



A G E N D A

Meeting of the
Scotts Valley City Council
REMOTE ACCESS ONLY

Date: March 3, 2021

Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 02-26-21 at City Hall and on the Internet at www.scottsvally.org .

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, and the County of Santa Cruz Health Services Agency Shelter In Place Public Health Order dated March 31, 2020, this regular meeting of the City Council will be conducted through videoconference. Elected Officials and City Staff Members will be participating remotely via videoconference.

Public Participation:

The meeting will be available on Zoom and broadcast through Community Television of Santa Cruz on Channel 25 and via their website at the following link: <https://communitytv.org/watch/> (be sure to click on Channel 25). For those wishing to participate via Zoom you can join the following ways:

- Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join. <https://us02web.zoom.us/j/84717836184>
- Or join by phone:
Dial(for higher quality, dial a number based on your current location):
US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or
+1 646 558 8656 or +1 301 715 8592
Webinar ID: 847 1783 6184

You will be given opportunities to provide public comment at the appropriate times throughout the meeting via Zoom. If you are participating via dial-up only, use *9 to raise your hand at the requested time.

How to comment via Zoom:

1. At the appropriate times during the meeting for public comment, on items not on the agenda, and on specific agenda items, the Mayor will announce that public comment will be accepted. Our usual time limits of 3 minutes per individual, or 5 minutes for an individual who is representing a group of three or more, will apply. Please note that per our standard practice, this is not a question and answer time, but simply a time for you to provide your comments to the Council.
2. There is an option on Zoom to raise your hand. Please click on this option when the Mayor announces that public comment will be taken. Zoom places people in line automatically. If you are participating via dial-up, you can raise your hand at the appropriate time by pressing *9. When it is your turn, the City Clerk will unmute you, and you will be able to make your comments based on the above time frames. Once your time is up, you will once again be muted and the next person in line will be given their opportunity to speak.

How to comment via email:

1. Members of the public may provide public comment by sending comments to the City Clerk via email at cityhall@scottsvalley.org.
2. Additional materials and emails must be received by 5:30 pm the day of the meeting and will be distributed to agenda recipients prior to the meeting.
3. Emails received after 5:30 pm the day of the meeting will not be included in the record.

ELECTED OFFICIALS	CITY STAFF MEMBERS
Derek Timm, Mayor Jim Reed, Vice Mayor Jack Dilles, Council Member Randy Johnson, Council Member Donna Lind, Council Member	Tina Friend, City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Daryl Jordan, Public Works Director Steve Toler, Financial Consultant 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.

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: <http://scottsvalley.org/AgendaCenter>. Due to COVID-19, City Hall is closed to the public therefore, the agenda is only available for viewing online.

Televised Meetings:

City Council meetings are cablecast "Live" on Community Television of Santa Cruz County on Comcast Channel 25 and are also available livestream on the Community TV website at the following link: <https://communitytv.org/watch/>

Zoom Meetings/Webinars:

For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL:

<https://us02web.zoom.us/j/84717836184>

CALL TO ORDER 6:00 PM

MOMENT OF SILENCE

ROLL CALL

SPECIAL SET MATTER

Presentation from the Monterey Bay Area Self-Insurance Authority (MBASIA) on the State of the Insurance Market

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 regular and special City Council meeting minutes of 2-3-21
- B. Approve check registers dated 2-19-21, 2-26-21
- C. Approve Resolution No. 1896.1 approving the updated bail schedule, accommodating the court-imposed fees and bringing the City in alignment with other local jurisdictions
- D. Approve Resolution No. 1928.6 accepting the 25' Open Space Public Trail Easement on Parcel "B" Public Trail Easement, for pedestrian trail access, and authorize the City Manager to execute the Trail Easement and Maintenance Agreement
- E. Approve Resolution No. 1973.4 approving the Parcel Map for 33 Polo Heights, MLD 18-004, two lot subdivision, APN 024-021-28

- F. Ratify the appointment of Steve Horlock to serve on the Planning Commission
- G. Approve the 2020 Annual Progress Report and authorize the submittal of the 2020 Annual Progress Report to the Department of Housing and Community Development and State Office of Planning and Research (OPR)
- H. Approve Resolution No. 1955.12 amending the salary schedule for the Human Resources/Payroll Analyst job specification

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 Draft Fiscal Year 2021/22 City Strategic Goals
(City Manager Tina Friend)
- 2. 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.)

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.
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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.



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; Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000; or, from or to Speech-to-Speech, English & Spanish 1-800-854-7787), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.



MINUTES

Meeting of the Scotts Valley City Council

Date: February 3, 2021

Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 1-29-21 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 6:04 pm.

MOMENT OF SILENCE

ROLL CALL

ELECTED OFFICIALS PRESENT:

Derek Timm, Mayor
Jim Reed, Vice Mayor
Jack Dilles, Council Member
Donna Lind, Council Member
Randy Johnson, Council Member

CITY STAFF MEMBERS PRESENT:

Tina Friend, City Manager
Kirsten Powell, City Attorney
Steve Walpole, Chief of Police
Taylor Bateman, Community Development Director
Daryl Jordan, Public Works Director/City Engineer
Tracy Ferrara, City Clerk

COMMITTEE REPORTS

CM Lind reported that the Santa Cruz Metropolitan Transit District (SCMTD) Board met and they will be receiving \$13.5 million in grant relief funds so help them through the pandemic.

CM Lind reported that the Santa Margarita Groundwater Agency Joint Powers Authority met and reviewed several scenarios for future projects.

CM Dilles reported that the Santa Margarita Groundwater Agency Joint Powers Authority met and they discussed their draft problem statement. They also discussed climate change and looked at model scenarios for potential water projects to help the water table and to help them forecast.

VM Reed reported that the Library Financing Authority met and learned that sales tax revenues came in 20% higher than anticipated based on projections due to COVID-19 impacts.

VM Reed reported that the Measure S Renovations Subcommittee met and reviewed architectural treatment details to improve the outside of the Library for a minimal cost.

Mayor Timm reported that the COVID-19 Local Business Recovery Committee is continuing to work with the Scotts Valley Chamber of Commerce and local businesses to provide support throughout these difficult economic times. He announced the Scotts Valley Love Campaign is being held on February 13 to promote and encourage everyone to shop local. Residents can start the day at any one of the city's five shopping centers, where there will be tables set up with goody bags and a maps of participating stores. In addition to the merchants offering great deals, visitors receive candy or trinkets dropped in their bags.

Mayor Timm reported that the Measure S Renovations Subcommittee met and he spoke favorably on the hard work that went into getting the roof repaired.

Mayor Timm reported that the Town Center Opportunity Subcommittee has hired a consultant to work with community members to get their input on what is currently happening in Scotts Valley retail, what our community can support and a report will be presented to Council on what is viable for the Town Center vision.

Mayor Timm participated in the County local Mayor's health call where they discussed moving into the purple tier and the additional businesses that were able to open. They also discussed the great work and support from Scotts Valley and throughout the County in support of the residents that were evacuated due to the recent storms.

CITY MANAGER REPORT

Evacuations: CM Friend thanked Public Works Director Jordan and Public Works staff for all of their hard work and time to prepare and handle impacts from the recent storms and to assist evacuees.

Mid-Year Financial Report: CM Friend announced that the mid-year financial report will be discussed at the next City Council meeting on February 17th.

PUBLIC COMMENT TIME

Ilo Nilsson, on behalf of Bluebonnet Lane residents, expressed concerns related to traffic safety on Bluebonnet Lane.

Wendy Brannan, Scotts Valley resident, expressed concerns regarding flooding on Lockewood Lane and stated that bike lanes are needed on Lockewood Lane.

Griffon Walker, Bluebonnet Lane resident, thanked the City for helping to get speed bumps in at the Transit Center and expressed concerns related to traffic safety on Bluebonnet Lane.

Anders Beitnes, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane.

David Jones, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and stated that he feels there are inequity issues in neighborhoods throughout the City.

Eric Nilsson, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane.

ALTERATIONS TO CONSENT AGENDA

M/S: Lind/Dilles

To approve the Consent Agenda.

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

CONSENT AGENDA

- A. Approve City Council minutes of 1-20-21 Regular and Special meetings
- B. Approve check registers dated 1-22-21, 1-29-21

ALTERATIONS TO REGULAR AGENDA

M/S: Lind/Reed

To approve the Regular Agenda.

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

REGULAR AGENDA

1. Presentation of Draft Active Transportation Plan (ATP)

CM Friend provided some background on the ATP and PWD Jordan presented the written staff report and responded to questions from Council. This item is for information only and no action is required.

Amelia Conlen, Ecology Action Planner, gave a PowerPoint presentation on the Draft Active Transportation Plan (ATP) and responded to questions from Council.

Troy Kitch, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane.

Deborah Benham, Scotts Valley ATP Committee Member, spoke in support of the ATP and allowing protected or buffered bike lanes.

Wendy Brannan, Scotts Valley resident, expressed concerns regarding the ATP draft and recommended looking at a sidewalk master plan.

Eric Nilsson, Bluebonnet Lane resident, expressed concerns regarding traffic safety on Bluebonnet Lane.

David Jones, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and stated that he feels there are inequity issues in neighborhoods throughout the City.

Griffon Walker, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane.

Elizabeth Johnson, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and requested that the original recommendations for Bluebonnet Lane be reinstated, including reducing traffic lane widths to 10' and installing bollards.

Kathy Grifo, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and requested that physical barriers be installed on Bluebonnet Lane to protect residents.

Gina Cole, Bike Santa Cruz County (BSCC), spoke in support of the ATP.

Karin Meyer, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and stated that she was not in support of reducing lanes on Scotts Valley Drive.

Richard Masoner, ATP stakeholder, spoke in support of the ATP and agreed with the recommendation to narrow lanes on Scotts Valley Drive.

Cheryl Hackworth, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and requested that the original recommendations for Bluebonnet Lane be reinstated, including reducing traffic lane widths to 10' and installing bollards.

Ilo Nilsson, on behalf of Bluebonnet Lane residents, expressed concerns related to traffic safety on Bluebonnet Lane and requested that the original recommendations for Bluebonnet Lane be reinstated, including reducing traffic lane widths to 10' and installing bollards.

Scott Dickie, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and requested that the original recommendations for Bluebonnet Lane be reinstated, including reducing traffic lane widths to 10' and installing bollards.

Maura M. Bailey, Bluebonnet Lane resident, expressed concerns related to traffic safety on Bluebonnet Lane and requested that the original recommendations for Bluebonnet Lane be reinstated, including reducing traffic lane widths to 10' and installing bollards.

CM Dilles recommended adding language to the ATP, in the section relating to Bluebonnet Lane, to clarify that the recommendations are factors or elements that the City is considering and they will be used if feasible.

PWD Jordan stated that he will work with Amelia Conlen on the appropriate wording.

CM Friend stated that staff will work with Amelia Conlen on language for the Bluebonnet Lane recommendations and bring that wording back to Council for final approval.

2. **Consider first reading and introduction of Ordinance No.197 amending Title 9 of the Scotts Valley Municipal Code to add Chapter 9.06 regarding Targeted Residential Picketing**

CA Powell presented the written staff report and responded to questions from Council.

M/S: Lind/Dilles

To approve the first reading and introduction of Ordinance No.197 amending Title 9 of the Scotts Valley Municipal Code to add Chapter 9.06 regarding Targeted Residential Picketing and waive the reading thereof.

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

3. **Future Agenda Items**

None.

CA Powell announced that pursuant to Government Code Section 54957.6 the City Council would be holding closed session with their labor negotiator regarding employee negotiations with the Scotts Valley Police Bargaining Unit and the Scotts Valley Police Supervisors Association.

