



A G E N D A

Special Meeting of the Scotts Valley City Council

Date: January 23, 2019

Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066	The agenda was posted 1-18-19 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org .

ELECTED OFFICIALS	CITY STAFF MEMBERS
Jack Dilles, Mayor Randy Johnson, Vice Mayor Donna Lind, Council Member Jim Reed, Council Member Derek Timm, Council Member	Jenny Haruyama, City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Tony McFarlane, Administrative Services Director Daryl Jordan, Public Works Director Tracy Ferrara, City Clerk

MEETING NOTICE AND AGENDA PACKET MATERIALS
Notice regarding City Council Meetings: The City Council meets regularly on the 1st and 3rd Wednesday of each month at 6:00 pm in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066. Agenda and Agenda Packet Materials: The City Council agenda and the complete agenda packet are available for review by 5:00 pm the Friday before the Wednesday meeting on the Internet at the City's website: www.scottsvalley.org and in the lobby of City Hall at 1 Civic Center Drive, Scotts Valley, CA. Pursuant to Government Code §54957.5, materials related to an agenda item, submitted after distribution of the agenda packet, are available for public inspection in the lobby of City Hall during normal business hours, Monday-Friday, 8am-12 pm and 1-5 pm. In accordance with AB 1344, such documents will be posted on the City's website at www.scottsvalley.org. Televised Meetings: City Council meetings are cablecast "Live" on Community Television of Santa Cruz County on Comcast Channel 25.

CALL TO ORDER 6:00 PM

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

SPECIAL SET MATTER

Special Set Matter: Presentation of Santa Cruz Metropolitan Transit District (SCMTD) Annual Report by Alex Clifford, General Manager

COMMITTEE REPORTS

Council members are appointed to committees which are either City committees or committees dealing with other jurisdictions. This portion of the agenda allows the committee member to present oral or written reports to the Council regarding their committee assignments. It also allows the Council to make comments and give the committee member direction, as required.

CITY MANAGER REPORT

PUBLIC COMMENT TIME

This is the opportunity for individuals to make and/or submit written or oral comments to the Council on any items within the purview of the Council, which are NOT part of the Agenda. No action on the item may be taken, but the Council may request the matter be placed on a future agenda.

ALTERATIONS TO CONSENT AGENDA

Council can remove or add items to the Consent Agenda.

CONSENT AGENDA

The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any items may do so raising their hand to be recognized by the Mayor.

- A. Approve City Council minutes of 12-19-18
- B. Approve check registers dated 1-10-19, 1-7-19
- C. Approve and ratify Council Member Donna Lind's appointment of Chuck Maffia to the Planning Commission to replace Robin Donovan
- D. Approve and ratify Council Member Derek Timm's appointment of Lori Gentile to the Planning Commission to replace Debbie Muth
- E. Approve the appointment of Jim Landreth to serve on the Library Advisory Commission

- F. Approve Resolution No. 1930.1, amending the bylaws of the Scotts Valley General Plan Advisory Committee (GPAC)
- G. Approve the Resolution No. 1957, supporting the application to designate Scotts Valley as a bicycle friendly community through the League of American Bicyclists
- H. Approve the Operation & Maintenance Agreement for 800 Bethany Drive, APN No. 023-021-15, -16 & -17, 023-022-01, -03 & -04, 023-031-19, 023-033-05, 023-041-08 & -09
- I. Approve the Operation & Maintenance Agreement for 4654 Scotts Valley Drive, APN 022-491-16
- J. Approve the Operation & Maintenance Agreement for The Terrace at Scotts Valley, APN 022-162-69 & -74
- K. Approve the updated Class Specifications for Maintenance Worker I, II, and III

ALTERATIONS TO REGULAR AGENDA

Council can remove or add items to the Regular Agenda.
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REGULAR AGENDA

Persons wishing to speak on any item may do so by raising their hand to be recognized by the Mayor.

- 1. Discussion of 2019/20 City Council Goals (City Manager Haruyama)
- 2. Discussion of 2019 Interjurisdictional Committee, Standing Local Committee, and Project Specific Committee appointments (City Manager Haruyama)
- 3. Future Council agenda items
(This portion of the Regular Agenda allows the Council to determine items to be placed on a future agenda and to choose a date, if so desired.)

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

(1) City Manager Performance Evaluation
Legal Authority: Government Code Section 54957
Name of Case: N/A
Staff Present: City Manager, City Attorney

RECONVENE TO OPEN SESSION

REPORT ON ACTION TAKE DURING CLOSED SESSION
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ADJOURNMENT

ADA NOTICE

The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a City Council meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the City Clerk's office at (831) 440-5602 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a City Council meeting be available in an alternative format consistent with a specific disability, please call the City Clerk's Office. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

PROCEDURAL INFORMATION FOR THE PUBLIC

**THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN
APPROVAL OF A RESOLUTION:**

1. Move the Resolution number for approval.
2. Second the motion.
3. Vote by body, a roll call vote is not required.

**THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN
INTRODUCTION/ADOPTION OF AN ORDINANCE:**

1. Move the Ordinance number for introduction (or adoption).
2. Move the Ordinance be introduced by title only and waive the reading of the text.
3. Read the Ordinance title.
4. Second the motion.
5. Vote by body, a roll call vote is not required.

**THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN
PUBLIC COMMENT/PUBLIC HEARINGS:**

Unless otherwise determined by the presiding officer of the meeting:

1. Three minutes allowed per individual to speak.
2. Five minutes allowed per individual representing a group of three or more.



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MINUTES

Meeting of the Scotts Valley City Council

Date: December 19, 2018

Time: 6:05 p.m.

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066	The agenda was posted 11-14-18 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org .

CALL TO ORDER 6:00 PM

The City Council meeting was called to order at 6:00 pm.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

SPECIAL SET MATTERS

- a) **Approval of Resolution No. 1949.5 declaring the results of the consolidated General Municipal Election held on November 6, 2018**

M/S: Lind/Johnson

To approve Resolution No. 1949.5 declaring the results of the consolidated General Municipal Election held on November 6, 2018.

Carried 4/1 (AYES: Dilles, Johnson, Lind, Reed; (ABSENT: Aguilar)

- b) **Swearing in of re-elected City Council Member Jim Reed and newly elected City Council Member Derek Timm**

City Clerk Ferrara administered the Oath of Office to re-elected City Council Member Jim Reed and newly City Council Member Derek Timm for 4-year terms to expire in 2020.

- c) **Nomination/Motion of Mayor/Chair**

M: Reed

To appoint Vice Mayor Dilles as Mayor/Chair for 2019.

Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

d) **Nomination/Motion of Vice Mayor/Vice Chair**

M: Reed

**To appoint Council Member Johnson as Vice Mayor/Vice Chair for 2019.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)**

e) **Brief recess**

The City Council recessed until 6:43 p.m.

ROLL CALL	
ELECTED OFFICIALS PRESENT: Jack Dilles, Mayor Randy Johnson, Vice Mayor Donna Lind, Council Member Jim Reed, Council Member Derek Timm, Council Member	CITY STAFF MEMBERS PRESENT: Jenny Haruyama, City Manager Kirsten Powell, City Attorney Taylor Bateman, Community Development Director Steve Walpole, Chief of Police Daryl Jordan, Public Works Director Tracy Ferrara, City Clerk CITY STAFF MEMBERS ABSENT: Tony McFarlane, Administrative Services Director

COMMITTEE REPORTS

CM Lind reported that LAFCO held an oral board to replace the retiring Executive Director, Pat McCormick.

CM Lind reported that the Santa Cruz Metropolitan Transit District (SCMTD) held a press conference at the Scotts Valley Transit Center, where they received 10 buses purchased with grant funds with Santa Clara VTA, who gifted those buses to SCMTD for \$1.00 each. She stated that four articulated buses will be used at UCSC.

Mayor Dilles reported that he attended the an annual meeting of the Santa Cruz/San Benito Counties Seniors Council where they discussed the AARP program that rates livable cities for seniors and for Scotts Valley and the County of Santa Cruz the rating is around 50 (on a scale of 100), which is mostly due to the high cost of housing. They are looking at attempting to obtain funding to assist the livability for seniors.

Mayor Dilles reported that the Integrated Waste Management Local Task Force, who looks at refuse and recycling issues throughout the County, met and they are waiting for the results of a Waste Characterization Study, where agencies in the County are looking at the waste stream to see what is in the waste and recycling streams. By 2022, organics diversion will be required by the State of California, which will require individual homes to recycle their organic/food waste. There will be no penalties for awhile, and there is no program established at this time, but they are working on details for the rules. He also reported that the County recently passed an ordinance requiring hotels in the County to recycle single use personal bottles that are used by hotels, as there are approximately one million bottles per year that are thrown away in Santa Cruz County alone.

CITY MANAGER REPORT

City Holiday Office Closure:

- Senior Center Holiday Closure:
Monday, December 17, 2018 - Tuesday, January 1, 2019
- City Hall Office Holiday Closure:
Monday, December 24, 2018 – Tuesday, January 1, 2019
- Parks and Recreation Office Holiday Closure
Monday, December 24, 2018 – Wednesday, January 2, 2019

City Council Meeting Schedule:

Just a reminder that the Wednesday, January 2 Council meeting is cancelled due to the holidays and the regularly scheduled January 16, 2019 meeting has been rescheduled to Wednesday, January 23, 2019.

PUBLIC COMMENT TIME

Jeannine Rothfeldt, Scotts Valley resident, expressed concerns about the radiation/EMF levels in our community.

ALTERATIONS TO CONSENT AGENDA

CM Reed requested that Item G be moved to the regular agenda for discussion.

Regarding Item C, Mayor Dilles commended City staff for their work and diligence in providing a clean CAFR.

M/S: Reed/Johnson

To approve the Consent Agenda as amended moving Item G to the regular agenda for discussion.

Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

CONSENT AGENDA

- A. Approve City Council minutes of 11-7-2018, 12-5-2018
- B. Approve check registers dated 12-3-18, 12-7-18
- C. Accept the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2018 and authorize a General Fund expenditure appropriation of \$167,837 from the Unassigned Reserve in Fund Balance
- D. Authorize the City Manager to amend the Exclusive Negotiation Agreement between the City of Scotts Valley and Scotts Valley Town Green Land, LLC

- extending the deadline to submit designated materials and authorize the City Manager to sign the agreement
- E. Adopt revised 2018/2019 salary schedule for temporary recreation employees to meet 2019 State minimum wage requirements
 - F. Approve Resolution No. 1839.1 accepting negotiated exchange of property tax revenues pursuant to California Revenue and Taxation Code 99 allocation

ALTERATIONS TO REGULAR AGENDA

M/S: Reed/Johnson

To approve the Regular Agenda as amended moving Item G to the regular agenda for discussion.

Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

REGULAR AGENDA

- G. Approve and ratify Council Member Jim Reed's appointment of David Hodgin to the Planning Commission to replace Derek Timm**

CM Reed thanked CM Timm for his service on the Planning Commission.

M/S: Reed/Johnson

To approve and ratify Council Member Jim Reed's appointment of David Hodgin to the Planning Commission to replace Derek Timm.

Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

1. Future Agenda Items

None

ADJOURNMENT

The meeting adjourned at 6:50 p.m.

Approved: _____
Jack Dilles, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

AGENDA ITEM B
DATE: 1-23-2019

SCOTTS VALLEY ACCOUNTS PAYABLE
01/10/2019 12:09:25 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.11 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 011019 COMMENT... 01/10/2019 CHK RUN

DATA-JE-ID DATA COMMENT

W-01102019-511 01/10/2019 CHK RN

Run Instructions:
Jobq Banner Copies Form Printer Hold Space LPI Lines CPI CP SP RT
L 01 Y S 6 066 10

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	003566 ABA BUILDING SERVICES	115325	01/10/19	1,525.00	
	000041 ACC BUSINESS	115326	01/10/19	1,222.77	
	001219 ALHAMBRA	115327	01/10/19	59.07	
	001969 ASCAP	115328	01/10/19	357.00	
	.15317 AUTO CARE LIFESAVER TOWI	115329	01/10/19	63.00	
	000614 BATTERIES PLUS	115330	01/10/19	6.53	
	001911 BOARDWALK BOWL	115331	01/10/19	162.00	
	002091 COMCAST	115332	01/10/19	146.20	
	000037 CRYSTAL SPRINGS WATER CO	115333	01/10/19	43.80	
	000098 ESCALON SERVICES	115334	01/10/19	1,907.87	
	000054 EWING IRRIGATION PRODUCT	115335	01/10/19	79.18	
	000582 FERRARA/TRACY A.	115336	01/10/19	30.00	
	001828 GONZALES/GABE	115337	01/10/19	586.44	
	000262 GRANITE ROCK COMPANY	115338	01/10/19	774.77	
	001856 HUB INTERNATIONAL	115339	01/10/19	129.46	
	001030 LEAGUE OF CA CITIES	115340	01/10/19	150.00	
	000078 LLOYD'S TIRE SERVICE INC	115341	01/10/19	66.15	
	000291 MBASIA	115342	01/10/19	229,064.50	
	001234 MC GRAW DDS/BERNARD	115343	01/10/19	897.50	
	000083 MISSION UNIFORM SERVICE	115344	01/10/19	624.90	
	000939 NATIONAL COMTEL NETWORK	115345	01/10/19	13.99	
	001536 PAPA	115346	01/10/19	45.00	
	000918 PETTY CASH-JEANETTE ROLA	115347	01/10/19	32.63	
	000723 PIED PIPER INC./THE	115348	01/10/19	61.50	
	000102 PITNEY BOWES	115349	01/10/19	509.10	
	001876 POLITO/BRANDON	115350	01/10/19	211.00	
	003346 SAN LORENZO	115351	01/10/19	58.37	
	001844 STERLING WATER TECHNOLOG	115352	01/10/19	1,488.00	
	001085 SYCAL ENGINEERING INC	115353	01/10/19	3,903.75	
	001366 U.S. BANCORP OFFICE	115354	01/10/19	1,260.35	
	GENERAL CHECKING ACCOUNT			245,479.83	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
01/10/2019 12:09:25
GL540R-V08.11 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				245,479.83

