional Civil Engineer candidates for the past several years. Despite numerous recruitment efforts, success has been limited to only hiring entry level engineering staff. Filling the Senior Engineer position has proven to be particularly challenging, and even when offers have been extended to qualified candidates, the City's current salary range for this role has hindered successful recruitment efforts. A comprehensive salary survey conducted by the Human Resources

Department, along with a review of the current Principal and Senior Civil Engineer positions listed on the Management Employees' Salary Schedule (Schedule 1; Attachment 2), revealed that the City's salary ranges for these positions are significantly below the median compared to other cities in the County. The survey results indicate that the Principal Civil Engineer salary range is approximately 8.75% below the median, while the Senior Civil Engineer salary range is about 17.41% below the median. Furthermore, it should be noted that some cities provide for engineering certification pay in addition to their base salaries. While the City provides competitive or similar fringe benefits as neighboring or regionally comparative small cities, it does not so in salaries. To remain competitive and attract the most qualified candidates, the following salary adjustments are recommended for the Principal and Senior Civil Engineer positions:

1. Approve the adjustment of the salary band for the Principal Civil Engineer position to pay grade M6 (currently at pay grade M4-A) and incorporate these changes into the Management Employees' Salary and Classification Plan Schedule 1(Attachment 2).
2. Approve the adjustment of the salary band for the Senior Civil Engineer position to pay grade M4-A (currently at pay grade M3) and incorporate these changes into the Management Employees' Salary and Classification Plan Schedule 1(Attachment 2).

New Classification:

Additionally, through this study it was also noted that leadership classifications in other city engineering departments include a Deputy Director or Assistant Director. Staff recommends the creation and adoption of a Deputy Director of Engineering position (Attachment 11) in order to benefit organizational and staffing needs and to encourage succession planning and growth within the Engineering Department.

As the City continues to enhance and expand its Engineering and Capital Improvement Projects (CIP), the creation of a Deputy Director of Engineering position will provide the department with an additional key senior leader. The Deputy Director will enable the department to better align its strategic goals with its operational capabilities and will play a key role in developing and executing not only the Council adopted Work Plan, but also asset strategic plans, ensuring that projects are implemented before they become an urgent matter and that they are consistent with the City's long-term vision and objectives. Additionally, by overseeing day-to-day operations, the Deputy Director will streamline workflows and optimize resource utilization, ultimately boosting the department's productivity.

The Deputy Director of Engineering will be responsible for planning, organizing, managing, and providing oversight for multiple functions, workgroups, and service areas in the Engineering Department, including the CIP, land development, permitting and Traffic programs. This individual will coordinate assigned activities with other City Departments and outside agencies. The Deputy Director will manage each program's workplan, oversee staff development, monitor grant opportunities, ensure projects are being delivered efficiently and ensure staff are providing excellent customer service. The

Deputy Director of Engineering is an at-will FLSA exempt position and a part of the Management Salary Schedule 1, pay grade M7 (Attachment 2).

CEQA COMPLIANCE STATEMENT: Not a project as defined by CEQA.

FISCAL IMPACT:

The FY 2024/2025 Operating Budget, as adopted by the City Council on June 28, 2023, included all the salary and benefit increases mentioned, except for the engineering position/grade changes and additional 3% increase in January 2025 for seasonal/temporary lifeguards. It is anticipated these fiscal impacts can be absorbed through the adopted budget due to vacancies and retirement savings. No expenditure increases are being requested at this time.

WORK PLAN: N/A

OPTIONS:

- Approve the FY 2024/2025 Salary, Classification and Compensation Plans as recommended by Staff.
- Do not approve the FY 2024/2025 Salary, Classification and Compensation Plans and provide alternative direction to the City Manager.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council:


1. Adopt Resolution 2024-080 approving the FY 2024/2025 Salary and Compensation Plans to include the following:
 - Approval of a 3% adjustment to the FY 2024/2025 Management Salary Schedule (Schedule 1; Attachment 2).
 - Approval of a 3% adjustment to the FY 2024/2025 Confidential Salary Schedule (Schedule 2; Attachment 3).
 - Approval of a 3% adjustment to the FY 2024/2025 SBEA Miscellaneous Salary Schedule (Schedule 3; Attachment 4).
 - Approval of a 3% adjustment to the FY 2024/2025 Marine Safety Salary Schedule (Schedule 4; Attachment 5).
 - Approval of a 3% adjustment to the FY 2024/2025 Fire Salary Schedule (Schedule 5; Attachment 6).
 - Approval of a 3% adjustment to the FY 2024/2025 Part-Time/Temporary/Seasonal Salary Schedule (Schedule 6; Attachment 7).

- Approval of an additional 3% adjustment to the FY 2024/2025 Part-Time/Temporary/Seasonal Salary Schedule (Schedule 6; Attachment 8), effective January 1, 2025.
- Approval of an adjustment to the Principal Civil Engineer pay grade, from pay grade M4-A to pay grade M6 on the FY 2024/2025 Management Employees' Salary Schedule 1 (Attachment 2).
- Approval of an adjustment to the Senior Civil Engineer pay grade, from pay grade M3 to pay grade M4-A on the FY 2024/2025 Management Employees' Salary Schedule 1 (Attachment 2).
- Approval for creating a new Deputy Director of Engineering classification and incorporating the new position into the FY 2024/2025 Management Employees' Salary Schedule 1 at pay grade M7 (Attachment 2).

2. Authorize the City Treasurer to amend the FY 2024/2025 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-080
2. FY 2024/2025 Management Salary Schedule 1
3. FY 2024/2025 Confidential Employees Salary Schedule 2
4. FY 2024/2025 Miscellaneous Employees Salary Schedule 3
5. FY 2024/2025 Marine Safety Salary Schedule 4
6. FY 2023/2024 Fire Association Salary Schedule 5
7. FY 2024/2025 Part-Time/Temporary/Seasonal Salary Schedule 6
8. FY 2024/2025 (JANUARY 1, 2025) Part-Time/Temporary/Seasonal Salary Schedule 6
9. FY 2024/2025 – City Manager Salary Schedule 7
10. FY 2024/2025 Elected Officials' Salary Schedule 8
11. Deputy Director of Engineering Job Description

RESOLUTION 2024-080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING FY 2024/2025 SALARY, CLASSIFICATION AND COMPENSATION PLANS FOR ALL UNREPRESENTED, REPRESENTED, PART-TIME/SEASONAL/TEMPORARY EMPLOYEES, THE CITY MANAGER, AND ELECTED OFFICIALS

WHEREAS, the City Council authorizes all salary and compensation plans (Section 8.10 of the City's Personnel Rules and Regulations); and

WHEREAS, the City Council must approve a salary and compensation plan for employees including executive management, management and confidential, the Solana Beach Employees Association – Miscellaneous (SBEA-MISC), the Solana Beach Employees Association – Marine Safety Unit (SBEA-MSU), the Solana Beach Fire Association (SBFA), and the Part-Time/Seasonal/Employee groups to coincide with fiscal appropriations each fiscal year; and

WHEREAS, the City Manager recommends a three percent (3%) salary adjustment effective the first full pay period in July 2024 for all non-represented employees (executive management, management and confidential); and

WHEREAS, the City Manager recommends a three percent (3%) salary adjustment, effective the first full pay period in July 2024, and an additional three percent (3%) salary adjustment, effective the first full pay period in January 2025, for the Part-Time/Temporary Salary Schedule 6, pay grades PTS-9161 and above to increase competitiveness in seasonal recruitment; and

WHEREAS, the City Manager recommends a salary adjustment equal to the increase in the California minimum wage, effective January 1, 2025, for the pay grades 9101, 9121, and 9141; and

WHEREAS, through the negotiations process, the City Council previously approved a three percent (3%) salary adjustment, effective the first full pay period in July 2024 for employees in the Solana Beach Employees Association – Miscellaneous (SBEA-MISC.), the Solana Beach Employees Association – Marine Safety (SBEA-MSU), and the Solana Beach Fire Association (SBFA) bargaining units; and

WHEREAS, the City Manager recommends a six percent (6%) increase to the Health Benefits Flex Credit for FY 2024/2025 for all non-represented employees, including the City Manager and City Council, and SBEA-MISC. employees (excluding part-time/seasonal/temporary employees); and

WHEREAS, through the negotiations process, the City Council previously approved a five percent (5%) increase to the Health Benefits Flex Credit for FY 2024/2025 for all SBEA-MSU employees (excluding part-time/seasonal/temporary employees); and

WHEREAS, through the negotiations process, the City Council previously approved the Health Benefits Flex Credit based on the median of the CalPERS health rates for Plan Year 2025 and cash-back/opt out cap will be \$764.00 per month for SBFA employees; and

WHEREAS, the City Manager recommends an increase to pay grade M6 for the Principal Civil Engineer and an increase to pay grade M4-A for the Senior Civil Engineer; and

WHEREAS, the City Manager recommends the creation of a new Deputy Director of Engineering position at pay grade M7; and

WHEREAS, the City Manager is authorized to make any future necessary changes to the City's salary schedules to remain in compliance with applicable State and/or Federal laws; and

WHEREAS, the City Council has reviewed and considered the City Manager's recommendations for salary and compensation plans and is prepared to adopt the FY 2024/2025 Salary, Classification and Compensation plans as recommended.

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

1. That the foregoing recitations are true and correct.
2. The FY 2024/2025 Salary and Compensation Plans for represented employees, executive management, management, confidential, part-time/seasonal/temporary employees will be revised to reflect the following:
 - A. **SBEA-Miscellaneous Unit Represented Employees:**
 - i. 3% salary increase and 6% increase in Health Care Benefits.
 - B. **SBEA-Marine Safety Represented Employees:**
 - i. 3% salary increase and 5% increase in Health Care Benefits.
 - C. **SBFA Represented Employees:**
 - i. 3% salary increase and an increase in Health Care Benefits based on the median of CalPERS Plan Year 2025 health rates.
 - D. **Non-represented Employees (Executive Management, Management and Confidential):**
 - i. 3% salary increase and 6% increase in Health Care Benefits.
 - E. **Part-Time/Seasonal/Temporary Employees:**
 - i. Positions in pay grades PTS 9161 and above will receive a 3% salary increase effective the first full pay period in July 2024.

- ii. Positions in pay grades PTS 9161 and above will receive a 3% salary increase effective the first full pay period in January 2025.
- iii. Positions in pay grades PTS 9101, 9121, and 9141 will be adjusted according to the California Minimum Wage effective January 1, 2025.

F. City Manager:

- i. 6% increase in Health Care Benefits.

G. Elected Officials:

- ii. 6% increase in Health Care Benefits.

H. Except as identified above, the terms of the FY 2024/2025 Salary and Compensation Plans shall continue in full force and effect for all employees.

I. The FY 2024/2025 Salary and Compensation Plans shall be effective the first full pay period in July 2024, for all employees, and will remain in effect for an unspecified period of time until revised by City Council.

PASSED AND ADOPTED this 10th day of July, 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California, by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA CANLAS, City Attorney

ANGELA IVEY, City Clerk

SALARY SCHEDULE 1

JULY 2024

Pay Grade	Job Classifications	Frequency	Minimum	25th Percentile	Midpoint	75th Percentile	Maximum
M1	Management Analyst	Annual	\$71,468.80	\$82,180.80	\$92,913.60	\$103,625.60	\$114,337.60
	Human Resources Analyst	Monthly	\$5,955.73	\$6,848.40	\$7,742.80	\$8,635.47	\$9,528.13
	Recreation Supervisor	Bi-weekly	\$2,748.80	\$3,160.80	\$3,573.60	\$3,985.60	\$4,397.60
	Executive Assistant to City Manager/Council	Hourly	\$34.36	\$39.51	\$44.67	\$49.82	\$54.97
	Public Works Supervisor						
M2	Deputy City Clerk	Annual	\$81,785.60	\$91,998.40	\$102,190.40	\$112,403.20	\$122,657.60
	Senior Human Resources Analyst	Monthly	\$6,815.47	\$7,666.53	\$8,515.87	\$9,366.93	\$10,221.47
	Senior Management Analyst	Bi-weekly	\$3,145.60	\$3,538.40	\$3,930.40	\$4,323.20	\$4,717.60
		Hourly	\$39.32	\$44.23	\$49.13	\$54.04	\$58.97
M3	Network System Engineer	Annual	\$89,939.20	\$101,192.00	\$112,403.20	\$123,656.00	\$134,908.80
	Senior Accountant	Monthly	\$7,494.93	\$8,432.67	\$9,366.93	\$10,304.67	\$11,242.40
	Senior Planner	Bi-weekly	\$3,459.20	\$3,892.00	\$4,323.20	\$4,756.00	\$5,188.80
		Hourly	\$43.24	\$48.65	\$54.04	\$59.45	\$64.86
M4	Information Technology Manager	Annual	\$98,945.60	\$111,300.80	\$123,656.00	\$136,011.20	\$148,844.80
	Principal Human Resources Analyst	Monthly	\$8,245.47	\$9,275.07	\$10,304.67	\$11,334.27	\$12,403.73
	Principal Management Analyst	Bi-weekly	\$3,805.60	\$4,280.80	\$4,756.00	\$5,231.20	\$5,724.80
	Principal Planner	Hourly	\$47.57	\$53.51	\$59.45	\$65.39	\$71.56
	Public Works Operations Manager						
	Recreation Manager						
M4-A	Assistant to the City Manager	Annual	\$108,804.80	\$122,428.80	\$136,011.20	\$149,635.20	\$163,217.60
	Human Resources Manager	Monthly	\$9,067.07	\$10,202.40	\$11,334.27	\$12,469.60	\$13,601.47
	Senior Civil Engineer	Bi-weekly	\$4,184.80	\$4,708.80	\$5,231.20	\$5,755.20	\$6,277.60
		Hourly	\$52.31	\$58.86	\$65.39	\$71.94	\$78.47
M5	Fire Battalion Chief (2912 annual hours)	Annual	\$112,519.68	\$126,584.64	\$140,678.72	\$154,685.44	\$168,779.52
		Monthly	\$9,376.64	\$10,548.72	\$11,723.23	\$12,890.45	\$14,064.96
		Bi-weekly	\$4,327.68	\$4,868.64	\$5,410.72	\$5,949.44	\$6,491.52
		Hourly	\$38.64	\$43.47	\$48.31	\$53.12	\$57.96
M6	Marine Safety Captain	Annual	\$119,724.80	\$134,680.00	\$149,635.20	\$164,590.40	\$179,545.60
	Finance Manager	Monthly	\$9,977.07	\$11,223.33	\$12,469.60	\$13,715.87	\$14,962.13
	Principal Civil Engineer	Bi-weekly	\$4,604.80	\$5,180.00	\$5,755.20	\$6,330.40	\$6,905.60
		Hourly	\$57.56	\$64.75	\$71.94	\$79.13	\$86.32
M6-A	Fire Battalion Chief (2080 annual hours)	Annual	\$123,760.00	\$139,235.20	\$154,710.40	\$170,164.80	\$185,660.80
		Monthly	\$10,313.33	\$11,602.93	\$12,892.53	\$14,180.40	\$15,471.73
		Bi-weekly	\$4,760.00	\$5,355.20	\$5,950.40	\$6,544.80	\$7,140.80
		Hourly	\$59.50	\$66.94	\$74.38	\$81.81	\$89.26
M7	Deputy Director of Engineering	Annual	\$126,609.60	\$145,620.80	\$164,590.40	\$183,601.60	\$202,592.00
	Deputy Fire Chief	Monthly	\$10,550.80	\$12,135.07	\$13,715.87	\$15,300.13	\$16,882.67
		Bi-weekly	\$4,869.60	\$5,600.80	\$6,330.40	\$7,061.60	\$7,792.00
		Hourly	\$60.87	\$70.01	\$79.13	\$88.27	\$97.40
M8	City Clerk	Annual	\$139,256.00	\$160,139.20	\$181,064.00	\$201,968.00	\$222,830.40
	City Engineer/Public Works Director	Monthly	\$11,604.67	\$13,344.93	\$15,088.67	\$16,830.67	\$18,569.20
	Community Development Director	Bi-weekly	\$5,356.00	\$6,159.20	\$6,964.00	\$7,768.00	\$8,570.40
	Fire Chief	Hourly	\$66.95	\$76.99	\$87.05	\$97.10	\$107.13
	Finance Director/City Treasurer						
	Human Resources Director						
M9	Information Technology Director						
	Assistant City Manager	Annual	\$180,960.00	\$195,811.20	\$210,662.40	\$225,492.80	\$240,344.00
		Monthly	\$15,080.00	\$16,317.60	\$17,555.20	\$18,791.07	\$20,028.67
		Bi-weekly	\$6,960.00	\$7,531.20	\$8,102.40	\$8,672.80	\$9,244.00
		Hourly	\$87.00	\$94.14	\$101.28	\$108.41	\$115.55

CONFIDENTIAL EMPLOYEES
SALARY SCHEDULE 2
JULY 2024

			Hourly						Monthly							
Pay Grade		Job Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Confidential	94-A	Confidential Administrative Assistant	\$ 28.71	\$ 30.16	\$ 31.65	\$ 33.24	\$ 34.90	\$ 36.65	\$ 38.48	\$ 4,976.40	\$ 5,227.73	\$ 5,486.00	\$ 5,761.60	\$ 6,049.33	\$ 6,352.67	\$ 6,669.87
Confidential	95-A	Fiscal Services Specialist	\$ 28.99	\$ 30.44	\$ 31.03	\$ 31.96	\$ 33.57	\$ 35.25	\$ 37.01	\$ 38.86	\$ 5,276.27	\$ 5,378.53	\$ 5,539.73	\$ 5,818.80	\$ 6,110.00	\$ 6,415.07
Confidential	107-A	Administrative Assistant IV	\$ 32.66	\$ 34.31	\$ 36.02	\$ 37.82	\$ 39.72	\$ 41.69	\$ 43.78	\$ 5,661.07	\$ 5,947.07	\$ 6,243.47	\$ 6,555.47	\$ 6,884.80	\$ 7,226.27	\$ 7,588.53
		Fiscal Services Specialist II														
Confidential	114-A	Accountant	\$ 35.04	\$ 36.78	\$ 38.61	\$ 40.55	\$ 42.58	\$ 44.71	\$ 46.95	\$ 6,073.60	\$ 6,375.20	\$ 6,692.40	\$ 7,028.67	\$ 7,380.53	\$ 7,749.73	\$ 8,138.00

SBEA - MISCELLANEOUS EMPLOYEES
SALARY SCHEDULE 3
JULY 2024

			Hourly							Monthly						
Pay Grade		Job Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step A	Step B	Step C	Step D	Step E	Step F	Step G
MIS (MS)	4101	Administrative Assistant I	\$ 18.91	\$ 19.85	\$ 20.84	\$ 21.89	\$ 22.99	\$ 24.13	\$ 25.34	\$3,277.73	\$3,440.67	\$3,612.27	\$3,794.27	\$ 3,984.93	\$ 4,183.11	\$ 4,392.27
MIS (MS)	4151	Maintenance Worker I	\$ 22.84	\$ 23.98	\$ 25.19	\$ 26.45	\$ 27.76	\$ 29.15	\$ 30.61	\$3,958.93	\$4,156.53	\$4,366.27	\$4,584.67	\$ 4,811.73	\$ 5,052.67	\$ 5,305.73
MIS (MS)	4201	Administrative Assistant II	\$ 23.07	\$ 24.23	\$ 25.44	\$ 26.72	\$ 28.04	\$ 29.45	\$ 30.92	\$3,998.80	\$4,199.87	\$4,409.60	\$4,631.47	\$ 4,860.27	\$ 5,104.67	\$ 5,359.47
MIS (MS)	4251	Maintenance Worker II	\$ 25.75	\$ 27.03	\$ 28.38	\$ 29.80	\$ 31.29	\$ 32.86	\$ 34.51	\$4,463.33	\$4,685.20	\$4,919.20	\$5,165.33	\$ 5,423.60	\$ 5,695.73	\$ 5,981.73
MIS (MS)	4301	Code Compliance Specialist	\$ 28.15	\$ 29.56	\$ 31.03	\$ 32.59	\$ 34.21	\$ 35.93	\$ 37.72	\$4,879.33	\$5,123.73	\$5,378.53	\$5,648.93	\$ 5,929.73	\$ 6,227.87	\$ 6,538.13
MIS (MS)	4351	Permit Technician	\$ 28.44	\$ 29.86	\$ 31.35	\$ 32.92	\$ 34.57	\$ 36.30	\$ 38.11	\$4,929.60	\$5,175.73	\$5,434.00	\$5,706.13	\$ 5,992.13	\$ 6,292.00	\$ 6,605.73
	4401	Junior Planner														
MIS (MS)	4451	Administrative Assistant III	\$ 28.72	\$ 30.16	\$ 31.66	\$ 33.25	\$ 34.91	\$ 36.66	\$ 38.49	\$4,978.13	\$5,227.73	\$5,487.73	\$5,763.33	\$ 6,051.07	\$ 6,354.40	\$ 6,671.60
	4501	Management Assistant														
MIS (MS)	4551	Lead Maintenance Worker	\$ 29.58	\$ 31.06	\$ 32.62	\$ 34.26	\$ 35.96	\$ 37.77	\$ 39.66	\$5,127.20	\$5,383.73	\$5,654.13	\$5,938.40	\$ 6,233.07	\$ 6,546.80	\$ 6,874.40
MIS (MS)	4601	Code Compliance Officer	\$ 31.09	\$ 32.64	\$ 34.29	\$ 36.00	\$ 37.80	\$ 39.69	\$ 41.67	\$5,388.93	\$5,657.60	\$5,943.60	\$6,240.00	\$ 6,552.00	\$ 6,879.60	\$ 7,222.80
MIS (MS)	4651	Senior Engineering Technician	\$ 34.22	\$ 35.94	\$ 37.74	\$ 39.62	\$ 41.60	\$ 43.67	\$ 45.86	\$5,931.47	\$6,229.60	\$6,541.60	\$6,867.47	\$ 7,210.67	\$ 7,569.47	\$ 7,949.07
	4701	Management Associate														
MIS (MS)	4751	Assistant Planner	\$ 34.52	\$ 36.25	\$ 38.07	\$ 39.96	\$ 41.95	\$ 44.05	\$ 46.26	\$5,983.47	\$6,283.33	\$6,598.80	\$6,926.40	\$ 7,271.33	\$ 7,635.33	\$ 8,018.40
MIS (MS)	4801	Environmental Specialist	\$ 35.05	\$ 36.79	\$ 38.63	\$ 40.56	\$ 42.60	\$ 44.72	\$ 46.96	\$6,075.33	\$6,376.93	\$6,695.87	\$7,030.40	\$ 7,384.00	\$ 7,751.47	\$ 8,139.73
MIS (MS)	4851	Senior Code Compliance Officer	\$ 35.13	\$ 36.89	\$ 38.74	\$ 40.66	\$ 42.70	\$ 44.85	\$ 47.09	\$6,089.20	\$6,394.27	\$6,714.93	\$7,047.73	\$ 7,401.33	\$ 7,774.00	\$ 8,162.27
MIS (MS)	4901	Public Works Inspector	\$ 36.09	\$ 37.90	\$ 39.80	\$ 41.79	\$ 43.89	\$ 46.08	\$ 48.39	\$6,255.60	\$6,569.33	\$6,898.67	\$7,243.60	\$ 7,607.60	\$ 7,987.20	\$ 8,387.60
	4951	Fire Prevention Specialist														
MIS (MS)	5001	Associate Planner	\$ 38.82	\$ 40.76	\$ 42.80	\$ 44.93	\$ 47.18	\$ 49.54	\$ 52.03	\$6,728.80	\$7,065.07	\$7,418.67	\$7,787.87	\$ 8,177.87	\$ 8,586.93	\$ 9,018.53
MIS (MS)	5051	Assistant Civil Engineer	\$ 39.90	\$ 41.90	\$ 43.99	\$ 46.20	\$ 48.50	\$ 50.94	\$ 53.49	\$6,916.00	\$7,262.67	\$7,624.93	\$8,008.00	\$ 8,406.67	\$ 8,829.60	\$ 9,271.60
MIS (MS)	5101	Associate Civil Engineer	\$ 47.77	\$ 50.17	\$ 52.67	\$ 55.30	\$ 58.07	\$ 60.98	\$ 64.02	\$8,280.13	\$8,696.13	\$9,129.47	\$9,585.33	\$10,065.47	\$10,569.87	\$11,096.80

MARINE SAFETY EMPLOYEES
SALARY SCHEDULE 4
JULY 2024

			Hourly						Monthly					
Pay Grade		Job Classification	Step A	Step B	Step C	Step D	Step E	Step F	Step A	Step B	Step C	Step D	Step E	Step F
Marine Safety	7101	Marine Safety Sergeant	\$ 33.80	\$ 35.48	\$ 37.27	\$ 39.14	\$ 41.09	\$ 43.15	\$ 5,858.67	\$ 6,149.87	\$ 6,460.13	\$ 6,784.27	\$ 7,122.27	\$ 7,479.33
Marine Safety	7201	Marine Safety Lieutenant	\$ 40.84	\$ 42.89	\$ 45.03	\$ 47.28	\$ 49.64	N/A	\$ 7,078.93	\$ 7,434.27	\$ 7,805.20	\$ 8,195.20	\$ 8,604.27	N/A