ADJOURNMENT

The meeting adjourned at 9:06 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk



MINUTES

Special Closed Session Meeting of the Scotts Valley City Council

Date: February 3, 2021

Time: 6:45 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 1-29-21 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org .

ROLL CALL

ELECTED OFFICIALS PRESENT:

Derek Timm, Mayor
Jim Reed, Vice Mayor
Jack Dilles, Council Member
Randy Johnson, Council Member
Donna Lind, Council Member

CITY STAFF MEMBERS PRESENT:

Tina Friend, City Manager
Kirsten Powell, City Attorney
Steve Walpole, Chief of Police
Daryl Jordan, Public Works Director/City Engineer
Tim Davis, Labor Negotiator

CALL TO ORDER 6:45 PM

The City Council meeting was called to order at 9:10 pm on 2-3-2021.

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

The City Council convened to closed session at 9:10 pm to discuss the following items:

- (1) Pursuant to Government Code Section 54957.6, the City Council met in closed session with their labor negotiator regarding employee negotiations with Scotts Valley Police Bargaining Unit and the Scotts Valley Police Supervisors Association.

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 9:40 pm.

REPORT ON ACTION TAKE DURING CLOSED SESSION

Mayor Timm announced that there was nothing to report.

ADJOURNMENT

The meeting adjourned at 9:40 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

AGENDA ITEM B

DATE: 3-3-2021

SCOTTS VALLEY ACCOUNTS PAYABLE
02/19/2021 11:13:39 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 021921 COMMENT... 02/19/2021 A/P

DATA-JE-ID DATA COMMENT

W-02192021-043 02/19/2021 A/P

Run Instructions:

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BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	003342 ACCENT CLEAN & SWEEP INC	120942	02/19/21	2,123.00	
	002066 AC3	120943	02/19/21	1,900.00	
	001055 ADAMSON POLICE PRODUCTS	120944	02/19/21	2,660.30	
	003534 ADOBE ANIMAL HOSPITAL SO	120945	02/19/21	31.90	
	003497 ALVAREZ INDUSTRIES, INC	120946	02/19/21	196.00	
	002004 AMERICAN CHEMICAL SOCIET	120947	02/19/21	190.00	
	000652 ANDERSON PACIFIC ENG INC	120948	02/19/21	1,203.92	
	003149 AQUATIC BIOASSAY &	120949	02/19/21	4,330.00	
	001670 AT &T	120950	02/19/21	3,576.20	
	.15774 BNI PUBLICATIONS, INC.	120951	02/19/21	117.95	
	001633 CAL-WEST LIGHTING & SIGN	120952	02/19/21	2,030.37	
	003521 CARD SERVICE CENTER	120953	02/19/21	910.96	
	003521 CARD SERVICE CENTER	120954	02/19/21	1,720.56	
	000773 CENTRAL COAST LANDSCAPE	120955	02/19/21	383.00	
	002091 COMCAST	120956	02/19/21	323.21	
	000037 CRYSTAL SPRINGS WATER CO	120957	02/19/21	30.30	
	000037 CRYSTAL SPRINGS WATER CO	120958	02/19/21	34.95	
	000037 CRYSTAL SPRINGS WATER CO	120959	02/19/21	24.95	
	000318 DEPT OF TRANSPORTATION	120960	02/19/21	1,449.97	
	001362 DUNCAN AUTO TECH	120961	02/19/21	875.26	
	001471 JACKSON DDS/ALISON K	120962	02/19/21	169.00	
	.15773 LAURA PAINTER	120963	02/19/21	55.00	
	000284 LOGAN & POWELL, LLP	120964	02/19/21	12,160.00	
	003403 MAR-KEN INTERNATIONAL PO	120965	02/19/21	260.00	
	003171 MICHALAK/GENE	120966	02/19/21	125.00	
	000218 MID VALLEY SUPPLY	120967	02/19/21	190.41	
	003570 MISSION COMMUNICATIONS,	120968	02/19/21	2,253.60	
	000083 MISSION UNIFORM SERVICE	120969	02/19/21	737.14	
	001872 NORTH CENTRAL LABORATORI	120970	02/19/21	1,436.32	
	000101 PACIFIC GAS & ELECTRIC C	120971	02/19/21	82.80	
	000101 PACIFIC GAS & ELECTRIC C	120972	02/19/21	292.36	
	000723 PIED PIPER INC./THE	120973	02/19/21	63.50	
	001233 PORTER DDS MS/BRENT J	120974	02/19/21	340.75	
	001479 ROBB DDS/JOSEPH W	120975	02/19/21	120.00	
	000060 RYAN C. WITTWER, DDS	120976	02/19/21	429.00	
	001894 S.V. WATER DISTRICT - BU	120977	02/19/21	71.61	
	003407 SAN JOSE BMW VESPA	120978	02/19/21	1,497.74	
	001364 SANTA CRUZ COUNTY	120979	02/19/21	19,519.00	
	000126 SANTA CRUZ FIRE EQUIPMEN	120980	02/19/21	262.37	
	003085 SHRED-IT USA	120981	02/19/21	119.34	
	003958 STANDEN/BENJAMIN	120982	02/19/21	189.80	
	001085 SYCAL ENGINEERING INC	120983	02/19/21	2,455.00	
	003548 TORO PETROLEUM CORP	120984	02/19/21	3,786.95	
	001560 TRITON CONSTRUCTION	120985	02/19/21	3,740.00	
	001106 VERIZON WIRELESS	120986	02/19/21	1,041.98	
	GENERAL CHECKING ACCOUNT			75,511.47	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
02/19/2021 11:13:39
GL540R-V08.15 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				75,511.47

RECORDS PRINTED - 000086

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
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001	GENERAL	47,874.36
002	RECYCLING/ENVIRONMENTAL	2,123.00
004	RECREATION	217.17
006	EQUIPT REPLACEMENT RESERVE	167.93
010	WASTEWATER OPERATIONS	18,914.27
011	TERTIARY TREATMENT PLANT	3,786.95
028	SENIOR CENTER	311.53
050	PINEWOOD EST LNDSCP MAINT DT	383.00
112	DENTAL INS INTERNAL SERV	1,058.75
123	COMMUNITY FACILITY CENTER	338.67
312	POLICE - BUDGET ACT OF 2016	335.84
TOTAL ALL FUNDS		75,511.47

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BA	GENERAL CHECKING ACCOUNT	75,511.47
TOTAL ALL BANKS		75,511.47

SCOTTS VALLEY ACCOUNTS PAYABLE
02/26/2021 11:10:28 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 022621 COMMENT... 002/26/2021 A/P

DATA-JE-ID DATA COMMENT

W-02262021-052 002/26/2021 A/P

Run Instructions:

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L		01			Y	S	6	066	10			

BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
001840	A TOOL SHED, INC.	120987	02/26/21	3,362.00
003534	ADOBE ANIMAL HOSPITAL SO	120988	02/26/21	187.96
001405	AFLAC-FLEX ONE	120989	02/26/21	1,822.81
001219	ALHAMBRA	120990	02/26/21	76.88
001219	ALHAMBRA	120991	02/26/21	47.83
000652	ANDERSON PACIFIC ENG INC	120992	02/26/21	13,628.03
001670	AT &T	120993	02/26/21	479.98
000097	AT&T	120994	02/26/21	159.41
000614	BATTERIES + BULBS #314	120995	02/26/21	125.62
001822	BC LABORATORIES INC.	120996	02/26/21	582.00
001066	BEHAVIORAL HEALTH CARE I	120997	02/26/21	100.00
001954	BMI	120998	02/26/21	368.00
000437	BRASS KEY LOCKSMITH	120999	02/26/21	9.84
003894	BURKE, WILLIAMS & SORENS	121000	02/26/21	14,874.50
003119	CALIFORNIA SOCIETY OF	121001	02/26/21	220.00
001553	CARD SHARK INC/THE	121002	02/26/21	1,814.35
001051	COASTAL EVERGREEN CORP	121003	02/26/21	1,285.00
002091	COMCAST	121004	02/26/21	320.70
002091	COMCAST	121005	02/26/21	167.60
001546	CRAIG/ROBERT J	121006	02/26/21	375.00
003564	CREATIVE SECURITY COMPAN	121007	02/26/21	1,846.72
003960	GARTH DAVID ANDERSON	121008	02/26/21	2,499.00
003654	GENERAL LOGISTICS SYSTEM	121009	02/26/21	26.95
001881	GRAINGER	121010	02/26/21	70.91
001817	GROUP 4	121011	02/26/21	50,659.73
000057	HACH COMPANY	121012	02/26/21	114.99
001903	JONES/KIMARIE	121013	02/26/21	537.60
003701	JORDAN/DARYL	121014	02/26/21	1,130.00
000066	KING'S PAINT & PAPER	121015	02/26/21	169.95
001673	LINCOLN FINANCIAL GROUP	121016	02/26/21	1,069.40
003913	LONG/AMANDA	121017	02/26/21	21.73
003584	MENDOZA/FERNANDO	121018	02/26/21	1,030.00
000218	MID VALLEY SUPPLY	121019	02/26/21	261.85
003487	MONTEREY BAY ECONOMIC	121020	02/26/21	5,000.00
000967	MONTEREY BAY SYSTEMS	121021	02/26/21	222.79
001615	OLIN CORP-CHLOR ALKALI	121022	02/26/21	2,209.49
003658	SANTA CRUZ OCCUPATIONAL	121023	02/26/21	717.00
000820	SANTA CRUZ/COUNTY OF	121024	02/26/21	52.50
000319	SCOTTS VALLEY CAR WASH	121025	02/26/21	29.97
000133	SCOTTS VALLEY SPRINKLER	121026	02/26/21	39.47
003928	SOUTH BAY REGIONAL PUBLI	121027	02/26/21	425.00
002053	STEPFORD	121028	02/26/21	5,803.50
000143	SUMMIT UNIFORMS	121029	02/26/21	2,094.32
001560	TRITON CONSTRUCTION	121030	02/26/21	300.00
000754	UPS STORE/THE	121031	02/26/21	23.30
001831	USA BLUE BOOK	121032	02/26/21	263.32
001106	VERIZON WIRELESS	121033	02/26/21	179.84
000151	VISION SERVICE PLAN	121034	02/26/21	897.75

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
003145	WAGE WORKS	121035	02/26/21	125.00	
000443	WALPOLE/STEVE	121036	02/26/21	252.00	
003971	WIZIX TECHNOLOGY GROUP,	121037	02/26/21	366.17	
	GENERAL CHECKING ACCOUNT			118,447.76	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
02/26/2021 11:10:28
GL540R-V08.15 PAGE 3

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				118,447.76

RECORDS PRINTED - 000119

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	42,571.31
004	RECREATION	142.31
010	WASTEWATER OPERATIONS	17,341.35
011	TERTIARY TREATMENT PLANT	1,678.68
028	SENIOR CENTER	178.19
077	SKYPARK MAINT ASSESS DIST	1,681.00
088	LIBRARY FACILITIES-MEAS "S"	50,659.73
112	DENTAL INS INTERNAL SERV	1,819.60
123	COMMUNITY FACILITY CENTER	375.59
150	GENERAL CAPITAL IMPROVEMENTS	2,000.00
TOTAL ALL FUNDS		118,447.76

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	118,447.76
TOTAL ALL BANKS		118,447.76

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: March 3, 2021

TO: Honorable Mayor and City Council

FROM: Mike Dean, Captain

APPROVED: Kirsten Powell, City Attorney

SUBJECT: RESOLUTION NO. 1896.1 APPROVING THE UPDATED BAIL SCHEDULE

SUMMARY OF ISSUE

On November 2, 2019, the Superior Court of Santa Cruz issued a letter to local municipalities regarding the submission of updated bail schedules. This letter indicated that bail schedules should be submitted to the court each year with any changes. Our records indicate the last bail schedule submission occurred in the later part of 2014.