RECORDS PRINTED - 000075

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
01/10/2019 12:09:25
GL060S-V08.11 RECAPPAGE

Check Register

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
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001	GENERAL	175,865.70
004	RECREATION	27,801.73
010	WASTEWATER OPERATIONS	35,440.40
011	TERTIARY TREATMENT PLANT	1,476.00
028	SENIOR CENTER	2,752.00
112	DENTAL INS INTERNAL SERV	897.50
123	COMMUNITY FACILITY CENTER	1,246.50
TOTAL ALL FUNDS		245,479.83

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	245,479.83
TOTAL ALL BANKS		245,479.83

SCOTTS VALLEY ACCOUNTS PAYABLE
01/10/2019 12:09:20 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.11 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 010719 COMMENT... AP 01/04/2019

DATA-JE-ID DATA COMMENT

W-01072019-507 AP 01/04/2019

Run Instructions:

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BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
003457	ADAMS/TROY	115263	01/07/19	30.00
001055	ADAMSON POLICE PRODUCTS	115264	01/07/19	178.99
003731	AIR SCIENCE USA LLC	115265	01/07/19	5,416.00
000652	ANDERSON PACIFIC ENG INC	115266	01/07/19	12,601.75
001009	ARD/KRISTIN	115267	01/07/19	30.00
000097	AT&T	115268	01/07/19	206.99
001373	BAY TREE, LLC	115269	01/07/19	3,620.38
001593	BENEDICT DDS/NANETTE	115270	01/07/19	1,673.90
000107	BIRT/DUSTIN	115271	01/07/19	20.00
000500	BOLANOS/DORENE	115272	01/07/19	20.00
001017	C.W.E.A.	115273	01/07/19	188.00
003730	CARDIFF PEST CONTROL	115274	01/07/19	3,626.00
003729	CENTRAL COAST DIESEL	115275	01/07/19	6,799.01
000235	CIVIL CONSULTANTS GROUP	115276	01/07/19	2,620.00
003032	COUNTY OF SANTA CRUZ	115277	01/07/19	4,944.00
001546	CRAIG/ROBERT J	115278	01/07/19	125.00
003374	CRIMINAL JUSTICE COUNCIL	115279	01/07/19	1,500.00
003464	DANIELS/JASON	115280	01/07/19	20.00
001362	DUNCAN AUTO TECH	115281	01/07/19	90.19
001257	EBRAHIMIAN DDS/MARK	115282	01/07/19	244.00
003253	FIRST ALARM	115283	01/07/19	152.50
001828	GONZALES/GABE	115284	01/07/19	20.00
001881	GRAINGER	115285	01/07/19	8.61
003706	GRANADOS/JUSTIN	115286	01/07/19	20.00
001239	HAYASHI DDS/ARTHUR K	115287	01/07/19	207.00
000615	HOHMANN/PATRICK J.	115288	01/07/19	20.00
003271	HOME DEPOT CREDIT SERVIC	115289	01/07/19	125.86
000275	IFLAND ENGINEERS INC	115290	01/07/19	6,455.00
001903	JONES/KIMARIE	115291	01/07/19	20.00
001673	LINCOLN FINANCIAL GROUP	115292	01/07/19	1,228.43
003565	MANAGEMENT PARTNERS	115293	01/07/19	5,000.00
001591	MARKELL/ROD	115294	01/07/19	1,974.00
001815	MC GRATH/TRISH	115295	01/07/19	20.00
001234	MC GRAW DDS/BERNARD	115296	01/07/19	304.00
000050	MELROSE/TAMERA	115297	01/07/19	25.00
003652	METRO TRANSPORTATION COM	115298	01/07/19	1,500.00
003171	MICHALAK/GENE	115299	01/07/19	110.00
000218	MID VALLEY SUPPLY	115300	01/07/19	55.22
003487	MONTEREY BAY ECONOMIC	115301	01/07/19	5,000.00
000967	MONTEREY BAY SYSTEMS	115302	01/07/19	1,226.42
000323	NBS GOVERNMENT FINANCE G	115303	01/07/19	2,686.61
001872	NORTH CENTRAL LABORATORI	115304	01/07/19	1,350.31
000349	OTC BRANDS INC	115305	01/07/19	202.90
001982	PEAVEY COMPANY/LYNN	115306	01/07/19	57.77
003323	POMPETTE/NICOLE	115307	01/07/19	20.00
001097	PRODESSE PROPERTY GROUP	115308	01/07/19	3,523.52
000171	RIVERSIDE LIGHTING INC	115309	01/07/19	145.42
000060	RYAN C. WITTEWER, DDS	115310	01/07/19	164.00

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	000201 SAFETY-KLEEN CORP	115311	01/07/19	254.00	
	000135 SAN LORENZO VALLEY WATER	115312	01/07/19	30.24	
	001544 SANTA CRUZ COUNTY CONFER	115313	01/07/19	17,979.19	
	000127 SANTA CRUZ SENTINEL	115314	01/07/19	319.03	
	000128 SCARBOROUGH LUMBER	115315	01/07/19	1,652.94	
	001923 SIRCHIE	115316	01/07/19	79.33	
	002053 STEPFORD	115317	01/07/19	9,212.83	
	003062 SUN RIDGE SYSTEMS INC	115318	01/07/19	23,500.00	
	000882 SUPERIOR ALARM COMPANY	115319	01/07/19	79.50	
	001589 TELECOMMUNICATIONS	115320	01/07/19	6,666.24	
	003699 THOMAS/PHILIP	115321	01/07/19	20.00	
	001560 TRITON CONSTRUCTION	115322	01/07/19	75.00	
	000151 VISION SERVICE PLAN	115323	01/07/19	1,117.20	
	000154 WINCHESTER AUTO STORES	115324	01/07/19	30.96	
	GENERAL CHECKING ACCOUNT			136,593.24	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
01/10/2019 12:09:20
GL540R-V08.11 PAGE 3

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				136,593.24

RECORDS PRINTED - 000125

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
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001	GENERAL	77,077.32
004	RECREATION	7,966.20
010	WASTEWATER OPERATIONS	9,711.99
019	AFFORDABLE HOUSING	1,974.00
023	SVRDA SUCCESSOR AGENCY	7,143.90
028	SENIOR CENTER	62.80
031	STP EXCHANGE PROJECTS	21,676.75
050	PINEWOOD EST LNDSCP MAINT DT	30.24
090	SV DRIVE A REDEMPTION	2,686.61
112	DENTAL INS INTERNAL SERV	2,592.90
123	COMMUNITY FACILITY CENTER	254.53
306	SUPPL LAW ENFORCEMENT SRVS	5,416.00
TOTAL ALL FUNDS		136,593.24

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BA	GENERAL CHECKING ACCOUNT	136,593.24
TOTAL ALL BANKS		136,593.24

**City of Scotts Valley
CITY COUNCIL STAFF REPORT**

DATE: January 23, 2019
TO: Honorable Mayor and City Council
FROM: Tracy A. Ferrara, City Clerk
APPROVED: Jenny D. Haruyama, City Manager
SUBJECT: APPOINTMENT TO PLANNING COMMISSION

SUMMARY OF ISSUE

As vacancies occur, or due to an election or re-election of a Council Member, a member of the Council may nominate a new individual to serve on a City Commission, Committee, and/or Board. All appointments must be approved by the City Council.

There is a vacancy on the Planning Commission due to the resignation of Robin Donovan. An application has been submitted by Chuck Maffia, and Council Member Donna Lind has nominated Mr. Maffia to serve on the Planning Commission. Upon Council approval, Mr. Maffia will fill the vacancy left by Robin Donovan.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

It is recommended that the City Council ratify the appointment of Chuck Maffia to serve on Planning Commission, with an effective date of January 25, 2019.

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City of Scotts Valley

Application for Appointment to Serve on a City Advisory Body

Advisory Body you are applying for:

- | | | |
|---|---|---|
| ☒ Planning Commission | ☐ Arts Commission | ☐ Senior Center Board |
| ☐ Parks & Recreation Commission | ☐ Board of Appeals | ☐ Code Enforcement Appeals Board |
| ☐ ADA Accessibility Committee | ☐ Parks & Recreation Advocates | ☐ Mobile Home Park Rent Review |

Contact Information

Name	Chuck Maffia		
Street Address			
City / ST/ ZIP Code	Scotts Valley, Ca 95066		
Phone – Primary	831-345-8889	☒ Cell	☐ Work ☐ Home
Phone – Secondary	831-438-8755	☐ Cell	☐ Work ☒ Home
E-Mail Address	cmaffia@sbcglobal.net		

Background Information*

Years residing in Scotts Valley	Since 1983
Employer	Retired from Santa Cruz County Bank
Occupation/Profession	Banker
Education	BA CSU Humboldt

****If you are appointed to a city commission or board, you may be required to file a Statement of Economic Interests (FPPC Form 700). The Form 700 is a State-mandated public document disclosing certain business, property and investment holdings which might conflict with the member's decisions. The City Clerk's Office will supply the Form 700 upon appointment.***

Summarize your interests, education, and/or experience as they relate to this position.

I graduated from Humboldt State in 1971 with a BA in Business Management. In 1971, I started a 33 year career with Bank of America working as a branch operations office, administrative officer with responsibility for 16 branches and concluded 17 years as VP/Manager of Scotts Valley Office. Additionally, I started a new Scotts Valley Office of Santa Cruz County Bank in 2004 and managed it until May 1, 2018. I have been active in the business community since 1985.

I would bring a business perspective to the discussion with a desire to ensure there is a benefits to the city economically, protect our environment and enhance measured growth.

Explain how you believe you can contribute toward the effectiveness of this position.

I believe I have a good understand of the wants and needs of the Scotts Valley Community. Having deep roots in the community, I believe I have a good understanding of what makes Scotts Valley unique and the expectations of my neighbors and friends in terms of development. I believe I have good analytical skills and have the ability to balance the needs of the community with responsible development.

Summarize your participation in civic or community activities.

Active in community service clubs, I was an active member of the Scotts Valley Lions for 17 years followed by 14 years with the Scotts Valley Rotary. Recognized as Man of the Year in 1999 by the Scotts Valley Chamber of Commerce. Currently serving as a member of the SVPD Traffic Committee.

How did you hear about this vacancy?

☐ City Website ☐ Other Website ☒ Word of Mouth ☐ Other (Specify):

APPLICANT SIGNATURE

DATE

X

12/28/18

Return application:

For more information, contact:

OFFICE USE ONLY – DATE RECEIVED

By email to:

tferrara@scottsvalley.org

In person or by mail to:

City Clerk's Office
1 Civic Center Drive
Scotts Valley, CA 95066

City Clerk's Office (831)440-5600

tferrara@scottsvalley.org
www.scottsvalley.org

- Note:** 1) Applications are retained for one year. You will be contacted if a vacancy occurs within that time.
2) A separate application must be submitted for each advisory body to which you seek appointment.
3) You may attach additional pages or material (such as a resume) to the application if desired.

**City of Scotts Valley
CITY COUNCIL STAFF REPORT**

DATE: January 23, 2019
TO: Honorable Mayor and City Council
FROM: Tracy A. Ferrara, City Clerk
APPROVED: Jenny D. Haruyama, City Manager
SUBJECT: APPOINTMENT TO PLANNING COMMISSION

SUMMARY OF ISSUE

As vacancies occur, or due to an election or re-election of a Council Member, a member of the Council may nominate a new individual to serve on a City Commission, Committee, and/or Board. All appointments must be approved by the City Council.

With the election of Derek Timm to the City Council, there is a vacancy on the Planning Commission. An application has been submitted by Lori Gentile, and Council Member Derek Timm has nominated Ms. Gentile to serve on the Planning Commission. Upon Council approval, Ms. Gentile will fill the vacancy left by Debbie Muth.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

It is recommended that the City Council ratify the appointment of Lori Gentile to serve on Planning Commission, with an effective date of January 25, 2019.

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Application for Planning Commission	2



City of Scotts Valley

Application for Appointment to Serve on a City Advisory Body

Advisory Body you are applying for:

- | | | |
|---|---|---|
| ☒ Planning Commission | ☐ Arts Commission | ☐ Senior Center Board |
| ☐ Parks & Recreation Commission | ☐ Board of Appeals | ☐ Code Enforcement Appeals Board |
| ☐ ADA Accessibility Committee | ☐ Parks & Recreation Advocates | ☐ Mobile Home Park Rent Review |

Contact Information

Name	Lori Gentile		
Street Address			
City / ST/ ZIP Code	Scotts Valley, CA 95066		
Phone – Primary	831-359-3304	☒ Cell	☐ Work ☐ Home
Phone – Secondary	831-430-9680	☐ Cell	☐ Work ☒ Home
E-Mail Address	lorigentile@gmail.com		

Background Information*

Years residing in Scotts Valley	18
Employer	Scotts Valley Unified School District
Occupation/Profession	Data Science
Education	BA Psychology

**If you are appointed to a city commission or board, you may be required to file a Statement of Economic Interests (FPPC Form 700). The Form 700 is a State-mandated public document disclosing certain business, property and investment holdings which might conflict with the member's decisions. The City Clerk's Office will supply the Form 700 upon appointment.*

Summarize your interests, education, and/or experience as they relate to this position.

I believe strongly in being involved in the community. It is important that I model this belief for my children by serving. My corporate background is in customer service and program management, both of which require big picture thinking, an understanding of details, the ability to make informed decisions, leadership, and collaboration. I would consider being able to use these skills serving on the planning commission a wonderful opportunity to give back to my community.

Explain how you believe you can contribute toward the effectiveness of this position.

In addition to the skills mentioned above, having served on the Scotts Valley Parks and Recreation Commission and as a member of the General Plan Advisory Committee, I feel I have a strong understanding of what it takes to be effective on the planning commission; developing strong relationships with staff and elected officials, doing the necessary research for each item, being able to think for myself, not being afraid to ask questions, and understanding the importance of not having a personal agenda, but instead being open to all perspectives and possibilities, and ultimately making a decision that is best for the community at large.

Summarize your participation in civic or community activities.