SOLANA BEACH FIRE ASSOCIATION
SALARY SCHEDULE 5
JULY 2024

<u>Classification</u>		<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
6101	<u>Firefighter / Paramedic</u>					
	Base Rate	\$ 29.78	\$ 31.26	\$ 32.83	\$ 34.48	\$ 36.19
	OT Premium	\$ 14.89	\$ 15.63	\$ 16.42	\$ 17.24	\$ 18.10
	Bi-weekly Base ⁽¹⁾	\$ 3,335.36	\$ 3,501.12	\$ 3,676.96	\$ 3,861.76	\$ 4,053.28
	Monthly Base ⁽¹⁾	\$ 7,226.61	\$ 7,585.76	\$ 7,966.75	\$ 8,367.15	\$ 8,782.11
	Annual Base ⁽¹⁾	\$ 86,719.36	\$ 91,029.12	\$ 95,600.96	\$ 100,405.76	\$ 105,385.28
	Estimated Annual FLSA OT ⁽²⁾	\$ 2,322.84	\$ 2,438.28	\$ 2,561.52	\$ 2,689.44	\$ 2,823.60
	Estimated Annual Total ⁽²⁾	\$ 89,042.20	\$ 93,467.40	\$ 98,162.48	\$ 103,095.20	\$ 108,208.88
6201	<u>Fire Engineer</u>					
	Base Rate	\$ 32.22	\$ 33.84	\$ 35.51	\$ 37.30	\$ 39.18
	OT Premium	\$ 16.11	\$ 16.92	\$ 17.76	\$ 18.65	\$ 19.59
	Bi-weekly Base ⁽¹⁾	\$ 3,608.64	\$ 3,790.08	\$ 3,977.12	\$ 4,177.60	\$ 4,388.16
	Monthly Base ⁽¹⁾	\$ 7,818.72	\$ 8,211.84	\$ 8,617.09	\$ 9,051.47	\$ 9,507.68
	Annual Base ⁽¹⁾	\$ 93,824.64	\$ 98,542.08	\$ 103,405.12	\$ 108,617.60	\$ 114,092.16
	Estimated Annual FLSA OT ⁽²⁾	\$ 2,513.16	\$ 2,639.52	\$ 2,770.56	\$ 2,909.40	\$ 3,056.04
	Estimated Annual Total ⁽²⁾	\$ 96,337.80	\$ 101,181.60	\$ 106,175.68	\$ 111,527.00	\$ 117,148.20
6301	<u>Fire Captain</u>					
	Base Rate	\$ 35.59	\$ 37.37	\$ 39.24	\$ 41.21	\$ 43.27
	OT Premium	\$ 17.80	\$ 18.69	\$ 19.62	\$ 20.61	\$ 21.64
	Bi-weekly Base ⁽¹⁾	\$ 3,986.08	\$ 4,185.44	\$ 4,394.88	\$ 4,615.52	\$ 4,846.24
	Monthly Base ⁽¹⁾	\$ 8,636.51	\$ 9,068.45	\$ 9,522.24	\$ 10,000.29	\$ 10,500.19
	Annual Base ⁽¹⁾	\$ 103,638.08	\$ 108,821.44	\$ 114,266.88	\$ 120,003.52	\$ 126,002.24
	Estimated Annual FLSA OT ⁽²⁾	\$ 2,776.80	\$ 2,915.64	\$ 3,060.72	\$ 3,215.16	\$ 3,375.84
	Estimated Annual Total ⁽²⁾	\$ 106,414.88	\$ 111,737.08	\$ 117,327.60	\$ 123,218.68	\$ 129,378.08
6302	<u>Fire Captain (Shift)</u>					
	Base Rate	\$ 36.31	\$ 38.12	\$ 40.03	\$ 42.03	\$ 44.14
	OT Premium	\$ 18.16	\$ 19.06	\$ 20.02	\$ 21.02	\$ 22.07
	Bi-weekly Base ⁽¹⁾	\$ 4,066.72	\$ 4,269.44	\$ 4,483.36	\$ 4,707.36	\$ 4,943.68
	Monthly Base ⁽¹⁾	\$ 8,811.23	\$ 9,250.45	\$ 9,713.95	\$ 10,199.28	\$ 10,711.31
	Annual Base ⁽¹⁾	\$ 105,734.72	\$ 111,005.44	\$ 116,567.36	\$ 122,391.36	\$ 128,535.68
	Estimated Annual FLSA OT ⁽²⁾	\$ 2,832.96	\$ 2,973.36	\$ 3,123.12	\$ 3,279.12	\$ 3,442.92
	Estimated Annual Total ⁽²⁾	\$ 108,567.68	\$ 113,978.80	\$ 119,690.48	\$ 125,670.48	\$ 131,978.60
<p>(1) Weekly, Bi-weekly, and Annual "base rates" are determined by calculating 112 hours of straight time paid in 26 pay periods. These rates do not include FLSA Overtime.</p> <p>(2) Estimated Annual FLSA OT Premium is compensation required under Department of Labor Fair Labor Standards Act (FLSA) Section 29 CFR 553.230 (Section 7(k)) and is compensated based on Fire Department 24-day Work Period resulting in approx. 10 hours of OT Premium pay per 24-day Work Period.</p>						

SALARY SCHEDULE 6

JULY 2024

Pay Grade		Job Classification					
PTS	9101	Lifeguard Intern	\$16.00				
PTS	9121	Junior Lifeguard Intern					
PTS	9141	Junior Lifeguard Instructor I (non-lifeguard)					
			Step A	Step B	Step C	Step D	Step E
PTS	9161	Lifeguard	\$19.57	\$20.56	\$21.59	\$22.66	\$23.79
PTS	9181	Junior LG Instructor II					
PTS	9201	Management Intern					
PTS	9221	Temporary Administrative Assistant					
PTS	9241	Parking Enforcement Officer					
PTS	9261	Recreation Leader I					
PTS	9281	Lifeguard + EMT	\$20.58	\$21.60	\$22.68	\$23.81	\$25.01
PTS	9301	Junior LG Instructor II + EMT					
PTS	9321	Recreation Leader II					
PTS	9341	Temporary Maintenance Worker I	\$23.19	\$24.35	\$25.56	\$26.83	\$28.18
PTS	9361	Temporary Firefighter/Paramedic	\$23.42	\$24.59	\$25.82	\$27.11	\$28.47
PTS	9381	Temporary Planning Technician	\$23.65	\$24.83	\$26.08	\$27.38	\$28.76
PTS	9401	Temporary Engineering Technician					
PTS	9421	Temporary Administrative Technician	\$24.86	\$26.10	\$27.41	\$28.78	\$30.22
PTS	9441	Jr. Lifeguard Administrative Technician					
PTS	9461	Recreation Leader III	\$25.10	\$26.36	\$27.69	\$29.07	\$30.52
PTS	9481	Senior Lifeguard					
PTS	9501	Temporary Code Compliance Officer Assistant	\$25.86	\$27.17	\$28.52	\$29.94	\$31.45
PTS	9521	Senior Lifeguard + EMT	\$26.39	\$27.71	\$29.10	\$30.55	\$32.07
PTS	9541	Temporary Management Assistant	\$30.33	\$31.85	\$33.43	\$35.11	\$36.86
PTS	9531	Temporary Lifeguard Supervisor	\$33.68	\$35.36	\$37.13	\$38.99	\$40.94
PTS	9561	Temporary Fire Prevention Technician	\$37.38	\$39.25	\$41.22	\$43.28	\$45.44

UPDATED**TEMPORARY/PART-TIME/SEASONAL EMPLOYEES****FY 2024/2025****SALARY SCHEDULE 6****EFFECTIVE JANUARY 1, 2025**

Pay Grade		Job Classification	2025 California Minimum Wage				
PTS	9101	Lifeguard Intern	Pending - To Be Determined				
PTS	9121	Junior Lifeguard Intern					
PTS	9141	Junior Lifeguard Instructor I (non-lifeguard)					
			Step A	Step B	Step C	Step D	Step E
PTS	9161	Lifeguard	\$20.16	\$21.18	\$22.24	\$23.34	\$24.50
PTS	9181	Junior LG Instructor II					
PTS	9201	Management Intern					
PTS	9221	Temporary Administrative Assistant					
PTS	9241	Parking Enforcement Officer					
PTS	9261	Recreation Leader I	\$21.20	\$22.25	\$23.36	\$24.52	\$25.76
PTS	9281	Lifeguard + EMT					
PTS	9301	Junior LG Instructor II + EMT					
PTS	9321	Recreation Leader II	\$23.89	\$25.08	\$26.33	\$27.63	\$29.03
PTS	9341	Temporary Maintenance Worker I					
PTS	9361	Temporary Firefighter/Paramedic					
PTS	9381	Temporary Planning Technician	\$24.36	\$25.57	\$26.86	\$28.20	\$29.62
PTS	9401	Temporary Engineering Technician					
PTS	9421	Temporary Administrative Technician	\$25.61	\$26.88	\$28.23	\$29.64	\$31.13
PTS	9441	Jr. Lifeguard Administrative Technician					
PTS	9461	Recreation Leader III	\$25.85	\$27.15	\$28.52	\$29.94	\$31.44
PTS	9481	Senior Lifeguard					
PTS	9501	Temporary Code Compliance Officer Assistant	\$26.64	\$27.99	\$29.38	\$30.84	\$32.39
PTS	9521	Senior Lifeguard + EMT	\$27.18	\$28.54	\$29.97	\$31.47	\$33.03
PTS	9541	Temporary Management Assistant	\$31.24	\$32.81	\$34.43	\$36.16	\$37.97
PTS	9531	Temporary Lifeguard Supervisor	\$34.69	\$36.42	\$38.24	\$40.16	\$42.17
PTS	9561	Temporary Fire Prevention Technician	\$38.50	\$40.43	\$42.46	\$44.58	\$46.80

Temporary/PT/Seasonal Employees**Updated January 1, 2025****Resolution - 2024-080****ATTACHMENT 8**

City Manager
SALARY SCHEDULE 7
July 2024

	Effective Date	Annual Salary	Monthly Salary
City Manager	5/6/2024	\$250,000.00	\$20,833.33
To view the City Manager's Agreements please follow the link below:			
City Manager's Agreement			

MAYOR AND COUNCILMEMBERS

SALARY SCHEDULE 8

DECEMBER 9, 2020

Pay Grade		Title	Monthly
CC	Municipal Code Section: 2.04.020	Mayor	\$ 960.00
		Councilmember	\$ 860.00

City of Solana Beach

DEPUTY DIRECTOR OF ENGINEERING

AT-WILL

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

Under general supervision, the incumbent is responsible for planning, organizing, managing, and providing oversight for multiple functions, workgroups and service areas in the Engineering Department, including the CIP, land development, permitting and Traffic programs. Coordinates assigned activities with other City Departments and outside agencies. The Deputy Director will manage each program's workplan, oversee staff development, monitor grant opportunities, ensure projects are being delivered efficiently and ensure staff are providing excellent customer service. The Deputy Director of Engineering position is an at-will FLSA exempt position.

DISTINGUISHING CHARACTERISTICS

The Deputy Director of Engineering is a stand-alone classification. The Deputy Director of Engineering is distinguished from the City Engineer/Director of Public Works, in that the latter, has overall responsibility for all functions of the Engineering Department and for focusing on Council priorities, setting Department goals, and developing, implementing, and interpreting policy.

ESSENTIAL JOB FUNCTIONS

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Assists the Department Director in the administration and coordination of services and functions within the Engineering Department; oversees the day-to-day operations of the department.
- Performs diverse, specialized, and complex work involving significant accountability and decision-making responsibility.
- Provides complex administrative and professional assistance to the Director, City Attorney, Assistant City Manager, City Manager, and/or City Council.

City of Solana Beach
Deputy Director of Engineering

- Plans, directs, coordinates, supervises and evaluates the work plan for assigned staff; prioritizes and assigns work activities, projects, and programs; reviews and evaluates work products, methods, and procedures; meets with staff to identify and resolve problems.
- Reviews departmental operations to determine the efficiency and effectiveness of services and/or programs; monitors and evaluates workflow.
- Formulates long and short-range forecasts of work and develops and executes appropriate plans.
- Directs the development and implementation of policies, procedures, programs, goals, standards and priorities.
- Manages and administers a variety of operations, plans, and activities, which include, ensuring timelines are met; monitoring work quality; monitoring safety compliance; and performing other related tasks.
- Coordinates training and development activities and opportunities.
- Reviews engineering capital improvement projects to ensure conformance with standards, plans, and policies; certifies completion of projects.
- Manages the day-to-day operation of land development review process both at the discretionary as well as ministerial level
- Prepares or directs the preparation of reports and presentations to City Council and community workshops, and public meetings and events; attends and presents at City Council, and public meetings and events.
- Serves as a lead in cross-division teams and cross-department initiatives and programs. Coordinates activities, services, and programs with other agencies, partners, departments, and/or other applicable parties.
- Assists in the preparation of and monitors the Department, division, program and project budgets; forecasts funding needs; monitors and approves expenditures; recommends budget adjustments.
- Responds to and resolves citizen complaints; investigates and analyzes sensitive and complex issues.

City of Solana Beach
Deputy Director of Engineering

- Monitors national and state-wide developments in funding, engineering, economic, and community development matters; evaluates their impact on City programs and operations and recommends responsive changes.
- Makes hiring, termination, and disciplinary recommendations.
- May serve as the Director in the absence of the City Engineer/Director of Public Works.
- Presents at City Council meetings and engages in other public and community event speaking engagements.
- Reviews engineering projects to ensure conformance with standards, plans, and policies; certifies completion of projects.
- Attends staff meetings, conferences, and trainings as scheduled.
- Builds and maintains positive working relationships with co-workers, other City employees, and the public using effective communication methods and principles of good customer service.

QUALIFICATIONS GUIDELINES

Education:

A bachelor's degree from an accredited college or university with major course work in civil engineering or a related engineering field. A master's degree in a related field is desirable.

Required Licenses/Certification

- Valid California Driver's License
- Current and active registration as a Professional Engineer with the State of California (P.E.)

Experience:

Seven (7) years of increasingly responsible professional experience in civil engineering, including five years of professional supervisory or management responsibility experience. A master's degree in a related field is desirable.

KNOWLEDGE, SKILLS & ABILITIES

Knowledge of:

- Principles and practices of public administration and government finance.
- Principles and practices of leadership, motivation, team building, and conflict resolution.
- Principles and practices of supervision, training, personnel management, and project management.
- Public Works project and program administration.
- Private development project administration and delivery.
- Principle of nexus and proportionality as relate to private land development projects.
- Applicable Federal, State, and Local laws, ordinances, codes, rules, and regulations.
- Principles and practices of construction inspection and construction management.
- Project management principles and practices.
- Fiscal Management and budgeting principles and procedures.
- Report and letter writing.
- Advanced mathematical concepts.
- Accepted standards of construction materials, methods, and craftsmanship.
- Contract management and administration principles and practices.
- Customer service techniques.
- Negotiation and mediation techniques.
- Occupational hazards and safety standards.
- Modern principles and methods in civil engineering and traffic engineering including reporting, funding, planning, right of way acquisition, design, environmental analysis, permitting, construction, operation and maintenance.
- Techniques for effectively dealing with individuals of various ages, various socioeconomic, cultural, and ethnic groups, and effectively representing the City in contacts with the public.
- Maintain a safe work environment in accordance with programs and City policies and procedures for participants, patrons, co-workers, and self.
- Safe driving rules and practices.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Program management, and basic supervisory techniques.
- Modern office practices, methods, computer equipment and computer applications.

Ability to:

- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Supervise, train, plan, organize, schedule, assign, review, and evaluate the work of staff.
- Analyze, interpret, apply, and enforce applicable Federal, State, and local policies, procedures, laws, and regulations.
- Identify problems, research and analyze relevant information, develop and present recommendations and justification for solution.
- Perform the most complex engineering projects and programs efficiently and effectively.
- Develop cost estimates for contracted services, supplies, and equipment.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Maintain accurate records and files of work performed.
- Develop and recommend systems and procedures related to assigned operations.
- Establish and maintain a variety of manual and computerized recordkeeping and project management systems.
- Read, interpret, retrieve, and produce drawings, blueprints, maps, and specifications.
- Make sound, independent decisions within established policy and procedural guidelines.
- Prepare clear and concise reports and analyze technical and administrative reports, statements, and correspondence.
- Present technical data in verbal, written, graphic, and map form to City Council, City management staff, citizen groups, and variety of committees and commissions.
- Interpret and explain engineering programs to the general public.
- Read, analyze, and interpret information from professional journals, technical procedures, or governmental regulations.
- Operate modern office equipment and computers including specialized computer applications.
- Use tact, initiative, prudence, and independent judgment within general policy and legal guidelines in politically sensitive situations.
- Establish and maintain cooperative and effective relationships with school officials, neighborhood groups, councilmembers, businesses, and community organizations.
- Maintain confidentiality of sensitive information and records.

- Organize work, set priorities, and meet critical deadlines; use initiative and independent judgment within established procedural guidelines.
- Assist plan, organize, assign, train, supervise, review, the activities of assigned staff.
- Prepare clear, concise, and effective reports, correspondence, and other written materials.
- Make effective oral presentations to diverse audiences as needed.
- Communicate clearly and concisely, both orally and in writing.
- Understand and carry out oral and written instructions.
- Work in a team atmosphere and participate on a variety of departmental and Citywide committees to enhance the provision of all City services.
- Demonstrate an awareness and appreciation of the cultural diversity of the community and work with diverse populations and maintain an inclusive environment.
- Establish and maintain effective working relationships with those contacted in the course of work.

Special Requirements:

- The applicant selected will be subject to a criminal history investigation through the California Department of Justice (DOJ) and a thorough background check. A waiver for reference and background information must be completed.
- Possession of a valid Class "C" California driver's license with a satisfactory driving record.
- Incumbents in this classification may be required to work evenings, weekends, and holidays.
- Incumbents may be asked to travel on City business, using their own vehicle or a City vehicle, and are required to be in the Department of Motor Vehicles Pull Notice Program.

ADDITIONAL REQUIREMENTS

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

City of Solana Beach employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

PHYSICAL AND MENTAL DEMANDS/WORKING CONDITIONS

The physical and mental demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.

- **Mental function:** Includes reading, writing, mathematical computations, operating a computer, problem solving, managing multiple projects, calmly handling complaints and problems from irate citizens or contractors, and decision making under stressful conditions.
- **Productivity:** Incumbents must perform work in an efficient, effective, and timely manner with minimal direction.
- **Mobility:** Incumbents require sufficient mobility to work in an office setting and operate office equipment. Must possess the physical stamina to lift and move tables and chairs, arrange facilities for community events and/or meetings. Incumbents must be able to participate in assigned recreational activities for long periods of time, requires varying periods of walking, driving, standing, sitting, bending, stooping, running, reaching, and crouching. The ability to lift, push and/or pull objects which may weigh up to 60 pounds is required.
- **Vision:** Vision is sufficient to read small print, computer screens, and printed documents, and to operate assigned equipment.
- **Hearing:** Incumbents are required to hear in the normal audio range with or without correction.
- **Environment:** Incumbents may work in the field and be exposed to inclement weather conditions, may work at indoor or outdoor recreational facilities, and may travel from site to site. Incumbents may be exposed to blood and body fluids when rendering First Aid and CPR.
- **Physical:** Primary functions require sufficient physical ability to work both in an office setting and operate office equipment, as well as outdoor activities. Continuous fine finger dexterity to manipulate small tools and equipment; Frequent walking, standing, sitting, side-to-side turning of neck; firm grasp to lift and move equipment; Occasional bending and stooping, squatting, reaching at and above shoulder height, pushing/pulling up to 100 lbs., twisting at waist, upward and downward flexion of neck; lifting of objects weighing up to 60 lbs. Infrequent kneeling.
- **Other factors:** Incumbents may be required to work extended hours including mornings, evenings, and weekends. Incumbents may be required to travel outside City boundaries to attend meetings and to use a personal vehicle in the course of employment.



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: City Manager's Department – Nicole Grucky, Senior Management Analyst
SUBJECT: **City Council Consideration of Resolution 2024-086 Selecting All City Management Services, Inc. to provide for Crossing Guard Services, authorizing the City Manager to execute a Professional Services Agreement (PSA) with All City Management Services, Inc., and Appropriating Corresponding Funds and Approving FY 2024/25 Budget Amendments**

BACKGROUND:

On July 10, 2018, the City Council (Council) approved a Memorandum of Understanding (MOU) with the Solana Beach School District (District) for crossing guard services. Since that approval, the MOU has been amended four times to add intersections and increase the number of crossing guards in the program for a total of 10 crossing guards. The original contract was for one year with four additional one-year extensions. Since the extensions are now exhausted, a new PSA is required. On June 3, 2024, the City released a Request for Proposal (RFP) for crossing guard services, starting in August 2024.

This item is before Council to consider Resolution 2024-086 (Attachment 1) awarding the crossing guard services to All City Management Services, Inc. (ACMS) for the FY 2024/25 and authorizing the City Manager to execute a Professional Services Agreement (PSA). If Council approves, Staff requests corresponding appropriations of funds.

DISCUSSION:

The City promotes walking and biking throughout the community and wants to ensure it is safe to do so. Since 2018, the City and District have worked in cooperation with one another to share the costs and provide professional crossing guard services during the

4882-6039-0862 v1

COUNCIL ACTION:

hours students walk and bike to and from school. In order to fulfill this need, the City released an RFP to solicit crossing guard services. The original contract started in 2018, and contained up to four one-year extensions. With the expiration of the original contract, the City released an RFP in June 2024 to solicit crossing guard services for one year starting in August 2024, with the option to extend the agreement for up to four additional one-year terms.

The City received proposals from three companies who offer crossing guard services. The results of the proposals are summarized in the table below:

Company Name	Hourly Rate	Number of Guards	Shift	Total Price	Experience
ACMS	\$32.21	10	4-hour shifts daily per guard	\$231,912	City of Solana Beach, Escondido Union School District, Encinitas Union School District, City of Dana Point, City of Costa Mesa
Valus Security	\$32.50	10	2-hour shifts daily per guard	\$117,000	City of Pasadena, Chase Banks, Spirit Halloween
Cross Safe	\$69.82	10	2-hour shifts daily per guard	\$251,352	Elk Grove Unified School District, City of Lafayette, Kingsport City Schools

After reviewing all the proposals, based on the experience, capability, professionalism, and costs of the contractor, Staff recommends selecting ACMS to provide these services. ACMS has been the City's crossing guard service provider since 2018 and the School Districts and City Staff has been satisfied with the performance of their work.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

There is \$229,039 budgeted for crossing guards in the FY 2024/25 Traffic Safety Professional Services budget.

The total cost for the first year of the amended agreements is not to exceed \$231,912. The City currently has an MOU with the Solana Beach School District (District) to cost share the contract, where the District reimburses the City for sixty-five percent (65%) of this cost. Given the crossing guard services also benefit Earl Warren Middle School, a school within the San Dieguito Union High School District (SDUHSD), the City and the District are currently in negotiations with the SDUHSD to be included on the cost sharing for these services. Staff has met with representatives of both the District and SDUHSD and has received commitments to all partner together to cost share these services. The MOU memorializing this arrangement is expected to be brought to Council in the Fall.

Should the Council approve the PSA, Staff believes the additional cost of \$2,873 for FY 2024/25 can be absorbed in the current Traffic Safety operating budget.

WORK PLAN:

Not a project defined with the FY 2024/25 Work Plan. However, this program is consistent with the Environmental Sustainability section of the Work Plan as it encourages children to walk and bike to school and reduces the amount of vehicles on the road.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with alternative amendments / modifications.
- Deny Staff recommendation and provide further direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council consider adoption of Resolution 2024-086:

1. Awarding the crossing guard services to ACMS for one year with the option to extend the agreement for up to four additional one-year terms.
2. Authorizing the City Manager to execute a PSA with ACMS to provide these services.

3. Appropriating \$231,912 to the Traffic Safety Professional Services account 1006540.65300.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-086

RESOLUTION 2024-086

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, SELECTING ALL CITY MANAGEMENT SERVICES, INC. TO PROVIDE FOR CROSSING GUARD SERVICES, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ALL CITY MANAGEMENT SERVICES, INC. AND APPROPRIATING CORRESPONDING FUNDS

WHEREAS, the City of Solana Beach Fiscal Year (FY) 2018/19 Work Plan directed Staff to explore a partnership with the Solana Beach School District (District) to provide crossing guards in key locations near schools and busy intersections; and

WHEREAS, the City promotes walking and biking throughout the community to promote a healthier lifestyle, reduce vehicular traffic, and reduce greenhouse gas emissions; and

WHEREAS, the safety of Solana Beach students walking to and from school is paramount; and

WHEREAS, the District and the City agreed to share the costs to provide crossing guard services and on July 10, 2018, the City Council approved a Professional Services Agreement (PSA) with All City Management Services, Inc. (ACMS), a provider of crossing guard services; and

WHEREAS, on April 10, 2019, September 9, 2020, June 23, 2021, and July 1, 2023, Council approved extensions with ACMS for crossing guard services; and

WHEREAS, on June 3, 2024, the City released a Request for Proposals (RFP) for crossing guard services for the 2024/25 school year; and

WHEREAS, Staff and the District reviewed the proposals and the Parties desire to enter into a new PSA with ACMS to reflect the cost of services for the next year for ten (10) crossing guards.

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. The City Council hereby selects ACMS to provide crossing guard services for one year with the option to extend the agreement for up to four additional one-year terms.

3. The City Council authorizes the City Manager to negotiate and execute a PSA pending approval of these items by the Solana Beach School District and San Dieguito Union High School District.
4. The City Council hereby appropriates \$231,912 to the Traffic Safety Professional Services expenditure account 1006540.65300.

PASSED AND ADOPTED this 10 day of July, 2024, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSTAIN: Councilmembers –
ABSENT: 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 Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: City Manager's Department
SUBJECT: **City Council Consideration of Resolution 2024-083
Authorizing the City Manager to Execute a Right-of-Entry
and Reciprocal License Agreement for Parking with
Brixton Cove, LLC**

BACKGROUND:

On August 16, 1982, the predecessor owners of City-owned property located at 140 South Sierra Avenue and the property owned by Brixton Cove, LLC (Brixton) at 120 South Sierra, entered into a Mutual Easement and Parking Agreement that was recorded in the Official Records of the San Diego County Recorder's Office as Document Number 82-254321 on August 17, 1982 (Agreement). The Agreement, which identifies the City Property as the "Horton Parcel" and the Brixton Property as the "Chart House Parcel", granted reciprocal parking rights to the respective owners, tenants, employees, visitors and invitees of those properties on terms and conditions for a period of forty (40) years, expiring August 15, 2022.

On July 13, 2022, the City Council adopted Resolution 2022-096, authorizing the City Manager to execute a Right-of-Entry and Reciprocal License Agreement for Parking (License), in a form acceptable to the City Attorney, with Brixton Cove, LLC (Brixton) for a period of two years, effective August 16, 2022, and expiring August 15, 2024. The License was recorded in the Official Records of the San Diego County Recorder's Office as Document Number 2022-0404218 on October 19, 2022.

Because the current License provides essential parking for coastal visitors to the nearby Fletcher Cove Park and Fletcher Cove Beach Access in furtherance of Coastal Development Permit No. 6-05-040, Staff recommends extending the reciprocal parking arrangement to the earlier to occur of the following: (a) the date that is sixty months after August 16, 2024, the current expiration date of the License; or (b) thirty (30) days after City has (i) issued construction permits for the development of the entirety of the City

COUNCIL ACTION:

Property consistent with an approved coastal development permit; and (ii) provided written notice to Brixton that the City has issued that construction permit.

This item is before the City Council for the consideration of Resolution 2024-083 (Attachment 1) authorizing the City Manager to execute the First Amended of Right-of-Entry and Reciprocal License Agreement for Parking, in a form acceptable to the City Attorney (Attachment 2), with Brixton Cove, LLC (Brixton) effective August 16, 2024, extending the term under the same general terms and conditions as the existing License (Attachment 3), with the inclusion of an annual fee of \$35,000 per year for the first two years and a CPI adjustment beginning on August 16, 2026.

DISCUSSION:

Pursuant to the existing License and the Agreement before that, the City and Brixton have granted one another reciprocal parking rights whereby approximately twenty-six parking spaces on a portion of the City-owned parking lot located at 140 South Sierra Avenue are made available for use by Brixton and its tenants, employees and visitors, between the hours of 7:00 AM and 5:00 PM, Monday through Friday of each week, excluding weekends and holidays. Also under the License and the Agreement, Brixton has granted to the City its parking spaces located on their property at 120 South Sierra Avenue, for use by the City, its employees and agents and the public between the hours 5:00 PM and 2:00 AM Monday through Friday, over weekends and on holidays.