Since the last submission, the courts have tacked on various fees and surcharges per government and penal codes. Additional fees which are added to the base fine amount include fees for both State and County, County EMS, DNA processing, new court construction, court operations, air ambulance, court operations, and conviction assessment. The additional fees and surcharges almost quadruple the original base fine amount.

Working with the courts to update our current bail schedule, it was determined that some of our current fine amounts with the associated fees and surcharges could be viewed as unreasonable for the crime or violation committed. For, example a base fine amount of \$25.00 would turn into a fine of \$196.00 after the court-imposed fees, and a base fine amount of \$150.00 would turn into a fine amount of \$694.00.

A comparison of bail schedules with other Santa Cruz County agencies was conducted. Most, if not all of the agencies, have lowered their base fine amounts to accommodate the added court-imposed fees and maintain reasonable fines. Most agencies have also done away with a multi-tiered bail schedule for second and third violations, opting to go with one set amount. The proposed bail schedule is consistent with this practice throughout the County. A summary of the current fees and the proposed fees is attached for reference.

FISCAL IMPACT

The City of Scotts Valley would see a small decrease in revenue from Municipal Code violations. These fees would be off-set with the raising our current parking fees which are below other local jurisdictions.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1896.1 approving the updated bail schedule, accommodating the court-imposed fees and bringing the City in alignment with other local jurisdictions.

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RESOLUTION NO. 1896.1

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
APPROVING THE 2021 AMENDED BAIL SCHEDULE**

WHEREAS, the City Council previously approved a bail schedule to be utilized by the Santa Cruz County Superior Court; and

WHEREAS, the bail schedule has been reviewed by the City Manager, the City Attorney, the Police Department and other staff members in the areas which involve violations within their supervision or jurisdiction; and

WHEREAS, the City Council desires to amend the City's bail schedule to accurately reflect the penalties outlined in the Scotts Valley Municipal Code and be consistent with State law.

NOW, THEREFORE, BE IT RESOLVED that the above recitals are true and correct.

BE IT FURTHER RESOLVED that this Council does hereby adopt the Amended Bail Schedule attached hereto as Exhibit A, which will supersede and replace the prior bail schedule.

BE IT FURTHER RESOLVED that the bail for any offense not specifically described herein shall be one hundred (\$100) dollars.

PASSED, APPROVED, AND ADOPTED this 3rd day of March, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

EXHIBIT A
COURT BAIL SCHEDULE

Violation Code	Description	Proposed Fine
5.04.010	Business license required	\$100.00
5.04.190	Failure to procure a business license	\$75.00
5.04.190	Entertainment permit required	\$100.00
5.16.030	Violate Entertainment Permit condition	\$100.00
5.17.040A	Offensive Noises	\$100.00
5.17.040B	Offensive Noises 10pm-8am	\$100.00
5.17.040C	Second violation within 48 hours	\$200.00
5.18.030	Private Patrol Operator, Permit required	\$100.00
5.18.040A	Private Patrol Operator, Employee list	\$100.00
5.18.040B	Private Patrol Operator, Permit card req.	\$100.00
5.18.050	Private Patrol, advertisement approval	\$100.00
5.18.060	Private Patrol, uniform, badge approval	\$100.00
5.18.070A	Private Patrol Veh, deception of public	\$100.00
5.18.070B	Private Patrol Veh, Improper display	\$100.00
5.18.070C	Private Patrol Veh, req. lettering	\$100.00
5.20.020A	Occasional sale, without permit	\$100.00
5.20.020B	Occasional sale, +3 in one month	\$100.00
5.20.020C	Occasional sale, outside time frame	\$100.00
5.20.030	Occasional sale, compliance with app.	\$100.00
5.20.050	Occasional sale, display of property	\$100.00
6.08.010F	Refuse to deliver animal to Poundmaster	\$100.00
6.08.110	Failure to neuter adopted animal	\$100.00
6.10.030A	Mandatory spaying/neutering	\$100.00
6.12.010A	Dog license required	\$30.00
6.12.020A	Failure to display license tag on dog	\$30.00
6.12.030	Vaccination Requirements	\$40.00
6.16.010	Prohibition Dogs at large	\$60.00
6.16.020	Leash req. in specific areas	\$30.00
6.16.030	Safety of animal in motor vehicle	\$60.00
6.16.040	Safety of animal in parked vehicle	\$60.00
6.16.050	Prohibit dog harass, threat, people	\$100.00
6.16.055	Dogs kill domestic animals or dogs	\$100.00
6.16.060	Prohibit dog harass, threat, animals	\$100.00
6.16.070	Defecating on pubic or private property	\$30.00
6.16.080	Unrestrained vicious animal	\$100.00
6.16.100	Number of dogs/cats kept in one place	\$100.00
6.16.110	Habitual animal noises	\$30.00
6.16.120	Prohibit livestock to be at large	\$30.00
6.16.130	Possess prohibit wild animals	\$110.00
6.16.190	Lack of proper care	\$100.00
6.20.030	Interference with Poundmaster	\$100.00

**EXHIBIT A
COURT BAIL SCHEDULE**

Violation Code	Description	Proposed Fine
6.20.040	Failure to state name,license, vaccine	\$50.00
7.10.020A1	Skatepark without safety equip	\$30.00
7.10.020A2	Skatepark under 10 with parent	\$30.00
7.10.020A3	Ride device other skateboard, scooter	\$30.00
7.10.020A4	Skatepark possess food, beverages	\$30.00
7.10.020A5	Skatepark additional obstacles	\$30.00
7.10.020A6	Skatepark, engage reckless behavior	\$30.00
7.12.010	Possess alcohol in prohibited parks	\$50.00
7.12.020	Fly power model airplanes in park	\$30.00
7.12.030	Golf activities prohibited	\$30.00
7.12.100(g)	Parking in City Park after Closing	\$30.00
7.12.120	Enter/remain in park after hours	\$30.00
7.12.140	Overnight camping prohibited	\$50.00
7.16.020B	Failure to follow park rules	\$30.00
7.16.030	Enter prohibited area	\$30.00
8.12.020	Accumulation of waste prohibited	\$100.00
8.12.040	Garbage container required	\$100.00
8.12.060	Bulk waste, failure to comply	\$100.00
8.12.070	Rubbish +2 CU yrds approved container	\$100.00
8.12.080	Dumping other than authorized site	\$100.00
8.12.090	Unauthorized burning of waste	\$100.00
8.12.100	Removal of garbage frequency	\$100.00
8.12.110	Removal of refuse to prevent hazard	\$100.00
8.12.115D	Scavenge recyclables at curbside	\$50.00
8.20.090B	Smoking in area where prohibited	\$50.00
9.08.010	Discharge firearms in city limits	\$150.00
9.12.040	Minor in room where 11364 being sold	\$100.00
9.12.050	11364 for sale with separate room	\$100.00
9.20.010B	Loud/unruly gatherings	\$100.00
10.08.010(a)	Storage Of Veh On Cty St Proh	\$40.00
10.08.010(b)	Storage/Prkg of Fleet Veh on City Street	\$40.00
10.08.040(a)	Display For Sale	\$40.00
10.08.040(b)	Parking For Repair	\$40.00
10.08.070	Storage In Scotts Village/Valley Square	\$40.00
10.08.080	Parked Outside Stall	\$40.00
10.08.100(a)	Prkd Outside Stall in Cty Owned Lot	\$40.00
10.08.110	Comm Veh Over 10,000 in Res Area	\$40.00
10.08.120	Veh Over 6ft w/in 100ft of intersection	\$40.00
10.12.020	Exceeding 6 Tons On S.V. Dr.	\$100.00
10.20.010	Prkg & Use of Vech by Intinerant Vendors	\$40.00
10.22.010A	Skateboarding private road parking lot	\$30.00
10.22.010B	Skate, bike on road/sidewalkd city park	\$30.00
12.08.070	Fail to obtain encroachment permit	\$100.00

**EXHIBIT A
COURT BAIL SCHEDULE**

Violation Code	Description	Proposed Fine
17.44.080C	Destroy/ remove tree w/o permit	\$250 / \$500
17.44.150D	Permit required for external antennae	\$100.00
17.46.040	Maintenance of Private Stables	\$100.00
17.46.050	Violation of height limits	\$100.00
17.46.080	Guest house rent, leased dwelling unit	\$100.00
17.46.080	Maintain fence or wall around pool	\$100.00
17.46.100	Maintenance of kennels	\$100.00
17.46.110	fence, wall, pool, non conform height	\$100.00
17.46.120	Removal of dead animals	\$100.00
17.46.140	Construction trailer standards	\$100.00
17.46.160A	Regulation for construction standards	\$100.00
17.46.160B	Construction hours	\$100.00
17.50.040	Violation of any provision of home occu	\$100.00
17.56.070	Sign permit required	\$100.00
Vehicle Code Violation Parking Fines		
21113(a)	Trespassing Any Schl/Pub Grnds	\$45.00
21209	Vehicle Parked Bicycle Lane	\$45.00
21458 a (1)	Parked In Red Zone	\$45.00
21458 a (2)	Parked In Yellow Zone	\$45.00
21458 a (3)	Parked In White Zone	\$45.00
21458 a (4)	Parked In Green Zone	\$45.00
21461(A)	Failure To Obey Posted Sign	\$45.00
21657	Pkd Against Traffic 1 Wy St	\$45.00
22500.1	Parked In Posted Fire Lane	\$45.00
22500(A)	Parked Within Intersection	\$45.00
22500(B)	Parked On Crosswalk	\$45.00
22500(C)	Safety Zone	\$45.00
22500(D)	Fifteen Feet From Firehouse	\$45.00
22500(E)	Blocking A Driveway	\$45.00
22500(F)	Parked On A Sidewalk	\$45.00
22500(G)	Blocking Excavation	\$45.00
22500(H)	Double Parking	\$45.00
22500(I)	In Posted Bus Loading Zone	\$45.00
22500(J)	In Tube Or Tunnel	\$45.00
22500(K)	Upon A Bridge	\$45.00
22500(L)	Blkng Sdwk Wheelchair Access	\$288.00
22502(A)	Rt Wheels Within 18 In Of Curb	\$45.00
22502(E)	Lft Whls Prllel & W/In 18"-1Wy	\$45.00
22505(B)	State Highway Parking	\$45.00
22507.8(A)	Pk Handicap Violation	\$288.00
22507.8(B)	Pk/Blkng Spc Of Disabled, Offst	\$288.00

EXHIBIT A
COURT BAIL SCHEDULE

22507.8(C)	Lines Of Disabled Stl,No Plcrd	\$288.00
22509	PARKED ON HILL	\$45.00
22514	Fire Hydrant w/15'	\$45.00
22515(A)	Unatnd Veh,Mtr Running,No Brk	\$45.00
22515(B)	Unatnded Veh,Whls Not Blk/Set	\$45.00
22516	Person Locked In Vehicle	\$45.00
22517	Unsafe Opening Door	\$45.00
22522	Pk W/In 3' Of Sidewlk Accs Rmp	\$288.00
22523(a)	Abandoned Vehicle	\$133.00
22523(b)	Abandoned Vehicle on Highway	\$133.00
22526(a)	Gridlock	\$45.00
22526(B)	Gridlock-Left Turn Blkng Intersection	\$108.00
22651(A)	Veh Unattended on Bridge	\$73.00
22651(B)	Veh Lft On Hwy Obstructing Traffic	\$73.00
22651(D)	Parked Blocking Driveway	\$45.00
4000(a)	Unregistered Vehicle	\$68.00
5200(a)	License Plate Display Specified	\$68.00
5201	Plates Improperly Positioned	\$68.00
5202(a)	Period of Display of Plates	\$68.00
5204(a)	Registration Tabs	\$116.00

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: March 3, 2021

TO: Honorable Mayor and City Council

FROM: Daryl Jordan PE, Public Works Director/City Engineer

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVE 25' PUBLIC TRAIL EASEMENT ON PARCEL "B"
TRACT 1603 DUNSLEE, MAP VOLUME 128 OF MAP 3**

SUMMARY OF ISSUE

On June 6, 2018, Tract 1603 Dunslee was approved by City Council and recorded June 26, 2018, Vol 128 of Map Page 3, in the County of Santa Cruz Records Office. On this tract map, a 25' Pedestrian Trail Easement (PTE) was offered for dedication on Parcel "A".