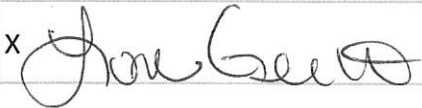
I have been an active volunteer for the past 10 years. I currently serve as Chair of the Scotts Valley Parks and Recreation Commission, as a member of the General Plan Advisory Committee, as a member of the Scotts Valley Educational Foundation, and as member of the Scotts Valley Middle School Site Council. I have formally served as President of both the Vine Hill Elementary Site Council and the Scotts Valley Middle School Site Council, as well as, serving as a member of multiple fundraising events on the Parent Teacher Associations for both schools.

How did you hear about this vacancy?

☐ City Website ☐ Other Website ☒ Word of Mouth ☐ Other (Specify):

APPLICANT SIGNATURE

DATE

x 

1/16/19

Return application:

For more information, contact:

OFFICE USE ONLY – DATE RECEIVED

By email to:
tferrara@scottsvalley.org

In person or by mail to:
City Clerk's Office
1 Civic Center Drive
Scotts Valley, CA 95066

City Clerk's Office (831)440-5600
tferrara@scottsvalley.org
www.scottsvalley.org

- Note:** 1) Applications are retained for one year. You will be contacted if a vacancy occurs within that time.
2) A separate application must be submitted for each advisory body to which you seek appointment.
3) You may attach additional pages or material (such as a resume) to the application if desired.

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Tracy A. Ferrara, City Clerk

APPROVED: Jenny D. Haruyama, City Manager

**SUBJECT: APPOINTMENT OF JIM LANDRETH TO THE
LIBRARY ADVISORY COMMISSION**

SUMMARY OF ISSUE

The Fourth Amendment to the Joint Powers Agreement between the City of Santa Cruz, the County of Santa Cruz, and the Cities of Capitola and Scotts Valley, relating to Library Services, was approved in December 2015. Section 5B of the agreement states that “the Governing Board shall be advised by a Library Advisory Commission.” The Commission is advisory only and is intended to be a voice of the community to provide advice and feedback to the Governing Board and Director of Libraries.

The Commission meets quarterly to develop recommendations to the Governing Board on the Library System hours, organization and services, and will prepare an annual report for consideration by the Governing Board. The Commission is governed by the requirements of the Ralph M. Brown Act.

Commissioners must be registered voters and are appointed as follows:

1. Three residents of unincorporated Santa Cruz County with one each appointed from Supervisorial Districts 1, 2, and 5.
2. Two Santa Cruz City residents appointed by the Santa Cruz City Council.
3. One Capitola resident appointed by the Capitola City Council.
4. One Scotts Valley resident appointed by the Scotts Valley City Council.

Ellen Campos, appointed by the Scotts Valley City Council on March 16, 2016, to serve on the Library Advisory Commission, has resigned. The City has received an application from Jim Landreth, who is willing to volunteer to serve on this Commission. Mr. Landreth's application is attached for Council review and consideration.

FISCAL IMPACT

There is no fiscal impact associated with this action.

STAFF RECOMMENDATION

It is recommended that the City Council approve the appointment of Jim Landreth to serve on the Library Advisory Commission.

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City of Scotts Valley

Application for Appointment to Serve on a City Advisory Body

Advisory Body you are applying for: ☒ Library Advisory Commission

Planning Commission
Parks & Recreation Commission
ADA Accessibility Committee

Arts Commission
Board of Appeals
Parks & Recreation Advocates

Senior Center Board
Code Enforcement Appeals Board
Mobile Home Park Rent Review

Contact Information

Name	
Street Address	
City / ST/ ZIP Code	
Phone – Primary	☒ Cell ☐ Work ☐ Home
Phone – Secondary	☐ Cell ☐ Work ☒ Home
E-Mail Address	

Background Information*

Years residing in Scotts Valley	
Employer	
Occupation/Profession	
Education	

**If you are appointed to a city commission or board, you may be required to file a Statement of Economic Interests (FPPC Form 700). The Form 700 is a State-mandated public document disclosing certain business, property and investment holdings which might conflict with the member's decisions. The City Clerk's Office will supply the Form 700 upon appointment.*

Summarize your interests, education, and/or experience as they relate to this position.

Explain how you believe you can contribute toward the effectiveness of this position.

Summarize your participation in civic or community activities.

How did you hear about this vacancy?

☐ City Website ☐ Other Website ☐ Word of Mouth ☐ Other (Specify):

APPLICANT SIGNATURE

DATE

X



Return application:

For more information, contact:

OFFICE USE ONLY – DATE RECEIVED

By email to:

tferrara@scottsvalley.org

In person or by mail to:

City Clerk's Office
1 Civic Center Drive
Scotts Valley, CA 95066

City Clerk's Office (831)440-5600

tferrara@scottsvalley.org

www.scottsvalley.org

Note: 1) Applications are retained for one year. You will be contacted if a vacancy occurs within that time.

2) A separate application must be submitted for each advisory body to which you seek appointment.

3) You may attach additional pages or material (such as a resume) to the application if desired.

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Jenny D. Haruyama, City Manager

SUBJECT: **AMENDMENT OF RESOLUTION NO. 1930, APPROVING
CHANGES TO THE BYLAWS OF THE SCOTTS VALLEY
GENERAL PLAN ADVISORY COMMITTEE (GPAC)**

SUMMARY OF ISSUE

On March 15, 2017, the Council adopted a resolution forming the General Plan Advisory Committee (GPAC) and bylaws. The bylaws established the Committee’s purpose, governance, and composition, which includes members of the City Council, Planning and Parks and Recreation Commissions, Scotts Valley Water District, Scotts Valley Fire Protection District, Scotts Valley Unified School District, and Scotts Valley Chamber of Commerce, and members of the public.

Currently, the bylaws authorize the Chair of the Planning Commission and Parks and Recreation Commission to serve on the GPAC. In the event of commission appointment changes and to allow for continuity on the GPAC, it is recommended that the bylaw language under the Organization and Membership section be modified to reflect the following:

- Scotts Valley Planning Commission Chair, Vice Chair, or Board Designee (1)
- Scotts Valley Park and Recreation Chair, Vice Chair, or Board Designee (1)

FISCAL IMPACT

There is no fiscal impact associated with the amendment of the attached resolution.

STAFF RECOMMENDATION

It is recommended that Council approve Resolution No. 1930.1, amending the bylaws of the Scotts Valley General Plan Advisory Committee (GPAC).

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RESOLUTION NO. 1930.1

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY APPROVING THE
AMENDED BYLAWS OF THE SCOTTS VALLEY
GENERAL PLAN ADVISORY COMMITTEE**

WHEREAS, Resolution No. 1930, adopted by the Scotts Valley City Council on March 15, 2017, established the bylaws of the Scotts Valley General Plan Advisory Committee (GPAC); and

WHEREAS, the Organization and Membership section of the bylaws authorized the Chair of the Planning Commission and Parks and Recreation Commission to serve on the GPAC; and

WHEREAS, in the event of commission appointment changes, and to allow for continuity on the GPAC, it is recommended that the bylaw language under the Organization and Membership section be modified to reflect the following:

- Scotts Valley Planning Commission Chair, Vice Chair, or Board Designee (1)
- Scotts Valley Park and Recreation Chair, Vice Chair, or Board Designee (1)

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Scotts Valley that the amended bylaws of the General Plan Advisory Committee (GPAC), attached hereto as Exhibit A, are hereby adopted.

This resolution was adopted at a duly held regular meeting of the City Council on the 23rd day of January, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Jack Dilles, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

EXHIBIT A

CITY OF SCOTTS VALLEY

General Plan Advisory Committee (GPAC)

BYLAWS

ORGANIZATION AND MEMBERSHIP

The Scotts Valley General Plan Advisory Committee (GPAC) is hereby created for the purpose of acting as an advisory agency to the Council of the City on matters concerning the update of the City's General Plan. The Committee shall advise City staff of its preferred recommendations as part of the General Plan update process. All recommendations of the GPAC shall be made to the City Council by the staff liaison assigned to the GPAC.

The Committee is comprised of 11 members as follows:

- Scotts Valley City Council Members (2)
- Scotts Valley Planning Commission Chair, Vice Chair, or Board Designee (1)
- Parks and Recreation Commission Chair, Vice Chair, or Board Designee (1)
- Scotts Valley Water District Board Member (1)
- Scotts Valley Fire District Board Member (1)
- Scotts Valley Unified School District Board Member (1)
- Scotts Valley Chamber of Commerce Board Member (1)
- At-large (1)
- At-large (1)
- At-large (1)

At-Large members are appointed by the City Council and shall be residents of Scotts Valley. Members shall serve for the duration of the Committee. All members of the Committee shall serve at the pleasure of the City Council and any member may be dismissed by the City Council at any time.

A commitment to participate in the process is important for continuity and progress by the Committee. Therefore, three (3) consecutive unannounced absences or five (5) absences by a member shall be grounds for dismissal from the GPAC, at the discretion of the members by a formal vote.

Individual members of GPAC not so designated, who do testify at a public hearing or other meeting, shall clearly identify themselves as speaking individually as a member of GPAC, and shall clearly indicate that they are not authorized to speak for the full Committee.

SELECTION OF OFFICERS

The chairperson and vice chairperson shall be selected by the City Council.

CHAIRPERSON

The chairperson shall preside at all regular meetings and shall call all special meetings. The chairperson has discretion in guiding discussion of items among Committee members, while allowing for appropriate public input. He/she shall decide on all points of order and procedure during the meeting and his/her decision shall be final unless overruled by a vote of the commission. He/she shall represent the Committee before the Council whenever the chairperson, the Committee, or the Council considers it necessary.

VICE CHAIRPERSON

In the absence of the chairperson the vice chairperson shall assume all duties of the chairperson.

SECRETARY

The city manager shall designate a city employee to act as secretary who shall keep a record of commission proceedings and transactions.

ACTING CHAIRPERSON

In case of absence of both the chairperson and the vice chairperson from any meeting, an acting chairperson shall be elected from amongst the members present to serve only during the absence of the chairperson and vice chairperson.

MEETINGS

Open Meetings: All regular and special meetings of the commission shall be open meetings to which the public shall be admitted.

Meetings: Committee meeting times and locations shall be determined by City Staff. GPAC meetings are subject to the Brown Act, which set standards for public notice as to meeting time, date and location, as well as, items to be discussed.

Special Meetings: A special meeting may be called by the chairperson of the Committee or by vote of the Committee. Notice of such special meetings shall be given as required by law; and the purpose of or the business to be transacted during such special meeting shall be stated in the notice.

Quorum: A quorum shall consist of six members of the Committee.

Absence of Quorum: In the absence of a quorum at any meeting, such meeting shall be adjourned to the next meeting date by any member present. No meeting may be declared adjourned for lack of a quorum, however, until a 15 minute period after the scheduled time of the meeting has elapsed.

COMMITTEES

All standing or special committees of the GPAC which may be necessary to carry out the functions or purposes of the GPAC shall be established by the chairperson or by vote of the majority of the GPAC. Such committees may include, but not be restricted to, members of the GPAC. The chairperson of the GPAC shall make all committee assignments and appoint the chairperson of each committee. A verbal or written report may be made at any meeting of the commission by the chairperson or member of a committee on the subject under consideration by such committee.

VOTING

Decisions will be made by consensus. When consensus cannot be reached, decisions will be made by a majority of the members of the GPAC present and voting. All questions shall be resolved by a majority vote of the members present. The vote shall be taken by a roll call vote, voice vote, by the raising of hands, or by any other manner calculated to ensure an accurate determination of the vote, provided that at the request of any member, the vote shall be taken by a roll call vote.

PARLIAMENTARY PROCEDURES

Roberts Rules of Order, revised, will govern procedures of the Committee meetings.

AMENDMENTS

These bylaws shall not be considered or construed as superseding any ordinance or direction of the City Council of the City of Scotts Valley.

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Jenny D. Haruyama, City Manager

**SUBJECT: ADOPT RESOLUTION NO. 1957 SUPPORTING BICYCLE
FRIENDLY COMMUNITY APPLICATION**

SUMMARY OF ISSUE

The League of American Bicyclists' Bicycle Friendly Community program is a certification program that provides applicant communities a free opportunity for recognition, customized feedback and technical assistance. There are two application cycles per year (spring and fall). The next application deadline is February 5, 2019. The application requires information related to the community's engineering, education, encouragement, enforcement, and evaluation efforts related to bicycling. The review process involves a panel of local reviewers and later a panel of judges. There are four levels of Bicycle Friendly Community designation, ranging from Platinum to Bronze and an Honorable Mention category. The designations are good for four years.

The Active Transportation Scotts Valley volunteer group has worked over the last several months with staff assistance to put together an application for designation. The Cities of Santa Cruz and Watsonville are currently recognized as Bicycle Friendly Communities by the League of American Bicyclists.

FISCAL IMPACT

Approval of this recommendation will have no fiscal impact on the General Fund.

As part of the application process, the City will receive recommendations for programs and projects to improve opportunities for bicycling in Scotts Valley. These recommendations would not be mandatory, and the scope of the recommendations would most likely fall within the recommendations of the Active Transportation Plan currently in development.

STAFF RECOMMENDATION

It is recommended that the Council approve the Resolution No. 1957 supporting the application to designate Scotts Valley as a bicycle friendly community through the League of American Bicyclists.

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RESOLUTION NO. 1957

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
SUPPORTING THE APPLICATION TO DESIGNATE SCOTTS VALLEY
AS A BICYCLE FRIENDLY COMMUNITY THROUGH THE
LEAGUE OF AMERICAN BICYCLISTS**

WHEREAS, the Bicycle Friendly Community (BFC) designation is provided to a city by the League of American Bicyclists, a national non-profit advocacy group; and

WHEREAS, the designation is based on an applicant completing an online application with approximately 90 questions that covers the five main "E's" (engineering, education, encouragement, enforcement, and evaluation); and

WHEREAS, a group of community volunteers will submit an application to achieve this designation and to pursue a "Bronze" level award; and

WHEREAS, the benefits of becoming a BFC include community recognition, the formation of new partnerships and momentum for bicycle improvements, the credential that strengthens grant applications for bicycle facility projects, and the strengthened messaging related to education, encouragement, evaluation, and enforcement; and

WHEREAS, if the City is awarded the BFC designation, it is valid for four years.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Scotts Valley that it supports the volunteer community effort to achieve a "Bronze" level Bicycle Friendly City designation.