Given the importance of this parking resource to the City's visitors, residents and local businesses, Staff recommends extending this reciprocal parking arrangement through execution of a Right-of-Entry and Reciprocal License Agreement for Parking with an annual fee of \$35,000 per year with a CPI adjustment effective August 16, 2026 and otherwise under the same general terms and conditions, in a form acceptable to the City Attorney.

CEQA COMPLIANCE STATEMENT:

The proposed City Council action is not subject to the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Sections: 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); 15060(c)(3) (the activity is not a project as defined in Section 15378); and 15061(b)(3), because the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Because there is no possibility that the Resolution may have a significant adverse effect on the environment, the action is exempt from CEQA.

FISCAL IMPACT:

The approval of Resolution 2024-083 will result in revenue to the City of \$35,000 annually with a CPI adjustment effective August 16, 2026. All parking associated with the action would be available at no fee or cost to the public or to the City.

WORK PLAN:

N/A

OPTIONS:

- Adopt Staff recommendation.
- Provide alternative direction to Staff.
- Reject the proposed Right-of-Entry and Reciprocal License Agreement for Parking and provide direction to Staff.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-083 authorizing the City Manager to execute a First Amended Right-of-Entry and Reciprocal License Agreement for Parking, in a form acceptable to the City Attorney, with Brixton Cove, LLC effective August 16, 2024 with an annual fee of \$35,000 per year and CPI adjustment effective August 16, 2026.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-083
2. First Amended Right of Entry and Reciprocal License Agreement for Parking
3. 2022 Right-of-Entry and Reciprocal License Agreement for Parking

RESOLUTION 2024-083

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDED RIGHT-OF-ENTRY AND RECIPROCAL LICENSE AGREEMENT FOR PARKING WITH BRIXTON COVE, LLC

WHEREAS, the City of Solana Beach ("City") is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California, at 140 South Sierra Avenue ("City Property"); and

WHEREAS, Brixton Cove, LLC ("Brixton") is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California, at 120 South Sierra Avenue directly adjacent and to the north of the City Property ("Brixton Property"); and

WHEREAS, the predecessor owners of the City Property and the Brixton Property entered into that certain Mutual Easement and Parking Agreement, dated August 16, 1982, that was recorded in the Official Records of the San Diego County Recorder's Office as Document Number 82-254321 on August 17, 1982 ("Easement"); and

WHEREAS, the Easement, which identifies the City Property as the "Horton Parcel" and the Brixton Property as the "Chart House Parcel", granted reciprocal parking rights to the respective owners, tenants, employees, visitors and invitees of those properties on terms and conditions more particularly described in the Easement for a term of forty (40) years, expiring August 15, 2022; and

WHEREAS, effective August 16, 2022, the City and Brixton entered into a Right-of-Entry and Reciprocal License Agreement that was recorded in the Official Records of the San Diego County Recorder's Office as Document Number 2022-0404218 on October 19, 2022 ("License") to provide for reciprocal licenses and access rights to parking on the City Property and the Brixton Property on the same general terms and conditions as the Easement which expires on August 15, 2024; and

WHEREAS, the City and Brixton wish to enter into a First Amended Right-of-Entry and Reciprocal License Agreement ("Agreement") to provide for reciprocal licenses and access rights to parking on the City Property and the Brixton Property on the same general terms and conditions as the Easement and License; and

WHEREAS, this action is not subject to the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Sections: 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); 15060(c)(3) (the activity is

not a project as defined in Section 15378); and 15061(b)(3), because the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Because there is no possibility that this action may have a significant adverse effect on the environment, the action is exempt from CEQA.

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

1. That the foregoing recitations are true and correct.
2. Authorize the City Manager to execute the First Amended of Right-of-Entry and Reciprocal License Agreement for Parking, in a form acceptable to the City Attorney, with Brixton Cove, LLC effective August 16, 2024, extending the term under the same general terms and conditions as the existing, with the inclusion of an annual fee of \$35,000 per year for the first two years and a CPI adjustment beginning on August 16, 2026.

PASSED AND ADOPTED this 10th day of July, 2024, at a regular 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

**NO CHARGE ON THIS DOCUMENT
FOR THE BENEFIT OF THE CITY OF
SOLANA BEACH—GOV. CODE § 27383**

Recording Requested By:

When Recorded Mail To:

City of Solana Beach
635 S Highway 101
Solana Beach, CA 92075
Attn: Angela Ivey, City Clerk

APNs: 298-010-62 & 298-010-63

**FIRST AMENDED RIGHT OF ENTRY AND RECIPROCAL LICENSE AGREEMENT
FOR PARKING**

THIS FIRST AMENDED RIGHT OF ENTRY AND RECIPROCAL LICENSE AGREEMENT FOR PARKING (“Amendment”) is effective as of _____, ___, 2024 (“Effective Date”), by and between THE CITY OF SOLANA BEACH, a California municipal corporation (“City”) and BRIXTON COVE, LLC, a Delaware limited liability company (“Brixton”).

RECITALS

A. City is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California and more particularly described on Exhibit “A” attached hereto and incorporated fully herein (“City Property”).

B. Brixton is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California, located adjacent to the City Property, and more particularly described on Exhibit “B” attached hereto and incorporated fully herein (“Brixton Property”).

C. The City and Brixton entered into that certain Right of Entry and Reciprocal License Agreement for Parking, with an Effective Date of August 16, 2022, addressing the parties’ parking rights on the City Property and the Brixton Property (“Agreement”), a copy of which is attached hereto as Exhibit “C”.

D. The City and Brixton wish to enter into this Amendment to modify the terms of the Agreement as more particularly set forth below.

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration set forth below, the receipt and sufficiency of which is hereby acknowledged, City and Brixton covenant and agree as follows:

AGREEMENT

1. Term. Section 7 of the Agreement is hereby deleted and replaced with the following:

“This Agreement and all rights and obligations hereunder shall be for a term that expires on the earlier to occur of the following: (a) the date that is sixty months after August 16, 2024, the current expiration date of the Agreement; or (b) thirty (30) days after City has (i) issued construction permits for the development of the entirety of the City Property consistent with an approved coastal development permit; and (ii) provided written notice to Brixton that the City has issued that construction permit.”

2. Compensation. The following is added as a new Section 10 to the Agreement:

10. Compensation. Within thirty (30) days after the City notifies Brixton of the recordation of this Amendment, Brixton shall deliver a thirty five thousand dollars (\$35,000) check to the City as additional consideration for the rights set forth in the Agreement for the period from August 16, 2024 to August 16, 2025. No later than August 16, 2025, if the term of the Agreement has not expired or terminated, Brixton shall deliver to the City an additional thirty five thousand dollars (\$35,000) check as additional consideration for granting Brixton the rights set forth in the Agreement for the period from August 16, 2025 to August 16, 2026. For each additional year this Agreement is in effect thereafter, on or before August 16 of the applicable year, Brixton shall deliver to the City a check in the amount of thirty five thousand dollars (\$35,000) plus a CPI adjustment. For purposes of this Amendment, the “CPI adjustment” shall be determined on July 1 of the applicable year by determining the change in the Consumer Price Index – All Urban Consumers for San Diego-Carlsbad (CPI-U), as published by the Bureau of Labor Statistics of the United States Department of Labor, since the July 1 of the prior year. If the term of the Agreement expires or terminates on a date less than one year after the last annual payment by Brixton, within thirty (30) days of the expiration or termination, the City shall reimburse Brixton for the proportionate amount of the “overpayment” of the annual payment Brixton paid as determined by dividing the number of days before August 16 that the Agreement expired or terminated by 365 and multiplying that number by the amount of the applicable annual payment paid by Brixton.

3. General Provisions.

- a. Binding Nature. This Agreement is binding on the parties’ successors and assigns and grants rights appurtenant to the City Property and the Brixton Property and running with the land.
- b. Agreement in Full Force and Effect. Except as expressly set forth in this Amendment, the Agreement remains unchanged and in full force and effect. All

capitalized terms not otherwise defined in this Amendment shall have the meaning ascribed to them in the Agreement.

- c. Counterparts. This Agreement may be executed in any number of counterparts and, as so executed, the counterparts shall constitute one and the same agreement. The parties agree that each such counterpart is an original and shall be binding upon all the parties, even though all of the parties are not signatories to the same counterpart.
- d. Recordation. This Agreement shall be recorded in the Office of the County Recorder for the County of San Diego in a first lien priority position.
- e. Exhibits and Recitals Incorporated. All exhibits referred to in this Amendment are hereby incorporated fully into this Amendment by this reference, regardless of whether or not the exhibits are actually attached to this Amendment. The Recitals to this Amendment are hereby incorporated in this Amendment by this reference.
- f. Drafting Ambiguities. The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Amendment, and the decision of whether or not to seek advice of counsel with respect to this Amendment is a decision that is the sole responsibility of each party. This Amendment shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Amendment.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

- g. Signature Authority. Each signatory and party hereto hereby warrants and represents to the other party that it has legal authority and capacity and direction from its principal to enter into this Amendment, and that all resolutions or other actions have been taken so as to enable it to enter into this Amendment.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above.

Brixton:

Brixton Cove, LLC, a Delaware limited liability company

By: Brixton Manager, LLC, a Delaware limited liability company

Its: Manager

By: _____
Name: Marc R. Brutten
Its: Manager

City:

City of Solana Beach, a municipal corporation

By: _____
Alyssa Muto, City Manager

APPROVED AS TO FORM:

By: _____
Johanna N. Canlas, City Attorney

ATTEST:

By: _____
Angela Ivey, City Clerk

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
)
County of San Diego)

On _____, 202_, before me, _____, notary public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

)

County of San Diego)

On _____, 202_, before me, _____, notary public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

)

County of San Diego)

On _____, 202_, before me, _____, notary public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

)

County of San Diego)

On _____, 202_, before me, _____, notary public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

EXHIBIT “A”

Legal Description of the City Property

That certain real property located in the City of Solana Beach, County of San Diego, State of California more particularly described as follows:

Lots 1, 2, 16, and 17, in Block 25, of Solana Beach, in the County of San Diego, State of California, according to Map thereof No. 1749, filed in the office of the County Recorder of San Diego County, March 5, 1923.

APNs: 298-010-63

EXHIBIT “B”

Legal Description of the Brixton Property

That certain real property located in the City of Solana Beach, County of San Diego, State of California more particularly described as follows:

Lots 3, 4, 5, 6, 7, 12, 13, 14, and 15, in Block 25, of Solana Beach, in the County of San Diego, State of California, according to Map. thereof No. 1749, filed in the office of the County Recorder of San Diego County, March 5, 1923, EXCEPTING from said Lot 12, the North one-half thereof.

APNs: 298-010-62

EXHIBIT “C”

Right of Entry and Reciprocal License Agreement for Parking

[Attached]

D. The Easement, which identifies the City Property as the "Horton Parcel" and the Brixton Property as the "Chart House Parcel", granted reciprocal parking rights to the respective owners, tenants, employees, visitors and invitees of those properties on terms and conditions more particularly described in the Easement for a term of forty (40) years, expiring August 15, 2022.

C. The predecessor owners of the City Property and the Brixton Property entered into that certain Mutual Easement and Parking Agreement, dated August 16, 1982, that was recorded in the Official Records of the San Diego County Recorder's Office as Document Number 82-254321 on August 17, 1982 ("Easement").

B. Brixton is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California, located adjacent to the City Property, and more particularly described on Exhibit "B" attached hereto and incorporated fully herein ("Brixton Property").

A. City is the owner of that certain real property located in the City of Solana Beach, County of San Diego, California and more particularly described on Exhibit "A" attached hereto and incorporated fully herein ("City Property").

RECITALS

THIS RIGHT OF ENTRY AND RECIPROCAL LICENSE AGREEMENT FOR PARKING ("Agreement") is effective as of the 16th day of August, 2022 ("Effective Date"), by and between THE CITY OF SOLANA BEACH, a California municipal corporation ("City") and Brixton Cove, LLC, a Delaware limited liability company ("Brixton").

RIGHT OF ENTRY AND RECIPROCAL LICENSE AGREEMENT FOR PARKING

APNs: 298-010-62 & 298-010-63

NO CHARGE ON THIS DOCUMENT FOR THE BENEFIT OF THE CITY OF SOLANA BEACH-GOV. CODE § 27383	Recording Requested By:
When Recorded Mail To:	Attn: Angela Ivey, City Clerk
	Solana Beach, CA 92075
	635 S Highway 101
	City of Solana Beach
	Official Records
	Ernest J. Dronenburg, Jr.,
	SAN DIEGO COUNTY RECORDER
	FEES: \$0.00 (SB2 Atkins: \$0.00)
	PCOR: N/A
	PAGES: 13
DOC # 2022-0404218	Oct 19, 2022 11:30 AM

13p
3w
X

E. City and Brixton wish to enter into this Agreement to provide for reciprocal licenses and access rights to parking on the City Property and the Brixton Property on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration set forth below, the receipt and sufficiency of which is hereby acknowledged, City and Brixton covenant and agree as follows:

AGREEMENT

1. Brixton Parking on City Property. City hereby grants to Brixton and its tenants, employees, agents, visitors and invitees a non-exclusive license for the portion of the City Property depicted on Exhibit "C", attached hereto and incorporated fully herein, as the Brixton Parking Area, for the parking of motor vehicles between the hours of 7 a.m. and 5 p.m., Monday through Friday of each week, excluding weekends and holidays, during the term of this Agreement, together with the right to enter upon the City Property for purposes of ingress and egress and accessing and maintaining said parking spaces for parking during such times. City further grants Brixton and its agents the right to enter upon the City Property for purposes of complying the requirements of Section 5 below.
2. City Parking on Brixton Property. Brixton hereby grants to City and its tenants, employees, agents, visitors and invitees and the public a non-exclusive license for the use of all the parking spaces on the Brixton Property as depicted on Exhibit "C" as the City Parking Area for the parking of motor vehicles between the hours of 5 p.m. and 2 a.m. each Monday through Friday of each week and 24 hours per day each weekend day and holiday during the term of this Agreement, together with the right to enter upon the Brixton Property for purposes of ingress and egress and accessing and maintaining said parking spaces for parking during such times.
3. Signage. City will maintain signage substantially similar to the current signage on the City Property related to the right of the Brixton Property to use the Brixton Parking Area as contemplated herein. Brixton will maintain signage substantially similar to the current signage on the Brixton Property related to the rights of City and the public to use the City Parking Area as contemplated herein.
4. Free Parking. The parking contemplated herein shall be made available to the public, Brixton and City and their respective tenants, employees, visitors and invitees free of charge.
5. Maintenance and Compliance with Laws. Except as set forth herein, each party hereto shall not be liable for maintenance, repairs or upkeep on the other party's parcel. Each party hereto shall maintain its own parcel in a safe and nonhazardous condition in compliance with all applicable federal, state and local laws, rules, regulations, ordinances, permits and guidelines whether now existing or hereafter enacted or modified. Each party shall have the right to enter the other party's parcel for the purposes of complying with such laws, which entry shall be effectuated in a manner that does not interfere with other party's rights

hereunder.

6. Indemnification.

- a. Brixton agrees to defend, indemnify, protect and hold City, its elected representatives, employees, agents, tenants, visitors, invitees, successors and assigns (collectively, the "City Indemnitees"), harmless from and against any and all liability, loss, claims, demands, liens, damages, penalties, fines, interest, costs and expenses (including, without limitation, reasonable attorneys' fees and litigation costs incurred by the City Indemnitees or any of them in connection therewith) and for damage, destruction or theft of property, loss of life, injury to persons or damage to property (individually and collectively, "Event") that may arise from or is directly or indirectly due to the use of or access to the Brixton Parking Area by Brixton or its tenants, employees, visitors and invitees, except to the extent the Event arises from the gross negligence or willful misconduct of or breach of this Agreement by, the City Indemnitees, or any of them.
- b. City agrees to defend, indemnify, protect and hold Brixton, its officers, directors, partners, employees, agents, mortgagees, affiliates, tenants, visitors, invitees, successors and assigns (collectively, the "Brixton Indemnitees"), harmless from and against any and all liability, loss, claims, demands, liens, damages, penalties, fines, interest, costs and expenses (including, without limitation, reasonable attorneys' fees and litigation costs incurred by the Brixton Indemnitees or any of them in connection therewith) and for damage, destruction or theft of property, loss of life, injury to persons or damage to property that may arise from or is directly or indirectly due to the use of or access to the City Parking Area by the public, City or its tenants, employees, visitors or invitees, except to the extent the Event arises from the gross negligence or willful misconduct of or breach of this Agreement by, the Brixton Indemnitees, or any of them.
- c. This Section 6 shall survive the expiration or termination of this Agreement for any reason.

7. Term. This Agreement and all rights and obligations hereunder shall be for a term that expires two (2) years from the Effective Date.-

8. Insurance. City and Brixton shall respectively maintain the following insurance coverage during the term of this Agreement:

- a. Commercial General Liability ("CGL") coverage with a minimum limit of \$2 million per occurrence, \$4 million annual aggregate written on an ISO Occurrence form or equivalent providing coverage at least as broad as CG 00 01, and including the following coverages: (a) Bodily Injury and Property Damage, including ongoing and completed operations (b) Personal Injury and Advertising Injury Liability, and (c) Contractual Liability. There shall be no endorsement or modification of the CGL limiting the scope of coverage for either insured vs. insured claims or contractual liability. All defense costs shall be outside the limits of the policy. All insurers must have a minimum A.M. Best rating of A- VIII. The CGL policies must be written on an occurrence form. Each party's liabilities,

including but not limited to indemnity obligations under this Agreement, shall not be deemed limited in any way to the insurance coverage required herein. Brixton and the City shall name each other and its respective officers, officials, employees, and representatives as an additional insured on the CGL policy. Additional insured status must be reflected on additional insured endorsement form CG 20 26 or equivalent carrier manuscript endorsement which shall be submitted with the certificate of insurance evidencing coverage. Any excess or umbrella policies being used to meet the required limits of insurance will be evaluated separately and must meet the same qualifications as the primary policy. All insurers shall make every attempt to mail a 30 day written notice of cancellation to the named additional covered party, but failure to mail such notice shall impose no obligation or liability of any kind to the issuing party. Where the City and Brixton are entitled to indemnification pursuant to Section 6, the coverage to be procured by the City and Brixton shall be primary and non-contributory to any insurance that may be carried by the other party, which shall be reflected in an endorsement at least as broad as CG 20 01 04 13 and submitted with the certificate of insurance. Except where the City of Brixton are entitled to indemnification, any insurance or self-insurance maintained by the City or Brixton, its officers, officials, employees, or representatives shall be excess insurance and shall not contribute with insurance maintained by the other party. Any self-insured retentions are the responsibility of Brixton and the City and must be declared to and approved by each party. The City and Brixton each waive any rights, of subrogation or otherwise, each may have against the other or any insurance company on account of any loss or damage occasioned to the City's or Brixton's respective property or any part of the Brixton Parking Area or City Parking Area, arising from any risk to the extent covered by, or would have been covered by, such party's insurance.

- b. Commercial Automobile Liability Insurance, covering owned, leased, hired, and non-owned vehicles written on an ISO form CA 00 01 12 90 or a later version of this form or an equivalent form providing coverage at least as broad, with limits of not less than \$1,000,000, combined single limit for bodily injury and property damage. Insurance certificates shall reflect coverage for any automobile (any auto).
- c. Statutory Worker's Compensation and employer's liability coverage with minimum limits of \$1,000,000 each accident, disease and policy limit. The City and Brixton shall each provide an endorsement that the insurer waives the right of subrogation against the other and its elected officials, officers, employees, agents and representatives.
- d. Brixton and the City shall furnish certificates and amendatory endorsements evidencing coverage required by this Section. All certificates and endorsements are to be received and approved before the Effective Date. However, failure to obtain the required documents prior to the Effective Date shall not waive any obligation to provide them. The City and Brixton reserve the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Section at any time.

9. General Provisions.

- a. Binding Nature. This Agreement is binding on the parties' successors and assigns and grants rights appurtenant to the City Property and the Brixton Property and running with the land.
- b. Additional Documents. The parties each agree to sign any additional documents, which are reasonably necessary to carry out this Agreement or to accomplish its intent.
- c. Entire Agreement. This Agreement, embodies the entire understanding between the parties hereto with respect to its subject matter and can be changed only by an instrument in writing signed by the parties hereto.
- d. Counterparts. This Agreement may be executed in any number of counterparts and, as so executed, the counterparts shall constitute one and the same agreement. The parties agree that each such counterpart is an original and shall be binding upon all the parties, even though all of the parties are not signatories to the same counterpart.
- e. Recordation. This Agreement shall be recorded in the Office of the County Recorder for the County of San Diego in a first lien priority position.
- f. Exhibits and Recitals Incorporated. All exhibits referred to in this Agreement are hereby incorporated fully into this Agreement by this reference, regardless of whether or not the exhibits are actually attached to this Agreement. The Recitals to this Agreement are hereby incorporated in this Agreement by this reference.
- g. Governing Law and Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of San Diego. Brixton hereby waives the right to remove any action from San Diego County as is otherwise permitted by California Code of Civil Procedure Section 394.
- h. Drafting Ambiguities. The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision that is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.
- i. Severability. In the event that any part of this Agreement is found to be illegal or unenforceable under the law as it is now or hereafter in effect, and provided that determination still allows the parties to exercise the reciprocal parking rights contemplated by this Agreement, either party will be excused from performance of such portion or portions of this Agreement as shall be found to be illegal or unenforceable without affecting the remaining provisions of this Agreement.
- j. Signature Authority. Each signatory and party hereto hereby warrants and

represents to the other party that it has legal authority and capacity and direction from its principal to enter into this Agreement, and that all resolutions or other actions have been taken so as to enable it to enter into this Agreement.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above.

Brixton:

Brixton Cove, LLC, a Delaware limited liability company

By: Brixton Manager, LLC, a Delaware limited liability company

Its: Manager

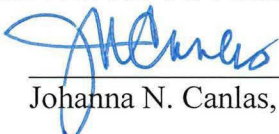
By: 
Name: Mark Selman
Its: Authorized Signatory

City:

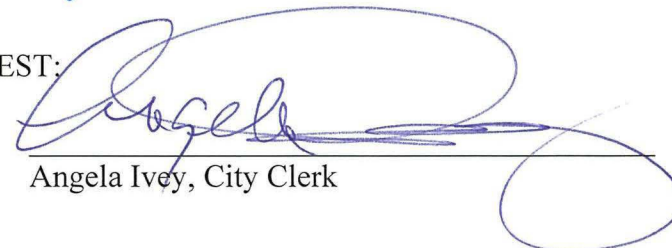
City of Solana Beach, a municipal corporation

By: 
Gregory Wade, City Manager

APPROVED AS TO FORM:

By: 
Johanna N. Canlas, City Attorney

ATTEST:

By: 
Angela Ivey, City Clerk

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of San Diego)

On August 3, 2022, before me, Tina M. Serrano, notary public, personally appeared Mark Selman who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Tina M. Serrano



(Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

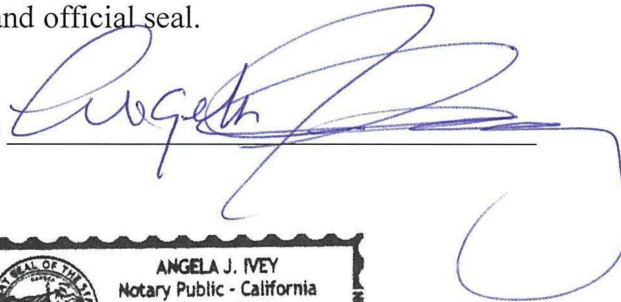
County of San Diego)

On Sept. 22, 2022, before me, Angela J. Ivey, notary public, personally appeared Gregory Wade who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature



(Seal)

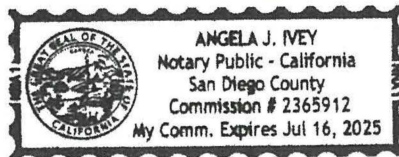


EXHIBIT "A"

Legal Description of the City Property

That certain real property located in the City of Solana Beach, County of San Diego, State of California more particularly described as follows:

Lots 1, 2, 16, and 17, in Block 25, of Solana Beach, in the County of San Diego, State of California, according to Map thereof No. 1749, filed in the office of the County Recorder of San Diego County, March 5, 1923.

APNs: 298-010-63

EXHIBIT "B"

Legal Description of the Brixton Property

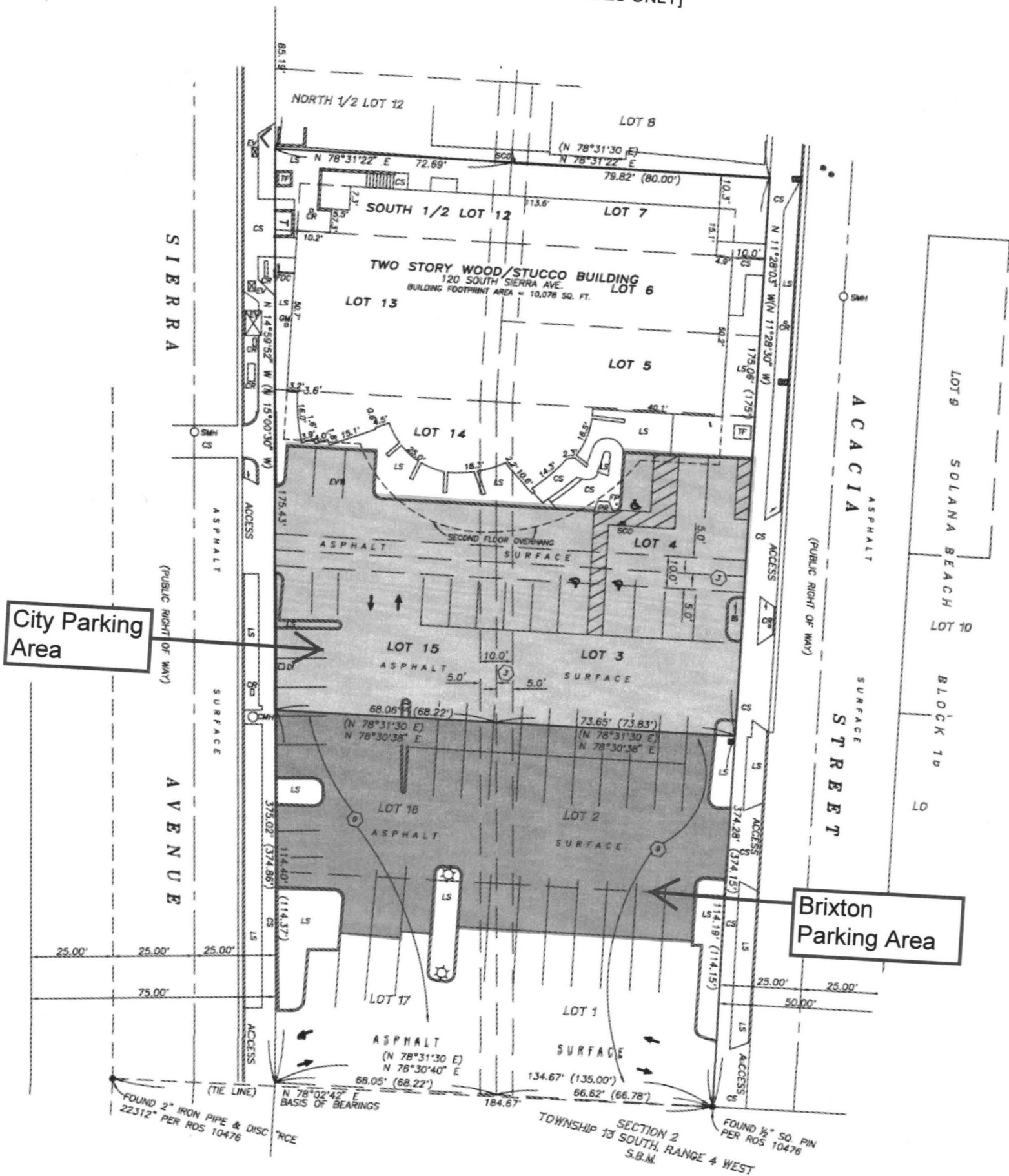
That certain real property located in the City of Solana Beach, County of San Diego, State of California more particularly described as follows:

Lots 3, 4, 5, 6, 7, 12, 13, 14, and 15, in Block 25, of Solana Beach, in the County of San Diego, State of California, according to Map. thereof No. 1749, filed in the office of the County Recorder of San Diego County, March 5, 1923, EXCEPTING from said Lot 12, the North one-half thereof.