In order to access Parcel "A", an additional 25' Open Space Public Trail Easement is required on Parcel "B" of said map, providing the connection from Parcel "A" trail system to Dunslee Way. This Easement will complete the additional access necessary for connectivity from Dunslee Way to the trail system located on Parcel "A" located on Tract No. 1603 Dunslee (128-M-3).

In order to effectuate the easement and provide for maintenance of the easement, staff is recommending that the City Council authorize the City Manager to execute the Trail Easement and Maintenance Agreement between the City and Ryder Homes Scotts Valley LLC. Pursuant to the agreement, Ryder Homes Scotts Valley LLC will maintain the easement area until such time as the City elects to develop the public trail system. At that time, the City shall be responsible for maintenance and construction of the easement area.

FISCAL IMPACT

There is no fiscal impact to the General Fund by accepting this easement. The City will incur costs to construct and maintain the easement when the decision is made to move forward with that project.

STAFF RECOMMENDATION

It is recommended that City Council adopt Resolution No. 1928.6 to accept the 25’ Open Space Public Trail Easement on Parcel “B” Public Trail Easement, for pedestrian trail access, and authorize the City Manager to execute the Trail Easement and Maintenance Agreement.

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RESOLUTION NO. 1928.6

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY ACCEPTING THE OFFER OF DEDICATION OF A PUBLIC TRAIL EASEMENT ON PARCEL “B” TRACT 1603 ADJACENT TO DUNSLEE WAY AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE TRAIL EASEMENT AND MAINTENANCE AGREEMENT

WHEREAS, on June 6, 2018, the City Council of the City of Scotts Valley approved Tract Map 1603, which contained a public trail easement; and

WHEREAS, at that time, the offer of dedication did not provide connectivity for public access at Dunslee Way; and

WHEREAS, the developer, Ryder Homes Scotts Valley LLC, has offered an additional public trail easement on Parcel B on the Tract Map to provide public access from the existing public trail easement to Dunslee Way (“Public Trail Easement”); and

WHEREAS, pursuant to the proposed Trail Easement and Maintenance Agreement, a copy of which is attached hereto as Exhibit A, the developer shall maintain the Public Trail Easement until such time as a public trail system is installed and then the City will assume maintenance responsibilities; and

WHEREAS, the Council has determined that it is in the interest of the City to accept the dedication of the Public Trail Easement to enable the access to public trails and to enter into the Trail Easement and Maintenance Agreement with Ryder Homes Scotts Valley LLC.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED as follows:

1. The City Council does hereby accept the Public Trail Easement.
2. The City Clerk shall record this Resolution in the office of the Recorder of Santa Cruz County.
3. The City Manager is authorized to enter into the agreement entitled “Trail Easement and Maintenance Agreement” between the City and Ryder Homes Scotts Valley LLC.

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 3rd day of March, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

EXHIBIT A

RECORDED AT THE REQUEST OF AND
WHEN RECORDED, RETURN TO:

TRAIL EASEMENT AND MAINTENANCE AGREEMENT

THIS TRAIL EASEMENT AND MAINTENANCE AGREEMENT (the "**Agreement**") dated _____, 20____, is executed by RYDER SCOTTS VALLEY LLC, a California limited liability company (the "**Declarant**") with reference to the following facts:

- A. Declarant is the owner of that certain real property in the City of Scotts Valley, California (the "**Development**"), shown as Lots 1 through 25, inclusive, and Parcels A, B, C, D, E, F, G, H, I and J, more particularly described on the subdivision map entitled "Tract 1603 Dunslee" filed on June 26, 2018, in Volume 128 of Maps at Page 3 in the records of Santa Cruz County, California (the "**Map**").
- B. The Development is immediately adjacent to open space to the northwest shown as Parcel M on the Map that contains easements for a future public trail system shown as "PTE" on the Map. The public has no direct access to the public trails within Parcel M from any publicly accessible street.
- C. The City of Scotts Valley's ("**City**") approval of the Development requires the grant of an easement within certain common area of the Development for the installation and ongoing maintenance, operation, repair and replacement of a public trail in order to provide access to the public from a publicly accessible street to the future trails within Parcel M. The purpose of this Agreement is to provide a binding and recordable agreement obligating Declarant to grant an easement for the construction of the future public trails and obligating the City to maintain the future public trails within the Development's common area. When the Declarant deeds the Common Area (as that term is defined in The Cove at Scott's Valley Declaration of Restrictions (CC&Rs) (the "**Declaration**")) to The Cove at Scotts Valley Townhome Association, a California nonprofit mutual benefit corporation (the "**Association**"), the Association shall assume the Declarant's obligations hereunder.
- D. The purposes of this Agreement are to: (i) grant a trail easement over the Development's Common Area in the area specified to provide public access to the public trail system adjacent to the Development; (ii) provide for maintenance and repair of the trail easement area, including any amenities associated with the trail such as dog-bag stations, hand sanitizer stations, trash receptacles, benches, and the like; and (iii) establish the covenants, easements, restrictions, rights, duties, benefits and burdens set forth herein as covenants running with the land under Civil Code section 1468 and equitable servitudes under common law that benefit and bind the Development, the City, and each successor and/or assign thereof.

ARTICLE 1 - Definitions

Unless the context indicates otherwise, the following terms shall have the following definitions:

- 1.1 Agreement: This Trail Easement and Maintenance Agreement and any modifications thereto.
- 1.2 Association: The Cove at Scotts Valley Townhome Association and any successor or assign thereto.
- 1.3 City: The City of Scotts Valley, California.
- 1.4 Declarant: Ryder Scotts Valley LLC, a California limited liability company, and any successor or assign that assumes in writing all or a portion of the rights and duties of the Declarant hereunder.
- 1.5 Map: The subdivision map entitled "Tract 1603 Dunslee" filed on June 26, 2018, in Volume 128 of Maps at Page 3 in the records of Santa Cruz County, California.
- 1.6 Trail Costs: The cost to inspect, clean, maintain, repair, and/or replace the Trail Improvements.
- 1.7 Trail Easement Area: The area described in **Section 2.1** encumbering Parcels A, B and/or J containing the trail between the public road at Dunslee Way and the public trail system within Parcel M on the Map.
- 1.8 Trail Improvements: The trail bed improvements within the Trail Easement Area. In addition, Trail Improvements may include trash receptacles, dog-bag stations, hand sanitizer stations, exercise stations, signage, and trail-side furniture such as benches.

ARTICLE 2- Grant of Easement

2.1 Grant of Floating Trail Easement. Declarant grants to the City a limited, irrevocable, non-exclusive easement over Lots A, B and/or J (the "Trail Easement Area") as the servient tenement, in favor of the general public, of a "floating" easement ("Floating Easement"). The purpose of the Floating Easement is to locate, construct, and maintain, and for the public to use and access the Trail Easement Area for pedestrian and bicycle ingress and egress for recreational purposes. The location of the Floating Easement will be within the area described in **Exhibit A** (legal description) and shown on **Exhibit B** (plat) and shall be fixed when the Trail Improvements are constructed. Upon construction of the Trail Improvements, the City shall prepare, execute and record a quitclaim deed relinquishing any right, title and interest to the Floating Easement property that is not within the Trail Easement Area as established by the Trail Improvements and area needed for maintenance of the Trail Improvements. The Floating Easement and the Trail Easement are appurtenant to the servient tenement (Parcels A, B and/or J), subject to the provisions of this **Section 2.1**, and any conveyance of the servient tenement, whether voluntary or involuntary, automatically conveys the easement appurtenant thereto regardless of whether the instrument of conveyance describes the easement. The easement is in perpetuity unless otherwise terminated by operation of law.

2.2 Force Majeure Events. Notwithstanding the description of the Trail Easement Area, both Declarant and City acknowledge that the Trail Easement Area consists of dirt and vegetation that are subject to movement, degradation, erosion and destruction from various influences including, without limitation, earthquakes, floods, wind, rain or other acts of God or events beyond the control of Declarant or City (collectively and, as applicable, "**Force Majeure Events**"). Accordingly, Declarant and City agree that, upon the occurrence of any Force Majeure Event that results in the movement of the Trail Easement Area or otherwise results in the total or partial destruction of the Trail Improvements granted hereby, Declarant and City agree to cooperate with each other reasonably and in good faith in relocating the Trail Easement Area or otherwise establishing a new Trail Easement Area. In furtherance of the foregoing, Declarant and City agree

to execute and record an amendment to this Agreement identifying and establishing the revised Trail Easement Area.

2.3 Prohibited Uses; Restrictions. Any activity on or use of the Trail Easement Area inconsistent with the purposes of the easement as described in this Agreement is prohibited. Without limiting the generality of the foregoing, the following uses are expressly prohibited on/in the Trail Easement Area:

(i) The Trail Easement Area is not to be encroached upon by fences, vegetation, earth mounds, drainage ditches, sheds, animal houses or structures of any kind.

(ii) There shall be no dumping of rubbish, building materials, garden clippings, run off water, etc., on the Trail Easement Area.

(iii) Any vegetation shall be planted at sufficient distance from the Trail Easement Area to ensure that present or future branches do not interfere with safe passage. If said branches do interfere with safe passage and Declarant does not remove them after being requested to do so by the City, the City shall have the right to remove said branches or growth at Declarant's expense.

(iv) Because the trail easement is over private property, the Declarant may post signs indicating the area that is "Private;" the City may post trail signs indicating the location of the actual Trail Easement Area and showing appropriate identification and directions.

(v) Public passage over the Trail Easement Area shall not be restricted or obstructed in any manner after the City has installed a trail.

ARTICLE 3 – Construction and Maintenance

3.1 Trail Construction. Notwithstanding the foregoing, in exercising its easement rights, the City covenants to the Declarant, its successors and assigns, that the City shall pay all costs associated with the installation of the Trail Improvements.

3.2 Trail Improvements Maintenance. Upon completion of the installation of the Trail Improvements, the City shall accept sole responsibility for all costs and expenses related to the maintenance, repair, replacement and insurance of the Trail Improvements. The Declarant is informed by the City and understands that members of the general public will have access to the Trail Easement Area once it has been improved with the Trail Improvements. Until that time, the Declarant shall retain all responsibilities and shall bear all costs and liabilities of any kind related to the ownership, operation, upkeep, and maintenance of the Trail Easement Area.

Trash containers shall be emptied on a regular basis so that trash does not exceed the capacity of the containers. The trail shall be maintained in a smooth and level condition with the type of material originally installed or material that is similar or better in quality, use and durability. Potholes and cracks resulting in vertical displacement shall be repaired in a timely manner. Trail Improvements, including benches and signage, shall be maintained in good condition and repair at all times.