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 23rd day of January, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Jack Dilles, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk



BUILDING A BICYCLE FRIENDLY AMERICASM

*A roadmap to
transforming states,
communities,
businesses and
universities*

THE LEAGUE
OF AMERICAN BICYCLISTS
since 1880

004

Building a **BICYCLE FRIENDLY AMERICA**

Across the U.S., the interest in bicycling is skyrocketing — and it's easy to see why. A bike is a ticket to health, mobility, freedom and fun. Bicycling isn't just a way to get from one place to another; it's an avenue to a better life. And when communities, businesses and universities get on board, great things happen.

How do you capture and capitalize on the tremendous benefits of biking? The League's Bicycle Friendly America (BFA) program has the answers.

Over the past 10 years, the League has worked with hundreds of engineers, government officials, and bicycle advocates to identify the DNA of bicycle friendliness. Using that expert knowledge, we've determined the specific projects, policies, programs and plans that re-

ally make a difference. The BFA program gives you the specific tools to turn that knowledge into action.

Providing a roadmap to improve conditions for cyclists at the state and local level, the BFA program has expanded and evolved to serve four distinct areas: Communities, States, Businesses and Universities. With comprehensive online applications, the program collects data on activities within five broad areas:

1. **ENGINEERING:** Physical infrastructure and hardware to support cycling
2. **EDUCATION:** Programs that ensure the safety, comfort and convenience of cyclists and fellow road users
3. **ENCOURAGEMENT:** Incentives, promotions and opportunities that inspire and enable people to ride

4. **ENFORCEMENT:** Equitable laws and programs that ensure motorists and cyclists are held accountable
5. **EVALUATION:** Processes that demonstrate a commitment to measuring results and planning for the future

The BFA program is more than an assessment. All applicants get customized feedback on their application and access to technical assistance. If you aren't bicycle friendly yet, we'll help you get there. And once you've made the ranks of a Bicycle Friendly Community, Business or University, the BFA program helps you get to the next level.

Learn how you can get involved in the pages that follow and at www.bikeleague.org/bfa.

Cover photo: Trek
005



Long Beach Council Member Robert Garcia and Vice Mayor Suja Lowenthal in Long Beach's separated bike lanes. (Photo: Allan Crawford)

THE BENEFITS OF BICYCLING

"Our Gold Bicycle Friendly designation is a tremendous honor, and it recognizes what a great place Minneapolis is to be a bicyclist. We've made a deliberate effort to be one of the nation's top bicycling cities and those investments mean we have more and more ways for people to commute and experience the city on two wheels."

- Mayor R.T. Rybak, Minneapolis, Minn.

"The #1 Bicycle Friendly State designation recognizes the hard work and cooperation among local and state agencies, bicycle groups and health professionals. The designation is an incentive to continue to refine and develop projects, policies and priorities to retain our position."

- Washington Governor Christine Gregoire



BICYCLE FRIENDLY COMMUNITY



Photo: Trek
007

Bicycling is more than a practical, cost-effective solution to many municipal challenges. It's an opportunity to make your community a vibrant destination for residents and visitors — a place where people don't just live and work, but thrive. The Bicycle Friendly Community program provides a roadmap to improve conditions for bicycling and direct assistance to make your distinct vision for a better, bikeable community a reality.

WHY SHOULD MY COMMUNITY BECOME A BFC?

Simple steps to make bicycling safe and comfortable pay huge dividends in civic, community and economic development. Given the opportunity to ride, residents enjoy dramatic health benefits, reduced congestion, increased property values and more money in their pockets to spend in the local economy. When your community is bike-friendly, tourism booms, businesses attract the best and the brightest, and governments save big on parking costs while cutting their carbon emissions.



Photos: Tucson/East Pima region (L) and Missoula, Mont. (R)

Innovative infrastructure isn't just for big cities. Missoula, Mont., recently rose to Gold BFC status thanks in part to the addition of protected bike lanes. "The City of Missoula, together with citizen advocates, has worked hard to integrate and promote bicycle commuting, and we're proud that our extensive off-street bike trail system, together with our miles of bike lanes, and bike education and encouragement programs, reflect that," says Missoula Mayor John Engen.

The Tucson/East Pima region attained Gold BFC status with an array of exceptional education programs. "The Bicycle Ambassador program has taught more than 1,000 adults safe cycling skills each year and the Safe Routes to School program has now expanded into the middle schools and includes summer bicycle camps," says Ann Chanecka, Senior Transportation Planner, Pima Association of Governments.

WHAT MAKES A BICYCLE FRIENDLY COMMUNITY?

A Bicycle Friendly Community welcomes cyclists with trails, bike lanes, share the road campaigns, organized rides, Bike to Work Day events and so much more. A rich matrix of options that recognizes your area's unique resources, the BFC application evaluates how your community encourages people to bike for transportation and recreation through the 5 Es: engineering, education, encouragement, enforcement, and evaluation.

WHAT'S THE BENEFIT OF BEING A BFC?

The popularity of the program speaks for itself: As of 2013, more than 600 communities have applied, and 242 have been awarded Bronze, Silver, Gold or Platinum designation. But, even if your community doesn't quite make the grade yet, applying is well worth the time. Each applicant receives customized feedback and technical assistance. Once your community becomes a BFC, a League representative will present an award and two highway-quality road signs at a local ceremony or celebration.

HOW DO I GET STARTED?

Turn to page 14 and fill out the BFC scorecard to see if your community is ready to apply. All applications must be submitted with the approval of the community's administration. Access the applications and additional resources at bikeleague.org/community.



Arlington, Va.



New York, N.Y.



009
Fort Collins, Colo.

Four years ago, Long Beach put an audacious statement on the wall of our City Hall: “Long Beach: The most bike friendly city in the U.S.” It wasn’t true at the time, but it gave us a something to strive for. And we knew that we needed milestones to measure our progress along the way.

In 2009, we were given Bronze BFC status and we immediately set our sights on becoming Silver, then Gold and eventually Platinum. We knew this recognition would be important to our civic and business leaders, and that the metrics set out in the League’s application would be important measures for us.

At the time, we had a few bike lanes along with beach and river paths that were mainly for recreation. But as a result of our efforts, more than 20 new bike-related businesses have opened in Long Beach since 2010. We’ve added more than 170 bike-friendly businesses to our Bike Saturday program and created four bike-friendly business districts. On some streets, where we have put in new bike infrastructure, we have tripled the number of kids riding bikes to school.

We’re now seeing people move to Long Beach because of our biking and our active living culture. We are seeing conventions select Long Beach because of what we are doing. Most importantly we are seeing more and more people on their bikes, riding for fun, to get to school, to get to work and to run errands.

- By Allan Crawford, Bike Long Beach

*Long Beach, Calif.
Photo: Allan Crawford*





BICYCLE FRIENDLY BUSINESS



*Standing Stone Brewery,
Ashland, Ore*

Imagine your employees arriving at their desks energized, alert and more productive than ever. Picture your healthcare costs plummeting and staff morale skyrocketing. Envision customers flocking to your door instead of the competition. How do you get there? Start pedaling and become a Bicycle Friendly Business (BFB).

WHY SHOULD MY BUSINESS BECOME A BFB?

The bicycle isn't just a great transportation option; it's an economic engine that can drive your business to higher profits, happier employees and more loyal patrons. Encouraging bicycling showcases your commitment to sustainability, healthy living and accessibility for all. And biking doesn't just enhance your bottom line — it makes your business a fun, engaging and exciting place to work or shop.



*Beth Israel Deaconess Medical
Center, Boston, Mass*

011

WHAT MAKES A BICYCLE FRIENDLY BUSINESS?

BFBs make it easy to pedal to work by providing amenities like secure bike parking and shower facilities. They fire up employees and patrons with incentives to commute by bike, company bike rides, and Bike to Work Week promotions. At a BFB, cycling is part of the business culture and becomes an expression of corporate responsibility. Those attributes shine through in the four areas of the BFB application: encouragement, education, engineering and evaluation.

Any corporation, organization, association, public agency or non-profit that actively promotes bicycling, has a distinct workplace outside of the home, and has two or more employees is eligible to apply.

WHAT'S THE BENEFIT OF BEING A BFB?

The League recognizes deserving businesses at the Bronze, Silver, Gold or Platinum level, but all applicants receive valuable feedback and assistance in becoming more bicycle friendly. When your business joins the more than 400 BFBs across the nation, you'll get

recognition in a national press release, decals for your workplace, a profile on the League website, and in the League's annual yearbook distributed to 10,000 homes across the nation. Silver and higher awards also receive a bicycle print award.

HOW DO I GET STARTED?

Turn to page 15 and fill out the BFB scorecard to see if your business is ready to apply. Access the applications and additional resources at bikeleague.org/business.

BFB PROFILE: THE BURKE GROUP

For employees of The Burke Group in Rosemont, Ill., there are plenty of ways to arrive on two wheels, including the on-street bike route system or the trail leading directly to the building. But the bike friendly atmosphere doesn't end at the front door.

In 2010, the engineering firm was awarded a Silver BFB designation thanks to excellent facilities and innovative programs, like showers, CEO-led social rides and a new bike for the top rider each year. The conversion of car-commuters was slow at first, but more and more employees dusted off their old bicycles as they heard their co-workers raving about the many benefits of riding and saw how the company supported their efforts.

In addition to creating a positive place to work, The Burke Group sees cycling as a means to improving job performance. Engineers who understand the challenges of multi-modal transportation are able to support bicycling in new designs. And the cycling culture has certainly boosted workplace camaraderie.

By 2012, The Burke Group had witnessed 30,000 fewer miles driven on local roads as a result of their efforts – and moved up to a Gold level BFB.





BICYCLE FRIENDLY UNIVERSITY



Young adults want to ride more and drive less, and, with defined borders and high-density environments, university campuses are ideal settings for a bicycle-friendly lifestyle. The League created the Bicycle Friendly University (BFU) program to help institutions of higher education capitalize on that unique energy and make cycling a defining characteristic of a healthy, sustainable and vibrant campus culture.

WHY SHOULD MY UNIVERSITY BECOME A BFU?

It's not rocket science: Increased bicycling optimizes limited space, saves the university money on parking and healthcare, and

provides affordable transportation options for students and staff. By promoting biking, universities make it easy for students to adopt active transportation habits that keep them healthy long after graduation. And, just like a great football team, amenities like biking are a big draw for prospective students.

WHAT MAKES A BICYCLE FRIENDLY UNIVERSITY?

Bicycle Friendly Universities promote cycling in a variety of ways, from secure bike parking

to campus bike rides to bicycle education classes. To determine whether a campus makes the grade, universities are evaluated in five primary areas: engineering, encouragement, education, enforcement and evaluation/planning. Using the five Es, successful universities create a safe and comfortable environment that encourages cyclists of all skill levels to get out and ride for transportation and recreation.

Any university college, college, community college or other institution of higher education with a physical campus is eligible to apply!



BFU PROFILE: DUKE UNIVERSITY

When Greg Hardy got to campus, he was interested in biking – but Duke University got him hooked. “Biking is now part of my daily routine,” he says. “I originally started commuting by bike one or two days a week, but the ease of biking at Duke quickly increased my commuting.”

The Bicycle Friendly University program played a big role in showing the elite university where to start – and how to progress – in effectively encouraging students like Hardy to ride. “Applying for the BFU award helped us see what we were already doing and get expert advice on how to make improvements and set priorities,” says Brian Williams, Duke’s Transportation Demand Management Coordinator.

Based on the League’s guidance, the university conducted an assessment of every road on campus and installed bike lanes or sharrows on every single street. Duke also added a bicycle coordinator to its staff, providing full-time support for new bike projects, public awareness campaigns, more bike parking and a fleet of loaner bikes.

“Being able to say to the university, ‘For less than the cost of one deck-parking space, we were able to make all of the roads on campus more bicycle friendly’ was huge,” Williams says.

In 2012, Duke attained Bronze status – and they’re not done yet.

WHAT’S THE BENEFIT OF BEING A BFU?

By applying to become a BFU, your university gains immediate access to the expertise and insight of League staff — every applicant receives detailed feedback and assistance in becoming more bicycle friendly. The League recognizes deserving institutions at the Bronze, Silver, Gold or Platinum level and newly designated BFUs get two iconic BFU road signs, an award certificate, an online profile and recognition in a League-distributed press release.

HOW DO I GET STARTED?

Turn to page 15 and fill out the BFU scorecard to see if your university is ready to apply. All applications must be submitted with the approval of the institution’s administration. Access the applications and additional resources at bikeleague.org/university.