APNs: 298-010-62

Exhibit "C" - License Areas

[FOR ILLUSTRATIVE PURPOSES ONLY]



TRUE COPY CERTIFICATION

(Government Code 27361.7)

Solana Beach, CA

Place of Execution

I certify under penalty of perjury that this material is a true copy of the original material contained in this document.

8 / 3 / 22

Date



Signature of Declarant

GREGORY WADE

Type or Print Name



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Fire Department – Josh Gordon, Fire Chief
SUBJECT: **City Council Consideration of Resolution 2024-085 Awarding a Construction Contract for the Solana Beach Fire Station SCBA Air Compressor Replacement to Autolift Services**

BACKGROUND:

On November 8, 2023, City Council approved the purchase of new self-contained breathing apparatuses (SCBA). A SCBA is a device worn by firefighters and other rescue workers to provide breathable air in toxic or hazardous environments. SCBAs are critical and highly technical pieces of personal protective equipment (PPE) for firefighters that include a high-pressure air tank, pressure regulator, and an inhalation connection (mouthpiece, mouth mask, or face mask), connected together and mounted to a carrying frame. These high pressure air tanks are filled using an SCBA fill station air compressor located at the Solana Beach Fire Station. This air compressor is utilized by both Solana Beach and Del Mar Fire Departments.

The current SCBA fill station air compressor, manufactured in 2004, is rated to a maximum of 5000 pounds per square inch (psi). The blast containment doors of this unit are not able to handle a sudden rupture of pressures greater than 5000psi. The Fire Departments new SCBAs require 5500psi. Therefore, the current SCBA fill station air compressor is inadequate to properly fill the bottles. Additionally, due to the age of the current air compressor, parts are difficult to acquire and, according to the manufacturer, retrofitting the unit to support a higher psi is not an option.

This item is before the City Council to consider approving Resolution 2024-085 (Attachment 1) awarding a construction contract to the lowest responsible and responsive bidder, Autolift Services, for the replacement of the Fire Station SCBA Air Compressor.

CITY COUNCIL ACTION:

AGENDA ITEM # A.9.

DISCUSSION:

Construction documents for the Fire Station SCBA Air Compressor, Bid No. 2024-07, were prepared and the project was advertised for construction bids. On June 27, 2024, one bid for the Bid No. 2024-07 was received and publicly opened by the City Clerk. The bid results are listed below.

Bid Results	
Contractors	Base Bid
Autolift Services, Inc.	\$109,933

The lowest, and only, bid submitted, by Autolift Services, was found to be complete and responsive to the bid specifications. Prior work references were checked and found to be satisfactory, and Autolift Services has a valid contractor's license. Staff is recommending that Autolift Services be awarded the construction contract. Staff is also recommending a construction contingency of \$11,000 (approximately 10%) to cover unexpected changes or site conditions encountered during construction. General operations and maintenance costs associated with the new air compressor will be comparable to the existing equipment.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The anticipated project costs are listed below.

Item	Amount
Construction Contract – Autolift Services	\$109,933
Construction Contingency (10%)	\$ 11,000
Del Mar Contribution	(\$40,311)
City Share - Total	\$80,622

During FY2023/24, \$64,000 was appropriated for the purchase of the SCBA Air Compressor and will be carried over to FY 2024/25 for the construction contract.

Due to the joint use between Del Mar and Solana Beach, Del Mar will participate in a cost sharing of approximately 1/3 the cost of the new SCBA air compressor. This amount is determined based on Solana Beach being a dual house with two frontline apparatus and Del Mar has one frontline apparatus.

The entire cost of up to \$120,933 will be charged to Fire Asset Replacement Account 1356120.66400 and the City of Del Mar will reimburse up to \$40,311 for a total Solana Beach cost of up to \$80,622.

WORK PLAN:

N/A

OPTIONS:

- Adopt Staff recommendations and award construction contract.
- Postpone contract award and provide direction to Staff.
- Reject construction bids and provide alternative direction to Staff.


DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-085:

1. Awarding a construction contract to Autolift Services in the amount of \$109,933 for the Fire Station SCBA Air compressor, Bid No. 2024-07.
2. Approving an amount of \$11,000 for construction contingency.
3. Authorizing the City Manager to execute the construction contract on behalf of the City.
4. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
5. Appropriating \$120,933, with \$64,000 of that carried over from FY 2023/24, from the Fire Asset Replacement Account 1356120.66400.
6. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-085

RESOLUTION 2024-085

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AWARDING A CONSTRUCTION CONTRACT FOR THE SOLANA BEACH FIRE STATION SELF CONTAINED BREATHING APPARATUS FILL STATION AIR COMPRESSOR REPLACEMENT TO AUTOLIFT SERVICES

WHEREAS, On November 8, 2023, City Council approved the purchase of new self-contained breathing apparatuses (SCBA); and

WHEREAS, the current SCBA fill station air compressor, manufactured in 2004, is rated to a maximum of 5000 pounds per square inch (psi) and the Fire Departments new SCBAs require 5500psi, rendering the current fill station inadequate to properly fill the SCBA bottles; and

WHEREAS, construction documents for the Fire Station SCBA Air Compressor, Bid No. 2024-07, were prepared and the project was advertised for construction bids. On June 27, 2024, one bid for the Bid No. 2024-07 was received and publicly opened by the City Clerk; and

WHEREAS, the lowest, and only, bid submitted by Autolift Services in the amount of \$109,933, was found to be complete and responsive to the bid specifications; and

WHEREAS, Staff recommends a construction contingency amount of \$11,000 (approximately 10%) to cover unexpected changes or site conditions encountered during construction; and

WHEREAS, the City appropriated \$64,000 during Fiscal Year (FY) 2023/24 for this purchase which will be carried over to FY 2024/25; and

WHEREAS, due to the joint use between Del Mar and Solana Beach, Del Mar will participate in a cost sharing of approximately 1/3 the cost of the new SCBA air compressor.

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

1. That the above recitations are true and correct.
2. That the City Council authorizes the City Manager to execute a construction agreement with Autolift Service for a total contract amount not to exceed \$120,933 for the purchase and installation of the SCBA Fill Station Air Compressor which includes \$11,000 as construction

contingency.

3. That the City Council authorizes the City Treasurer to appropriate \$120,933, with \$64,000 of that carried over from FY2023/24, from the Fire Asset Replacement Account.
4. That the City Council authorizes the City Treasurer to amend the FY2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED this 10th day of July 2024, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSTAIN: Councilmembers –
ABSENT: 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 Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Community Development Department – Corey Andrews, Principal Planner
SUBJECT: **Public Hearing – Request for a DRP Modification to the Approved Remodel and Square-Footage Addition at 529 Pacific Avenue (Case #: MOD24-004 Applicants: A.J. and Kate Pollock; APN: 263-041-02; Resolution 2024-082)**

BACKGROUND:

On October 13, 2021, the City Council (Council) approved a Development Review Permit (DRP) to demolish 159.5 square feet of existing garage space, add 406.5 square feet of living and garage area, and remodel the interior of the existing residence and associated site improvements at 529 Pacific Avenue. The 5,426.6 square foot lot is located within the Medium Residential (MR) Zone and the Scaled Residential Overlay Zone (SROZ).

The Applicants originally did not intend to modify any of the existing landscaping, however, once the Applicants began processing their building permit plans, they began to modify landscaping to address concerns of the adjacent neighbors. Staff contacted the Applicants and they decided to process a DRP Modification to remove and replace all of the existing landscaping northeast of the existing 42-inch fence at the top of the bluff in compliance with the water efficient landscape ordinance.

The issue before the Council is whether to approve, approve with conditions, or deny the Applicants' request for a Modification to the original project approval as contained in Resolution 2024-082 (Attachment 1).

DISCUSSION:

The Council adopted Resolution 2021-102 (provided in Attachment 2) on October 13, 2021, with a vote of 5-0 approving the original project, which included an interior remodel

CITY COUNCIL ACTION:

and a square footage addition to an existing single-family residence. At that meeting there was one public comment from the Surfrider Foundation regarding perceived errors in the geotechnical analysis of the erosion rate for the property and the location of the Geotechnical Setback Line (GSL) which were addressed by the City's third-party Geotechnical Engineer Jim Knowlton from GeoPacifica. In addition, the City Council discussed the removal of existing trees and boulders within the right-of-way in front of the existing residence as a condition of project approval.

After Council approval of the DRP, while the Applicants were obtaining California Coastal Commission (CCC) approval, they began modifying the existing landscape to address concerns of adjacent neighbors. Staff contacted the Applicants and their representatives to inform them they were in violation of their approved DRP, and their options on how to proceed. The Applicants decided to process a modification to the original project approval to modify all of the existing landscape northeast of the bluff top fence.

Development Review Permit Compliance (SBMC Section 17.68.40):

Pursuant to SBMC Section 17.68.040(L), an amendment (modification) to an existing DRP may be requested and shall follow the same procedures as the DRP. The Council may approve, or conditionally approve, a Modification to a DRP only if all of the findings listed below can be made. Resolution 2 provides the full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.

The following is a list of the development review criteria topics set forth in SBMC Section 17.68.040(F):

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

The following is a discussion of the applicable development review criteria (3-Landscape) as it relates to the modification proposed.

Landscape:

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check or development review.

The original project plans presented to the Council indicated that there would be no change to the existing landscape except for the removal of 2 palm trees in the right-of-way in front of the existing residence.

After the approval of the DRP, while the Applicants were obtaining CCC approval of the Coastal Development Permit (CDP) and the building permit plans, the Applicants removed a dead/dying Cypress hedge along the northern property line and replaced it with a Ficus hedge. Staff requested an updated landscape plan and discussed whether the Applicants would be modifying more of the existing landscape and if they would like to process a modification of the DRP at this time. The Applicants determined that they would process a modification in order to modify all of the existing the landscaping at one time. The proposed plans have been provided in Attachment 2. The landscape plan has been reviewed by the City's third-party landscape architect and found to be in compliance with the Water Efficient Landscape Ordinance (WELO). The Council could find the revised landscape plan includes replacement vegetation and landscaping that is consistent with the surrounding area, that service areas of the site are properly screened, and that trees and large plantings would not obstruct significant views when installed or at maturity.

The standard condition applies that native or drought-tolerant and non-invasive plant materials are required to be incorporated into the landscaping to the extent feasible. Due to the property's location on the top of the coastal bluff, no permanent irrigation is permitted. If approved, the Applicants will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations and the General Plan. Staff has prepared draft findings for approval of the project in the attached Resolution 2024-082 for Council's consideration based upon the information in this report. The Applicants shall provide for and adhere to the conditions of the original project approval in Resolution 2021-102. The Applicants are also required to provide for and adhere to the conditions for the proposed modification that have been incorporated into the attached Resolution 2024-082.

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.

PUBLIC HEARING NOTICE:

Notice of the City Council Public Hearing was published in the San Diego 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 July 10, 2024. Staff has not received any emails, letters or calls in support or opposition of the proposed modification.

CEQA COMPLIANCE:

Categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the State CEQA Guidelines.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve the proposed modification by adopting Resolution 2024-082;
- Approve modification by adopting Resolution 2024-082 with changes as deemed appropriate by City Council; or,
- Deny the request to amend the project and direct Staff to bring back a Resolution of Denial to a later City Council meeting date.


DEPARTMENT RECOMMENDATION:

The proposed project meets the minimum objective requirements under the SBMC, is consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings to approve a Modification to the approved DRP. 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. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 (Existing Facilities) of the State CEQA Guidelines.
3. If the City Council makes the requisite findings and approves the project, adopt Resolution 2024-082 conditionally approving a Modification to the approved DRP, for the approval of modified landscaping and a water efficient landscape plan at 529 Pacific Avenue, Solana Beach.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-082 to Approve the DRP Mod
2. Approved Resolution 2021-102 for the Original DRP
3. Proposed Landscape Plans

RESOLUTION 2024-082

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A MODIFICATION TO A PREVIOUSLY APPROVED DEVELOPMENT REVIEW PERMIT TO MODIFY THE LANDSCAPING ONSITE AT 529 PACIFIC AVENUE, SOLANA BEACH.

APPLICANTS: KATE AND AJ POLLOCK

CASE NO.: MOD24-004

APN: 263-041-02

WHEREAS, Kate and AJ Pollock (hereinafter referred to as “Applicants”), have submitted a request for modification to the original project approval of a Development Review Permit (DRP) for construction of an interior remodel and a square footage addition at 529 Pacific Avenue (Case No. DRP19-010 and Resolution No. 2021-102), pursuant to Title 17 (Zoning), of the Solana Beach Municipal Code (SBMC); and

WHEREAS, the Applicants requested the approval of a Modification to the DRP to allow for the modification to all of the existing landscaping onsite that was originally proposed to remain as existing with the original DRP approval; and

WHEREAS, on July 10, 2024, the City Council held a duly noticed Public Hearing to consider the request for modifications; and

WHEREAS, the Public Hearing was conducted pursuant to the provisions of SBMC 17.72.030 of the Solana Beach Zoning Ordinance; and

WHEREAS, at the Public Hearing, the City Council received and considered evidence concerning the request for a modification; and

WHEREAS, the City Council of the City of Solana Beach found that the project is exempt from the CEQA Guidelines pursuant to Section 15301 of the State CEQA Guidelines, which exempts minor modifications to existing facilities; and

WHEREAS, this decision is based upon the evidence presented at the Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

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

- I. That the foregoing recitations are true and correct.
- II. That the request to modify the DRP is conditionally approved based on the following Findings, and all terms and conditions of Resolution 2023 - 117 are in effect along with the following conditions applicable to the proposed modification:

III. FINDINGS

- A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:
- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The project, as conditioned, is consistent with the City's General Plan designation of Medium Density Residential in the General Plan and intended for single-family residential development with a maximum density of five to seven dwelling units per acre. The development is also consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Local Coastal Program Land Use Plan Consistency: The proposed project is consistent with all applicable requirements of the City's certified Local Coastal Program Land Use Plan including key policies related to bluff edge setbacks for new development.

Specific Plans and Special Overlays: The property is located in the SROZ, which specifies development standards to preserve and enhance the existing community character and aesthetic quality of the City of Solana Beach, by providing regulations to ensure and protect the character, traditional scale, and seaside orientation of established residential neighborhoods. The project, as designed, complies with the SROZ maximum allowable floor area.

The entire City of Solana Beach is located within the Coastal Zone. As a condition of project approval, the Applicants were required to obtain a Coastal Development Permit, Waiver, or Exemption from the California Coastal Commission prior to the issuance of building or grading permits. The California Coastal Commission issued a Notice to Issue a Coast Development Permit (CDP 6-23-0342).

Zoning Ordinance Consistency: SBMC Section 17.20.010(C) specifies that the MR Zone is intended for residential development in areas characterized primarily by detached single-family dwellings on older subdivided lots and two-family and multiple-family dwellings within newer, large lot, planned developments. SBMC Section 17.20.030 outlines property development regulations, which are analyzed below. There are no proposed changes to the proposed structure.

II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Landscaping. The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. To the maximum extent practicable, landscaping and plantings shall be used to screen parking areas, storage areas, access roads, and other service uses of the site. Trees and other large plantings shall not obstruct significant views when installed or at maturity. Drought tolerant plant materials and water conserving irrigation systems shall be incorporated into all landscaping plans.*

The project is subject to the current water efficient landscaping regulations of SBMC Chapter 17.56. A Landscape Documentation Package is required for new development projects with an aggregate landscape equal to or greater than 500 square feet requiring a building permit, plan check, or development review. The Applicants provided a conceptual landscape plan that has been reviewed by the City's third-party landscape architect, who has recommended approval. The Applicants will be required to submit detailed construction landscape drawings that will be reviewed by the City's third-party landscape architect for conformance with the approved plan. In addition, the City's consultant will perform an inspection during the construction phase of the project.

III. *All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits are being processed concurrently with the Development Review Permit.

IV. *If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.*

The Applicants have received a Notice of Intent to Issue a Coastal Development Permit # 6-23-0342 for the original project approved by Resolution 2021-102, however, before the CDP can be issued, the City needs to provide a copy of the building permit plans that will be approved for construction. The modified landscape plans will be attached to that set of plans; therefore, the Applicants shall obtain approval from the

California Coastal Commission. A condition of project approval has been added to indicate that the Applicants shall process a modification to the CDP or whatever the CCC deems appropriate in order to receive approval.

V. CONDITIONS:

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

A. Community Development Department Conditions:

- I. The Applicants shall comply with all conditions of approval included in Resolution 2023-117.
- II. The Building Permit plans shall be in substantial conformance with the modified plans presented to the City Council on June 26, 2024, and located in the project file with a submittal date of June 10, 2024, which identify the modifications subject to the DRP Modification as well as the project plans originally approved by Resolution 2023-117.
- III. All new bluff property landscaping shall consist of native, non-invasive, drought-tolerant, fire-resistant, and salt-tolerant species.
- IV. The Applicants shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 and in substantial conformance with the approved landscape plan included in the project plans presented to the City Council on March 13, 2024, prior to Building Permit issuance and consistent with the building construction plan. The landscape plan and installation will be reviewed and inspected by the City's third-party landscape professional. Prior to final inspection of the building permit (and occupancy), the landscape installation shall pass inspection by the City's third-party landscape professional.
- V. The Applicants shall ensure that the modified landscape plan has been approved as part of a modification to CDP# 6-23-0342 or provide evidence of California Coastal Commission (CCC) approval of a Coastal Development Waiver or Exemption of the modified landscape plan as determined necessary by the CCC, prior to the issuance of a grading or building permit.

IV. 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.

V. EXPIRATION

The Development Review Permit for the project shall expire 24 months from the date of this Resolution, unless the Applicants have 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.

VI. INDEMNIFICATION AGREEMENT

The Applicants 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 Applicants 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 Applicants 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 Applicants 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 Applicants shall not be required to pay or perform any settlement unless such settlement is approved by the Applicants.

NOTICE TO APPLICANTS: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 10th day of July, 2024, 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

RESOLUTION 2021-102

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT TO REMODEL AND ADD TO AN EXISTING SINGLE-FAMILY RESIDENCE AT 529 PACIFIC AVENUE, SOLANA BEACH

APPLICANTS: A.J. & Kate Pollock
CASE NO.: DRP 19-010

WHEREAS, A.J. and Kate Pollock (hereinafter referred to as “Applicants”) have submitted an application for a Development Review Permit (DRP) pursuant to Title 17 (Zoning), of the Solana Beach Municipal Code (SBMC); and

WHEREAS, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

WHEREAS, at the Public Hearing on October 13, 2021, the City Council received and considered evidence concerning the proposed application; and

WHEREAS, the City Council of the City of Solana Beach found the application request exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

WHEREAS, this decision is based upon the evidence presented at the hearing and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

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

1. That the foregoing recitations are true and correct.
2. That the request for a DRP to construct a remodel and addition to an existing single-story, single-family residence with an attached garage located at 529 Pacific Avenue is conditionally approved based upon the following findings and subject to the following conditions:
3. FINDINGS
 - A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The proposed project, as conditioned, is consistent with the City's General Plan designation of Medium Density Residential, which allows for single-family residential development with a maximum density of 5-7 dwelling units per acre. Further, the proposed development is consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Local Coastal Program Land Use Plan Consistency: The proposed project is consistent with all applicable requirements of the City's certified Local Coastal Program Land Use Plan including key policies related to bluff edge setbacks for new development.

Zoning Ordinance Consistency: The proposed project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020), which provides for uses of the property for a single-family residence. Further, the proposed project adheres to all property development regulations established for the Medium Residential (MR) Zone and cited by SBMC Section 17.020.030 as well as the specific development regulations of the Scaled Residential Overlay Zone (SROZ) cited in SBMC Section 17.48.040.

The design of the proposed project is consistent with the provisions for minimum yard dimensions (i.e., setbacks) and the maximum FAR, maximum building height, and parking requirements. Prior to building permit issuance, the project will be reviewed for compliance with the landscape regulations as established by SBMC Section 17.56.

- II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and where feasible, complimentary to existing and potential development in the immediate vicinity of the project site. Site planning on the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects,*

as well as protection of the property from adverse surrounding influences.

The property is located within the MR Zone. Other nearby properties are also located within the MR Zone and are developed with one and two-story, single-family residences. The project site is currently developed with a single-family residence.

The project, as designed, is consistent with the permitted uses for the MR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Medium Density Residential in the General Plan and intended for single-family residences developed at a maximum density of five to seven dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the SROZ and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further in this report. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed in a manner which visually and functionally enhances their intended use.*

The Applicants propose a remodel and addition of the existing residence and associated site improvements. The northerly driveway access will be removed and replaced with curb, gutter and sidewalk to match existing. The southerly driveway access would be expanded to allow for access to the existing garage as well as the addition of a new garage space on the southeast corner of the lot.

The project includes new three-foot high fencing along the front property line with three pedestrian access gates. The Applicants are proposing to maintain the existing fencing that are located on the northern and southern sides of the lot.

The existing northerly garage/bathroom area is being reduced by 139.5 square feet and will be a new entry, powder room and stairway to the basement. The new 406 square foot addition will include space for an additional 1-car garage space, laundry, hallway, and a portion of the master bedroom closet. The remainder of the residential remodel consists of relocation of the stairway to the basement, master bedroom and kitchen modifications/relocation.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. Trees and other large plantings shall not obstruct significant views when installed or at maturity.*

The project is not subject to the water efficient landscaping regulations of SBMC Chapter 17.56. According to SBMC Section 17.56.040, the regulations apply to modified irrigated landscaped areas that exceed 500 square feet. The Applicants are not proposing any new irrigated landscaping.

The LCP Policy 4.26 requires the Applicants to cap or remove any permanent irrigation systems onsite unless the bluff property owner demonstrates, to the satisfaction of the City Engineer, that such irrigation has no material impact on bluff erosion. A condition has been added that if there are any permanent irrigation systems that they shall be capped or removed.

- d. *Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

The existing attached 294 square foot garage area is split between two separate garage areas. The southerly garage will substantially remain as it currently exists and a new one-car garage will be added adjacent to the existing southerly garage. The existing driveway would be expanded to access the new garage. The portion of the existing northerly garage (139.5 SF) would be demolished and the remainder would be remodeled for a new powder room, entry and stairwell.

The existing southerly one-car garage space is located within the front yard setback and is considered legal non-conforming. The new garage space complies with the minimum 5 foot setback and is located approximately 6.5 feet from the front property line.

- e. *Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The proposed project includes a total grading quantity of 167 cubic yards for removal and recompaction of the new slab. There is also 96 cubic yards of excavation for the footings of the new addition.

- f. *Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).*

A condition of project approval includes that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. *Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of a minor addition and remodeling of an existing single-family residence, attached garage and associated site improvements, therefore, usable open space and recreational facilities are not required according to SBMC 17.20.040.

- III. *All required permits and approvals, including variances, conditional use permits, comprehensive sign plans, and coastal development permits, have been obtained prior to or concurrently with the development review permit.*

All required permits are being processed concurrently with the Development Review Permit.

- IV. *If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.*

The Applicants are required to obtain approval from the CCC prior to issuance of Building Permits.

4. CONDITIONS

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

A. Community Development Department Conditions:

- I. The Applicants shall pay required Public Facilities Fees, as established by SBMC Section 17.72.020 and Resolution 1987-36.
- II. Building Permit plans must be in substantial conformance with the plans presented to the City Council on October 13, 2021, and located in the project file with a submittal date of August 26, 2021.
- III. Prior to requesting a framing inspection, the Applicants are required to submit a certification signed by a licensed land surveyor certifying that the ridge structure does not exceed 16 feet in height or 87.11 feet above MSL from the proposed finished grade.
- IV. Any proposed onsite fences, walls and any proposed railing located on top or any combination thereof shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
- V. The Applicants shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of a building permit by the City.
- VI. The Applicants shall remove or cap any/all permanent irrigation

systems onsite unless the bluff property owner demonstrates, to the satisfaction of the Public Works Director, that such irrigation has no material impact on bluff erosion (e.g., watering hanging plants over hardscape which drains to the street).

- VII. All new bluff property landscaping shall consist of native, non-invasive, drought-tolerant, fire-resistant, and salt-tolerant species.
 - VIII. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
 - IX. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.
 - X. Construction vehicles shall be parked on the subject property at all times when feasible. If construction activity prohibits parking on the subject property, the Applicants shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on Pacific Avenue and minimize impact to the surrounding neighbors.
 - XI. The Applicants shall connect to temporary electrical service as soon as feasible to the satisfaction of the City. The use of gas-powered generator(s) during construction activity is discouraged and shall be limited only to selective use at the discretion of the City.
- B. Fire Department Conditions: Please note that this list provides detailed Fire Department requirements and is not meant to be an all-inclusive plan check list of the Fire Department comments.
- I. **OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION:** All roadways shall be a minimum of 20 feet in width during construction and maintained free and clear, including the parking of vehicles, in accordance with the California Fire Code and the Solana Beach Fire Department.
 - II. **ADDRESS NUMBERS: STREET NUMBERS:** Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background, and shall meet the following minimum standards as to size: 4" high with a ½" inch stroke width for residential buildings, 8" high with a ½" stroke for commercial and multi-family residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required

where deemed necessary by the Fire Marshal, such as rear access doors, building corners, and entrances to commercial centers.