Notwithstanding the foregoing, the Declarant has the authority to make any necessary emergency repairs to the Trail Improvements if the Declarant makes a good faith determination that repairs are necessary to prevent an imminent threat of property damage or personal injury. The Declarant shall notify the City as soon as is reasonably possible. The cost of the emergency repairs shall be reimbursed to Declarant, subject to the dispute resolution procedures described in **Article 4**.

ARTICLE 4 – Dispute Resolution Procedures

4.1 Dispute Resolution Requirements: Any disputes between the Declarant and the City regarding the rights and duties hereunder shall be resolved in accordance with the provisions of **Sections 4.2** and **4.3** in that order.

4.2 Good Faith Negotiations: The parties shall meet no later than ten (10) calendar days following receipt of a written request to meet signed by one party and delivered to the other party (the “**Resolution Notice**”). The parties shall negotiate in good faith in an effort to resolve the dispute.

4.3 Binding Arbitration: If the parties cannot resolve the claim pursuant to the procedures described in **Section 4.2**, any party may commence binding arbitration under the commercial rules of the American Arbitration Association or any other arbitration provider that may be mutually acceptable to the parties. The following rules and procedures shall apply in all cases unless the parties agree otherwise in writing:

- (i) the proceedings shall be heard in Santa Cruz County, California;
- (ii) any fee to initiate the arbitration shall be paid by the party initiating the procedure, provided that the arbitration costs and fees, including any initiation fee, ultimately shall be borne as determined by the arbitrator;
- (iii) the arbitrator shall be appointed within sixty (60) days of the administrator's receipt of a written request to arbitrate the dispute. In selecting the arbitrator, the provisions of section 1297.121 of the Code of Civil Procedure shall apply. The arbitrator may be challenged for any of the grounds listed therein or in section 1297.124 of the Code of Civil Procedure;
- (iv) the arbitration shall be conducted in accordance with the commercial arbitration rules and procedures of the dispute resolution provider;
- (v) the arbitrator may require one or more pre-hearing conferences;
- (vi) the arbitrator may issue temporary restraining orders or preliminary injunctions prohibiting a party from taking any action or requiring a party to take an action pending a full hearing on the matter (by way of example, the arbitrator may require the temporary transfer of maintenance and repair responsibilities pending a full hearing);
- (vii) the arbitrator shall apply the rules of law, unless expressly waived by both parties;
- (viii) at the request of any party, a stenographic record of the hearing shall be made, provided that the record shall remain confidential except as may be necessary for post-hearing motions and any appeals (the requesting party shall pay the stenographic fees, which shall be included as court costs);
- (ix) the arbitrator's statement of decision shall contain findings of fact and conclusions of law to the extent applicable, and the arbitrator's decision shall be rendered within thirty (30) days of the conclusion of the hearing;
- (x) the arbitrator in his or her discretion may award costs and/or attorneys' fees to the party that the arbitrator determines was the prevailing party;
- (xi) the arbitrator shall be authorized to provide all recognized remedies available in law or equity for any cause of action that is the basis of the arbitration, provided that the arbitrator shall not have the authority to award punitive damages and/or equitable relief; and

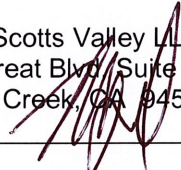
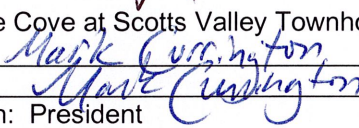
(xii) the arbitrator's decision shall be final and binding on the parties unless corrected or vacated under the grounds authorized in Code of Civil Procedure section 1286.2 or 1286.6 or any successor statutes thereto.

The arbitrator's award may be enforced in any court of competent jurisdiction.

ARTICLE 5 – Miscellaneous

5.1 Term of Agreement. The term of this Agreement shall be in perpetuity unless otherwise agreed in writing by the Declarant and City and recorded in the records of Santa Cruz County, California.

5.2 Notices. All notices, demands or other communications that this Agreement contemplates or authorizes shall be in writing and shall be personally delivered or mailed to the respective parties as follows:

Declarant:	Ryder Scotts Valley LLC 1425 Treat Blvd, Suite B Walnut Creek, CA 94597 Attn: 
Association:	The Cove at Scotts Valley Townhome Association  Attn: President
City:	City of Scotts Valley Attn: _____

Notwithstanding the prescribed method of delivery set forth in this **Section 5.2**, actual receipt of written notice shall constitute notice given in accordance with this Agreement on the date received, unless receipt is deemed earlier in accordance with delivery made under the prescribed method.

5.3 Controlling Law. The interpretation and performance of this Agreement shall be governed by the laws of the State of California.

5.4 Severability. If any provision of this Agreement, or the application thereof to any person or circumstance, is found to be invalid, the remainder of the provisions of this Agreement or the application of such provision to persons or circumstances other than those as to which it is found to be invalid, as the case may be, shall not be affected thereby.

5.5 Entire Agreement. This instrument sets forth the entire agreement of the parties with respect to the Agreement and supersedes all prior discussions, negotiations, understandings, or agreements relating to the Agreement, all of which are merged herein.

5.6 Attorneys' Fees. If any action is commenced regarding the rights or duties of the Lot Owners, the prevailing party in such action shall be entitled to recover the costs of such action and reasonable attorneys' fees.

5.7 Covenants Running with the Land and Equitable Servitudes. The easements, covenants, restrictions, rights, duties, benefits and burdens contained herein constitute covenants running with the land under Civil Code section 1468 and equitable servitudes under common law that benefit and bind each Lot and each Lot Owner and successive Lot Owner thereto. Lot Owners shall be liable under this Agreement only for acts or omissions committed during the period that Lot Owner held title to all or any portion of a Lot. No Lot

Owner shall be liable for actions or omissions by any predecessor or successor Lot Owner unless assumed in signed writing. If there are multiple Owners of a Lot, each Lot Owner shall be jointly and severally liable for the duties contained herein.

5.8 Future Owners' Association. When the Association is formed as described in the Declaration and the Common Area is deeded to the Association, the Association shall assume, automatically, all of the Declarant's interests, rights, and obligations under this Agreement. At that time, all references to Declarant in this agreement shall mean the Association.

5.9 Amendments. This Agreement may be amended from time to time with the written consent of the City and the Declarant. If the Declarant has conveyed the subject Common Area to the Association, the consent of the Association shall be required, acting through the Associations' Board of Directors as described in the Declaration, instead of the Declarant. The amendment shall be in writing, shall be signed by the Lot Owners and shall be effective when recorded in the records of Santa Cruz County, California.

5.10 Counterparts. This Agreement may be executed by the signing in counterparts of this instrument. The execution by the Declarant and the City by each signing a counterpart of this instrument shall constitute a valid execution, and this instrument and all of its counterparts so executed shall be deemed for all purposes to be a single agreement.

[SIGNATURES ON FOLLOWING PAGE]

CITY:

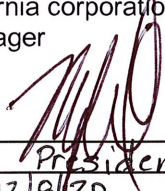
CITY OF SCOTTS VALLEY, a municipal
corporation

By: _____
Title: City Manager
Date: _____

DECLARANT:

RYDER SCOTTS VALLEY LLC,
a California limited liability company

By: Ryder Homes of California, Inc.,
a California corporation
Its Manager

By:  _____
Title: President
Date: 12/8/20

ATTEST:

By: _____
Title: City Clerk
Date: _____

APPROVED AS TO FORM:

By: _____
Title: City Attorney
Date: _____

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

State of California)

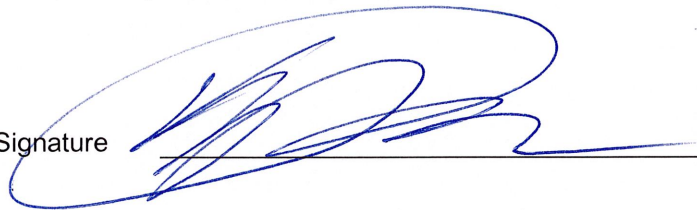
County of Contra Costa)

On December 8, 2020 before me, Trenton David Moon, a Notary Public, personally appeared Ned Jay Ryder, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature



(seal)

EXHIBIT A – Legal Description of Floating Easement for Trail Easement Area

EXHIBIT B – Plat of Floating Easement for Trail Easement Area

"EXHIBIT A"
LEGAL DESCRIPTION
FOR A PUBLIC TRAIL EASEMENT

All that real property situated in the City of Scotts Valley, County of Santa Cruz, State of California, being a portion of "Parcel A" and "Parcel B" as shown on the map entitled "Tract 1603, Dunslee", filed June 26, 2018 in Volume 128 of Maps, at Page 3, Records of Santa Cruz Country, California, being more particularly described as follows:

Beginning at the northwest corner of said "Parcel A", thence along the northwest line, of said "Parcel A", N38°42'29"E, a distance of 25.00 feet to a point 25 feet northerly of, and parallel with, the southwest lines of said "Parcel A" and said "Parcel B"; thence leaving said northwest line and along said parallel line, S51°18'29"E, a distance of 118.08 feet to a point on the north line of "Parcel J" as shown on said map entitled "Tract 1603, Dunslee", said point also being the beginning of a non-tangent curve to the left, from which the radius point bears S20°58'15"E, a radial distance of 49.50 feet; thence leaving said parallel line, along said northerly line, and southwesterly along said curve, through a central angle of 30°20'06", a distance of 26.21 feet to the southeast corner of said "Parcel B"; thence along said southwest lines of said "Parcel A" and "Parcel B", N51°18'29"W, a distance of 111.31 feet to the **Point of Beginning**.

Containing 2,838 square feet, more or less.
As shown on "Exhibit B", attached hereto and made a part hereof.

END OF DESCRIPTION.

This description was prepared by me or under my direction pursuant to the requirements of the Professional Land Surveyor's Act.

Bryan Pierce 12/10/2020
Bryan Pierce, PLS 8859 Date





PARCEL A
TRACT NO. 1603
(128-M-3)

PARCEL B
TRACT NO. 1603
(128-M-3)

TRACT NO. 1603
(128-M-3)

PUBLIC TRAIL EASEMENT
2,838 SF±

LEGEND

- BOUNDARY LINE
- EXISTING LOT LINE
- NEW EASEMENT LINE
- PTE PUBLIC TRAIL EASEMENT
- (T) TOTAL DIMENSION
- POB POINT OF BEGINNING



SCALE IN FEET: 1" = 40'



LINE TABLE		
LINE	BEARING	DIST
L1	N41° 29' 15"E	11.58
L2	N23° 32' 28"E	6.55
L3	N00° 33' 08"E	6.47
L4	N35° 07' 24"W	13.20
L5	N35° 07' 24"W	7.28
L6	N35° 07' 24"W	5.92
L7	N26° 47' 10"E	22.08
L8	N49° 52' 49"E	30.67
L9	N43° 14' 39"E	10.94
L10	N64° 20' 22"E	9.67
L11	N46° 46' 11"E	8.72
L12	N17° 29' 09"E	10.85
L13	N09° 03' 15"W	14.64
L14	N84° 10' 26"E	10.10
L15	N78° 05' 15"E	8.27
L16	N54° 42' 38"E	13.70
L17	N65° 47' 01"W	19.73
L18	N80° 39' 33"W	9.85
L19	N54° 41' 51"W	15.99
L20	N20° 54' 33"W	4.40
L21	N20° 54' 33"W	6.94
L22	N69° 05' 27"E	9.00
L23	N38° 41' 31"E	192.18
L24	N83° 42' 00"E	7.76
L25	N38° 41' 31"E	10.74
L26	N02° 24' 37"E	12.50
L27	N51° 18' 29"W	9.34
L28	N45° 08' 59"E(R)	
L29	N03° 11' 04"E(R)	
L30	N02° 59' 20"E(R)	
L31	N20° 58' 15"W(R)	
L32	N51° 18' 21"W(R)	