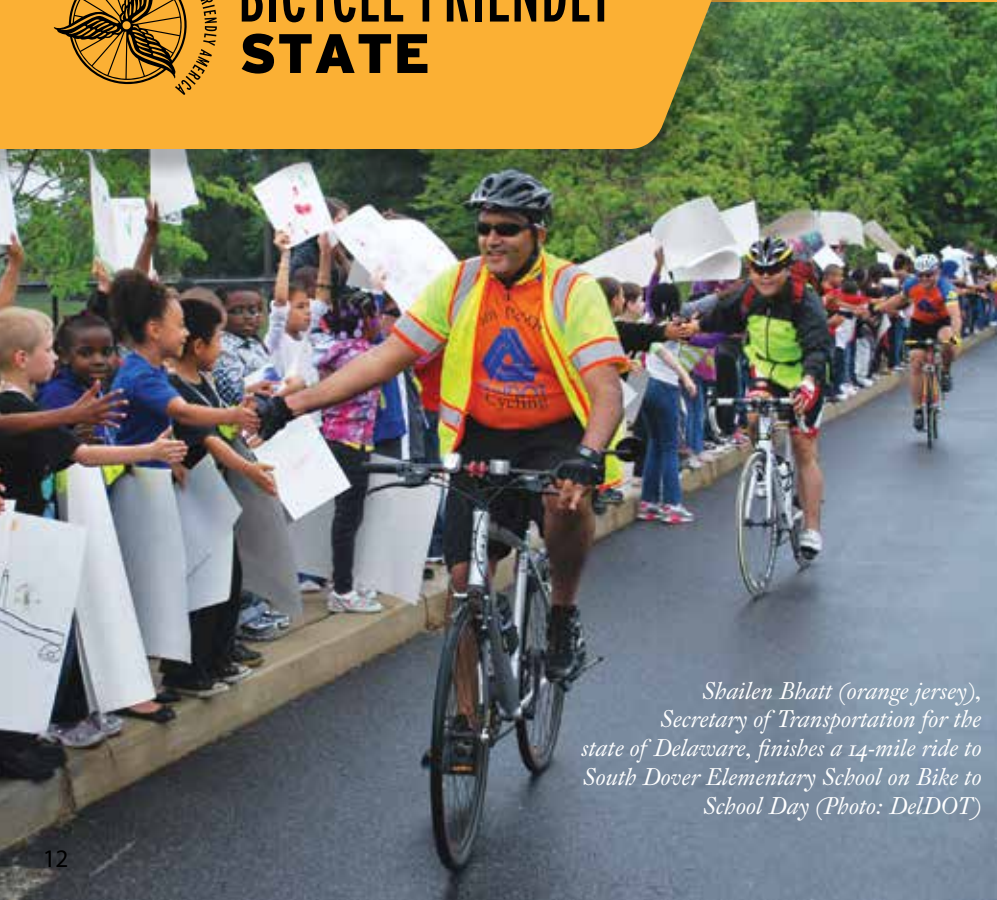


Boise State University

014



BICYCLE FRIENDLY STATE



*Shailen Bhatt (orange jersey),
Secretary of Transportation for the
state of Delaware, finishes a 14-mile ride to
South Dover Elementary School on Bike to
School Day (Photo: DelDOT)*

New businesses and potential residents aren't just looking at tax rates and school districts anymore; they want to settle in a state with rich outdoor opportunities and safe transportation options for their entire family or workforce. The Bicycle Friendly States program helps government officials and advocates improve bicycling conditions and enhance quality of life.

WHY SHOULD MY STATE BECOME BICYCLE-FRIENDLY?

Bicycling means business: Bicycle tourism can be a major driver of economic development, and corporations can capitalize on reduced healthcare costs. By making streets comfortable and accessible for cyclists, bicycle friendly states increase the safety of all road users and give residents transportation choices that save money and improve health.



WHAT MAKES A BICYCLE FRIENDLY STATE?

Bicycle friendly states help ensure cyclists' safety and access with policies and provisions like safe passing laws, Complete Streets policies, and signed bike routes. They make it inviting to ride within their borders with amenities like bike route maps, and educate motorists and law enforcement about the rights and responsibilities of bicyclists. In a bicycle friendly state, policymakers invest federal dollars on bicycle projects and account for cyclist in planning the future of their transportation system, too.



WHAT IS THE BICYCLE FRIENDLY STATE PROGRAM?

The Bicycle Friendly State program is the annual ranking of all 50 states' progress toward promoting and embracing biking for transportation and recreation. The program focuses on all aspects of a state's bicycle programs, from advocacy groups to law enforcement to the Department of Transportation. States receive an overall ranking, as well as scores in five categories: legislation and enforcement; policies and programs; infrastructure and funding; education and encouragement; and evaluation and planning. But the BFS program is more than a Report Card; League staff provide specific feedback, next steps and ongoing technical assistance. Learn more at bikeleague.org/states.

BFS PROFILE: DELAWARE

Delaware is small in size, but it's making big strides for bicyclists. In 2011, despite tough economic conditions, the state legislature passed a landmark "Walkable, Bikeable Delaware" measure that unlocked an unprecedented \$5 million in new state funds for bicycle and pedestrian projects.

Just a few months later, Governor Jack Markell announced a statewide trails plan backed with \$13 million for new construction and updated facilities. In 2012, the state directed another \$480,000 in federal funds for a greenway connecting two major cities.

But more important than money, Delaware boasts a strong statewide advocacy organization, innovative secretaries in the departments of Transportation and Natural Resources and visionary leadership from the Governor.

"Trails and bike routes are a part of a vision for a state with interconnected communities," says Governor Markell, an avid cyclist himself. "We will continue working to make Delaware an attractive place not only to bike, but to live and work."

COMMUNITY SCORECARD

ENGINEERING

- ☐ Y ☐ N Does your community have a comprehensive, connected and well-maintained bicycling network?
- ☐ Y ☐ N Is bike parking readily available throughout the community?
- ☐ Y ☐ N Is there a Complete Streets ordinance or another policy that mandates the accommodation of cyclists on all road projects?

EDUCATION

- ☐ Y ☐ N Is there a community-wide Safe routes to School program that includes bicycling education?
- ☐ Y ☐ N Are there bicycling education courses available for adults in the community?
- ☐ Y ☐ N Does your community educate motorists and cyclists on their rights and responsibilities as road users?

ENCOURAGEMENT

- ☐ Y ☐ N Does your community have an up-to-date bicycle map?
- ☐ Y ☐ N Does the community celebrate bicycling during national Bike month with community rides, Bike to Work Day or media outreach?
- ☐ Y ☐ N Does the community host any major community cycling events or rides?
- ☐ Y ☐ N Is there an active bicycle advocacy group in the community?

ENFORCEMENT

- ☐ Y ☐ N Do law enforcement officers receive training on the rights and responsibilities of all road users?
- ☐ Y ☐ N Does your community have law enforcement or other public safety officers on bikes?
- ☐ Y ☐ N Do local ordinances treat bicyclists equitably?

EVALUATION

- ☐ Y ☐ N Is there a specific plan or program to reduce cyclist/motor vehicle crashes?
- ☐ Y ☐ N Does your community have a current comprehensive bicycle plan?
- ☐ Y ☐ N Is there a Bicycle advisory Committee that meets regularly?
- ☐ Y ☐ N Does your community have a bicycle program manager?

SCORING (GIVE YOURSELF ONE POINT FOR EVERY "YES.") Score 0-8: Your community probably has some improvements to make before becoming a Bicycle Friendly Community – apply now to receive a free feedback report that will guide your community in becoming more bicycle-friendly!
Score 9-17: You've already got a good start – apply now and we'll tell you what you've done well and how you can improve.

Start working with local officials to fill out the Bicycle Friendly Community application and contact us to help you through the process at 202-822-1333 or bfa@bikeleague.org.

BUSINESS SCORECARD

ENGINEERING

- ☐Y ☐N The business provides secure and convenient bike parking.
- ☐Y ☐N Showers are on-site and are free for employee use.

ENCOURAGEMENT

- ☐Y ☐N There are incentives provided by the business for employees to commute to work by bike.
- ☐Y ☐N The business works with local advocates to improve bicycling conditions for the community.
- ☐Y ☐N The business supports a bicycle team/club.

EDUCATION

- ☐Y ☐N The business offers bicycle education classes.
- ☐Y ☐N Bicycling education materials are available to employees on a regular basis.

EVALUATION

- ☐Y ☐N The business has a bike coordinator (full, part-time, or volunteer) to help promote cycling.
- ☐Y ☐N The business sets and evaluates annual goals to help increase ridership.

UNIVERSITY SCORECARD

ENGINEERING

- ☐Y ☐N Does your campus have a well-connected bicycling network?
- ☐Y ☐N Is bike parking readily available throughout the campus?
- ☐Y ☐N Is the college or university easily accessible by bike?

EDUCATION

- ☐Y ☐N Does the school offer bicycle education classes for students and staff?

ENCOURAGEMENT

- ☐Y ☐N Is there an active bicycle advocacy group at the college or university?
- ☐Y ☐N Is there an on-campus bike center for rentals and repairs?

ENFORCEMENT

- ☐Y ☐N Do campus safety/law enforcement officers receive training on the rights and responsibilities of all road users?
- ☐Y ☐N Is there a program on campus to prevent bike theft?

EVALUATION

- ☐Y ☐N Does your school have a current comprehensive bicycle plan?
- ☐Y ☐N Does your college or university have a bicycle program manager?

SCORING (BUSINESS & UNIVERSITY) Score 0-4: Your community probably has some improvements to make before becoming a Bicycle Friendly Business or University – apply now to receive a free feedback report that will guide you in becoming more bicycle-friendly! Score 5 and up: You've already got a good start – apply now and we'll tell you what you've done well and how you can improve.

Start working with local officials to fill out the BFB or BFU application and contact us to help you through the process at 202-822-1333 or bfa@bikeleague.org.



TREK

**THE BICYCLE FRIENDLY AMERICA
PROGRAM** is generously sponsored
by Trek.



LEAGUE OF AMERICAN BICYCLISTS

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Washington, DC 20006
Tel: 202-822-1333
Fax: 202-822-1334
BFA@bikeleague.org
www.bikeleague.org

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America Bicyclists, 1612 K Street NW,
Suite 510, Washington, DC 20006.*

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Jenny Haruyama, City Manager

SUBJECT: MAINTENANCE AGREEMENT FOR PRIVATE STORMWATER
MANAGEMENT FACILITY, 800 BETHANY DRIVE, APN 023-021-15,
-16 & -17, 023-022-01, -03 & -04, 023-031-19, 023-033-05,
023-041-08 & -09

SUMMARY OF ISSUE

Post-construction stormwater management requirements for development projects in the Central Coast Region require the permittee (City) to require operation and maintenance (O&M) plans that clearly establish responsibility for all structural water quality treatment, runoff retention, and/or peak management controls on private and public regulated projects. The permittee must also maintain a tracking database to monitor the long-term performance and maintenance of related structural storm control measures.

The new commercial building projects at 800 Bethany Drive are considered Tier 4 Regulated Projects, which requires the property owner to have an ongoing O&M agreement with the City.

FISCAL IMPACT

There is no fiscal impact to the General Fund. Approximately \$256 will be collected each year and will increase with the yearly CPI to cover City's cost of inspection, oversight, and reporting requirements to the Regional Water Quality Control Board.

STAFF RECOMMENDATION

It is recommended that Council approve the Operation & Maintenance Agreement for 800 Bethany Drive, APN No. 023-021-15, -16 & -17, 023-022-01, -03 & -04, 023-031-19, 023-033-05, 023-041-08 & -09. The attached agreement complies with the Regional Water Quality Control Board requirements for storm control measures and will be recorded at the Santa Cruz County Recorder's Office.

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Exhibit A, Stormwater Maintenance Agreement for APN No. 023-021-15,
-16 & -17, 023-022-01, -03 & -04, 023-031-19, 023-033-05, 023-041-08 & -09 2

EXHIBIT A

No recording fee per Gov. Code Sec. 27383

Requested by and

Upon recording return to:

City of Scotts Valley
Public Work Department
701 Lundy Lane, Scotts Valley 95066

(Space above this line for Recorder's use)

**City of Scotts Valley
Storm Water
Maintenance Agreement Regarding Maintenance of
Structural or Treatment Control
Best Management Practices (BMPs)**

For: Address: 800 Bethany Drive

I, Scott Kriens, representing 1440 Devco LLC, being the owner of the real property, APN No.s 023-021-15, -16, -17, 023-022-01, -03, & -04, 023-031-19, 023-033-05, 023-041-08 & 09, which is located at 800 Bethany Drive, Scotts Valley, California, consents and agrees to inspect and maintain any and all structural or treatment control Best Management Practices (BMPs) as outlined in the approved project Storm Water Operation and Maintenance Plan on the subject property dated April, 2017. ***I agree to send a letter that provides proof of inspection and maintenance to the City of Scotts Valley Department of Public Works prior to October 15th of each year.*** Proof of inspection and maintenance shall include a log of inspection and maintenance dates for the past year, and receipts if conducted by a hired service. The log should also indicate any significant observations or repairs made. ***The proof of inspection and maintenance should be sent to: Storm Water Maintenance, Department of Public Works, City of Scotts Valley, 701 Lundy Lane, Scotts Valley, CA 95066.***

You are required herein to pay an annual service charge of \$256 to cover the City's cost of inspection, oversight, and reporting requirements to the Regional Water Quality Control Board. The annual service charge is subject to change based on annual inflation adjustments.

As part of this agreement you agree to allow City staff to enter the subject property to inspect the stormwater facility. In the event that you fail to provide satisfactory inspection and maintenance reporting by October 15 and/or the stormwater facility on the subject property is not functioning satisfactorily, you will be charged for re-inspection.

In the event that the property is sold, transferred, or leased, the obligations hereby imposed on the property owner shall be assumed by subsequent property owners and lessees. To this end, property owner, in any deed transferring an ownership interest in the property or in any lease agreement for the property, shall include a term by which the subsequent property owner or lessee acknowledges his or her understanding of the obligations imposed by this agreement and expressly agrees to accept the assume responsibility for complying with all said obligations imposed by this agreement.

In addition, I will provide printed information to the new property owner or lessee regarding proper BMP inspection and maintenance frequency and methods. The information shall accompany the first deed transfer. This information shall include the following:

1. a description of any and all storm water structural or treatment control BMPs;
2. a map of the property indicating the BMP locations; and
3. a description of how inspections and necessary maintenance can be performed.

The transfer of this information shall also be required with any subsequent sale of property.

Failure to comply with the provisions of the Maintenance Agreement may result in enforcement actions including assessment of civil penalties as allowed by the City's Municipal Code, Chapter 12.14.060 Storm Water Conveyance Systems.

I have read the above agreement and understand it.

This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, and assigns of owner.

Owner name: Scott Kriens

Owner signature  _____

Owners address: 800 Bethany Drive

Phone: 408-221-5439

Email: Scott@1440.Org

City of Scotts Valley

Jenny D. Haruyama, City Manager

Signature: _____

(Note: All signatures on this form must be notarized.)