- III. **AUTOMATIC FIRE SPRINKLER SYSTEM-ONE AND TWO FAMILY DWELLINGS:** Structures shall be protected by an automatic fire sprinkler system designed and installed to the satisfaction of the Fire Department. Plans for the automatic fire sprinkler system shall be approved by the Fire Department prior to installation.
- IV. **CLASS "A" ROOF:** All structures shall be provided with a Class "A" Roof covering to the satisfaction of the Solana Beach Fire Department.
- V. **BASEMENT:**
- All basements shall be designed and equipped with emergency exit systems consisting of operable windows, window wells or exit door that's leads directly outside via staircase and exit door or exit door at grade.
 - Window wells/Light wells that intrude into side yard or backyard setbacks of five feet or less, shall require a hinged grating covering the window well/lightwell opening. The grating shall be capable of supporting a weight of 250lb person; yet must be able to be opened by someone of minimal strength with no special knowledge, effort or use of key or tool. Any modification of previously approved plans related to this condition shall be subject to re-submittal and review by City staff (Fire, Building, Planning)

C. Engineering Department Conditions:

- I. The Applicants are required to obtain an Encroachment Permit in accordance with SBMC Section 11.20 for the following frontage improvements being done in the public right-of-way. The frontage improvements shall be done to the satisfaction of the City Engineer prior to the occupancy of the proposed project:
- a. Removal of the existing driveway at the southeast corner of the property facing Pacific Avenue and reconstruction of a new 18'-0" wide driveway in accordance with the San Diego Regional Standard Drawing G-14A.
 - b. Removal of the existing driveway located at the northerly corner of the property facing Pacific Avenue, and reconstruction of curb and sidewalk in accordance with the San Diego Regional Standard Drawing G-01 and G-07, respectively.
 - c. Relocation of existing utilities such as telephone and cable pedestals.

- d. Removal of landscaping encroaching in the public right-of-way, including trees and boulders.
 - II. The Applicants are required to provide a Hold Harmless Agreement for the on-site private drainage improvements.
 - III. Submit proof to the Engineering Department that the required California Coastal Commission permits have been obtained prior to the issuance of the Building Permit.
 - IV. All construction demolition materials shall be recycled according to the City's Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
 - V. Construction fencing shall be located on the subject property unless the Applicants have obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.
 - VI. An Erosion Prevention and Sediment Control Plan shall be prepared. Best management practices shall be developed and implemented to manage stormwater and non-stormwater discharges from the site at all times during excavation and grading activities. Erosion prevention shall be emphasized as the most important measure for keeping sediment on site during excavation and grading activities. Sediment controls shall be used as a supplement to erosion prevention for keeping sediment on site.
5. **ENFORCEMENT:** Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.
6. **EXPIRATION:** The Development Review Permit for the project will 24 months from the date of this Resolution, unless the Applicants have obtained building permits and have commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.
7. **INDEMNIFICATION AGREEMENT:** The Applicants 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 Applicants 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 Applicants 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 Applicants 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 Applicants shall not be required to pay or perform any settlement unless such settlement is approved by the Applicants.

NOTICE TO APPLICANTS: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

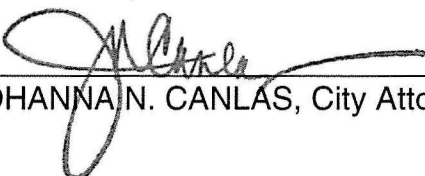
PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 13th day of October 2021, by the following vote:

AYES:	Councilmembers – Heebner, Becker, Harless, Edson
NOES:	Councilmembers – Zito
ABSENT:	Councilmembers – None
ABSTAIN:	Councilmembers – None

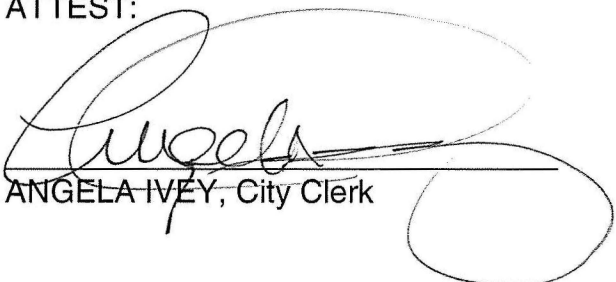


LESA HEEBNER, Mayor

APPROVED AS TO FORM:


JOHANNA N. CANLAS, City Attorney

ATTEST:

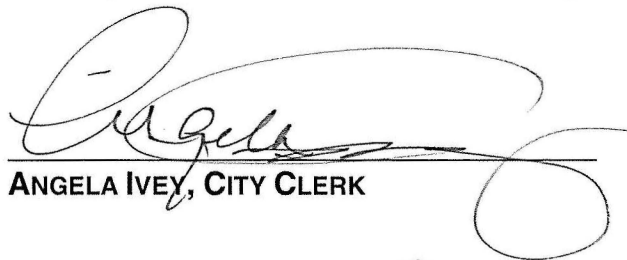

ANGELA IVEY, City Clerk



RESOLUTION CERTIFICATION

STATE OF CALIFORNIA }
COUNTY OF SAN DIEGO } SS.
CITY OF SOLANA BEACH }

I, ANGELA IVEY, City Clerk of the City of Solana Beach, California, **DO HEREBY CERTIFY** that the foregoing is a full, true and correct copy of **Resolution 2021-102** *conditionally approving a Development Review Permit to remodel and add to an existing single-family residence at 529 Pacific Ave., Applicant: Pollock, Case: DRP 19-010* as duly passed and adopted at a Regular Solana Beach City Council meeting held on the 13th day of October, 2021 and is the original on file in the City Clerk's Office.


ANGELA IVEY, CITY CLERK

CERTIFICATION DATE: Oct 18, 2021

GENERAL NOTES

THE FOLLOWING GENERAL NOTES ARE PROVIDED TO GIVE DIRECTIONS TO THE CONTRACTOR BY THE LANDSCAPE ARCHITECT OF WORK.

1. NOTES ARE DIRECTED TO THE WORK OF THE LANDSCAPE CONTRACTOR UNLESS NOTED ON PLANS.
2. WORK NOT INTENDED TO BE UNDER LANDSCAPE CONTRACTOR'S CONTRACT:

A. "N.I.C." (NOT IN CONTRACT)

B. "EXISTING" (REFERS TO IMPROVEMENTS THAT ARE PRESENTLY ON THE SITE)
3. CONTRACTOR SHALL VERIFY WITH LANDSCAPE ARCHITECT THAT PLANS ARE CURRENT AND APPROVED.
4. WORK SHALL BE IN ACCORDANCE WITH THE CURRENT EDITIONS OF ALL GOVERNING CODES, AND THE REQUIREMENTS OF THE CITY OF SOLANA BEACH.
5. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY AND/OR REQUIRED PERMITS AND PAY ALL RELATED FEES AND/OR TAXES REQUIRED TO INSTALL THE WORK ON THESE PLANS.
6. THE CONTRACTOR SHALL BE APPROPRIATELY LICENSED AS REQUIRED BY THE STATE OF CALIFORNIA.
7. THE CONTRACTOR SHALL SUBMIT A SCHEDULE OF WORK, TO BE APPROVED BY THE PROJECT OWNER, PRIOR TO BEGINNING THE PROJECT. ALL WORK SHALL BE IN ACCORDANCE WITH SAID SCHEDULE.
8. THE CONTRACTOR SHALL CAUSE THE LANDSCAPE ARCHITECT TO BE NOTIFIED PRIOR TO BEGINNING THE WORK AND SHALL BE RESPONSIBLE FOR COORDINATING WITH THE OWNER, LANDSCAPE ARCHITECT, GOVERNING AGENCIES AND OTHER TRADES.
9. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT OF ANY ERRORS, OMISSIONS OR DISCREPANCIES IN EXISTING CONDITIONS OR WITHIN THE PLANS PRIOR TO BEGINNING THE WORK. IMMEDIATE NOTIFICATION WILL BE GIVEN TO THE LANDSCAPE ARCHITECT SHOULD SUCH A CONDITION BE DISCOVERED.
10. MATERIAL SHALL BE NEW UNLESS OTHERWISE SPECIFIED.
11. THE CONTRACTOR SHALL, IMMEDIATELY UPON BEING AWARDED THE CONTRACT, MAKE ANY ARRANGEMENTS NECESSARY TO ENSURE THAT ALL MATERIALS, CONNECTIONS, AND SUPPLIES WILL BE AVAILABLE WHEN NEEDED FOR THIS PROJECT.
12. UNIT PRICES FOR ALL IMPROVEMENTS SHALL BE ESTABLISHED AS A PART OF THE CONTRACT WITH THE OWNER AND PRIOR TO BEGINNING WORK, TO ACCOMMODATE ADDITIONS AND/OR DELETIONS OF MATERIAL AND/OR LABOR.
13. NO ALTERATIONS WILL BE CONSIDERED FOR ITEMS SPECIFICALLY CALLED FOR ON THESE PLANS.
14. DETERMINATION OF "EQUAL" SUBSTITUTIONS SHALL BE MADE ONLY BY THE LANDSCAPE ARCHITECT.
15. THE CONTRACTOR SHALL CAUSE THE LANDSCAPE ARCHITECT TO BE NOTIFIED NO LESS THAN 48 HOURS IN ADVANCE OF ANY SITE OBSERVATIONS OR MEETINGS.
16. SITE OBSERVATIONS AND MEETINGS SHALL INCLUDE:

A. PRE-CONSTRUCTION

B. IRRIGATION COVERAGE AND PRESSURE TEST

C. PRE-MAINTENANCE

D. POST-MAINTENANCE (FINAL)
17. "LANDSCAPE" SHALL REFER TO ALL IMPROVEMENTS WITHIN THIS SET OF DOCUMENTS THAT HAVE BEEN DESIGNED BY THIS OFFICE.
18. SITE OBSERVATIONS BY THE LANDSCAPE ARCHITECT DURING ANY PHASE OF THIS PROJECT DO NOT RELIEVE THE CONTRACTOR OF HIS PRIMARY RESPONSIBILITY TO PERFORM ALL WORK IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS AND GOVERNING CODES.
19. CONTRACTOR SHALL BE BACKCHARGED FOR LANDSCAPE ARCHITECT'S TIME WHEN OBSERVATIONS ARE CALLED FOR AND IT IS FOUND THAT THE WORK IS NOT SIGNIFICANTLY READY UPON OBSERVATION OR APPOINTMENT IS NOT KEPT. TIME WILL BE CHARGED ON AN HOURLY BASIS, PLUS TRANSPORTATION, AT THE THEN EXISTING HOURLY RATE FOR THE PERSONNEL PROVIDING THE OBSERVATIONS.
20. THIS FIRM DOES NOT PRACTICE OR CONSULT IN THE FIELD OF SAFETY ENGINEERING. THIS FIRM DOES NOT DIRECT THE CONTRACTOR'S OPERATIONS, AND IS NOT RESPONSIBLE FOR THE SAFETY OF PERSONNEL OTHER THAN OUR OWN ON THE SITE. THE SAFETY OF THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHOULD NOTIFY THE OWNER IF HE CONSIDERS ANY OF THE RECOMMENDED ACTIONS PRESENTED HEREIN TO BE UNSAFE.
21. CONTRACTOR SHALL PROVIDE A C.L.C.A. CERTIFIED LANDSCAPE TECHNICIAN ON THE JOB TO DIRECT ALL PHASES OF THE CONSTRUCTION.
22. THE CONTRACTOR SHALL BE RESPONSIBLE FOR, UNLESS SPECIFICALLY STATED OTHERWISE IN THE CONTRACT AGREEMENT, DAMAGES TO THE CONTRACTOR'S WORK DUE TO "ACTS OF GOD", WORK BY OTHERS, AND THEFT OF THE CONTRACTOR'S EQUIPMENT, MATERIALS, AND SUPPLIES.
23. CAUTION.

BEFORE EXCAVATING, VERIFY THE LOCATION OF UNDERGROUND UTILITIES.

CABLE LOCATING SERVICE 800-422-4133

UNDERGROUND SERVICES ALERT 800-227-2600
24. THESE PLANS ARE FOR LANDSCAPE IRRIGATION AND PLANTING ONLY. SLOPE CONSTRUCTION, INCLUDING GRADING, DRAINAGE, AND WALLS, ARE EXISTING, AND SHOWN FOR REFERENCE ONLY.



CITY REQUIREMENTS

- A. ANY AREAS THAT ARE GRADED OR DISTURBED MUST BE LANDSCAPED TO PREVENT EROSION. PLANTING & IRRIGATION MUST COMPLY WITH CITY WATER EFFICIENT REGULATIONS.
- B. 3" OF TOP DRESS MULCH MUST BE INSTALLED TO ALL AREAS WHERE EXPOSED SOIL IS PRESENT.
- C. A COMPLETE AGRONOMIC SOILS TEST MUST BE PERFORMED PRIOR TO PLANTING & THE RECOMMENDED AMENDMENTS REVIEWED BY THE LANDSCAPE ARCHITECT OF RECORD PRIOR TO PLANTING. THE TEST MUST INCLUDE PH, ORGANIC MATTER PERCENTAGE, INFILTRATION RATE AND A COMPLETE CHEMICAL ANALYSIS (NH4, NO3, N, P, K, CA, MG, SO4, NA, S, CU, ZN, MN, FE). THE FOLLOWING TESTS ARE ALSO RECOMMENDED: TOTAL EXCHANGE CAPACITY (TEC), EFFECTIVE CATION EXCHANGE (ECE) & SODIUM ABSORPTION RATIO (SAR). MAYPOINT ANALYTICAL AND WALLACE LABORATORIES ARE SOURCES FOR THIS TEST.
- D. THE SOIL PREP MUST INCLUDE, AT A MINIMUM, 4 CUBIC YARDS OF COMPOST/ 1000 SF INCORPORATE TO A DEPTH OF 6 INCHES INTO THE SOIL.
- E. AT THE TIME OF COMPLETION OF THE INSTALLATION, A CERTIFICATION OF COMPLETION, USING THE CITY'S FORM AND SIGNED BY THE LICENSED PROFESSIONAL WHO PREPARED THE LANDSCAPE PLANS, WILL BE REQUIRED. THE FOLLOWING MUST BE SUBMITTED WITH THE CERTIFICATION OF COMPLETION FORM:

1) A COPY OF THE AGRONOMIC SOILS REPORT.

2) A MAINTENANCE SCHEDULE FOR PLANTING AND IRRIGATION.

3) AN IRRIGATION SCHEDULE THAT DELINEATES IRRIGATION TIMES AND WATER USAGE CONSISTENT WITH THE APPROVED PLAN'S ESTIMATED TOTAL WATER USE (ETWU) AND CURRENT SANTA FE IRRIGATION DISTRICT REQUIREMENTS.

IRRIGATION NOTES

1. IT IS INTENDED THAT THE CONTRACTOR SHALL CONSTRUCT, ASSEMBLE AND INSTALL SYSTEMS IN A SATISFACTORY MANNER, ACCORDING TO THE HIGHEST WORKMANLIKE STANDARDS, COMPLETE AND FUNCTIONING PROPERLY IN EVERY WAY, LEFT READY FOR ITS INTENDED USE AND/OR OPERATION BY THE OWNER.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR DAMAGE TO PLANT MATERIAL DUE TO SYSTEM FAILURE DURING INSTALLATION OF PLANTS AND MAINTENANCE PERIOD.
3. CONTRACTOR SHALL CHECK ALL SITE CONDITIONS, AND VERIFY THE EXISTENCE, LOCATION AND SIZE OF UTILITIES AND SERVICES PRIOR TO TRENCHING.
4. PRIOR TO BEGINNING WORK CONTRACTOR SHALL VERIFY WATER PRESSURE AT THE WATER METER AT THE ELEVATION INDICATED ON THE PLANS, AND ALSO VERIFY MAIN LOCATIONS AND SIZES. NOTIFY LANDSCAPE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THEIR WORK WITH OTHER TRADES.
6. CONTRACTOR SHALL COORDINATE WITH OWNER AND OTHER TRADES TO HAVE POWER AVAILABLE TO THE CONTROLLER WHEN NEEDED.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR SLEEVES AND CHASES UNDER PAVING, THROUGH WALLS, ETC., UNLESS OTHERWISE NOTED.
8. POINT OF CONNECTION (P.O.C.) SHALL BE AS SHOWN ON PLANS.
9. CONNECTIONS FROM MAIN SUPPLY LINES SHALL BE MADE HORIZONTALLY.
10. NO CLOSE NIPPLES OR CROSSES SHALL BE USED.
11. PIPING AND SLEEVES UNDER EXISTING OR FUTURE PAVING SHALL BE INSTALLED, (24" MINIMUM BELOW PAVING EXCEPT 18" FOR IRRIGATION LATERALS), PRIOR TO PAVING OR REPAVING, AND EXTEND 2 FEET OUTSIDE EDGE OF PAVING. NO TEES, ELLS, OR OTHER TURNS IN PIPING SHALL BE LOCATED UNDER PAVING. PERMANENTLY MARK PAVING WITH "E" ON BOTH SIDES OF CROSSING. SLEEVES SHALL BE A MINIMUM OF 2 TIMES THE DIAMETER OF PIPE TO BE ENCLOSED OR, FOR ELECTRICAL SLEEVES, LARGE ENOUGH FOR ALL WIRES INCLUDING AT LEAST 2 SPARE WIRES.
12. METALLIC BACKED LOCATING TAPE SHALL BE INSTALLED ALONG THE ENTIRE LENGTH OF THE SLEEVE, 12 INCHES DIRECTLY ABOVE THE SLEEVE. TAPE SHALL BE MARKED "IRRIGATION" IN 2 INCH CAPITAL LETTERS EVERY 3 FEET ALONG THE TAPE.
13. ALL TRENCH BACKFILL SHALL BE COMPACTED TO THE SAME DENSITY AS ADJACENT SOIL.
14. PLANS ARE DIAGRAMMATIC AND APPROXIMATE. VALVES AND OTHER IRRIGATION EQUIPMENT SHALL BE LOCATED IN PLANTING AREAS. PIPING SHALL BE LOCATED ALONG THE INSIDE EDGES OF PLANTING AREAS EXCEPT WHERE NOT FEASIBLE TO DO SO.
15. ADJUST PRESSURE REGULATING VALVE TO ACHIEVE 10 P.S.I. MORE THAN THE MINIMUM HEAD OPERATING PRESSURE FOR EACH TYPE OF HEAD AT THE HIGHEST SYSTEM AND/OR HIGHEST AND LARGEST SYSTEM. SEE IRRIGATION LEGEND FOR LOWEST OPERATING PRESSURE RANGE OF EACH HEAD.
16. BALL VALVE BOXES SHALL BE MANUFACTURED BY AMETEK (BOX # 182001 AND COVER # 182002) OR CARSON (#608-12).
17. SET VALVE BOXES 2" ABOVE FINISH GRADE IN SHRUB AREAS. FOR BALL VALVES, BURN INTO THE LID THE LETTERS "BV". LETTERS SHALL BE 3" HIGH, 1/2" WIDE.
18. REMOVE BURRS FROM G.I.P. AND P.V.C. PIPE ENDS PRIOR TO CONNECTING OR SOLVENT WELDING.
19. USE SOLVENT MANUFACTURER'S RECOMMENDATIONS FOR CLEANING PIPE ENDS PRIOR TO MAKING SOLVENT WELDED CONNECTIONS.
20. FLUSH PIPE CLEAN PRIOR TO INSTALLING SPRINKLER HEADS.
21. USE FITTINGS TO ACHIEVE DIRECTIONAL CHANGES IN PIPE, DO NOT BEND PIPE.
22. CONTRACTOR'S MAINTENANCE PERIOD SHALL NOT BE TERMINATED UNTIL THE FOLLOWING CONDITIONS ARE SATISFIED AND APPROVED BY THE LANDSCAPE ARCHITECT:

A. "DRAWINGS OF RECORD" SHALL INCLUDE LOCATIONS OF MAINS, VALVES, CONDUITS, CONTROL WIRE ROUTING, AND SWING CHECK VALVES. LOCATE, ON REPRODUCIBLE MATERIAL, BY DIMENSIONING FROM TWO (2) FIXED POINTS.
23. IRRIGATION SYSTEMS ARE TO BE INSTALLED AS SHOWN ON THE PLANS AND IN ACCORDANCE WITH THE CRITERIA AND STANDARDS OF THE CITY OF SOLANA BEACH AND OTHER APPLICABLE STANDARDS AS OF THE APPROVED DATE OF THESE PLANS.

PROPERTY SQUARE FOOTAGE

	Existing (SF)	Proposed Total (SF)
Non-landscaped area	1,426.9	3,483.2
Non-irrigated landscape (includes 5' wide restricted area adjacent to bluff)	1,426.9	284
Irrigated landscape (All hand-watered)	0	802*
Water features	0	13
Decorative Hardscape (Gravel/Rock/Artif. turf)	835.1	844
Total Lot Area (Net) (excludes bluff area)	5,426.2	5,426.2

	Area of Work (SF)
Irrigated landscape (all hand-watered)	927**
Water features	13
Decorative Hardscape	844
Aggregate Landscape Area	1,852

- * Irrigated landscape area on Property is 802 sq. ft. Does not include 125 sq. ft. in right-of-way
- ** Total irrigated landscape includes area 125 sq. ft. in right-of-way, for a total of 995 sq. ft.

LANDSCAPE IMPROVEMENT PLANS

FOR
POLLOCK RESIDENCE
529 PACIFIC AVENUE
SOLANA BEACH, CA 92075
APN: 263-041-02-00

SHEET INDEX

- L-1 TITLE SHEET AND GENERAL NOTES
- L-2 IRRIGATION PLAN
- L-3 IRRIGATION DETAILS
- L-4 IRRIGATION SPECIFICATIONS
- L-5 PLANTING PLAN
- L-6 PLANTING NOTES AND DETAILS
- L-7 PLANTING SPECIFICATIONS

LANDSCAPE MANAGEMENT PLAN

1. Observe plants for signs of stress on a regular basis so that field adjustments can be made to watering schedules.
2. Regular irrigation inspections must be made to assure proper functioning of irrigation equipment and even water distribution. Repairs of malfunctioning equipment and leaking pipes and heads should be made immediately. Replacement spray heads must be the same as the other equipment on the same system.
3. No overhead irrigation should be performed between 8:00AM and 6:00PM.
4. Bark mulch should be replenished annually to maintain minimum 2" depth.
5. As plantings grow and spread, it may be necessary to adjust spray heads to accommodate this growth.
6. Plant replacement species must match the water requirements of existing plants in the same hydrozone.
7. Monitor plantings for signs of pests and diseases. Treat immediately as appropriate, and remove dead, dying or diseased vegetation.
8. Annually flush accumulated debris out of drip systems using flush valves provided.
9. Maintain planter areas in a weed and debris free condition. Ensure eradication of invasive species.
10. Backflow preventer shall be tested annually.
11. An annual horticultural soil analysis should be made, and its recommendations followed relative to fertilization and soil management.
12. Monitor hardscape for signs of root damage, and root prune as necessary, according to the recommendations of an ISA certified arborist.
13. Prune trees and shrubs as necessary for good plant health, aesthetics, and safety, including maintenance of motorists' views. All tree pruning should be performed by an ISA certified arborist. No topping of trees should be permitted.

LANDSCAPE ARCHITECT'S CERTIFICATION

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.

George Mercer 6/12/24
GEORGE MERCER RLA #4055 DATE



GEORGE MERCER ASSOCIATES INC.
LANDSCAPE ARCHITECTURE
990 SEACOAST DRIVE, STE. 20
IMPERIAL BEACH, CA 91932
(619) 882-2499

E-mail:
georgemercerassociates@gmail.com



GMA # 21-085

LANDSCAPE ARCHITECT OF WORK

CITY OF SOLANA BEACH

DRAWING NO.

GM

Drawn By

By *George Mercer* Date 6/12/24

Name GEORGE MERCER

License # 4055 Exp 4/30/25

TITLE SHEET, GENERAL NOTES, & IRRIGATION NOTES FOR

POLLOCK RESIDENCE

APN: 263-041-02-00 529 PACIFIC AVENUE

L-1

SHEET 1 OF 7

ATTACHMENT 3

IRRIGATION LEGEND

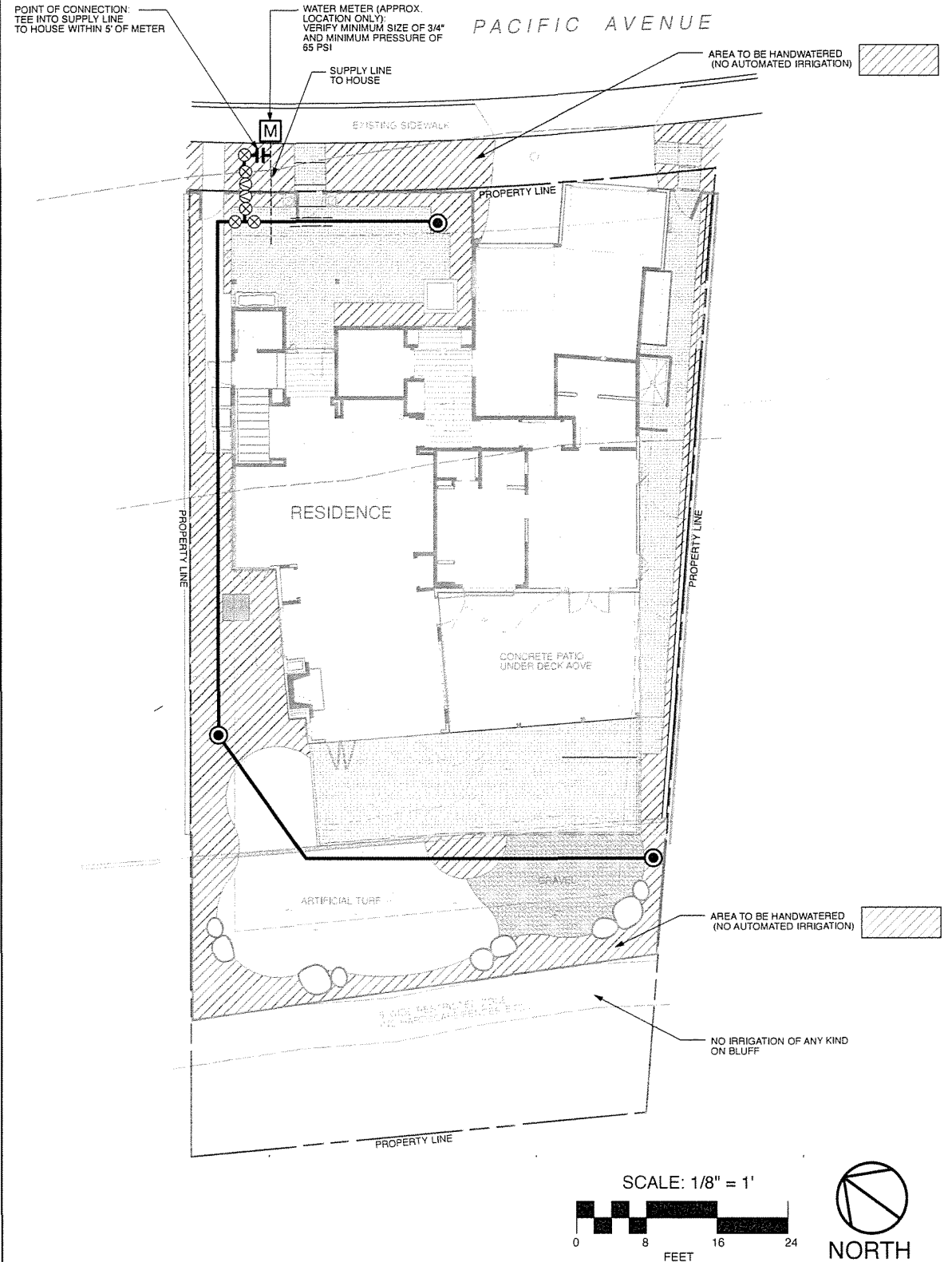
SEE PLAN FOR EQUIPMENT SIZES

SYMBOL	MANUFACTURER	MODEL #	DESCRIPTION
	FEBCO WILKINS	825Y - 1" SIZE 500 YSBR	REDUCED PRESSURE BACKFLOW PREVENTER WITH PRESSURE REGULATOR AND Y-STRAINER. SPRING RANGE 25-75PSI.
	CHAMPION	3/4" SIZE BRONZE/BRASS	HOSE BIBB - DOWNWARD POINTING
	KING BROS.	BTU SERIES	PVC BLOCKED TRUE UNION BALL VALVE
			MAIN LINE: PVC SCH 40 - 1" SIZE. 18" MINIMUM COVER; 30" UNDER PAVING.
			PVC SCH 40 SLEEVE, MINIMUM 2 X DIAMETER OF PIPE OR WIRE BUNDLE ENCLOSED.
			POINT OF CONNECTION

NOTES

IRRIGATION PLAN IS DIAGRAMMATIC AND APPROXIMATE. ALL PIPING, VALVE BOXES, BACKFLOW PREVENTERS, ETC. SHALL BE LOCATED IN PLANTING AREAS. NO IRRIGATION EQUIPMENT TO BE LOCATED IN SIDE WALKS OR RIGHT-OF-WAY.