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	27.10'	37.00'	041°57'55"
C2	46.91'	49.50'	054°17'41"
C3	20.70'	49.50'	023°57'35"
C4	26.21'	49.50'	030°20'06"

EXHIBIT B

PLAT TO ACCOMPANY DESCRIPTION
FOR A PUBLIC TRAIL EASEMENT

BEING A PORTION OF "PARCEL A" AND "PARCEL B" AS
SHOWN ON THE MAP ENTITLED "TRACT 1603, DUNSLEE",
FILED JUNE 26, 2018 IN VOLUME 128 OF MAPS, AT PAGE
3, RECORDS OF SANTA CRUZ COUNTY, CALIFORNIA
SCOTTS VALLEY, CA

RJA

RUGGERI-JENSEN-AZAR
ENGINEERS • PLANNERS • SURVEYORS

8055 CAMINO ARROYO GILROY, CA 95020
PHONE: (408) 848-0300 FAX: (408) 848-0302

SHEET 1 OF 1

SCALE:
1" = 40'

DATE:
11/11/2020

JO 016
092037

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: March 3, 2021

TO: Honorable Mayor and City Council

FROM: Daryl Jordan, Public Works Director/City Engineer

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVE PARCEL MAP FOR 33 POLO HEIGHTS MLD18-004,
TWO LOT SUBDIVISION (APN 024-021-28)**

SUMMARY OF ISSUE

On June 3, 2020, the City Council approved an application filed by Todd Creamer, property owner, to subdivide a 3.73-acre site into two lots, and to construct one new single-family home and related site improvements at 33 Polo Heights (collectively referred to as “Application”). The Parcel Map is consistent with the approved Tentative Map and consistent with all applicable conditions. The project has been found to be exempt from the California Environmental Quality Act (CEQA).

FISCAL IMPACT

There is no fiscal impact to the General Fund. Approximately \$7,355 was collected from the applicant to cover the intake process and applicable City costs for the Surveyor, Planning and Public Works Departments. Impact fees related to this project will be collected prior to issuance of building permits.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No.1973.4, approving the Parcel Map, MLD18-004, 33 Polo Heights, APN 024-021-28.

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Exhibit A.....	3

RESOLUTION NO. 1973.4

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
APPROVE PARCEL MAP FOR 33 POLO HEIGHTS MLD18-004, TWO LOT
SUBDIVISION (APN 024-021-28)**

WHEREAS, the City of Scotts Valley (City) approved the Tentative Map for MLD18-004 (the Subdivision), GPA18-002, on June 3rd, 2020; and

WHEREAS, consistent with the approved Tentative Map, Todd Creamer, submitted a Parcel Map for the Parcel Map, 2 lot Subdivision; and

WHEREAS, staff has reviewed the proposed Parcel Map and finds it to be technically correct and consistent with the Tentative Map and that all applicable Parcel Map conditions of approval have been substantially satisfied; and

WHEREAS, the City has determined that the Parcel Map is statutorily exempt from the California Environmental Quality Act (CEQA) Statutory Exemptions, Title 14 of the California Code of Regulations Section 15268(b)(3) Ministerial Projects, approval of final subdivision maps.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Scotts Valley as follows:

1. The location and configuration of the lots to be created by the Subdivision substantially comply with the previously approved Tentative Map; and
2. The Parcel Map is categorically exempt from the California Environmental Quality Act (CEQA), Statutory Exemptions, Title 14 of the California Code of Regulations Section 15268(b)(3) Ministerial Projects, approval of parcel subdivision maps; and
3. The City Council of the City of Scotts Valley, pursuant to Government Code Section 66458, hereby approves the Parcel Map for the Subdivision, a copy of which is hereby attached as Exhibit A and made part of this Resolution.

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 3rd day of March, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION AS SHOWN ON THIS MAP AND THAT WE ARE THE ONLY PERSONS NECESSARY TO SIGN SAID MAP PURSUANT TO SECTION 66443(a) OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA, AND THAT WE HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE SUBDIVISION BOUNDARY LINES. WE HEREBY OFFER FOR DEDICATION TO THE CITY OF SCOTT'S VALLEY THE 1000 FOOT FRONT OF WAY SHOWN HEREON.

OWNER: TODD RICHARD CREAMER AND ANGELA CREAMER, AS TRUSTEES OF THE CREAMER 2019 TRUST

BY: TODD RICHARD CREAMER, TRUSTEE

BY: ANGELA CREAMER, TRUSTEE

BENEFICIARY: U.S. BANK, N.A.

BY: APRIL FERGUSON, OFFICER

ACKNOWLEDGEMENT

STATE OF CALIFORNIA)

COUNTY OF _____)

ON _____ BEFORE ME, _____

PERSONALLY APPEARED: TODD RICHARD CREAMER AND ANGELA CREAMER

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/HEY 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.

NOTARY SEAL NOT REQUIRED (Sec. 66435 (c))

COUNTY OF NOTARY'S
PRINCIPAL PLACE OF BUSINESS

NOTARY COMMISSION NUMBER
AND EXPIRATION DATE

NOTARY NAME

NOTARY SIGNATURE

ACKNOWLEDGEMENT

STATE OF CALIFORNIA)

COUNTY OF _____)

ON _____ BEFORE ME, _____

PERSONALLY APPEARED: APRIL FERGUSON, OFFICER

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/HEY 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.

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NOTARY SEAL NOT REQUIRED (Sec. 66435 (c))

COUNTY OF NOTARY'S
PRINCIPAL PLACE OF BUSINESS

NOTARY COMMISSION NUMBER
AND EXPIRATION DATE

NOTARY NAME

NOTARY SIGNATURE

CITY CLERK'S STATEMENT

I, TRACY FERRARA, CITY CLERK OF THE CITY COUNCIL, CITY OF SCOTT'S VALLEY, COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA, HEREBY CERTIFY THAT SAID COUNCIL APPROVED THE WITHIN MAP ON THE _____ DAY OF _____, 2020, IN ACCORDANCE WITH THE CONDITIONAL APPROVAL OF THE TENTATIVE MAP AND THAT ALL STREETS SHOWN ON THE MAP NOT BE ACCEPTED AT THIS TIME, THOUGH THE CITY'S RIGHTS TO ACCEPT SUCH DEDICATION IN THE FUTURE IS EXPRESSLY RESERVED AND EASEMENTS FOR PUBLIC UTILITIES SHOWN HEREON BE ACCEPTED.

DATED _____
(SIGNED AND SEALED)

TRACY FERRARA
CITY CLERK OF THE CITY OF SCOTT'S VALLEY
STATE OF CALIFORNIA

AUDITOR CONTROLLER'S CERTIFICATE

I HEREBY STATE THAT THERE ARE NO LIENS FOR UNPAID STATE, COUNTY, MUNICIPAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS COLLECTED AS TAXES AGAINST THE LAND INCLUDED IN THE WITHIN SUBDIVISION OR AGAINST ANY PART THEREOF, EXCEPT TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES WHICH ARE NOT YET PAYABLE AND WHICH IT IS HEREBY ESTIMATED WILL NOT EXCEED THE

SUM OF \$ _____ FOR THE YEAR 20____ - 20____ AND THAT SAID LAND OR PORTION THEREOF IS SUBJECT TO SPECIAL ASSESSMENTS IN SPECIAL ASSESSMENT DISTRICTS AS FOLLOWS TO WIT:

NAME, NUMBER OR DESIGNATION OF DISTRICT TOTAL OUTSTANDING PRINCIPLE AND INTEREST TO MATURITY FINAL MATURITY DATE

AND THAT THIS CERTIFICATE DOES NOT INCLUDE ANY ASSESSMENTS OF ANY ASSESSMENT DISTRICT THE BONDS OF WHICH HAVE NOT YET BECOME A LIEN AGAINST SAID LAND OR ANY PART THEREOF.

DATED _____
AUDITOR-CONTROLLER OF THE COUNTY OF SANTA CRUZ

BY: _____
DEPUTY

CLERK OF THE BOARD'S CERTIFICATE

THE CLERK OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA CRUZ DOES HEREBY CERTIFY THAT ALL CERTIFICATES AND SECURITIES REQUIRED UNDER THE PROVISIONS OF SECTIONS 66492 AND 66493 OF THE GOVERNMENT CODE HAVE BEEN DULY FILED AND DEPOSITS HAVE BEEN DULY MADE, PURSUANT TO THE AUTHORITY DELEGATED TO ME BY SAID BOARD. I HEREBY APPROVE SAID CERTIFICATES AND SECURITIES ON BEHALF OF THE COUNTY OF SANTA CRUZ.

DATED _____

EX-OFFICIO CLERK OF THE BOARD OF
SUPERVISORS OF SANTA CRUZ COUNTY,
STATE OF CALIFORNIA

BY DEPUTY

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF TODD AND ANGELA CREAMER, TRUSTEES OF THE CREAMER 2019 TRUST. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED TENTATIVE MAP. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED. THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

DATED _____

(SIGNED AND SEALED)

CURT DUNBAR
PROFESSIONAL LAND SURVEYOR NO. PLS 5615



CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP PURSUANT TO GOVERNMENT CODE SECTION 66450 (a)(1) AND 66450 (a)(2) AND PURSUANT TO GOVERNMENT CODE SECTION 66450 (a)(4). I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT.

DATED _____

(SIGNED AND SEALED)

ROBERT J. CRAIG, CITY SURVEYOR OF THE CITY
OF SCOTT'S VALLEY, STATE OF CALIFORNIA
PROFESSIONAL LAND SURVEYOR NO. 5418

CITY ENGINEER'S STATEMENT

THIS MAP CONFORMS WITH THE REQUIREMENTS OF SECTION 66.410 ET SEQ. OF THE CALIFORNIA GOVERNMENT CODE. ALL OFFERS OF DEDICATION ARE REJECTED BUT ARE SUBJECT TO SUBSEQUENT ACCEPTANCE PER SECTION 66.472.3 OF SAID GOVERNMENT CODE. 1, 2, AND 3 OF SECTION 66.422(c), AND OF ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP, IF ANY, HAVE BEEN COMPLIED WITH.

DATED _____

(SIGNED AND SEALED)

DARVE JORDAN, PCE 58036
CITY ENGINEER, CITY OF SCOTT'S VALLEY,
STATE OF CALIFORNIA

COUNTY RECORDER'S STATEMENT

SERIAL NUMBER _____

I HEREBY STATE THAT THIS MAP WAS PRESENTED AT _____ M.

ON THE _____ DAY OF _____ AT THE REQUEST OF THE

CITY ENGINEER OF THE CITY OF SCOTT'S VALLEY, STATE OF CALIFORNIA, AND

THAT AFTER EXAMINATION, I ACCEPT SAID MAP FOR RECORDATION ON

THE _____ DAY OF _____ AT _____ M.