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Jenny Haruyama, City Manager

SUBJECT: MAINTENANCE AGREEMENT FOR PRIVATE STORMWATER
MANAGEMENT FACILITY, ANDERSON PACIFIC, APN 022-491-16

SUMMARY OF ISSUE

Post-construction stormwater management requirements for development projects in the Central Coast Region require the permittee (City) to require operation and maintenance (O&M) plans that clearly establish responsibility for all structural water quality treatment, runoff retention, and/or peak management controls on private and public regulated projects. The permittee must also maintain a tracking database to monitor the long-term performance and maintenance of related structural storm control measures.

The new commercial building project at 4654 Scotts Valley Drive is considered a Tier 2 Regulated Project, which requires the property owner to have an ongoing O&M agreement with the City.

FISCAL IMPACT

There is no fiscal impact to the General Fund. Approximately \$191.00 will be collected each year and will increase with the yearly CPI to cover City's cost of any additional City inspection, oversight, and reporting requirements to the Regional Water Quality Control Board.

STAFF RECOMMENDATION

It is recommended that Council approve the Operation & Maintenance Agreement for 4654 Scotts Valley Drive, APN 022-491-16. The attached agreement complies with the Regional Water Quality Control Board requirements for storm control measures and will be recorded at the Santa Cruz County Recorder's Office.

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Exhibit A, Stormwater Maintenance Agreement for APN 022-491-16 2

EXHIBIT A

No recording fee per Gov. Code Sec. 27383

Requested by and

Upon recording return to:

City of Scotts Valley

Public Work Department

One Civic Center Drive, Scotts Valley 95066

(Space above this line for Recorder's use)

City of Scotts Valley

Storm Water

Maintenance Agreement Regarding Maintenance of

Structural or Treatment Control

Best Management Practices (BMPs)

For: Address: 4654 Scotts Valley Drive

I, Peter Anderson, representing Anderson Pacific Engineering Construction INC., being the owner of the real property, APN No. 022-491-16, which is located at 4654 Scotts Valley Drive, Scotts Valley, California, consents and agrees to inspect and maintain any and all structural or treatment control Best Management Practices (BMPs) as outlined in the approved project Storm Water Operation and Maintenance Plan on the subject property dated March 14, 2017. The structural or treatment control BMPs on the subject property include(s): Bio retention area; grouted cobble at curb cut.

I agree to send a letter that provides proof of inspection and maintenance to the City of Scotts Valley Department of Public Works prior to October 15 of each year. Proof of inspection and maintenance shall include a log of inspection and maintenance dates for the past year, and receipts if conducted by a hired service. The log should also indicate any significant observations or repairs made. The proof of inspection and maintenance should be sent to: Storm Water Maintenance, Department of Public Works, City of Scotts Valley, 701 Lundy Lane, Scotts Valley, CA 95066.

You are required herein to pay an annual service charge of \$191 to cover the City's cost of inspection, oversight, and reporting requirements to the Regional Water Quality Control Board. The annual service charge is subject to change based on annual inflation adjustments.

As part of this agreement you agree to allow City staff to enter the subject property to inspect the stormwater facility. In the event that you fail to provide satisfactory inspection and maintenance reporting by October 15th and/or the stormwater facility on the subject property is not functioning satisfactorily, you will be charged for re-inspection.

In the event that the property is sold, transferred, or leased, the obligations hereby imposed on the property owner shall be assumed by subsequent property owners and lessees. To this end, property owner, in any deed transferring an ownership interest in the property or in any lease agreement for the property, shall include a term by which the subsequent property owner or lessee acknowledges his or her understanding of the obligations imposed by this agreement and expressly agrees to accept the assume responsibility for complying with all said obligations imposed by this agreement.

In addition, I will provide printed information to the new property owner or lessee regarding proper BMP inspection and maintenance frequency and methods. The information shall accompany the first deed transfer. This information shall include the following:

1. a description of any and all storm water structural or treatment control BMPs;
2. a map of the property indicating the BMP locations; and
3. a description of how inspections and necessary maintenance can be performed.

The transfer of this information shall also be required with any subsequent sale of property.

Failure to comply with the provisions of the Maintenance Agreement may result in enforcement actions including assessment of civil penalties as allowed by the City's Municipal Code, Chapter 12.14.060 Storm Water Conveyance Systems.

I have read the above agreement and understand it.

This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, and assigns of owner.

Owner name: Peter Anderson

Owner signature: 

Owners address: 1390 Norman Ave., Santa Cruz Calif. 95054

Phone: 408-360-2872

Email: PEA@AndPac.Com

City of Scotts Valley

Jenny D. Haruyama, City Manager

Signature: _____

(Note: All signatures on this form must be notarized.)

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Jenny Haruyama, City Manager

SUBJECT: **MAINTENANCE AGREEMENT FOR PRIVATE STORMWATER
MANAGEMENT FACILITY, THE TERRACE AT SCOTTS VALLEY,
APN 022-162-69 & 74**

SUMMARY OF ISSUE

Post-construction stormwater management requirements for development projects in the Central Coast Region require the permittee (City) to require operation and maintenance (O&M) plans that clearly establish responsibility for all structural water quality treatment, runoff retention, and/or peak management controls on private and public regulated projects. The permittee must also maintain a tracking database to monitor the long-term performance and maintenance of related structural storm control measures.

The new subdivision "The Terrace at Scotts Valley" is considered a Tier 3 Regulated Project, which requires the property owner to have an ongoing O&M agreement with the City.

FISCAL IMPACT

There is no fiscal impact to the General Fund. Approximately \$256 will be collected each year and will increase with the yearly CPI to cover City's cost of inspection, oversight, and reporting requirements to the Regional Water Quality Control Board.

STAFF RECOMMENDATION

It is recommended that Council approve the Operation & Maintenance Agreement for The Terrace at Scotts Valley, APN 022-162-69 & -74. The attached agreement complies with the Regional Water Quality Control Board requirements for storm control measures and will be recorded at the Santa Cruz County Recorder's Office.

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Exhibit A, Stormwater Maintenance Agreement for APN 022-162-69 & -74 2

EXHIBIT A

No recording fee per Gov. Code Sec. 27383

Requested by and

Upon recording return to:

City of Scotts Valley

Public Work Department

701 Lundy Lane, Scotts Valley 95066

(Space above this line for Recorder's use)

**City of Scotts Valley
Storm Water
Maintenance Agreement Regarding Maintenance of
Structural or Treatment Control
Best Management Practices (BMPs)**

For: Address: The Terrace of Scotts Valley

I, Chris Perri, representing The Terrace of Scotts Valley LLC, being the owner of the real property, APN No. 022-162-69 & 74, which are located on Scotts Valley Drive, California, consents and agrees to inspect and maintain any and all structural or treatment control Best Management Practices (BMPs) as outlined in the approved project Storm Water Operation and Maintenance Plan on the subject property dated April 27, 2017. The structural or treatment control BMPs on the subject property includes(s): Storm drain inlets, Underground stormwater storage/infiltration chamber system, and storage/infiltration chamber restrictor structures.

I agree to send a letter that provides proof of inspection and maintenance to the City of Scotts Valley Department of Public Works prior to October 15 of each year. Proof of inspection and maintenance shall include a log of inspection and maintenance dates for the past year, and receipts if conducted by a hired service. The log should also indicate any significant observations or repairs made. ***The proof of inspection and maintenance should be sent to: Storm Water Maintenance, Department of Public Works, City of Scotts Valley, 701 Lundy Lane, Scotts Valley, CA 95066.***

You are required herein to pay an annual service charge of \$256.00 to cover the City's cost of inspection, oversight, and reporting requirements to the Regional Water Quality Control Board. The annual service charge is subject to change based on annual inflation adjustments.

As part of this agreement you agree to allow City staff to enter the subject property to inspect the stormwater facility. In the event that you fail to provide satisfactory inspection and maintenance reporting by October 15th and/or the stormwater facility on the subject property is not functioning satisfactorily, you will be charged for re-inspection.

In the event that the property is sold, transferred, or leased, the obligations hereby imposed on the property owner shall be assumed by subsequent property owners and lessees. To this end, property owner, in any deed transferring an ownership interest in the property or in any lease agreement for the property, shall include a term by which the subsequent property owner or lessee acknowledges his or her understanding of the obligations imposed by this agreement and expressly agrees to accept the assume responsibility for complying with all said obligations imposed by this agreement.

In addition, I will provide printed information to the new property owner or lessee regarding proper BMP inspection and maintenance frequency and methods. The information shall accompany the first deed transfer. This information shall include the following:

1. a description of any and all storm water structural or treatment control BMPs;
2. a map of the property indicating the BMP locations; and
3. a description of how inspections and necessary maintenance can be performed.

The transfer of this information shall also be required with any subsequent sale of property.

Failure to comply with the provisions of the Maintenance Agreement may result in enforcement actions including assessment of civil penalties as allowed by the City's Municipal Code, Chapter 12.14.060 Storm Water Conveyance Systems.

I have read the above agreement and understand it.

This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, and assigns of owner.

Owner name: Chris Perri

Owner signature



authorized signatory

Owners address: 15 Sherman Court Scotts Valley, CA 95066

Phone: 831-464-3380

Email: Applehomesdevelopment@Gmail.com

City of Scotts Valley

Jenny D. Haruyama, City Manager

Signature: _____

(Note: All signatures on this form must be notarized.)

California All-Purpose Acknowledgement

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 to the truthfulness, accuracy, or validity of that document.

State of California

County of Santa Cruz

On 04/13/2017
Date

before me, Chris Klein, Notary Public
Insert Name and Title of the Officer

personally appeared Chris Perri
Name(s) of Signer(s)

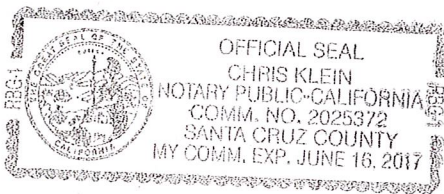
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), 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

Signature of Notary Public



Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or type of Document: Maintenance Agreement

Document Date: 04/13/2017

Number of Pages: 1

Signer(s) Other Than Named Above: None

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer – Title(s): _____
☐ Partner - ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT
OF SIGNER
Top of thumb here

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer – Title(s): _____
☐ Partner - ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing: _____

RIGHT THUMBPRINT
OF SIGNER
Top of thumb here

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: MAINTENANCE WORKER CLASS SPECIFICATION UPDATES

SUMMARY OF ISSUE

To reflect best practices, class specifications for Maintenance Worker I, II, and III have been updated. One significant change to the Maintenance Worker II classification is that prior experience working for the City of Scotts Valley is no longer required; this requirement has significantly impacted the City’s recruitment efforts. This modification will attract a larger pool of candidates with the appropriate qualifications and experience.

FISCAL IMPACT

There is no fiscal impact associated with this action.

STAFF RECOMMENDATION

It is recommended that the City Council approve the updated Class Specifications for Maintenance Worker I, II, and III.

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CITY OF SCOTTS VALLEY CLASS SPECIFICATION

Field Code Changed

MAINTENANCE WORKER I

JOB PURPOSE

To perform a wide variety of maintenance, repair and construction work in street, utility, park and building maintenance; and to do related work as required.

Distinguishing Characteristics:

This is the entry and training level classification in the maintenance series. Since this class is typically used as a training class, employees may have limited or no experience in related areas. This class is distinguished from the Maintenance Worker II class in that the Maintenance Worker I performs the more routine tasks and duties assigned to positions within the series including the less complex construction, equipment operation and repair duties. As knowledge, background, and skills increase, advancement to the next higher level may be reasonably expected after two years of experience, satisfactory evaluations, the approval of the Public Works Director, and possession of a Class B California driver's license.

Supervision Received and Exercised:

Receives immediate supervision from the Maintenance Worker III or a Maintenance Worker II on a project basis, and general supervision from the Maintenance Supervisor. As training and experience is gained, more independence of action will be expected.

The job may involve repetition of a limited number of tasks, which after initial training and review, receives only minimal supervision.

May exercise functional lead direction to temporary or work release crews.

EXAMPLES OF DUTIES

(Any one position will include some, but not necessarily all of the typical duties listed; and examples given do not necessarily cover all duties which may be performed.)

Essential Duties (may include, but are not limited to):

When working in as a member of a public works maintenance crew:

- Lifts, moves or loads heavy objects, materials and equipment as directed;
- Performs or assists in the maintenance and repair of storm drains and services;
- Sweeps, clears and cleans roadsides, gutters, curbs, culverts, catch basins and other drainage structures;
- Removes debris and clears undergrowth;
- Operates air tools;

- Assists in preparing and applying paint, asphalt, concrete and premixed materials to streets and other roadways;
- Assists in painting of streets, traffic regulatory signs and symbols;
- Cleans and maintains basic tools and equipment used on the job;
- In a training capacity may operate power equipment and trucks and assist in welding tools and equipment.

When working in as a member of a park maintenance crew:

- Plants, waters, mows, renovates, and fertilizes turf of various kinds;
- Plants, fertilizes, cultivates, and waters flowers, shrubs and other plants;
- Assists in planting, maintaining, pruning and spraying trees;
- Cleans and prepares fields;
- Repairs playground equipment and picks up paper and debris;
- Maintains and operates specialized turf maintenance equipment;
- May operate other power equipment and trucks.

When working in building maintenance:

- Performs semiskilled tasks in the areas of building maintenance and repair, including plumbing, electrical and carpentry work;
- Paints, sweeps, mops and waxes floors;
- Cleans windows;
- Cleans restrooms and empties trash receptacles;
- May be responsible for securing buildings;
- May operate power equipment and trucks.

Marginal Duties:

- Performs other related work as required.

EMPLOYMENT STANDARDS

Education, Experience and Licenses:

- Completion of high school or equivalent;
- Possession of valid California Class C motor vehicle operator's license and a safe driving record;

Possession of a valid California Class B motor vehicle operator's license desired, but not required.

- ~~Maintenance Worker I must obtain a Class B motor vehicle operator's license within 12 months2 years of employment and before advancement to Maintenance Worker II.~~

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Ability to:

- Learn work procedures and tasks performed in the maintenance, repair and construction work in City streets, utilities, parks, and building maintenance;
- Understand and follow oral and written instructions;
- Lift heavy articles;
- Drive a truck and learn to operate mowers and other light power equipment;
- Perform semiskilled tasks in the construction and maintenance of public works;
- Parks and building facilities;
- Maintain effective working relationships with other employees;
- Communicate in a courteous manner with the public;
- Work with a minimum of supervision.