IRRIGATION SYSTEMS ARE TO BE INSTALLED AS SHOWN ON THE PLAN AND IN ACCORDANCE WITH THE CRITERIA AND STANDARDS OF THE CITY OF SOLANA BEACH AND OTHER APPLICABLE STANDARDS AS OF THE APPROVED DATE OF THIS PLAN.



LANDSCAPE ARCHITECT'S CERTIFICATION

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.

George Mercer 6/12/24
 GEORGE MERCER RLA #4055 DATE



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GMA # 21-085

LANDSCAPE ARCHITECT OF WORK

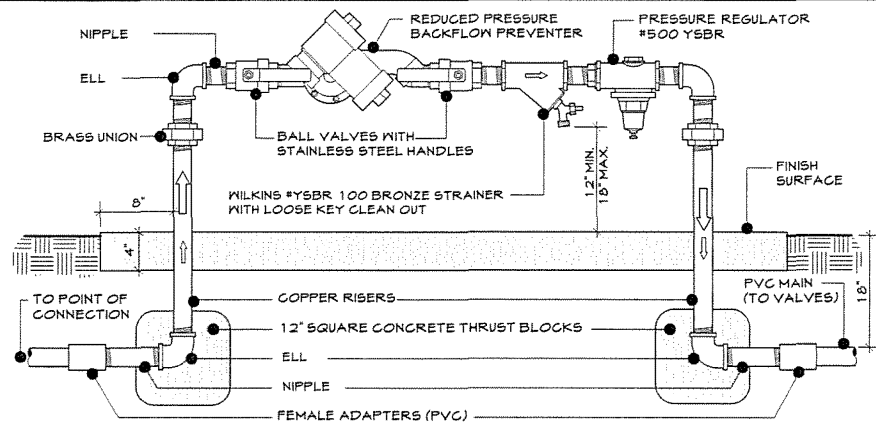
CITY OF SOLANA BEACH

DRAWING NO.

GM
 Drawn By *George Mercer* Date 6/12/24
 Name GEORGE MERCER
 License # 4055 Exp 4/30/25

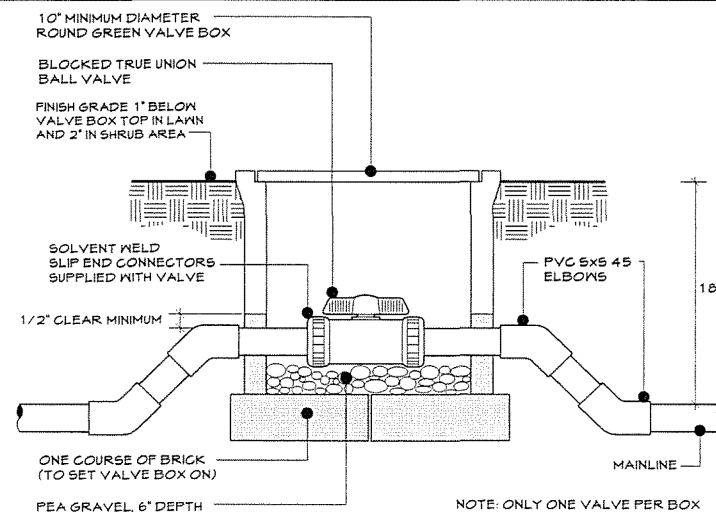
IRRIGATION PLAN FOR
POLLOCK RESIDENCE
 APN 263-041-02-00 529 PACIFIC AVENUE

L-2
 SHEET 2 OF 7

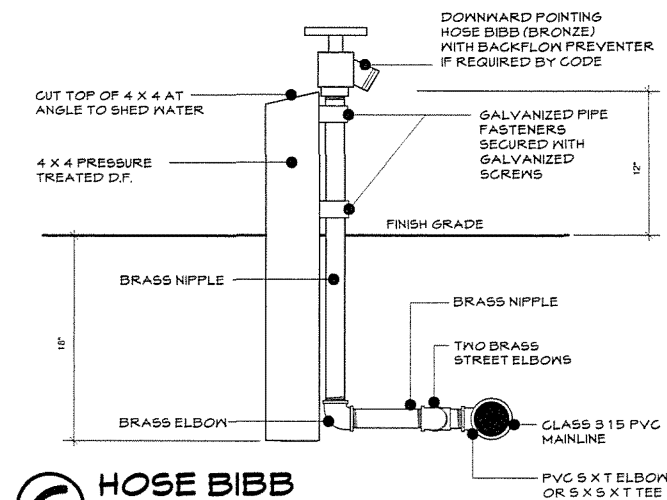


- NOTES:
1. NO CLOSE NIPPLES SHALL BE USED.
 2. PROVIDE LOOSE KEY FOR CLEANOUT VALVE.
 3. ALL TEES, ELLS AND NIPPLES SHALL BE COPPER. BRASS UNIONS ARE ACCEPTABLE.
 4. ALL METAL IN CONTACT WITH CONCRETE SHALL BE POLYETHYLENE WRAPPED USING 2\"/>

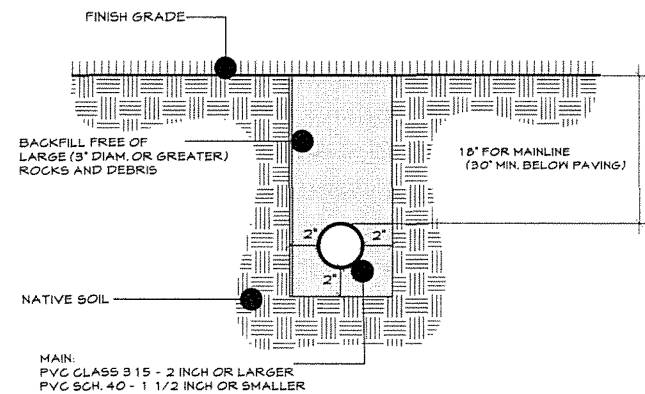
A REDUCED PRESSURE BACKFLOW PREVENTER



B BALL VALVE



C HOSE BIBB



D TRENCH DETAIL

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 georgamercerassociates@gmail.com



GMA # 21-085

					LANDSCAPE ARCHITECT OF WORK	CITY OF SOLANA BEACH	DRAWING NO.
					GM Drawn By	IRRIGATION DETAILS FOR POLLOCK RESIDENCE 529 PACIFIC AVENUE	L-3 SHEET 3 OF 7

L-4

SHEET 4 OF 7



SYMBOL	ZONE	VEG. TYPE	WATER USE	PLANT FACTOR	AREA SQ. FT.	IRRIGATION TYPE	IRRIG. EFFIC.
[Yellow Box]	#1	TREES/SHRUBS	LOW	0.3	995	HAND WATERED	1.00
[Green Box]	#2	ARTIFICIAL TURF	LOW	0.3	505	HAND SPRAY	1.00
[Blue Box]	#3	WATER FEATURE	HIGH	1.0	13	HAND FILLED	1.00
TOTAL:					1,513		

HYDROZONES



ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET

The project's Estimated Total Water Use is calculated using the following formula:

$$ETWU = (ETo)(0.62) \left(\frac{PF \times HA}{IE} + SLA \right)$$

- ETWU = Estimated total water use per year (gallons per year)
ETo = Evapotranspiration rate (inches per year)
PF = Plant Factor from WUCOLS (see Definitions)
HA = Hydro-zone Area (square feet). Define hydro-zones by water use: very low, low, moderate and high
SLA = Special Landscape Area (square feet). Fertilize plants, irrigated with recycled water, & turf used for active play
0.62 = Conversion Factor (to gallons per square foot)
IE = Irrigation Efficiency

CITY OF SOLANA BEACH ESTIMATED TOTAL WATER USE (ETWU) WORKSHEET					
Line	Hydro-zone Number (1 - 4 Below - use as many tables as necessary to complete all hydrozones)	1	2	3	4
Evapotranspiration Rate (ETo) See "A" below	1	Use 41 (west of I-5) / 47 (east of I-5)			
Conversion Factor - 62	2	0.62			
(Line 1 x Line 2)	3	25.42 (west of I-5) / 29.14 (east of I-5)			
Plant Factor (PF) See "B" below	4	0.3	0.3	1.0	
Hydrozone Area (HA) - in square feet	5	995	505	13	
(Line 4 x Line 5)	6	298.5	151.5	13	
Irrigation Efficiency (IE) See "C" below	7	1.00*	1.00*	1.00*	
(Line 6 x Line 7)	8	298.5	151.5	13	
TOTAL of all Line 8 boxes + SLA	9	463			
Line 3 x Line 9 Estimated Total Water Use - ETWU (gallons per year) Total shall not exceed MAWA below	10	11,769 gallons per year			

A	B	C
ETo - Evapotranspiration rate = 41 (west of I-5) 47 (east of I-5)	PF - Plant Factor - Use WUCOLS values to determine the categories for each species used. The highest water use PF must be used when more than one PF is shown in a hydro-zone. 0.3 - LFW - Low Water Use Plants 0.5 - FFW - Low Water Use Plants 0.8 - MFW - Moderate Water Use Plants 1.0 - HFW - High Water Use Plants	IE - Irrigation Efficiency 1.00 - 100% 0.80 - 80% 0.60 - 60% 0.40 - 40% 0.20 - 20% 0.10 - 10% 0.05 - 5% 0.01 - 1% Efficiency of 1.0 used for handwatering & filter pipe. *Efficiency of 1.0 used for handwatering & filter pipe.

MAXIMUM APPLIED WATER APPLICATION (MAWA) calculation:

$$\frac{25.42}{29.14} [(ETAF \times 1,513) + (1 - ETAF \times 0)] = \text{MAWA}$$

Evapotranspiration adjustment factor (ETAF) use: 45 residential, 45 non-residential

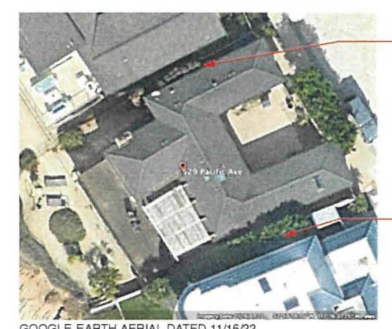
21,153 gallons

- NOTES:
- ALL LANDSCAPE AREAS TO HAVE POSITIVE DRAINAGE TOWARDS CATCH BASINS/DRAINAGE SWALES
 - GRADE ALL LANDSCAPE AREAS AWAY FROM BUILDINGS AT 2% FOR FIVE FEET MINIMUM
 - AMEND ALL PLANTING AREAS IN ACCORDANCE WITH A HORTICULTURAL SOILS ANALYSIS
 - ALL PLANTED AREAS TO RECEIVE 100% IRRIGATION COVER - EXCEPTION AT BLUFF AREA - HAND WATERING ONLY FOR ESTABLISHMENT ONLY
 - TIE DOWNSPOUTS INTO DRAINAGE SYSTEM
 - BACKFILL AT GARDENIAS SHALL BE A REPUTABLE SOIL MIX DESIGNED FOR ACID LOVING PLANTS
 - THIS IS A CONCEPT ONLY. IT IS NOT A CONSTRUCTION DOCUMENT. IF USING THIS CONCEPT AS A GUIDE, METHOD OF CONSTRUCTION FOR ALL ELEMENTS SHOWN ON THIS PLAN SHALL BE THE RESPONSIBILITY OF THE INSTALLING CONTRACTOR
 - CONTRACTOR OR OWNER SHALL OBTAIN ALL NECESSARY PERMITS FOR THE WORK SHOWN ON THIS PLAN
 - ALL DIMENSIONS/LOCATIONS ARE APPROXIMATE ONLY. CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS OF ITEMS SHOWN ON THIS PLAN IN THE FIELD AND LAY ALL ITEMS OUT FOR APPROVAL BY OWNER BEFORE CONSTRUCTION

PLANTING LEGEND

SYMBOL	SPECIES/COMMON NAME	SIZE	SIZE	WATER USE
[Red Dot]	AEONIU URBICUM DINNER PLATE AEONIU	1 GAL.	13	LOW
[Green Dot]	AEONIU 'SUNBURST' SUNBURST AEONIU	1 GAL.	31	LOW
[Yellow Star]	AGAVE AMERICANA MEDIO PICTA CENTURY PLANT	15 GAL.	5	LOW
[Green Star]	AGAVE ATTENUATA 'RAY-OF-LIGHT' FOXTAIL AGAVE	5 GAL.	9	LOW
[Blue Star]	AGAVE 'BLUE GLOW' BLUE GLOW AGAVE	5 GAL.	11	LOW
[Purple Star]	AGAVE OVATIFOLIA 'FROSTY BLUE' WHALE'S TONGUE AGAVE	15 GAL.	6	LOW
[Red Star]	BOUGAINVILLEA 'SAN DIEGO RED'	5 GAL. ESPALIER ON FENCE	8	LOW
[Green Star]	CISTANTHE 'JAZZ TIME' ROCK PURSLANE	1 GAL.	7	LOW
[Blue Star]	DIANELLA TAS. 'LITTLE REV' FLAX LILY	5 GAL.	6	LOW
[Green Star]	EUPHORBIA INGENS CANDELABRA TREE	24" BOX 6" TALL MIN.	3	LOW
[Purple Star]	LAMPBRANTHUS PRODUCTUS SHOWY ICEPLANT	1 GAL.	26	LOW
[Green Star]	MYRICA CALIFORNICA CALIFORNIA WAX MYRTLE MAINTAIN AS HEDGE 8" HIGH	15 GAL.	10	LOW
[Purple Star]	RHAPHIOLEPIS UMBELLATA 'MINOR' DWARF YEDDO	15 GAL.	19	LOW
[Green Star]	SALVIA 'SANTA BARBARA' MEXICAN BUSH SAGE	5 GAL.	3	LOW
[Blue Star]	SENECIO MADRALISCE BLUE CHALK FINGERS	4" POT	79	LOW
[Green Star]	WESTRINGIA 'GRAY BOX' COAST ROSEMARY	5 GAL.	5	LOW
[Green Star]	MULCH ALL PLANTER AREAS WITH 3" DEPTH OF 1 1/2"-2" SIZE BLACK MEXICAN BEACH PEBBLE OVER TYPAR PREMIUM LANDSCAPE FABRIC			
[Green Star]	IN PLANTER BOX ON DECK ABOVE:			
[Green Star]	ACCA SELLOWIANA PINEAPPLE GUAVA	15 GAL.	4	LOW
[Green Star]	OLEA EUROPAEA 'SWANN HILL' FRUITLESS OLIVE MATURE HEIGHT: 25'	36" BOX MULTI-TRUNK 1		LOW
[Green Star]	LAGUNARIA PATERSONIA COW ITCH TREE PRUNED TO CREATE PRIVACY HEDGE	15 GAL. COLUMN		LOW

* EXISTING ITALIAN CYPRESS TREES WERE DEAD/DYING AND HOMEOWNER DESIRED TO REPLACE WITH A NEW HEDGE TO MAINTAIN SIDEYARD PRIVACY. FICUS NITIDA WAS SELECTED BECAUSE THE NEIGHBOR IMMEDIATELY TO THE SOUTH EAST HAS A FICUS NITIDA HEDGE, SO IT IS KNOWN TO THRIVE IN THE SEA COAST ENVIRONMENT AS WELL AS MAINTAINING NEIGHBORHOOD CHARACTER. SEE GOOGLE EARTH PICTURE BELOW SHOWING DEAD/DYING CYPRESS HEDGE AND NEIGHBOR'S FICUS HEDGE. FICUS HEDGE WILL NOW BE SWITCHED TO LAGUNARIA PATERSONIA IN ORDER TO REDUCE WATER USE, CONSISTENT WITH THE REQUIREMENTS OF CDP#6-23-0342.

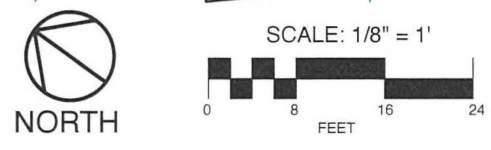


DEAD/DYING CYPRESS HEDGE
ORIGINALLY REPLACED WITH FICUS HEDGE

EXISTING FICUS HEDGE ON
NEIGHBORING PROPERTY

GOOGLE EARTH AERIAL DATED 11/16/22

WITH THE EXCEPTION OF THE VEGETATION ON THE BLUFF TO REMAIN UNDISTURBED (EXISTING TO REMAIN), ALL VEGETATION ON SITE



- #### LOW VOLTAGE LIGHTING
- SPOTLIGHT UPLIGHTING TREE
FX LUMINAIRE VS UPLIGHT - 6 LEDS (WITH GROUND SPIKE)
10 WATT - NATURAL BRASS/COPPER FINISH
 - BRASS WALKWAY DOWNLIGHT - FX LUMINAIRE HC
NATURAL COPPER - 2 WATT LED
 - STEP/WALL LIGHT - INSTALL IN RISER/WALL
FX LUMINAIRE - PO-RD - NATURAL BRASS - 1 WATT LED

LANDSCAPE ARCHITECT'S CERTIFICATION

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.

George Mercer 6/12/24
GEORGE MERCER RLA #4055 DATE

GMA
GEORGE MERCER ASSOCIATES INC.
LANDSCAPE ARCHITECTURE
990 SEACAST DRIVE, STE. 20
IMPERIAL BEACH, CA 91932
(619) 882-2499
E-mail: georgemercerassociates@gmail.com

LICENSED LANDSCAPE ARCHITECT
No. 10000
Expires 6/30/25
6/12/24
STATE OF CALIFORNIA

GMA # 21-085

LANDSCAPE ARCHITECT OF WORK				CITY OF SOLANA BEACH		DRAWING NO.
GM	By <i>George Mercer</i> Date: 6/12/24	TITLE SHEET, GENERAL NOTES, & IRRIGATION NOTES FOR		POLLOCK RESIDENCE		L-5
Drawn By	Name: GEORGE MERCER License # 4055 Exp 4/30/25	APN: 263-041-02-00		529 PACIFIC AVENUE		SHEET 5 OF 7

1. PRIOR TO THE INSTALLATION OF ANY PLANT MATERIAL THE CONTRACTOR SHALL VERIFY THE AVAILABILITY OF WATER TO THE SITE.
2. ALL PLANTED AREAS SHOWN ON THESE PLANS SHALL HAVE 100% HEAD-TO-HEAD IRRIGATION COVER.
3. PLANT QUANTITIES SHOWN ON PLANT LIST ARE FOR CONVENIENCE ONLY AND LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR HIS OWN PLANT COUNT AND AREA TAKE-OFFS.
4. PLANT SYMBOLS TAKE PRECEDENCE OVER PLANT QUANTITIES SPECIFIED EXCEPT WHERE SPECIFICALLY NOTED.
5. AT LEAST ONE PLANT OF EACH SPECIES DELIVERED TO THE SITE WILL HAVE AN IDENTIFICATION TAG FROM THE SUPPLYING NURSERY SHOWING COMMON AND BOTANICAL PLANT NAMES.
6. PLANTS SHALL BE PROTECTED AGAINST THEFT, HEAT, SUN, WIND, FROST AND PHYSICAL DAMAGE DURING TRANSPORTATION TO THE SITE AND WHILE BEING HELD AT THE SITE. DO NOT STORE PLANTS IN TOTAL DARKNESS MORE THAN ONE DAY.
7. PLANTS SHALL BE ACCLIMATED FOR THE CONDITIONS OF THEIR ULTIMATE USE AND LOCATION.
8. MILTED PLANT MATERIAL SHALL NOT BE PLANTED OR USED ON THE PROJECT.
9. PLANT ROOT BALL SHALL NOT BE DAMAGED DURING TRANSPORTATION OR PLANTING PROCESS.
10. LANDSCAPE CONTRACTOR SHALL REPAIR AND/OR REPLACE (IN SIZE, KIND, AND QUALITY), ANY PLANT MATERIAL EXISTING ON SITE WHICH IS DAMAGED DUE TO HIS NEGLIGENCE.
11. IMMEDIATELY UPON AWARD OF THE CONTRACT THE CONTRACTOR SHALL LOCATE, ORDER, AND PURCHASE, OR HAVE HELD FOR HIM, ALL SPECIFIED PLANT MATERIAL EXCLUDING PRE-SELECTED PLANT MATERIAL.
12. LANDSCAPE ARCHITECT SHALL APPROVE ALL TREES AT THE NURSERIES PRIOR TO SHIPPING OR CONTRACTOR SHALL SUBMIT COLOR PRINT PHOTOGRAPHS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO SHIPPING.
13. PLANT MATERIAL MAY BE REJECTED AT ANY TIME BY THE LANDSCAPE ARCHITECT DUE TO CONDITION, FORM, OR DAMAGE BEFORE OR AFTER PLANTING.
14. LANDSCAPE ARCHITECT SHALL APPROVE LANDSCAPE GRADING AND FINAL PLACEMENT OF ALL TREES AND SHRUBS PRIOR TO PLANTING.
15. ALL ROCK AND DEBRIS SHALL BE REMOVED FROM REFINED PLANTING AREAS AROUND THE HOUSE AND THEN FROM THE SITE IN ACCORDANCE WITH THE FOLLOWING CRITERIA: 1" IN SHRUB AREAS.
16. SOIL PREPARATION SHALL BE IN ACCORDANCE WITH A SOIL ANALYSIS, TO BE OBTAINED BY CONTRACTOR, AFTER GRADING.
17. CONTRACTOR SHALL SUBMIT ALL AMENDMENT QUANTITY RECEIPTS TO OWNER AND LANDSCAPE ARCHITECT FOR APPROVAL AT THE TIME OF AMENDING.
18. CROWN OF ALL PLANTS SHALL BE SLIGHTLY HIGHER, AFTER SETTLING, THAN ADJACENT SOIL AND MULCH.
19. TREES SHALL BE OF ADEQUATE CALIPER TO STAND WITHOUT SUPPORT.
20. ALL TREES SHALL BE ESTABLISHED IN THEIR BOXES FOR NO LESS THAN FOUR MONTHS, ALL PLANTS 1 TO 5 GALLON IN SIZE SHALL BE ESTABLISHED IN THEIR CONTAINERS FOR A MINIMUM PERIOD OF THREE MONTHS BEFORE DELIVERY TO THE SITE UNLESS SPECIFICALLY AUTHORIZED BY THE LANDSCAPE ARCHITECT.
21. PRUNE PLANTS BOTH EXISTING AND PROPOSED DURING INSTALLATION OR MAINTENANCE AS DIRECTED BY LANDSCAPE ARCHITECT.
22. CIRCULAR ROOT SYSTEMS OF CONTAINER STOCK SHALL BE SLASHED IN 4 TO 6 LOCATIONS ON THE SIDES AND THE ROOT BALL "BUTTERFLIED" PRIOR TO PLANTING. ROOT BOUND PLANTS ARE UNACCEPTABLE.
23. CONSTRUCT A 4" HIGH X 2' DIAMETER WATER BASIN FOR EACH ONE GALLON SIZE AND LARGER SHRUB AND A 6" HIGH X 2' DIAMETER WATER BASIN FOR EACH TREE.
24. PLANTING PITS FOR TREES SHALL BE EXCAVATED NO LESS THAN THREE TIMES THE DIAMETER AND SLIGHTLY SHALLOWER THAN THE ROOTBALL.
25. INSTALL TREES AND SHRUBS PRIOR TO PLANTING OF GROUND COVER.
26. WHERE "ON CENTER" (O.C.) SPACING OF PLANTS IS CALLED OUT FOR, PLACE A ROW OF PLANTS ONE HALF OF THEIR "ON CENTER" SPACING FROM THE EDGE OF THEIR SYMBOL ON THE PLAN.