IN VOLUME _____ OF PARCEL MAPS AT PAGE _____

SANTA CRUZ COUNTY RECORDS

COUNTY RECORDER, COUNTY OF SANTA CRUZ

BY DEPUTY

BEING A SUBDIVISION OF PARCEL 1 OF THAT
CERTAIN MAP RECORDED IN VOLUME 62 OF
PARCEL MAPS AT PAGE 12, SANTA CRUZ
COUNTY RECORDS

A.P.N. 024-021-28

ALPHA LAND SURVEYS, INC.			
4444 SCOTT'S VALLEY DR. #7 SCOTT'S VALLEY, CA 95066 (831) 438-4403	P.O. BOX 1146 WORKAN HILL, CA 95068 (831) 438-4403	PARCEL MAP OF 35 POLO HEIGHTS CITY OF SCOTT'S VALLEY SANTA CRUZ COUNTY	SHEET 1 OF 3
1" = 40'	DATE: AUG 2020	JOB# CREAMER	

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

DATE: March 3, 2021
TO: Honorable Mayor and City Council
FROM: Tracy A. Ferrara, City Clerk
APPROVED: Tina Friend, 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 Carlos Arcangeli and an application has been submitted by Steve Horlock. Council Member Randy Johnson has nominated Mr. Horlock to serve on the Planning Commission and upon Council approval, Mr. Horlock will fill the vacancy.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

It is recommended that the City Council ratify the appointment of Steve Horlock to serve on Planning Commission, with an effective date of March 3, 2021.

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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	Steven Horlock		
Street Address			
City / ST/ ZIP Code	Scotts Valley CA 95066		
Phone - Primary	831-818-9520	☒ Cell	☐ Work ☐ Home
Phone - Secondary		☐ Cell	☐ Work ☐ Home
E-Mail Address	Steven.horlock1@gmail.com		

Background Information*

Years residing in Scotts Valley	68 years
Employer	Self Employed Classic Hair
Occupation/Profession	HAIR DRESSER - BARBER - SURGEON
Education	HIGH SCHOOL COLLEGE 2 YEARS

*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.

BEING A LOCAL RESIDENT FOR A LIFETIME,
PREVIOUS EXPERIENCE ON LOCAL ISSUES CODE ENFORCEMENT
PLANNING COMMISSION COMMUNITY PROJECTS. LOVE
TO BE INVOLVED IN FUTURE OF OUR BEAUTIFUL CITY!

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

I believe I am qualified with years of community involvement. Being a man of vision and comprehension of infrastructure, well able to communicate to the community. Work well with others.

Summarize your participation in civic or community activities.

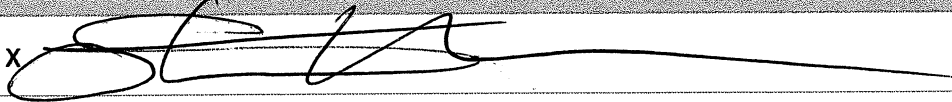
Lifetime Scotts Valley Resident, Business Owner 35 years. Chamber Involvement, Community Projects including Boice Coast & Sky Park. Exchange Club President, Area Director, Code Enforcement Appeals Board, Planning Commission. Mayor of Scotts Valley.

How did you hear about this vacancy?

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

APPLICANT SIGNATURE

DATE

x 

2/2/21

Return application:

For more information, contact:

OFFICE USE ONLY - DATE RECEIVED

By email to:

tferrara@scottsvalley.org

City Clerk's Office (831)440-5600

tferrara@scottsvalley.org

www.scottsvalley.org

In person or by mail to:

City Clerk's Office

1 Civic Center Drive

Scotts Valley, CA 95066

- 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: March 3, 2021

TO: Honorable Mayor and City Council

FROM: Melanie Shaffer Freitas, City Contract Consultant

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVE ANNUAL PROGRESS REPORT AS SUBMITTED
TO THE DEPARTMENT OF HOUSING AND COMMUNITY
DEVELOPMENT**

SUMMARY OF ISSUE

California Government Code 65400(a)(2) requires the City to provide an annual report, titled an Annual Progress Report (APR), to the City Council, the State Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD) that includes the following:

- (A) The status of the adopted Housing Element and progress in its implementation.
- (B) The progress in meeting the City's share of regional housing needs and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. The housing element portion of the annual report is prepared using standards, forms, and definitions adopted by HCD.
- (C) The number of housing development applications received in the prior year.
- (D) The number of units included in all development applications in the prior year.
- (E) The number of units approved and disapproved in the prior year.
- (F) The degree to which the General Plan complies with the guidelines developed by OPR.
- (G) A listing of sites rezoned to accommodate that portion of the city's or county's share of the regional housing need.
- (H) The number of net new units of housing, including both rental housing and for-sale housing, that have been issued a completed entitlement, a building permit, or a certificate of occupancy, thus far in the housing element cycle, and the income category, by area median income category, that each unit of housing satisfies.
- (I) The number of applications submitted, approvals granted, building permits issued, and number of units constructed pursuant to Senate Bill 35 (2018).

The 2020 Annual Progress Report includes the following tables:

Table A contains data on the number of housing development applications that were submitted and deemed complete in 2020. The number of proposed units in all of the applications received is 10 units (9 single family attached units and 1 ADU).

Tables A2 contains data on the discretionary housing development applications that were approved (entitled), all building permits issued for housing development and housing construction completed. This data is identified by both household income level, street address and tenure. Table A2 data shows that:

- 1 unit/lot was approved for entitlements,
- 10 units were issued building permits, and
- 48 units had building permits “signed off” and finalized. These units were primarily located in The Cove, The Grove and Pinnacle View developments.

Table B includes data on the household income levels of the units in 2020 that were issued building permits (10 units). The table also includes data for 2015, 2016, 2017, 2018 and 2019 by unit count and income level as reported in the APRs for those years. Further, this table demonstrates the City’s progress in meeting its share of the Regional Housing Needs Allocation (RHNA). Please note that only units that secured building permits in 2020 are counted towards meeting the RHNA. In 2020, there were building permits issued for 1 low income unit and 1 moderate income unit. All of the remaining units that were issued a building permit in 2020 were above moderate income units. The low income and moderate income units are located in The Terrace development and are “credited” towards the City’s RHNA goals.

Tables C, E, F, G and H are not applicable to the City of Scotts Valley.

Table D contains information on the status and progress of Housing Element program and policy implementation for all programs described in the 2016 Housing Element.

Summary Table provides a summary of housing units for which applications were submitted and building permits issued in 2020.

FISCAL IMPACT

There is no fiscal impact as there is no cost to the City.

STAFF RECOMMENDATION

It is recommended that the City Council receive public comments and approve the 2020 Annual Progress Report and authorize the submittal of the 2020 Annual Progress Report (APR) to the Department of Housing and Community Development (HCD) and State Office of Planning and Research (OPR).

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2020 Annual Progress Report 3



2020 Annual Progress Report Housing Element

City of Scotts Valley
March, 2021

*Picture Above:
The Terrace Development, Scotts Valley Drive
19 Units with 1 low-income BMR unit and 1 moderate-income BMR unit*

Jurisdiction	Scotts Valley	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" Indicates an optional field

Cells in grey contain auto-calculation formulas

Table A																			
Housing Development Applications Submitted																			
Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA, SFD, 2 to 4, 5+, ADU, MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below								0	0	1	0	1	0	0	8	10	10	0	0
		Thomas Terrace (lot #1)	The Terrace		SFA	O	10/14/2020							1	0	1	1	No	
	022-941-01	Thomas Terrace (lot #1)	The Terrace		SFA	O	10/14/2020			1					1	1		No	
	022-941-02	Thomas Terrace (lot #2)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-03	Thomas Terrace (lot #3)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-04	Thomas Terrace (lot #4)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-05	Thomas Terrace (lot #5)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-06	Thomas Terrace (lot #6)	The Terrace		SFA	O	10/14/2020					1			1	1		No	
	022-941-07	Thomas Terrace (lot #7)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-08	Thomas Terrace (lot #8)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
	022-941-09	Thomas Terrace (lot #9)	The Terrace		SFA	O	10/14/2020							1	1	1		No	
															0				
	024-19-13	Southwood Drive			ADU	R	10/20/2020							1	1	1		No	

Jurisdiction	Scotts Valley	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2								3	4	
Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	34											34
	Non-Deed Restricted												
Low	Deed Restricted	22			3			1				4	18
	Non-Deed Restricted												
Moderate	Deed Restricted	26			4	3		1				8	18
	Non-Deed Restricted												
Above Moderate		58	5	9	38	63	12	8				135	
Total RHNA		140											
Total Units			5	9	45	66	12	10				147	70

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Scotts Valley
Reporting Year	2020 (Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1. Sites Inventory Monitoring Program	a) Report on the progress of development in the identified sites inventory in the Annual Progress Report to HCD as required pursuant to Government Code Section 654000 and due April 1 of each year. b) Monitor development approvals on identified sites and ensure that no net loss occurs. c) Continue to implement the City's 15% inclusionary Housing requirement and Title 14 Affordable Housing Production requirements.	Ongoing through December 2023	Monitoring of the 2016 site inventory continues. In 2020 building permits were issued for 10 residential units in the City. Of these 10 units, 9 units are located in The Terrace development. Of the 9 units, 1 unit is designated as a low income unit and another unit is designated as a moderate income unit. When completed, the total number of units in The Terrace development will be 19 units. This development is located in the "Scotts Valley Drive, No. of Mt. Hermon Road (Shell Station)" housing opportunity site. In addition, The Cove, a 25- unit new residential development with 3 deed-restricted moderate income units was completed in 2020. This development is located on the opportunity site located at Scotts Valley Drive/North of Dunslee as listed in the 2016 Housing Element. In addition to the projects listed above, the remaining Certificates of Occupancy for The Grove, a residential development in the Polo Ranch area, were also issued in 2019-20. The Grove includes 3 deed-restricted low income units and 4 deed-restricted moderate income units. Acorn Commons (Polo Ranch), a 6 unit development of low income units, is scheduled to begin construction in 2021 on a site off of Scotts Valley Drive and north of Mt. Hermon Road. The City will continue to monitor the remaining sites in the 2016 inventory to assure that land at appropriate densities are available to meet any unmet RHNA needs. The Town Center Site as listed in the 2016 site inventory still represents a significant site for additional housing opportunities. The City continues to implement the 15% Inclusionary Housing requirement and is planning to evaluate the Inclusionary Housing Ordinance and to propose changes as needed to increase its effectiveness in producing affordable housing. The City has also been awarded SB2 funds and has applied for LEAP funds for improved permit processing, an Update of the City's Housing Element and revisions to the ADU program.
2.Planned Unit Development	Continue providing flexible design through the PD Zoning District.	Ongoing through December 2023	The City continues to encourage flexible design options throughout PD Zoning Districts.

3. Secondary Dwelling Unit Program	a) Continue to publicize secondary dwelling unit program by developing brochures, updating the City's website, and making available brochures at the public counter. b) Periodically review program and make adjustments as feasible to facilitate the development of secondary units.	Ongoing through December 2023	The City was awarded SB2 grant funds that will be used to update the City's Accessory Dwelling Unit Program so that it reflects all of the recent legislative changes as mandated by the State of California. These include Assembly Bill 68, Assembly Bill 881 and Senate Bill 13, all of which became effective as of January 1, 2020.
4. Emergency Shelters	a) Continue to monitor the inventory of sites appropriate to accommodate emergency shelters and work with the appropriate organizations to ensure the needs of homeless and extremely low-income residents are met. b) Prioritize available funding and other available incentives for projects that provide housing for homeless and extremely low income residents.	Ongoing through December 2023	The City continues to monitor the inventory of sites appropriate to accommodate emergency shelters and works with appropriate organizations.
5. Transitional and Supportive Housing	a) Continue to monitor the inventory of sites appropriate to accommodate transitional and supportive housing and work with the appropriate organizations to ensure the needs of homeless and extremely low income residents are met. b) Prioritize available funding and other available incentives for projects that provide housing for homeless and extremely low income residents whenever possible.	Ongoing through December 2023	Transitional and Supportive housing are permitted by-right in all residential zones.
6. Density Bonus Program	Provide information on the Density Bonus Program at City Hall and on the City's website.	Ongoing through December 2023	Density Bonus Program information is included on page 4 of the City's 2020 "Affordable Housing Action Plan Brochure."
7. Code Enforcement	Continue to implement a proactive code enforcement program through the Building Department and inform residents of rehabilitation assistance when available at City Hall and the City's website.	Ongoing through December 2023	The City continues to implement a proactive code enforcement program.