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Knowledge of:

- Common construction and maintenance hand tools, equipment and materials;
- Basic mechanical principles;
- Proper procedures for working safely;
- Basic horticultural principles.

WORKING CONDITIONS

Environmental Conditions:

Positions in this class are required to work outdoors in all weather conditions. Requires exposure to fumes, dust, noise, vibration and dampness.

Physical Requirements:

Positions in this class require walking, stooping, kneeling, crouching, bending and reaching on uneven and slippery surfaces and the ability to climb. Requires frequent lifting, carrying of up to 25 pounds, and less frequent lifting and carrying of up to 50 pounds. Requires the ability to lift objects weighing up to 100 pounds with assistance.

CITY COUNCIL APPROVAL: ~~January~~~~December 523, 2019~~~~September 4, 2002~~

**CITY OF SCOTTS VALLEY
CLASS SPECIFICATION**

Field Code Changed

MAINTENANCE WORKER II

JOB PURPOSE

To perform a wide variety of maintenance, repair, and construction work in street, utility, park and building maintenance at the semiskilled and skilled level; and do other related work as required.

Distinguishing Characteristics:

This is the full journey level classification in the maintenance series. This class is distinguished from the Maintenance Worker I class in that the Maintenance Worker II performs a full range of the more complex tasks and duties assigned to positions within the series, including the more complex construction, equipment operations and repair duties. This class is distinguished from the Maintenance Worker III class in that the Maintenance Worker III is an advanced journey level class and has overall functional supervisory responsibility for public works crews.

Supervision Received and Exercised:

Receives general supervision from the Maintenance Worker III and Maintenance Supervisor. As training and experience is gained, more independence of action will be expected, and employees at this level receive only occasional instruction or assistance as new or unusual situations arise. Employees at this level are fully aware of Public Works operating procedures and policies.

This job class may exercise lead direction and train, direct and monitor the work of Maintenance Worker I, temporary or work release crews to accomplish specific projects as assigned.

EXAMPLES OF DUTIES

(Any one position will include some, but not necessarily all of the typical duties listed; and examples given do not necessarily cover all duties which may be performed.)

Essential Duties (may include, but are not limited to):

Maintenance Worker II position may perform any of the duties set forth in the class specification for Maintenance Worker I. In addition, they:

When working in as a member of a public works maintenance crew:

- Operates and trains other employees in the operation of various construction and maintenance equipment, hand tools and power driven equipment such as street painting equipment, center line machines, spray guns, dump trucks, skiploaders, backhoes, graders, street sweepers, compressors, small tractors, jackhammers and rollers in the maintenance of City facilities and services;

- Prepares and applies paint, asphalt, concrete and premixed materials to streets and other roadways;
- Paints streets, traffic regulatory signs and symbols;
- Cleans and maintains basic tools and equipment used on the job;
- Operates power equipment and trucks and welding tools and equipment.

When working in as a member of a park maintenance crew:

- Plants, maintains, prunes and sprays trees;
- Cleans and repairs fields;
- Operates other power equipment and trucks.

When working in building maintenance:

- Performs skilled and semiskilled tasks in the areas of building maintenance and repair, including plumbing, electrical and carpentry works;
- Operates other power equipment and trucks as training and operational needs require.

Marginal Duties:

- Performs other related work as required.

EMPLOYMENT STANDARDS:

Education, Experiences and Licenses:

Any combination equivalent to:

- Completion of high school; and
- Two years of professional-level experience in construction or maintenance work, including the operation of light power-driven equipment, ~~at least one at the City of Scotts Valley;~~

OR

- Two years as a Maintenance Worker I ~~or equivalent at the City of Scotts Valley;~~
- AND possession of a valid California motor vehicle operator's Class B license ~~with a safe driving record, or the ability to obtain one in 6 months and a safe driving record.~~

Commented [JH1]: Why are you allowing 6 months, when you are requiring a Main worker I to have it as a condition of employment?

Ability to:

- Understand and follow oral and written instructions;
- Lift and move heavy loads;
- Drive a dump truck or like vehicle requiring comparable skills;
- Operate pneumatic and power tools and other light power equipment as required for performance of the duties.
- Perform skilled tasks in the construction and maintenance of public works, parks and building facilities;
- Maintain effective working relationships with other employees;
- Communicate in a courteous manner with the public;

- Work independently exercising good judgment and initiative.

Knowledge of:

- Work practices relating to the maintenance and construction of municipal facilities such as streets, sewers, water lines and landscaped areas;
- Landscape maintenance practices;
- Common construction and maintenance hand tools, equipment and materials;
- Basic mechanical principles;
- Proper procedures for working safely with hand tools and motorized equipment.
- Automatic and manual irrigation systems.

WORKING CONDITIONS

Environmental Conditions:

Positions in this class are required to work outdoors in all weather conditions. -Requires exposure to fumes, dust, noise, vibration and dampness.

Physical Requirements:

Positions in this class require walking, stooping, kneeling, crouching, bending and reaching on uneven and slippery surfaces and the ability to climb. -Requires frequent lifting, carrying of up to 25 pounds, and less frequent lifting and carrying of up to 50 pounds. -Requires the ability to lift objects weighing up to 100 pounds with assistance.

CITY COUNCIL APPROVAL: [JanuaryDecember 235, 20198September 4, 2002](#)

CITY OF SCOTTS VALLEY CLASS SPECIFICATION

MAINTENANCE WORKER III

JOB PURPOSE

To perform a wide variety of skilled maintenance, repair and construction work in street, utility, park and building maintenance; assist in the coordination of maintenance, repair and construction crews; and to do related work as required. This is the supervisory level in the maintenance series.

Distinguishing Characteristics:

This is the advanced journey level classification in the maintenance series. This class is distinguished from the Maintenance Worker II class by its overall supervisory responsibility for public works crews. This class is distinguished from the Maintenance Supervisor class in that the latter has broader responsibility for supervision, including conducting employee performance evaluations, and broader responsibility for the City's programs for maintenance and repair of streets, storm drains, City buildings, parks and motorized equipment.

Supervision Received and Exercised:

Receives supervision from the Maintenance Supervisor. As training and experience is gained, more independence of action will be expected. Employees at this level receive only periodic instruction as new or unusual situations arise and when operating procedures and policies change or are newly implemented.

Exercises functional supervision, trains, directs and monitors the work of Maintenance Workers I and II, temporary and work release crews to accomplish projects. Gives input to Maintenance Supervisor for employee performance evaluations and recommends disciplinary actions.

EXAMPLES OF DUTIES

(Any one position will include some, but not necessarily all of the typical duties listed; and examples given do not necessarily cover all duties which may be performed.)

Essential Duties (may include, but are not limited to):

Maintenance Worker III positions may perform any of the duties set forth in the class specification for Maintenance Worker I and II. In addition, they:

- Assist in the coordination of personnel and equipment for current maintenance and construction projects;
- Maintain vehicles and equipment in satisfactory working order;
- Train subordinates in safe work practices;

- Operate a backhoe and 10 wheel dump truck~~Clean and flush sewer lines using sewer rodding equipment;~~
- Construct and repairs curbs, gutters and sidewalks by building forms, mixing, pouring and finishing concrete;
- Repair streets by cutting and preparing streets for patches, spreading premix and oil, raking and rolling asphalt, or resurfacing streets with permanent paving materials;
- Place lines and warning notices in streets during street maintenance;
- Paint traffic signs, parking stalls, buildings and other City owned facilities;
- Clear ditches and streams;
- Lift, move or load heavy objects, materials and equipment.
- Sweep, clear and clean roadsides, gutters, curbs, culverts, catch basins and other drainage structures.
- Remove debris and clears undergrowth using chain saw and weed eater.
- Oversees and builds park structures such a storage structures, gazebos, and barbecue and picnic areas;
- Oversee the maintenance and landscaping of City parks, including the installation and maintenance of irrigation and sprinkler systems, turf management, tree trimming, masonry and pesticide and herbicide spraying;
- Oversee the selection of and selects plants, shrubs and trees to be planted in City parks and other facilities;
- Prune trees and hauls away debris.

Marginal Duties:

- Performs other related work as required.

EMPLOYMENT STANDARDS

Education, Experience and Licenses:

Any combination equivalent to:

- Completion of high school; and
- Extensive experience in construction or maintenance work, including the operation of light power-driven equipment;

OR

- Two years as a Maintenance Worker II or equivalent;
- AND possession of a State Pesticide Applicators and valid California motor vehicle operator's Class B license and a safe driving record.

Desirable:

- College level courses in horticulture, irrigation, landscape design and plant identification.

Ability to:

- Coordinate projects and supervise other workers;
- Understanding and follow oral and written instructions;

- Lift and move heavy loads;
- Drive a dump truck or like vehicle requiring comparable skills;
- Operate and train others in the safe use of pneumatic and power tools and other light power equipment as required for the performance of the duties;
- Operate and train others in the safe use of use of hand tools;
- Perform skilled tasks in the construction and maintenance of street, utility, parks and building facilities;
- Maintain effective working relationships with other employees;
- Communicate in a courteous manner with the public;
- Work independently exercising good judgment and initiative.

Knowledge of:

- Work practices relating to the maintenance and construction of municipal facilities such as streets, sewers, water lines and landscaped areas;
- Landscape maintenance practices, including knowledge of irrigation, turf management, landscape design and plant identification;
- Common construction and maintenance hand and power tools, equipment and materials;
- Basic mechanical principles;
- Proper procedures for working safely with hand and power tools and motorized equipment.

WORKING CONDITIONS

Environmental Conditions:

Positions in this class are required to work outside in all weather conditions. Requires exposure to fumes, pesticides and herbicides, dust, noise, vibration and dampness.

Physical Requirements:

Positions in this class require walking, stooping, kneeling, crouching, bending and reaching on uneven and slippery surfaces and the ability to climb. Requires frequent lifting, carrying of up to 25 pounds, and less frequent lifting and carrying of up to 50 pounds. Requires the ability to lift objects weighing up to 100 pounds with assistance.

CITY COUNCIL APPROVAL: ~~January~~[December 523, 2019](#)~~8~~[September 4, 2002](#)

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: January 23, 2019
TO: Honorable Mayor and City Council
FROM: Jenny D. Haruyama, City Manager
SUBJECT: DISCUSSION OF FY 2019/20 COUNCIL GOALS

SUMMARY OF ISSUE

Each year, the City Council establishes goals for the upcoming fiscal year to guide priorities and inform the budget development process. Last year, Council identified the following four goal categories:

- Ensure Long Term Fiscal Sustainability
- Encourage Business Development and Expand the City’s Economic Base
- Implement Operational Initiatives to Enhance City Services
- Maintain Quality of Life for Residents

As part of this policy discussion, staff will also provide a status update regarding prior year goals and the City’s 10-year forecast.

Status Update of FY 2018/19 Goals. A matrix outlining the progress of Council’s FY 2018/19 goals is attached for your information. While several objectives have been completed under each goal, some will need to carry forward to FY 2019/20. Council direction is needed as to which goals to carry forward.

Review of 10-year Forecast. Staff has updated the 10-year forecast, which includes Measure N, a ballot measure adopted by Scotts Valley voters to increase the hotel tax rate by 1% and anticipated changes in revenue and expenditures. Changes to the forecast will help further inform Council goals and priorities for the next fiscal year.

FY 2019/20 Goals and Priorities. Due to staffing changes and ongoing recruitment efforts, Council may wish to provide direction as it relates to the prioritization of FY 2019/20 goals. For instance, high priority goals may include, but are not limited to Fiscal Sustainability, Business Development (e.g. Town Center); and the General Plan Update.

FISCAL IMPACT

There is no fiscal impact associated with the discussion and/or adoption of the FY 2019/20 Council Goals.

STAFF RECOMMENDATION

It is recommended that the Council discuss, identify, and approve goals for fiscal year 2019/20. Upon Council direction, staff will develop a FY 2019/20 work plan for consideration at a subsequent meeting.

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STATUS UPDATE OF FY 2018/19 COUNCIL GOALS

GOALS	PRIORITIES
Ensure Long-Term Financial Stability	<i>Identify and Recommend Budget Strategies to Maintain Core Services and Reduce Long-Term, Obligations and Non-Essential Services (COMPLETED & ONGOING)</i> ✓ A Fiscal Sustainability Plan (FSP), identifying short and long term budget strategies was completed. ✓ Implemented short term budget strategies, including the adjustment of city fees to improve cost recovery levels; development of a fleet maintenance Request for Proposal (RFP), increase hotel tax rate; and receipt of SB 1 transportation grants.
	<i>Complete a Citywide Fee Study (COMPLETED)</i> ✓ A comprehensive fee study was completed. New and adjusted fees were implemented as part of the FY 18/19 Adopted Budget.
	<i>Engage and Educate the Community about the City's Fiscal Outlook and Long-Term Sustainability Strategies (COMPLETED & ONGOING)</i> ✓ The development of the FSP occurred over a period of 6-9 months through a series of public meetings and social media outreach. This goal will continue into FY 19/20 as the Council explores renewing Measure U, the City's half-cent sales tax measure. ✓ Council should provide direction regarding future outreach planned for FY 19/20.
Encourage Business Development and Expand the City's Economic Base	<i>Complete the General Plan Update (ONGOING)</i> ✓ Nine (9) General Plan Advisory Committee (GPAC) meetings were held to review and update the following General Plan elements: Economic Development; Open Space and Conservation; Community Services and Facilities; and, Safety and Noise. Two elements remain to be drafted; Land Use and Mobility. ✓ In preparation of the land use and mobility element review process, traffic count data was collected, providing an assessment of existing traffic conditions.
	<i>Facilitate the Development of the Town Center and other Complimentary Land Uses (ONGOING)</i> ✓ The City's successor agency parcel located on the Town Center site was sold and entitled; construction is currently underway. ✓ An Exclusive Negotiation Agreement (ENA) was adopted by Council to facilitate the development of conceptual plans and the purchase of city-owned property. ✓ Two community meetings were held by the Town Center developer to inform the conceptual design planning process. ✓ An occupancy permit was issued for the Four Points Sheraton Hotel which opened in December 2018.
	<i>Explore business-friendly processes to expedite permitting processes</i> ✓ *See citywide strategic technology plan below.
Implement Operational Initiatives to Enhance City Services	<i>Develop a Citywide Strategic Technology Plan; Explore Customer-Focused Technologies to Streamline Complex Permitting Processes* (UNDERWAY)</i> ✓ A draft assessment of the City's information technology services is complete. Upon review by staff, it is anticipated that a recommendation will be brought forward to Council as part of the FY 19/20 budget development process.
	<i>Update the City's Website (COMPLETED)</i> ✓ A new website has been implemented, including e-communication tools.
	<i>Explore Policy Guidelines for Council Standing and Project Specific Committees for Increased Effectiveness and Transparency (UNDERWAY)</i> ✓ This item will be discussed as part of the Council committee appointment process scheduled for January 23, 2019.