27. TREE STAKING SHALL BE DONE AT CONTRACTOR'S DISCRETION (PER DETAIL). CONTRACTOR SHALL BE RESPONSIBLE FOR THE TREES' STABILITY FOR THE LENGTH OF THE GUARANTEE PERIOD.
28. TREE STAKES SHALL BE TEN-FEET (10') LONG, STRAIGHT GRAINED LODGEPOLE PINE, TREATED WITH COPPER NAPHTHATE. STAKES SHALL BE FREE OF KNOTS, CHECKS, SPLITS AND DISFIGUREMENTS. NUMBER OF STAKES PER TREE STAKING DETAIL.
29. TREE TIES SHALL BE 1/2" C.V.T. WHITE OR BLACK HOSE, AVAILABLE FROM INDUSTRIAL HOSE & RUBBER, 2816 SO. VAIL, CITY OF COMMERCE, CA 90040.
30. TREES SHALL BE PLANTED AT LEAST 5 FEET FROM ANY DRIVEWAY, DRAINAGE FLOW LINE, UNDERGROUND UTILITIES SUCH AS SEWERS, WATERLINES, GAS LINES, ETC.
31. PLANTINGS SHALL NOT BE LOCATED SUCH THAT THEY WOULD CAUSE A LINE OF SITE PROBLEM FOR VEHICULAR TRAFFIC.
32. SHRUBS ARE TO BE FULL AND BUSHY TO THE GROUND.
33. TREES AND SHRUBS TO BE ONE GALLON SIZE MINIMUM. BID SHALL BE BASED ON KNOWN PLANT AVAILABILITY. SPECIFY QUANTITIES AND SIZES IN BID.
34. PLANT TABLETS SHALL BE PLACED IN PLANTING PITS WITHIN THE TOP 3" OF FINISH GRADE.
35. PROVIDE AGRIFORM 20-10-5, 5 GRAM FERTILIZER TABLETS WITH EACH GROUNDCOVER PLANT (1 PER PLANT).
36. PLANTS ONE GALLON SIZE AND LARGER SHALL BE PLANTED WITH 20-10-5 FERTILIZER TABLETS, 21 GRAM, AT THE FOLLOWING RATES: 1/1 GALLON, 2/5 GALLON, 3/15 GALLON, 1/3" OF BOX WIDTH, (I.E. 8/24" BOX, ETC.) DO NOT USE WITH CACTUS.
37. CROWN OF PLANTS SHALL BE SLIGHTLY HIGHER THAN MULCH TOP DRESSING AFTER SETTLING. SEE PLANTING PLAN FOR MULCH DEPTH
38. FERTILIZER CONTAINING IRON SHALL BE KEPT OFF ALL HARDSCAPE. PROVIDE OWNER WITH RECEIPTS FOR FERTILIZER TYPE AND QUANTITY USED.
39. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL PLANTED AREAS IN A NEED AND DEBRIS FREE CONDITION THROUGHOUT THE MAINTENANCE PERIOD. ALL BERMUDA AND KIKUYU GRASS SHALL BE DUG OUT BY THE ROOTS, AND REMOVED FROM THE SITE.
40. THE CONTRACTOR SHALL USE THE FOLLOWING PERCOLATION TESTING SPECIFICATION IMMEDIATELY FOLLOWING THE ROUGH GRADING OPERATION TO DETERMINE WHETHER OR NOT A SUBDRAIN SYSTEM AND/OR AERATION PIPES ARE REQUIRED:

UPON COMPLETION OF THE ROUGH GRADING OF THE SITE, THE LANDSCAPE ARCHITECT SHALL IDENTIFY A TYPICAL LOCATION FOR ONE OF THE LARGEST SPECIMEN BOX TREES AND THE CONTRACTOR SHALL EXCAVATE THE PIT FOR THE TREE PER THE PROJECT SPECIFICATIONS AND DETAILS.

WITH THE OWNER AND THE LANDSCAPE ARCHITECT PRESENT, THE CONTRACTOR SHALL FILL THE PIT WITH WATER TO A DEPTH OF 12', IF POSSIBLE. THE LENGTH OF TIME REQUIRED FOR THE WATER TO PERCOLATE INTO THE SOIL, LEAVING THE PIT EMPTY, WILL BE MEASURED BY THE CONTRACTOR AND VERIFIED BY THE PROJECT SUPERINTENDENT.

Diagram illustrating the components and layers of a tree pit installation:

- KEEP MULCH AWAY FROM CROWN OF SHRUB
- 3" BARK MULCH INSIDE WATER BASIN
- 4" HIGH WATER BASIN
- MULCH DEPTH PER PLANS
- FINISH GRADE
- FERTILIZER TABS
- AMENDED BACKFILL MIX PER SOIL REPORT.
- PLACE ROOTBALL ON NATIVE SUBGRADE
- 3 X CONTAINER DIAMETER

1. PLACE 2" DIAMETER LODGEPOLES OUTSIDE ROOTBALL OR 9" AWAY FROM TRUNK.
2. IMAGINARY LINE BETWEEN STAKE AND TREE SHALL BE PARALLEL TO PREVAILING WIND DIRECTION
3. NAIL TREE TIE TO STAKE
4. TREE TIE PER PLANTING SPECIFICATIONS
5. USE 2.1 GRAM 20-10-15 FERTILIZER TABS PER SPECS.

						LANDSCAPE ARCHITECT OF WORK	CITY OF SOLANA BEACH	DRAWING NO.	
						GM Drawn By	By <u>George Mercer</u> Date <u>6/12/24</u> Name <u>GEORGE MERCER</u> License # <u>4055</u> Exp <u>4/30/25</u>	PLANTING NOTES AND DETAILS FOR POLLOCK RESIDENCE APN 263-041-02-00 529 PACIFIC AVENUE	L-6 SHEET 6 OF 7



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Finance – Rachel Jacobs, Finance Director
SUBJECT: **City Council Consideration of Resolution 2024-059 Adopting Adjustments to the Fiscal Year 2025 Adopted Budget and Authorizing New Positions**

BACKGROUND:

On June 28, 2023, the City Council (Council) approved the Fiscal Years (FYs) 2024 and 2025 Annual Budgets. During the fiscal year and at the end of each fiscal year as new budgetary information becomes available, Staff presents updates to the Council for consideration when adjustments are recommended to the Adopted Budget. This item is a mid-budget update for consideration of Resolution 2024-059 (Attachment 1) adopting amendments to the FY25 Adopted Budget and authorizing new positions.

DISCUSSION:

The City of Solana Beach's (City) Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council without a budget amendment. In addition, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations.

Staff is recommending the City Council authorize the Finance Director/City Treasurer to amend the FY25 Adopted Budget for certain revenue and expenditure appropriations. Specific amendments to the FY25 Adopted Budget are discussed below in detail and categorized by General Fund and other funds.

In addition, Staff recommends the addition of the following positions in order to address essential organizational and staffing requirements, while also enhancing our capacity to manage workload and upcoming projects.

- Full-time, benefited Public Works employee at the Maintenance Worker II level within the Public Works Department. This new position will provide crucial support for handling current and upcoming workload, projects, priority maintenance projects, unprioritized

CITY COUNCIL ACTION:

and non-work plan assignments as well as assisting with various on-demand and unplanned day to day tasks within the department.

- Temporary/part-time employee at the Temporary Parking Enforcement Officer level within the Code Compliance Division. This position will provide crucial support for handling and managing parking enforcement duties during the week as well as the weekend, specifically during the busy summer months. This position will also assist with minor code compliance projects and Senate Bill 1383 (SB 1383) inspections and compliance on an as needed basis.
- Temporary/part-time paid Management Interns within the City to support various departments with projects and ad-hoc assignments. Staff believes that Interns offer a fresh look at our day-to-day business and procedures and can share ideas on strategy, plans, policies and more. By offering internship opportunities the City can establish or grow its connections with universities and colleges, increasing its visibility on campuses and the promotion of public/local sector careers. Internships can also assist with selecting and developing future talent and increasing Staff retention rates.

General Fund Amendments:

General Fund – Revenues

Staff has analyzed revenues received by the City through May 2024. A trend analysis was performed to compare actual receipts received versus the annual budget. Any significant variances were analyzed in detail and projected through the next fiscal year. In a few cases, budget adjustments are being recommended based on other separate analyses or projections.

General Fund Amendments – Revenues

- **Property Tax**
Collections for Property Tax continues to grow with the San Diego housing market. Projections by HDL Coren & Cone, the City's property tax consultant, show an estimated increase for FY 25 of 5.49% in Taxable Value in Solana Beach. Staff is recommending Property Tax revenue be increased by \$300,000 from \$9,996,980 to \$10,296,980.
- **Short-Term Vacation Rentals**
The City has experienced higher than originally projected TOT from short-term vacation rentals. Due to this, Staff is recommending short-term vacation rental TOT revenue be increased by \$250,000 from \$832,832 to \$1,082,832.
- **Building Permits Revenue**
Due to a high volume of permit activity, Staff is proposing a budget increase to the Building Permits category of \$150,000. This adjustment would increase Building Permit budgeted revenue from \$240,000 to \$390,000.
- **Business Registration**
Based on the trend analysis and certificate renewals received during the 2024 renewal period, Staff is proposing an increase of \$45,000 to the Business Registration revenue category. This adjustment would increase the budgeted revenue from \$255,000 to \$300,000.

A summary of the recommended changes for General Fund revenues are listed in the following table:

**Proposed Revenue Budget Adjustments
General Fund
Fiscal Year 2025**

<u>Account</u>	<u>Additions/ (Deletions)</u>
Property Tax	\$ 300,000
Short Term Vacation Rental TOT	250,000
Building Permit Revenue	150,000
Business Registration	45,000
Operational Revenues	\$ 745,000
 Total General Fund Revenues	 \$ 745,000

General Fund Amendments – Expenditures

Staff has analyzed expenditure needs, trends, and contracts through May 2024 against currently adopted FY25 budgeted expenditures. Based on this analysis and the additional staffing needs, Staff is recommending increases to General Fund expenditure accounts totaling \$694,435 as discussed below:

Salaries & Benefits

- Staff is requesting an increase of \$370,129 for salaries & benefits as follows:
 - \$77,504 for a FT Assistant Engineer position (Reso 2023-118)
 - \$8,560 for increased OT for Marine Safety due to increased beach/crowds/towers being staffed earlier this year
 - \$88,890 for the Recreation Programs Coordinator Position (Reso 2023-118)
 - \$26,906 for a PT Code/Parking Enforcement Officer
 - \$87,550 for a FT Maintenance Worker II for the Public Works Department
 - \$80,719 for 3 PTE Management Interns

Professional Services

- Staff is requesting an increase of \$187,906 for professional services as follows:
 - \$150,000 for Buildings for increased services provided by EsGil, whose compensation is based on building permit and plan check revenue received

- \$15,000 for City Council - Resolution 2024-025 for increased community grant funding
- \$10,000 for Community Services – Resolution 2023-113 for E-bike Training and Diversion Program
- \$2,000 for Parks & Recreation for La Colonia Movie Night
- \$10,906 for Environmental Services & Public Facilities Maintenance for increased SEJPA contract and generator repairs

Equipment & Supplies

- Staff is requesting an increase of \$6,400 for equipment & supplies as follows:
 - \$4,000 for Information Technology Department for increased costs related to antivirus protection
 - \$2,400 for Marine Safety Department for iPad upgrades, pressure washer, and Connect Teams, an online scheduling tool

Transfers

- Staff is requesting an increase of \$130,000 for transfers to the CIP Fund from the Public Facilities Reserve as follows:
 - \$50,000 for City Hall repairs and improvements
 - \$80,000 for the Climate Action Plan implementation plan (EV Charging; Reach Code)

A summary of the recommended changes for General Fund expenditures are listed in the following table:

Proposed Expenditure Budget Adjustments General Fund Fiscal Year 2025

<u>Account</u>	<u>Additions/ (Deletions)</u>
Salary and Benefits	
City Manager	80,719
Code Enforcement	26,906
Engineering	77,504
Marine Safety	8,560
Public Works	87,550
Recreation	88,890
Professional Services	
Buildings	150,000
Community Services	10,000
City Council	15,000
Environmental Services	2,482
Parks & Recreation	2,000
Public Facilities Maintenance	8,424
Equipment & Supplies	
Information Technology	4,000
Marine Safety	400
Marine Safety	2,000
Transfers	
Transfer to CIP Fund	130,000
<i>Total Operational Expenditures</i>	<u><u>\$ 694,435</u></u>

Measure S Fund Amendments – Revenues

- Transaction & Use Tax
Measure S was approved by the voters in November 2022. Collection of Transaction & Use Tax revenue associated with Measure S began on April 1, 2023. After meeting with HDL advisers, Staff is recommending Measure S Tax revenue be increased by \$200,000 from \$4,488,000 to \$4,688,000.

Measure S Fund Amendments – Expenditures

- Staff is requesting an increase of \$783,000 for transfer to Asset Replacement Fund as follows:

- \$733,000 for Fire Asset Replacement Fund to move planned FY26 funding to FY25 to allow for Fire Department to prepay fire truck purchase to receive discount
- \$50,000 for Parks & Recreation Asset Replacement Fund for purchase of a replacement vehicle which will be an EV model
- Staff is requesting an increase of \$530,000 for transfer to CIP Fund for Work Plan projects as follows:
 - \$80,000 for Highland Drive Median Project
 - \$450,000 for Santa Helena Neighborhood Trail Project

Other Fund Amendments

The following amendments increasing expenditures to other funds are also recommended.

Revenue Adjustments	Description	Amount
Asset Replacement Fund	Measure S Fund transfer	\$ 783,000
CDBG Fund	Increased Grant Revenue - Reso 23-114	\$ 7,132
CIP Fund	Measure S Fund transfer	\$ 530,000
CIP Fund	General Fund - Public Facility Reserves transfer	\$ 130,000
	Total Revenue Adjustments	\$ 1,450,132
Expenditure Adjustments		
Asset Replacement - Codes	Portable radio purchase	9,000
Asset Replacement - Comm Dev	New conference table & chairs	5,000
Asset Replacement - Fire	SCBA purchase - move FY25 to FY24	(152,000)
Asset Replacement - Fire	Fire Truck purchase - move FY26 funds to FY25	733,000
Asset Replacement Fund - IT	Website project update & increased cost for computers	26,000
Asset Replacement Fund - MS	Increased cost of rescue water craft & outfitting	3,000
Asset Replacement Fund - MS	Increased cost of truck & outfitting (EV)	15,000
Asset Replacement Fund - Parks	Replacement Vehicle for Parks & Recreation (EV)	50,000
CDBG Fund	Updated to match increased award	7,132
CIP Fund	Work plan/CIP Projects	580,000
Fire Mitigation Fund	Class A uniform purchases & Plymovement update	35,600
Gas Tax	RTIP Amendment - Reso 2023-122	(36,000)
Public Safety Special Revenue Fund	Replacement Vehicle for Fire (EV)	60,000
RCTIP	RTIP Amendment - Reso 2023-122	36,000
Sanitation Fund	Increased SEJPA contract	123,638
Sanitation Fund	FT Assistant Engineer - Reso 2023-118	31,049
Sanitation Fund	Reduce CIP Budget for FY25 Pipeline Rehab	(150,000)
Self Insurance Fund	Increased insurance premiums	100,000
Street Lighting Fund	FT Assistant Engineer - Reso 2023-118	11,923
Coastal Business/Visitors Fund	Work plan/CIP Projects	210,000
	Total Expenditure Adjustments	\$ 1,698,342
	Total Other Funds	\$ (248,210)

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

FISCAL IMPACT:

The adopted FY25 Budget initially projected a General Fund surplus of \$188,234. Since adoption on June 28, 2023, the budget has been adjusted by various resolutions to a projected surplus of \$10,534. With the FY25 Budget Update adjustments to revenues and expenditures as discussed above, the General Fund Budget would realize an increase of revenues of \$745,000 against expenditure increases of \$4694,435, thereby increasing the projected operating surplus by \$50,565 to \$61,099. These changes are shown on the following table:

Adopted General Fund Revenues	\$ 24,265,232
Budget Adjustments & Transfers	-
<u>FY25 Revenue Adjustments</u>	<u>745,000</u>
Total General Fund Revenues	<u>\$ 25,010,232</u>
Adopted General Fund Expenditures & Transfers	\$ (24,076,998)
Budget Adjustments & Transfers	(177,700)
<u>FY25 Expenditure Adjustments</u>	<u>(694,435)</u>
Total General Fund Expenditures	<u>\$ (24,949,133)</u>
Projected FY 2025 Surplus(Deficit)	<u>\$ 61,099</u>

The adopted FY25 Budget initially projected a Measure S surplus of \$3,051,600 and there have been no budget adjustments by resolutions since its adoption on June 28, 2023. With the FY25 Budget Update adjustments to revenues and expenditures as discussed above, the Measure S Budget would realize an increase of revenues by \$200,000 against expenditure increases of \$1,313,000, thereby decreasing the projected operating surplus by \$1,113,000 to \$1,938,600. These changes are shown on the following table:

Adopted Measure S Fund Revenues	\$ 4,488,000
Budget Adjustments & Transfers	-
<u>FY 25 Revenue Adjustments</u>	<u>200,000</u>
Total Measure S Revenues	<u>\$ 4,688,000</u>
Adopted Measure S Fund Expenditures & Transfers	\$ (1,436,400)
Budget Adjustments & Transfers	-
<u>FY25 Expenditure Adjustments</u>	<u>(1,313,000)</u>
Total Measure S Expenditures	<u>\$ (2,749,400)</u>
Projected FY 2025 Surplus(Deficit)	<u>\$ 1,938,600</u>

WORK PLAN:

Fiscal Sustainability

OPTIONS:

- Approve Staff Recommendation.
- Deny Staff Recommendation and provide further direction to the City Manager.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2024-059:

1. Approving revised appropriations to the Fiscal Year 2025 Adopted Budget.
2. Authorize the addition and hiring of a full-time, benefited Public Works employee at the Maintenance Worker II level within the Public Works Department.
3. Authorize the addition and hiring of a temporary/part-time employee at the Temporary Parking Enforcement Officer level within the Code Compliance Division.
4. Authorize the addition of up to three paid temporary/part-time Management Interns within the City to support various departments with projects and ad-hoc assignments.
5. Authorize the City Treasurer to amend the FY 2025 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-059
2. Revised FY 2025 CIP Plan
3. Five-Year CIP Plan

RESOLUTION 2024-059

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, REVISING FISCAL YEAR 2025 BUDGET & AUTHORIZING THE ADDITION OF NEW POSITIONS

WHEREAS, during the course of the fiscal year, new information becomes available to Staff which require adjustments to be made to the adopted budget; and

WHEREAS, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations; and

WHEREAS, the City's Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council, without a budget amendment; and

WHEREAS, the City Manager, in coordination with the Finance Director, reviewed and analyzed the revenues and expenditures of the Fiscal Year 2025 Adopted Budget and recommends certain amendments be made to the General Fund as well as other funds; and

WHEREAS, the City Council has reviewed and considered the City Manager's recommendations for additional staffing needs and is prepared to approve the addition of the Maintenance Worker II, part-time/temporary Parking Enforcement Officer and up to three part-time/temporary paid Management Intern positions to the FY 2024/2025 budget; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Solana Beach, California, does hereby resolve as follows:

1. That the above recitations are true and correct.
2. That the City Council does hereby adopt the budgeted revenue, appropriations, and transfers amendments by fund for the City of Solana Beach for the fiscal year beginning July 1, 2024 and ending June 30, 2025 as set forth in the attached Exhibit A.
3. Authorize the addition and hiring of a full-time, benefited Public Works employee at the Maintenance Worker II level within the Public Works Department
4. Authorize the addition and hiring of a temporary/part-time employee at the Temporary Parking Enforcement Officer level within the Code Compliance

Division.

5. Authorize the addition of up to three paid temporary/part-time Management Interns within the City to support various departments with projects and ad-hoc assignments.
6. That the City Treasurer is authorized to amend Fiscal Year 2025 Adopted budget as further set forth in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Solana Beach, California, this 10TH day of July 2024, 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

Exhibit A
Resolution 2024-059

GENERAL FUND

		Additions/ (Deletions)
Revenues		
	Property Tax	\$ 300,000
	Short Term Vacation Rental TOT	\$ 250,000
	Building Permit Revenue	\$ 150,000
	Business Registration	\$ 45,000
	Total General Fund Revenues	\$ 745,000
Expenditures		
	Description	
City Manager	Salary & Benefits	\$ 80,719
Code Enforcement	Salary & Benefits	\$ 26,906
Engineering	Salary & Benefits	\$ 77,504
Marine Safety	Salary & Benefits	\$ 8,560
Public Works	Salary & Benefits	\$ 87,550
Recreation	Salary & Benefits	\$ 88,890
Buildings	Professional Services	\$ 150,000
Community Services	Professional Services	\$ 10,000
City Council	Professional Services	\$ 15,000
Environmental Services	Professional Services	\$ 2,482
Parks & Recreation	Professional Services	\$ 2,000
Public Facilities Maintenance	Professional Services	\$ 8,424
Information Technology	Equipment & Supplies	\$ 4,000
Marine Safety	Equipment & Supplies	\$ 400
Marine Safety	Equipment & Supplies	\$ 2,000
Transfer to CIP Fund	Transfers	\$ 130,000
	Total Operational Expenditures	\$ 694,435
	Total General Fund Budget Change	\$ 50,565

MEASURE S

Revenues		
Measure S	Transaction & Use Tax	\$ 200,000
	Total Revenue Adjustments	\$ 200,000
Expenditure Adjustments		
Measure S to Asset Replacement	Transfers	\$ 783,000
Measure S to CIP Fund	Transfers	\$ 530,000
	Total Expenditure Adjustments	\$ 1,313,000
	Total Measure S Budget Impact	\$ (1,113,000)

OTHER FUNDS

Revenues		
Asset Replacement Fund	Measure S Fund transfer	\$ 783,000
Asset Replacement Fund	Increased Grant Revenue - Reso 23-114	\$ 7,132
CIP Fund	Measure S Fund transfer	\$ 530,000
CIP Fund	General Fund - Public Facility Reserves transfer	\$ 130,000
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Asset Replacement - Comm Dev	New conference table & chairs	\$ 5,000
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Gas Tax	RTIP Amendment - Reso 2023-122	\$ (36,000)
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Sanitation Fund	FT Assistant Engineer - Reso 2023-118	\$ 31,049
Sanitation Fund	Reduce CIP Budget for FY25 Pipeline Rehab	\$ (150,000)
Self Insurance Fund	Increased insurance premiums	\$ 100,000
Street Lighting Fund	FT Assistant Engineer - Reso 2023-118	\$ 11,923
Coastal Business/Visitors Fund	Work plan/CIP Projects	\$ 210,000
	Total Expenditure Adjustments	\$ 1,698,342
	Total Other Funds Budget Impact	\$ (248,210)

CITY OF SOLANA BEACH
CAPITAL IMPROVEMENT PLAN
Revised FY 2025

Project Description	Total Budget	General Fund 459	Measure S Fund 110	Facilities Replacement Fund 140	Gas Tax Fund 202	Transnet Funds 225/228	Federal Grant obj 46600 Funds 240/246/270	SB1 Fund 247	Coastal Business/Visitors 250	Sanitation Fund 509
Street, Traffic, & Storm Drain Projects										
ADA Pedestrian Ramps	45,000						45,000			
Annual Pavement Management Program	1,100,000		390,000		200,000	210,000		300,000		
North Highway 101 Pedestrian Crossing	45,000								45,000	
Santa Helena Neighborhood Trail	450,000		450,000							
Storm Drain Improvements - Major	450,000	450,000								
Traffic Signal Upgrades Phase 2	230,000				230,000					
Total	\$ 2,320,000	\$ 450,000	\$ 840,000	\$ -	\$ 430,000	\$ 210,000	\$ 45,000	\$ 300,000	\$ 45,000	\$ -
City Facilities Projects										
City Hall Deferred Maint	75,000	50,000		25,000						
Council Chambers Upgrades	50,000	50,000								
Fire Station Deferred Maint (floor/cabinets)	10,000			10,000						
Fletcher Cove Showers	60,000								60,000	
LCCC/Museum	60,000			60,000						
Marine Safety Center Deferred Maint (roof)	5,000			5,000						
Total	\$ 260,000	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -
Other Projects										
City-Wide Tree planting project	10,000	10,000								
Climate Action Plan Implementation	100,000	100,000								
Highland Dr. Median Improvements	80,000		80,000							
Highway 101 Tree Grates	25,000								25,000	
S. Acacia/S. Sierra Sidewalk Improvements	80,000								80,000	
Total	\$ 295,000	\$ 110,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000	\$ -
Sanitation Projects										
Sanitary Sewer Pipeline Rehabilitation	500,000									500,000
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
GRAND TOTAL	\$ 3,375,000	\$ 660,000	\$ 920,000	\$ 100,000	\$ 430,000	\$ 210,000	\$ 45,000	\$ 300,000	\$ 210,000	\$ 500,000

CITY OF SOLANA BEACH
SUMMARY OF CAPITAL IMPROVEMENT FUNDS
5 YEAR CAPITAL IMPROVEMENT FORECAST
FY 2025 - FY 2029

	FY 2025 Adopted Budget	FY 2025 Adjustments	FY 2024 Rollovers	FY 2025 Revised Budget	FY 2026 Forecast	FY 2027 Forecast	FY 2028 Forecast	FY 2029 Forecast	TOTAL
Street, Traffic, & Storm Drain Projects									
ADA Pedestrian Ramps	45,000			45,000	45,000	45,000	45,000		180,000
Annual Pavement Management Program	1,100,000		1,100,000	2,200,000	710,000	710,000	710,000		4,330,000
Cliff Street & Rosa Street Ped Bridge Repairs			75,000	75,000					75,000
Glencrest Sidewalk Installation			75,000	75,000					75,000
Lomas Santa Fe Corridor Project - East			7,000,000	7,000,000					7,000,000
Lomas Santa Fe Corridor Project - West				-	8,000,000				8,000,000
Miscellaneous Traffic Calming Projects			50,000	50,000					50,000
North Highway 101 Pedestrian Crossing		45,000		45,000					45,000
Santa Helena Neighborhood Trail		450,000		450,000					450,000
Storm Drain Full Capture Devices			50,000	50,000					50,000
Storm Drain Improvements - Major	450,000		390,000	840,000					840,000
Traffic Signal Upgrades Phase 1			45,000	45,000					45,000
Traffic Signal Upgrades Phase 2	230,000			230,000	230,000	230,000	230,000		920,000
Total	1,825,000	495,000	8,785,000	11,105,000	8,985,000	985,000	985,000		22,060,000
City Facilities Projects									
City Hall Deferred Maint	25,000	50,000	25,000	100,000	25,000	25,000	25,000		175,000
City Hall Elevator			100,000	100,000	-	-	-		100,000
Council Chambers Upgrades		50,000		50,000					50,000
FCCC and El Viento Parks Renovation			200,000	200,000	-	-	-		200,000
Fire Station Deferred Maint (floor/cabinets)	10,000		50,000	60,000	10,000	10,000	10,000		90,000
Fire Station Generator			250,000	250,000					250,000
Fletcher Cove Access Ramp			150,000	150,000					150,000
Fletcher Cove Dissipator			40,000	40,000					40,000
Fletcher Cove Showers		60,000		60,000					60,000
Glenmont Neighborhood Park			350,000	350,000					350,000
LCCC/Museum	60,000			60,000					60,000
Marine Safety Building			500,000	500,000					500,000
Marine Safety Deferred Maint	5,000			5,000	5,000	5,000	5,000		20,000
Total	100,000	160,000	1,665,000	1,925,000	40,000	40,000	40,000		2,045,000
Other Projects									
ADU Ready Program			100,000	100,000					
City-Wide Tree planting project	10,000			10,000	10,000	10,000	10,000		40,000
Climate Action Plan - Implementation		100,000		100,000					100,000
Climate Action Plan Update	20,000	(20,000)		-				100,000	100,000
Highland Dr. Median Improvements		80,000		80,000					80,000
Hwy 101 Tree Grates		25,000		25,000					25,000
S. Acacia/S. Sierra Sidewalk Improvements		80,000		80,000					80,000
Total	30,000	265,000	100,000	395,000	10,000	10,000	10,000	100,000	425,000
Sanitation Projects									
Sanitary Sewer Pipeline Rehabilitation	650,000	(150,000)	360,000	860,000	500,000	500,000	500,000		2,360,000
Total	650,000	(150,000)	360,000	860,000	500,000	500,000	500,000		2,360,000
GRAND TOTAL	2,605,000	770,000	10,910,000	14,285,000	9,535,000	1,535,000	1,535,000	100,000	26,890,000



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Engineering Department
SUBJECT: **Update on the Santa Helena Neighborhood Trail Project**

BACKGROUND:

The Santa Helena Neighborhood Trail Project (Project) has been in the City's Work Plan for several years. The paved section of Santa Helena, north of Sun Valley Road to the San Elijo Lagoon, is approximately 64 feet wide with only one lane of vehicular traffic in each direction. In July 2021, the City Council amended a Professional Services Agreement with MW Peltz + Associates, Inc. (MWPA) which was originally executed through a competitive process after completion of a Request for Proposal (RFP) initiated in March 2020. The RFP was issued for the development of conceptual design of the Project to reduce the pavement width and provide a neighborhood trail along Santa Helena, from Sun Valley Road to the trailhead at the San Elijo Lagoon. This item is before the City Council to present an update on the Santa Helena Neighborhood Trail Project and to receive comments and direction.