STATUS UPDATE OF FY 2018/19 COUNCIL GOALS

Maintain Quality of Life for Residents	<i>Maintain Investment in Public Safety (COMPLETED & ONGOING)</i> ✓ Several public safety investments have been made to ensure the continued quality of life in Scotts Valley. These include, but are not limited to: - Installation of security cameras at Skypark skateboard park. - Assessment of body worn cameras for purchase - Partnership with local businesses to enforce trespassing on private property - Update of Massage Ordinance
	<i>Research Options to Address Housing Affordability and Identify Best Practices (ONGOING)</i> ✓ While preliminary research has been completed regarding modifying preference criteria to enhance affordability opportunities for police officers and teachers, a best practice review of appropriate housing options has not yet been completed due to limited staffing.
	<i>Review City Building Design Standards (ONGOING)</i> ✓ Over the next few months, the GPAC will assess two elements of the General Plan: land use and mobility. This process may help to further clarify some of the City's land use approaches, potentially impacting building design standards like parking. ✓ It is recommended that the Council consider waiting until the General Plan update is complete to determine if this review is still necessary.
	<i>Facilitate the Development of Glenwood Open Space Trail System (COMPLETED & ONGOING)</i> ✓ The west trails are completed and east trails are currently under construction. ✓ East trails are expected to be open by Fall 2019.
	<i>Explore Creative Solutions to Address Code Enforcement Issues (COMPLETED & ONGOING)</i> ✓ The City entered into a cost sharing agreement for part-time building official services with the City of Capitola. The Building Official has been actively addressing code enforcement issues as time allows.

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: January 23, 2019

TO: Honorable Mayor and City Council

FROM: Tracy A. Ferrara, City Clerk

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: **2019 INTERJURISDICTIONAL COMMITTEE, STANDING LOCAL COMMITTEE, AND PROJECT SPECIFIC SUBCOMMITTEE APPOINTMENTS**

SUMMARY OF ISSUE

Each year, the newly appointed Mayor selects individual Council Members to serve on Interjurisdictional Committees, Standing Local Committees and Project Specific Subcommittees. Standing local committee meetings are subject to the Brown Act; therefore, they are noticed meetings that are open to the public. On the other hand, project specific subcommittees are not subject to the Brown Act because they are of a limited duration, have an explicit purpose, and meet infrequently.

Typically, project specific subcommittees are established at the time there is a specific need to address. There is no need to form a project subcommittee, unless there is an immediate, explicit purpose to do so.

If Council chooses to establish a project specific subcommittee, it is recommended that it be done by resolution to further clarify its purpose, use, duration, and council representation. Upon Council direction, staff can develop the necessary resolution(s) for Council consideration at a future meeting.

The 2018 Council Member Committee/Subcommittee and 2019 City Selection Committee appointments are attached for your information. Also attached is correspondence from the City Selection Committee confirming its 2019 appointments.

FISCAL IMPACT

There is no fiscal impact associated with this action.

STAFF RECOMMENDATION

It is recommended that the Mayor provide direction regarding the 2019 Interjurisdictional Committee, Standing Local Committee, and Project Specific Subcommittee

appointments. In addition, it is also recommended that Council provide guidance regarding the process to establish project specific subcommittees.

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2018 COMMITTEE APPOINTMENTS

INTERJURISDICTIONAL/STANDING LOCAL/PROJECT SPECIFIC

INTERJURISDICTIONAL COMMITTEES				
COMMITTEE	REPRESENTATIVE/ ALTERNATE	MEETING DAYS	MEETING TIME	MEETING LOCATION
AMBAG http://www.ambag.org/	Aguilar/Dilles	2 nd Wednesday	6:00 pm	Monterey
Arts Council of Santa Cruz County http://www.artscouncilsc.org/	Aguilar/Dilles	Quarterly		Tannery Arts Center
City Selection Committee	Mayor/ Vice Mayor	2 nd Wednesday Bi-Monthly	12:15 pm	Location varies
City/School District Joint Committee	Reed/Johnson	1 st Wednesday Bi-Monthly	4:30 pm	Alternates: City / School District
Criminal Justice Council *CM Lind also serves on the Executive Committee Contact: CJC Admin Assistant @ 510-219-6030	Lind/Dilles	2 nd Thursday Quarterly	3:00 - 5:00 pm	Santa Cruz SO 5200 Soquel Ave Santa Cruz, CA
Criminal Justice Council Executive Committee Contact: CJC Admin Assistant @ 510-219-6030	Lind	3 rd Thursday Quarterly	Noon - 1:00 pm	Santa Cruz SO 5200 Soquel Ave Santa Cruz, CA
Scotts Valley General Plan Advisory Committee (GPAC) http://www.scottsvalleygeneralplan.com/	Johnson/Reed	As needed	6:00 pm	Scotts Valley City Council Chambers
Hazardous Materials Advisory Commission http://www.co.santa-cruz.ca.us/Government/Commissions,CommitteesAdvisoryBodies/HazardousMaterialsAdvisoryCommission-Contact.aspx	Ron Whittle	N/A	N/A	N/A
Highway 17 Access Management Plan Project Development Team http://www.ca-hwy17amp.org/app_pages/view/19#project	Dilles			
Interagency Advisory Subcommittee (Water, School, Fire, City)	Mayor Alt: Aguilar			

INTERJURISDICTIONAL COMMITTEES				
COMMITTEE	REPRESENTATIVE/ ALTERNATE	MEETING DAYS	MEETING TIME	MEETING LOCATION
LAFCO http://www.santacruzlafco.org/	Lind	1 st Wednesday 6 x per year	10:00 am - Noon	Board of Supervisors
League of California Cities http://www.cacities.org/	Aguilar	Annual schedule	Varies	Location varies
Library Advisory Commission https://www.santacruzpl.org/library_boards/LAC/	Ellen Campos	N/A	N/A	N/A
Library Facilities Financing Authority https://www.santacruzpl.org/library_boards/LFFA/ Library Joint Powers Authority Board https://www.santacruzpl.org/library_boards/LJPB/	City Manager	1 st Thursday Monthly	9:00 - 11:30 am	Santa Cruz
Library Financing Authority	Reed	January / July		Santa Cruz
Santa Cruz County Consolidated Oversight Board Effective July 2018	Alternates Dilles/Johnson/Reed	January		Santa Cruz County
Santa Cruz County Integrated Waste Management Local Task Force http://dpw.co.santa-cruz.us/Home/RecyclingSolidWaste/Recycling/LocalTaskForce.aspx	Dilles or PWD Designee	1 st Thursday Mar / Sep / Dec	3:00 - 5:00 pm	Santa Cruz
Santa Cruz County Regional Transportation Comm http://sccrtc.org/meetings/commission/agendas/	Johnson/Lind	1 st & 3 rd Thursdays Monthly	9:00 am	Location varies
Santa Cruz METRO https://www.scmtd.com/en/agency-info/board/board-meeting-schedule	Lind	4 th Friday Monthly	8:30 am	Location varies
Santa Margarita Groundwater Agency Joint Powers Authority http://smgwa.org/meetings/	Lind/Dilles			Santa Margarita Community Room
Seniors Advisory Council http://www.seniorscouncil.org/	Dilles	3 rd Wednesday Monthly	10:00 am - Noon	Aptos, Watsonville, or San Benito County.

2019 CITY SELECTION COMMITTEE APPOINTMENTS		
COMMITTEES	REPRESENTATIVES	MEETING INFO
Monterey Bay Community Power (MBCP) Policy Board (Appointed by City Selection Committee per MBCP Bylaws) http://www.mbcommunitypower.org/board-and-staff/	Jack Dilles	1 st Weds 10:30 am Monterey
Monterey Bay Community Power (MBCP) Operations Board (City Manager Representative Per MBCP Bylaws) http://www.mbcommunitypower.org/board-and-staff/	Jenny Haruyama	2nd Weds 10:30 am Monterey
Visit Santa Cruz County (VSCC) Board of Directors Representative - Scotts Valley, Watsonville, and Capitola (Appointed by City Selection Committee per VSCC Bylaws) https://www.santacruz.org/partners/board-meeting-agendas	Jenny Haruyama	

STANDING LOCAL CITY COUNCIL COMMITTEES		
COMMITTEES	REPRESENTATIVES	MEETING DATE
Traffic Safety Committee <i>The purpose of the Traffic Safety Subcommittee is to review and analyze traffic safety issues and concerns raised by residents, and if necessary make recommendations to the City Council.</i>	Lind/Aguilar	As needed
Economic Development Committee <i>The purpose of the Economic Development Committee is to provide guidance on matters specifically related to business attraction, retention, and expansion, and commercial development within the City. The Committee's recommendations are subject to confirmation by the City Council.</i>	Johnson/Reed	As needed
Affordable Housing Committee <i>The purpose of the Affordable Housing Committee is to discuss the City's terms and requirements for affordable housing per the Scotts Valley Municipal Code (SVMC) Section 14.01.030 as it relates to new residential development. The Committee's recommended terms are subject to confirmation by the City Council.</i>	Aguilar/Reed	As needed

2018 PROJECT SPECIFIC CITY COUNCIL SUBCOMMITTEES Limited Duration – One Year		
SUBCOMMITTEES	REPRESENTATIVES	MEETING DATE
Town Center Subcommittee (1-17-18) <i>The purpose of the Town Center Subcommittee is to provide guidance regarding development of the Town Center and negotiations with applicable developers. The Subcommittee's recommendations are subject to confirmation by the City Council.</i>	Johnson/Reed	As needed
Glenwood Open Space Subcommittee (1-17-18) <i>The purpose of the Glenwood Open Space Subcommittee is to provide feedback regarding the proposed Glenwood Open Space Master Plan and make recommendations to the City Council.</i>	Aguilar/Reed	As needed
Budget Subcommittee (1-17-18) <i>The purpose of the Budget Subcommittee is to provide general guidance regarding budget-related matters, including but not limited to: the development of the annual budget, reserve policies, and budget stabilization strategies. The Subcommittee makes recommendation to the City Council as needed, and is comprised of the Mayor and Vice Mayor.</i>	Mayor/Vice Mayor	As needed
Sign Subcommittee (1-17-18) <i>The purpose of the Sign Subcommittee is to provide guidance regarding the update of the City's sign ordinance and regulations, and makes recommendations to the City Council as needed.</i>	Dilles/Lind	As needed
Library Facilities Upgrade Subcommittee (1-17-18) <i>The purpose of the Library Facilities Upgrade Subcommittee is to provide guidance to the Council regarding Scotts Valley library facility improvements funded by net special taxes and bond proceeds via the Santa Cruz Public Library Facilities Financing Authority (LFFA) Community Facilities District (CFD).</i>	Reed/Johnson	As needed

CITY SELECTION COMMITTEE COUNTY OF SANTA CRUZ

***Representing Mayors of the Cities of Capitola, Santa Cruz,
Scotts Valley and Watsonville***

**701 Ocean Street, Suite 520, Santa Cruz, CA 95060-4073
(831) 454-2100 FAX: (831) 454-3420**

December 17, 2018

Mr. Tom Habashi
President
Monterey Bay Community Power
70 Garden Court, Suite 300
Monterey, CA 93940

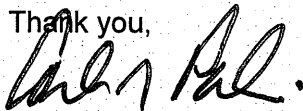
Re: Appointment to the MBCP Board of Directors

Dear Mr. Habashi,

This is to inform you that on November 29, 2018, the City Selection Committee appointed the City of Scotts Valley to fill the vacancy of the shared seat, between the City of Capitola and the City of Scotts Valley, and appoint the City of Scotts Valley for the remainder of the City of Capitola's 2-year term due to the resignation of Mayor Termini, City of Capitola.

If you have any questions concerning this appointment, please let me know.

Thank you,



Carlos J. Palacios
County Administrative Officer

cc: Jamie Goldstein, City of Capitola
Venny Haruyama, City of Scotts Valley

CITY SELECTION COMMITTEE COUNTY OF SANTA CRUZ

***Representing Mayors of the Cities of Capitola, Santa Cruz,
Scotts Valley and Watsonville***

701 Ocean Street, Suite 520, Santa Cruz, CA 95060-4073
(831) 454-2100 FAX: (831) 454-3420

December 17, 2018

Mr. Maggie Ivy
CEO
Visit Santa Cruz County
303 Water Street, Suite 100
Santa Cruz, CA 95060

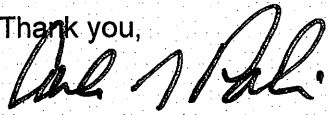
Re: Appointment to the VSCC Board of Directors

Dear Ms. Ivy,

This is to inform you that on November 29, 2018, the City Selection Committee appointed Jenny Haruyama, City of Scotts Valley, to replace Charles Montoya, on the Visit Santa Cruz County Board of Directors.

If you have any questions concerning this appointment, please let me know.

Thank you,


Carlos J. Palacios
County Administrative Officer

cc: ☒ Jenny Haruyama, City of Scotts Valley
City Clerk Watsonville