DISCUSSION:

During the preliminary work on the Project, City Staff and MWPA prepared a conceptual plan, which included:

- A pedestrian trail on the east side of Santa Helena, between Sun Valley and Santa Victoria; and continuation of the trail along the west side, north of Santa Helena, between Santa Victoria and the San Elijo Lagoon.
- Drought tolerant landscaping, trees, irrigation system, concrete and decomposed granite (DG) walking surfaces.
- Seating for rest areas, trash cans and dog bag dispensers.
- Traffic calming measures, such as narrow travel lanes and pedestrian crossings at the Santa Helena/Santa Victoria intersection.

CITY COUNCIL ACTION:

AGENDA ITEM # C.2.

The concept plan was presented to the City Council in July 2021. Council made several recommendations as follow:

- Continue engagement with the community.
- Since the end of Santa Helena at the San Elijo Lagoon is a trailhead for the San Elijo Lagoon access, there is a desire to maintain as much parking in the area as possible.
- Clearly communicate to the community that the reason that the trail switches from the east side of Santa Helena to the west side is to avoid having the trail directly in front of the residences on the north end of Santa Helena near the Lagoon.
- If possible, implement narrower travel lanes for vehicles from the standard 12 feet to help reduce vehicle speeds.
- Construction impacts are a concern. It was expressed that, if possible, the construction phasing should be considered to minimize the inconvenience to the surrounding community.

After receiving direction from the City Council, Staff worked with MWPA and developed preliminary plans, specifications and a construction cost estimate for the project. The preliminary cost was estimated at \$2.2 million. Most of the cost for the Project was for the multi-use trail and the corresponding improvements related to streetscape elements of the project such as landscaping, irrigation, concrete and DG pathways, and street furniture. Staff previously applied for an Active Transportation Program grant offered by Caltrans and SANDAG. Unfortunately, the project did not compete well both at the state and local level, so it was not awarded any grant funding.

In an effort to develop a project that is both functional and affordable, Staff reduced the scope of the project. This was done with the understanding that if future funding becomes available, the more comprehensive project would be implemented, building on Phase I in such a manner that those investments would not be lost. The first phase, if approved by the City Council, would include the improvements from Sun Valley Road to Santa Victoria and would not include a comprehensive multi-use trail. Phase 1 would provide the complete geometric design of the reduced roadway section and would retain most of the existing pavement along the east side of Santa Helena for a bicycle and walking corridor. The proposed design would include features such as reduced lane widths and curb extensions at all four corners of the intersection with Santa Victoria. It is important to note that during the public outreach process, some residents requested a four-way stop at this intersection. Currently there are stop signs on Santa Victoria in the east/west direction and no stop signs on Santa Helena in the north/south direction. The idea of a four-way stop was not collectively accepted by the entire community. The proposed curb extensions would substantially reduce the vehicular speeds at this intersection, particularly the left and right turn moves from Santa Helena in the north/south direction to Santa Victoria in the east/west direction. With this change, a four-way stop may be more

acceptable to the community. Staff is requesting City Council discussion and possible direction about the four-way stop control at this intersection.

Layouts of the conceptual design for the first phase of the project were placed at the City's booth at Fiesta Del Sol and Staff received limited but positive feedback. This project is included in the City's Work Plan for Fiscal Year (FY) 2024/2025.

CEQA COMPLIANCE STATEMENT:

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

FISCAL IMPACT:

The FY 2024/25 CIP budget includes funding in the amount of \$450,000 for the Project. The exact construction amount will be presented to the City Council after the project design has been finalized and the project has gone out to bid.

WORK PLAN:

The Project is consistent with Item B.7 of the Community Character Priorities/Capital Projects section of the FY 2024/2025 Work Plan.

OPTIONS:


- Review the Staff proposed Phase 1 design and provide comments/direction.
- Reject the Phase 1 project and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive a report for the reduced scope (Phase 1) of the Santa Helena Neighborhood Trail Project and, if appropriate, direct Staff to conduct a community workshop to receive official feedback from the community.

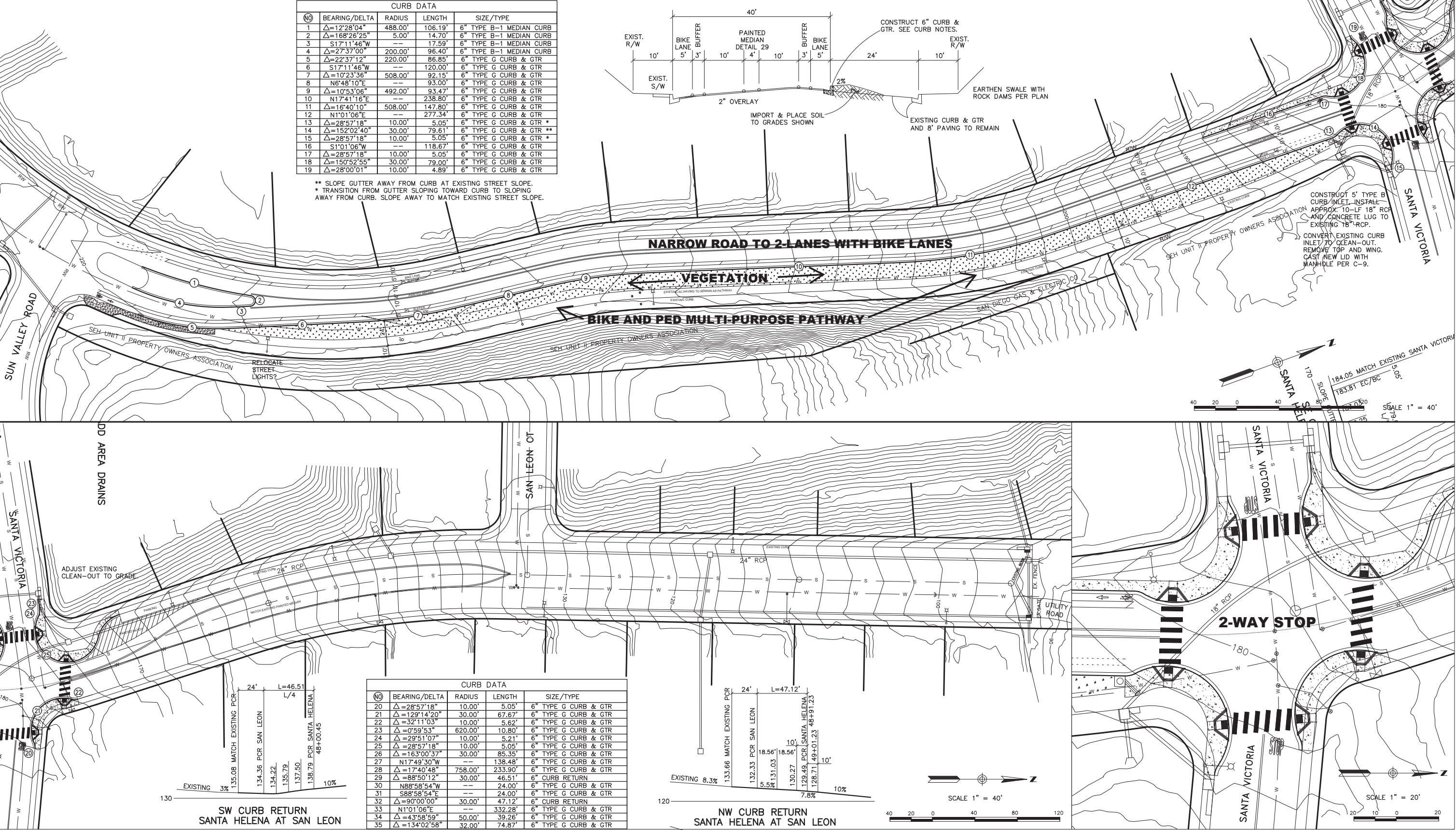
CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.


Alyssa Muto, City Manager

Attachments:

1. Revised Conceptual Design



SANTA HELENA NEIGHBORHOOD TRAIL PHASE 1



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Alyssa Muto, City Manager
MEETING DATE: July 10, 2024
ORIGINATING DEPT: Fire Department – Josh Gordon, Fire Chief
SUBJECT: **City Council Consideration of Resolution 2024-084 Approving and Authorizing the City Manager to Enter into An Agreement for the Purchase of a New Replacement Pierce Fire Aerial Ladder Truck**

BACKGROUND:

The Solana Beach Fire Department currently maintains three (3) fire apparatuses all manufactured by Pierce Manufacturing (“Pierce”). The Fire Department currently operates one Pierce Arrow XT Aerial Ladder Fire Truck (Truck) and two Pierce Fire Engines (1 frontline and 1 reserve). The Solana Beach Fire Truck (“Truck T237”), purchased in 2008, is nearing the end of its serviceable life and maintenance costs are increasing every year.

This item is before the City Council to request approval of Resolution 2024-084 (Attachment 1) approving the acquisition of a Pierce Enforcer 107’ Aerial Truck and the execution of the purchase agreement.

DISCUSSION:

While there is no exact science on when to replace a fire truck, industry norms have typically deployed a fire truck in frontline status for approximately 15 years. The National Fire Protection Association (NFPA) advises that “in order maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus.”

As stated above, Truck T237 was purchased in 2008 and is nearing the end of its serviceable life, costing more each year to repair and maintain. Since 2020, the timeline

COUNCIL ACTION:

for acquisition of trucks has nearly doubled, from a 2 year production timeline, to now approximately 4 years from time of order. Truck T237 has been in service for nearly 16 years and will be in service for nearly 20 years by the estimated delivery date of a replacement truck.

Department Analysis

The Fire Department established an Apparatus Purchase Committee (Committee) to research the benefits of the different types of aerial ladder trucks. The Committee worked diligently to identify the apparatuses that provide the most quality and necessary amenities to meet the requirements of the Department. The final recommendation was to replace Truck T237 with a straight chassis 107' aerial ladder truck, which is most similar to the truck being replaced. Some of the data reviewed by the Committee is set forth below.

The Committee considered that within the County of San Diego, agencies with similar straight chassis fire trucks utilize Pierce. Currently, no other manufacturer makes a comparable apparatus that matches Solana Beach's fire truck specification needs. Pierce has earned a reputation of building a quality fire apparatus that is reliable and out of service for shorter periods of time during its useful life compared to other manufacturers. The City's current fleet consists of two Pierce fire engines and one Pierce fire truck, purchasing another Pierce fire truck ensures a smoother transition to the new apparatus. This choice leverages operational familiarity, preferred quality, and continuity of safe operations, thereby reducing the training period before the new fire truck becomes operational.

In consideration of the purchasing price, the Committee reviewed the City of Encinitas's recent approval for financing a Pierce Velocity Tractor Drawn Aerial (TDA) Fire Truck. The City of Encinitas did not mandate a formal bidding process for this purchase; however, the Encinitas Fire Department (EFD) did obtain informal bids from three different manufacturers – Pierce (via its representative seller South Coast Fire Equipment ("South Coast")), Rosenbauer, and Seagrave. Of the three manufacturers' bids EFD received, Rosenbauer and Pierce both provided proposals that offered two price points, a price for payment upon completion and a reduced price for pre-payment. Both price points offered by Rosenbauer were the most expensive, coming in at approximately 4% - 15% higher than Pierce's proposals and approximately 3.4% - 9% higher than Seagraves. Seagrave's offer was the lowest price point without considering reduced prices for pre-payment. Seagraves provided no information to EFD about a reduced price for pre-payment and when considering Pierce's pre-payment option, Pierce was the lowest proposal at approximately 11% less than Seagraves. Further, EFD considered each manufacturer's reputation for quality and continuity of operations. The EFD's fleet currently consists entirely of Pierce fire apparatuses. As such, the Committee concluded that Pierce is providing a competitive purchasing price to the City of Solana Beach.

Scheduled Vehicle Asset Replacement

Each fire truck is built to the specifications of each agency. As noted above, the timeline for receiving a truck has significantly increased in the last four years. Due to demand

nationwide and unique customization of each apparatus, the build time is currently 47 to 50 months after receipt of order for a Pierce Enforcer 107' Aerial fire truck.

Should the City approve and authorize the purchase of the new replacement Pierce Fire Truck expected delivery is expected to be 2028. Because of the extended lead time for delivery, staff is recommending entering into the agreement as soon as possible.

Truck T237 will be taken out of service and sent to auction in accordance with the City's equipment disposal policy once the new truck is put into service.

Solana Beach Purchasing Regulations, Competitive Bidding Exemption

Chapter 3.08 of the Solana Beach Municipal Code allows the purchasing officer (City Manager) to waive certain purchasing procedures of the Chapter, including the competitive bidding process. Specifically, those exemptions provide that, "One or more [purchasing] procedures... may be waived, at the discretion of the purchasing officer, and the purchase carried forward, when:

If the purchase officer finds that such supplies, services or equipment are unique because of the quality, durability, availability or fitness for a particular use...competitive bidding will not be required. [SBMC 3.09130B.] or

The purchasing officer determines that competitive bidding is impossible, or not in the public's interest. [SBMC 3.08.130D].¹

The City Manager has determined that the City's competitive bidding process, set forth under Solana Beach Municipal Code (SBMC) Chapter 3.08 should be waived since the purchase meets the exemptions set forth under 3.08.130B and 3.08.130D. .

Specifically, the new truck is unique because it requires a customized build, of which Pierce is the only manufacturer that makes an apparatus that matches the City's fire truck specification needs and uniformity of apparatuses necessary for the Solana Beach Fire Department. Likewise, the City Manager has determined that the competitive bidding process is not in the public's best interest for the reasons noted above related to the reliability of the manufacturer and the uniformity of apparatus' necessary for the Solana Beach Fire Department. Further, this determination is also based on the need for immediacy in purchasing and ordering the truck to allow for a lead time of up to four years

¹ SBMC 3.08.130C also exempts from contracting procedures the purchase of goods and/or equipment through the use of cooperative agreements and several other neighboring agencies have used such agreements, there is not such an agreement currently available that meets the City's requirements. In previous years the Fire Department was able to purchase its fire apparatuses utilizing cooperative agreements "piggy backing" off other cities purchases. Once again, the Department sought such an agreement to utilize for this purchase. Several cities, including City of San Diego which purchased 17 fire trucks from Pierce in 2023, have purchased fire apparatuses using cooperative agreements in recent years, however the cities utilized a Sourcwell agreement that does not currently meet SBMC 3.08.130C(1) requirement that the bidding process have been conducted within the previous 24-months. So, this exemption does not apply.

due to age of the existing truck, demand, supply chain, and customization requirements unique for the City of Solana Beach.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA

FISCAL IMPACT:

The following are the detailed costs for the purchase of the Pierce Enforcer 107' Aerial Truck:

Total Purchase Price (with taxes and fees)	\$1,991,328.90
Discount (for Prepayment)	<u>\$ (246,726.56)</u>
Total Purchase Price (Prepayment)	\$1,744,602.34

South Coast, the local Pierce representative, has provided the City with the total purchase price (Attachment 2) as well as a discount option if the City prepays (Attachment 3). The discount being offered is subject to prepaying the purchase of the fire truck when the order is placed. Staff has compared the prepayment savings to interest earning potential of the funds over the 4-year build time and found the amount to be very similar. However, given the uncertainty of the interest market, Staff suggests prepaying to receive the discount.

During budget preparation for adoption of the two-year budget Fiscal Year (FY) 2023/24 and FY 2024/25, the Fire Department indicated the need to replace the current Truck T237. In anticipation of this purchase, Council budgeted Measure S funds of \$733,000 each year for 3 years (FY2024, FY2025, FY2026). The FY 2024 funds of \$733,000 have been carried over in the Asset Replacement Fund. In order to move forward with the prepayment, Staff recommends increasing the Measure S contribution to Asset Replacement Fund for FY 2025 by \$733,000 to \$1,466,000 and removing the FY 2026 Measure S contribution of \$733,000.

FY2023/24 (carryover)	\$ 733,000
FY2024/25 (increased)	<u>\$1,466,000</u>
Total	\$2,199,000

The purchase price of the fire truck would be \$454,397.66 less than budgeted, which can remain in the Fire Department Asset Replacement Fund for future vehicle or equipment needs.

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with alternative actions.
- Reject Staff recommendation and provide further direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-084:

1. Approving the pre-payment and purchase of a fire truck from Pierce Manufacturing in the amount of \$1,744,602.34.
2. Authorizing the City Manager to enter into an agreement with South Coast Fire Equipment, a Pierce representative, for the purchase of a Pierce Enforcer 107' Aerial Truck.
3. Approving the increased appropriation of \$733,00 using Measure S Funds along with the \$733,000 FY 2023/24 carryover for a total of \$2,199,000 to Fire Department Vehicles in Asset Replacement Fund.
4. Authorizing the City Treasurer to amend the FY2024/25 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.


Alyssa Muto, City Manager

Attachments:

1. Resolution 2024-084
2. South Coast Fire Equipment Purchase Proposal
3. South Coast Fire Equipment Pre-Payment Purchase Proposal

RESOLUTION 2024-084

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, APPROVING AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF A NEW REPLACEMENT PIERCE FIRE AERIAL LADDER TRUCK

WHEREAS, the City supports the Fire Department having serviceable and adequate fire emergency response vehicles with current technology to assist the City's fire personnel manage and control emergency incidents that are a threat to the safety of the community of Solana Beach and to its residents, businesses and visitors; and

WHEREAS, the Fire Department's fire truck (T237), purchased in 2008, is nearing the end of its serviceable life; and

WHEREAS, an Apparatus Purchase Committee (Committee) researched the benefits of the different types of aerial ladder trucks and their purchase prices;

WHEREAS, the Committee determined that the Pierce Manufacturing's ("Pierce") Enforcer 107' Aerial Truck fits the needs of the City and is offered at a competitive purchase price; and

WHEREAS, the City has obtained a cost proposal from South Coast Fire Equipment, an authorized seller of Pierce Manufacturing; and

WHEREAS, if the City agrees to prepay for the replacement truck, South Coast Fire Equipment is offering a discount on the purchase price.

WHEREAS, Chapter 3.08 of the Solana Beach Municipal Code allows the purchasing officer (City Manager) to waive certain purchasing procedures of the Chapter, including the competitive bidding process if the purchase meets certain specified exemptions; and

WHEREAS, the Solana Beach Municipal Code 3.08.130B allows for an exemption to the purchasing procedures (including the competitive bidding procedure) if the equipment is unique because of the quality, durability, availability or fitness for a particular use and/or if the purchasing officer determines that competitive bidding is not in the public's best interest; and

WHEREAS, each fire apparatus is a unique customized build, of which Pierce is the only manufacturing that makes the straight chassis aerial ladder apparatus that matches the City's fire truck specification needs; and

WHEREAS, the Solana Beach Municipal Code 3.08.130D allows for an exemption to the purchasing procedures (including the competitive bidding procedure) if the purchasing officer determines that competitive bidding is impossible, or not in the public's interest; and

WHEREAS, the City Manager, as the purchasing officer, has determined that competitive bidding is not in the public's interest because the new truck is unique and requires a customized build and Pierce is the only manufacturer that makes an apparatus that matches the City's fire truck specification needs, and uniformity of apparatuses necessary for the Solana Beach Fire Department; and

WHEREAS, it has further been determined that the competitive bidding process is not in the public's best interest based on the need for immediacy in purchasing and ordering the truck to allow for a lead time of up to four years due to age of the existing truck, demand, supply chain, and customization requirements unique to the City of Solana Beach.

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

1. That the above recitations are true and correct.
2. That the City Council approves the pre-payment and purchase of a fire truck from Pierce Manufacturing in the amount of \$1,744,602.34.
3. That the City Council authorizes the City Manager to enter into an agreement with South Coast Fire Equipment, a Pierce representative, for the purchase of a Pierce Enforcer 107' Aerial Truck.
4. That the City Council authorizes the City Treasurer to appropriate an additional \$733,00 using Measure S Funds along with the \$733,000 Fiscal Year (FY) 2023/24 carryover for a total of \$2,199,000 to Fire Department Vehicles in Asset Replacement Fund.

5. That the City Council authorizes the City Treasurer to amend the FY2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED this 10th day of July 2024, at a regular meeting of the City Council of the City of Solana Beach, California by the following vote:

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

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

PROPOSAL FOR FURNISHING FIRE APPARATUS

May 23, 2024

SOLANA BEACH FIRE DEPARTMENT
102 N. Nardo
Solana Beach, CA. 92075

SOUTH & COAST
FIRE EQUIPMENT

The undersigned is prepared to provide for you, our customer, upon an order being placed by you, for final acceptance by South Coast Fire Equipment, Inc., at its corporate office in Corona, California, the apparatus and equipment herein named and for the following prices:

	Each	Extension
One (1) Pierce Enforcer 107' Aerial as per enclosed proposal	\$ 1,826,975.00	\$ 1,826,975.00
Sales Tax @ 8.750%	\$ 159,860.31	\$ 159,860.31
APPARATUS COST WITH TAX	\$ 1,986,835.31	\$ 1,986,835.31
Performance Bond	\$ 4,476.09	\$ 4,476.09
California Tire Fee	\$ 17.50	\$ 17.50
Consortium Fee Not Applicable	\$ -	\$ -
TOTAL PURCHASE PRICE	\$ 1,991,328.90	\$ 1,991,328.90

The above proposal price shall be valid until 07/23/24 or extended in writing by South Coast Fire Equipment.

If the customer so desires to purchase the Product described in the Proposal and the attached specifications, prior to the expiration date listed above, the Customer shall sign and return this proposal. The Customer can then provide their choice of document for entering into the agreement by providing a Purchase Order, or signing a Contract with South Coast Fire Equipment, 3150 Palisades Dr. Corona, CA 82878 as the seller.

Payment Terms - Payment is due of the Total Purchase Price at time of delivery. Changes to the specifications since the time of order can added to the Total Purchase Price or invoiced on a separate invoice. The final sales tax amount will be determined at time of delivery based on the tax rate at that time. An increase or decrease in cost will be reflected on the final invoice.

If the customer would desire to pay for the apparatus within 15 days of the purchase order being accepted the Total Purchase Price would be reduced to \$1,744,602.34 . The buyer must make the payment within 15 days to obtain the full discount. Payments not received within the 15 days are subject to an adjustment to the Total Purchase Price for the prepayment.

Said apparatus and equipment are to be built by the manufacturer and shipped in accordance with the specifications hereto attached, delays due to strikes, war or international conflict, failures to obtain chassis, materials, inability to obtain labor, supplies or manufacturing facilities, epidemics, acts of God, or causes beyond our control not preventing, delivery would be 47 -50 months months after receipt of this order and acceptance thereof at our office in Corona, California, and deliver to you at Solana Beach CA.

The specifications herein contained shall form a part of the final contract and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus

Persistent Inflationary Environment: If the Producer Price Index of Components for Manufacturing (www.bls.gov Series ID: WPUID6112) ("PPI") has increased at a compounded annual growth rate of 5.0% or more between the month Pierce accepts the order (Order Month") and a month 14 months prior to the then predicted Ready For Pickup date ("Evaluation Month"), then pricing may be updated in an amount equal to the increase in PPI over 5.0% for each year or fractional year between the Order Month and the Evaluation Month.

The Seller will document any such updated price for the customer's approval before proceeding and provide an option to cancel the order without charge if the updated price is not accepted.

Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

Force Majeure - South Coast Fire Equipment shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond the seller's and manufacturer's control and make the seller's performance impracticable, including but not limited to wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of the clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

Cancellation/Termination. In the event this Agreement is cancelled or terminated by a party before completion, South Coast Fire Equipment (SCFE) may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after order is accepted and entered by Manufacturer; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. SCFE endeavors to mitigate any such costs through the sale of such Product to another purchaser; however Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by SCFE upon sale of the Product to another purchaser, plus any costs incurred by SCFE to conduct any such sale.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) guidelines for Automotive Fire Apparatus as published at time of bid, except as modified by customer specifications. Any increased costs incurred by the first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customer as an addition to the price set forth above. Unless accepted within 30 days from the specified date, the right is reserved to withdraw this proposition.

Respectfully Submitted,
South Coast Fire Equipment, Inc.

Tim Olley
Sales Representative

I, _____ authorized representative of
_____ agrees to purchase the
proposed product(s) and agree to the terms and conditions of
this proposal and the specifications hereto attached.

Signature: _____
Title: _____ Date: _____



SOLANA BEACH FIRE DEPARTMENT

100% Pre-Payment Option
May 23, 2024

If a 100% pre-payment were made at contract signing, the following discount would be applied to the final invoice:

	Each	Extension
Thirteen (1) Pierce Enforcer 107' Aerial as per enclosed proposal		
	\$ 1,826,975.00	\$ 1,826,975.00
100% Prepayment Discount	\$ (226,875.00)	\$ (226,875.00)
APPARATUS COST	\$ 1,600,100.00	\$ 1,600,100.00
Sales Tax @ 8.750%	\$ 140,008.75	\$ 140,008.75
Performance Bond	\$ 4,476.09	\$ 4,476.09
California Tire Fee	\$ 17.50	\$ 17.50
Consortium Fee Not Applicable	\$ -	\$ -
TOTAL PREPAY PURCHASE PRICE	\$ 1,744,602.34	\$ 1,744,602.34
Less 100% pre-payment at Contract Signing	\$ 1,744,602.34	\$ 1,744,602.34
BALANCE DUE AT DELIVERY	\$0.00	\$0.00

100% PRE-PAYMENT DISCOUNT SHOWN ABOVE IS AVAILABLE IN TWO WAYS:

- If your department makes a 100% cash pre-payment at contract signing.
- If your department signs up for a lease-purchase with Pierce Financial Solutions. This would require no money down and no payments for one (1) year if desired.

* Discount for the 100% pre-payment option includes discounts for the chassis, interest, aerial (if applicable), and flooring charges.

* Any item added after this option is elected will come at additional cost and will be added to the final invoice.