8. Design Review	Continue to review projects to ensure consistency with the General Plan Zoning Ordinance and area design guidelines. The City will give processing priority to affordable housing projects.	Ongoing through December 2023	The City continues to conduct project reviews to ensure consistency with the General Plan and Zoning Ordinance and provides priority process to affordable housing projects as allowed by recent State of California legislation.
9. Monitor and Preserve Affordable Housing	a) Develop and maintain an AB987 database to include detailed information on all subsidized units, including those that have affordability covenants. b) Explore funding sources such as HUD Section 208/811 loans, HOPE II and Homeownership Program Funds, HOME funds, CDBG funds, Low Income Housing Tax Credit Funds, California Housing Finance Agency single-family and multi-family programs and other programs to stimulate private developer and non-profit efforts in the development and financing of housing for lower and moderate-income households. c) Continue to monitor at-risk developments throughout the planning period and pursue partnership opportunities with non-profits to preserve and expand affordable housing in the City.	Ongoing through December 2023	The City maintains a data base and annually publishes an inventory of affordable housing opportunities entitled the "Affordable Housing Action Plan Brochure." The most recent brochure was distributed in 2020. The City continues to explore available federal and state funding resources that would assist private and non-profit developers in producing affordable housing. The City has an on-going contractual relationship with the Housing Authority of Santa Cruz County to provide eligibility and monitoring assistance of affordable units.
10. Mobile Home Park Conversion Ordinance	a) Continue to implement the mobile home park conversion ordinance in an effort to protect existing mobile home parks and the supply of affordable housing. b) Provide information on the mobile home park conversion ordinance and other fair housing information on the City's website and at City Hall.	Ongoing through December 2023	The City continues to implement the mobile home park conversion ordinance to protect existing mobile home parks. Information about the ordinance and other fair housing information is available at City Hall and on the City's web site.

11. Mobile Home Park Rent Stabilization Ordinance	a) Continue to implement the mobile home park rent stabilization ordinance to ensure that mobile home owners and residents are protected from unreasonable space rental increases while recognizing the need of mobile home park owners to receive a just and reasonable return on their investment. b) Provide information on the mobile home park rent stabilization ordinance and other fair housing information on the City's website and at City Hall.	Ongoing through December 2023	The City continues to implement the mobile home park rent stabilization ordinance to protect existing mobile home parks. Information about the ordinance and other fair housing information is available at City Hall and on the City's web site. In addition, the City's Mobile Home Park Rent Review Committee receives, investigates and can hold hearings as needed on proposed rent adjustments.
12. Housing Voucher Program	a) Continue to participate with the Housing Authority of Santa Cruz County Section 8 Certificate/Voucher Rental Assistance Program. B) Continue to refer residents to the County program and provide information at City Hall and on the City's website.	Ongoing through December 2023	The City continues to participate with the Housing Authority of Santa Cruz County and provides information about the Housing Authority's services in the City's 2020 "Affordable Housing Action Plan Brochure."
13. Mortgage Credit Certificate Program.	a) Continue to refer residents to the County program and provide information at City Hall and on the City website.	Ongoing through December 2023	The Housing Authority of the County of Santa Cruz no longer administers a Mortgage Credit Certificate (MCC) Program. They continue the administration of the Reissued Mortgage Credit Certificate (RMCC) program for those MCC's issued by the Housing Authority.
14. Fair Housing	Continue to provide informational and educational materials on fair housing services for property owners, apartment managers, and tenants at City Hall and on the City's website. Continue to monitor and respond, as appropriate, to complaints of discrimination, and continue to refer tenants to the California Department of Fair Employment and Housing for proper intake, investigation, and resolution of fair housing complaints.	Ongoing through December 2023	Fair Housing information is provided on the City's web site and at City Hall as well as through the Housing Authority of the County of Santa Cruz. This information is available to property owners, apartment managers and tenants as well as the general public.

15. Child Care and Day Care Facilities	a) Continue to work with child care providers and the County to promote child care facilities within the community. b) Provide information at City Hall and on the City's website on current zoning regulations that apply to child care and day care facilities. c) Continue to encourage new development to provide child care and day care facilities through a variety of activities, including outreaching to developers; providing financial or in-kind technical assistance, when available; providing expedited processing; identifying grant and funding opportunities; and providing information on the City's Density Bonus Ordinance.	Ongoing through December 2023	The City continues to provide information at City Hall and on the City's web site regarding current zoning regulations that apply to child care and day care facilities. In addition, the City continues to encourage the provision of child care and day care facilities in all new proposed development activities.
16. Reasonable Accommodation	a) Provide informational handouts and information at City Hall and on the City's website about reasonable accommodation procedures. b) Continue to work with developers and individual homeowners to encourage design and construction of projects that include features to make the units usable for persons with disabilities.	Ongoing through December 2023	Chapter 17.60 of the City's Municipal Code provides Reasonable Accommodation standards and procedures. The Municipal Code is on the City's website as well as at City Hall. The City's ADA Accessibility Committee identifies opportunities to increase ADA accessibility throughout the City.

17. Housing for Persons with Developmental Disabilities	a) Seek State and Federal monies, as funding becomes available, in support of housing construction and rehabilitation targeted for persons with development disabilities. b) Provide regulatory incentives, such as expedited permit processing, and fee waivers and deferrals, to projects targeted for persons with developmental disabilities. c) Work with the San Andreas Regional Center to implement an outreach program informing households within the City of housing and services available for persons with developmental disabilities. d) Provide information on housing and services available for persons with developmental disabilities at City Hall and on the City's website.	Ongoing through December 2023	The City continues to seek available funding and provide regulatory incentives to assist projects for persons with developmental disabilities. The City also continues to work with non profit developers who intend to provide housing for persons with developmental disabilities. Information on housing and services for persons with developmental disabilities is available at City Hall and on the City's web site.
18. Housing for Lower Income Households	Encourage the development of housing for lower income households, including extremely low, very low and low income, through a variety of activities, such as outreaching to housing developers; providing financial or in-kind technical assistance, when available; providing expedited processing; identifying grant and funding opportunities; and offering additional incentives beyond density bonus provisions.	Ongoing through December 2023	The City continues to encourage lower income housing (including low, very low and extremely low income) by providing information and assistance to both private and non profit developers.
19. Definition of "Family"	Amend, as appropriate, the definition of "family" to be consistent with State and federal fair housing laws.	Within one year of Housing Element adoption	An updated definition of "family" is scheduled to be reviewed at the time of the General Plan Update.
20. Agricultural Employee Housing	Amend the Zoning Ordinance to meet the requirements of Health and Safety Codes Section 17021.5 and 17021.6 as it relates to agricultural employee housing.	Within one year of Housing Element adoption	The City continues to review Health and Safety Codes as they relate to agricultural employee housing in order to amend the Zoning Ordinance if necessary.

21. Hillside Development and Design	Continue to enforce the setback, height, and density standards identified in the Hillside Residential Combining District.	Ongoing through December 2023	The City continues to enforce the various standards as identified in the Hillside Residential Combining District.
22. Resource Conservation	Encourage energy conservation measures and devices to be incorporated in the development and improvement of housing. Review such requirements through the Design Review and Building Permit processes.	Ongoing through December 2023	The City reviews energy conservation measures and devices through the Design Review process and the building permit review.
23. Water and Sewer Providers	Submit the adopted Housing Element, and any subsequent amendments, to local water and sewer providers for their review and input.	Ongoing through December 2023	The 2016 Housing Element has been submitted to local water and sewer providers. Future amendments to the 2016 Housing Element will also be submitted to local water and sewer providers.
24. Cultural Resources	Continue to review proposals for new housing to ensure that the City's cultural resources are adequately protected.	Ongoing through December 2023	The City continues to monitor proposed development activity in areas designed as "moderate or high cultural resource sensitivity zones" in the General Plan.

Jurisdiction	Scotts Valley	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	1
	Non-Deed Restricted	0
Moderate	Deed Restricted	1
	Non-Deed Restricted	0
Above Moderate		8
Total Units		10

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Housing Applications Summary	
Total Housing Applications Submitted:	10
Number of Proposed Units in All Applications Received:	10
Total Housing Units Approved:	10
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: March 3, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

**SUBJECT: MODIFICATIONS TO HUMAN RESOURCES/PAYROLL
 ANALYST SALARY SCHEDULE**

SUMMARY OF ISSUE

The City of Scotts Valley (City) recently conducted a recruitment for the Human Resources/Payroll Analyst. This single position is responsible for all components of the City’s biweekly payroll, benefits counseling and enrollment for all employees, management of payroll taxes, and regular reporting. Unfortunately, the recruitment was unsuccessful. To prepare for another recruitment attempt, staff reviewed the job classification and salary schedule to assess our positioning in the compensation marketplace. A review of comparable cities showed that the position salary is between 5-9% below the market averages.

The City seeks an experienced and skilled employee to assume this critical function. To increase the competitiveness of the position, staff recommends an upward salary adjustment of 5%. Although the salary will be below the salary market average, the City’s benefit package increases total compensation to a competitive level.

FISCAL IMPACT

The fiscal impact of upwardly adjusting the salary schedule is an annual increase of approximately \$3,500 plus benefit costs.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1955.12 amending the salary schedule for the Human Resources/Payroll Analyst job specification.

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RESOLUTION NO. 1955.12

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
AMENDING THE SALARY SCHEDULE FOR THE
HUMAN RESOURCES/PAYROLL ANALYST CLASS SPECIFICATION**

WHEREAS, after an unsuccessful recruitment attempt, the Human Resources/Payroll Analyst class specification and salary schedule were reviewed for alignment with contemporary responsibility and market conditions; and

WHEREAS, as a result of this review, an upward adjustment in the salary schedule is recommended to more closely align with market conditions and improve competitiveness; and

WHEREAS, City Council approval is needed to amend the salary schedule.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Scotts Valley that the salary schedule for the Human Resources/Payroll Analyst is hereby amended as follows:

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Human Resources/Payroll Analyst	4,540	4,767	5,005	5,255	5,517	5,792	6,082

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 3rd day of March, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: March 3, 2021
TO: Honorable Mayor and City Council
FROM: Tina Friend, City Manager
SUBJECT: **DISCUSSION OF DRAFT FY 2021/22 CITY STRATEGIC 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. In previous years, the City Council adopted the following overarching goals:

- 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

Last year, with the emergence of the COVID-19 pandemic, CZU Lightning Complex Wildfire and a series of Public Safety Power Shut-Offs, storm events and other service disruptions, the City operated in a high emergency response mode that curtailed progress on a number of projects the City had underway or ready to initiate. The draft FY 2021/22 City Strategic Goals and Work Plan includes some of those projects, as well as new emergent priorities. The City Strategic Goals are presented for the City Council’s discussion with the expectation that staff will receive feedback from the Council and community, refine the Strategic Goals as directed, and return for final adoption.

FISCAL IMPACT

There is no fiscal impact. However, resources to complete these priority projects will need to be budgeted in the proposed FY 2021/22 Budget.

STAFF RECOMMENDATION

It is recommended that Council discuss and provide direction on the draft FY 2021/22 City Strategic Goals and Work Plan.

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Draft FY 2021/22 City Strategic Goals and Work Plan	2

CITY OF SCOTTS VALLEY
DRAFT Strategic Goals & Work Plan FY 2021/22

1

ENSURE LONG-TERM FINANCIAL STABILITY																		
OBJECTIVE	PROJECT	PROJECT LEAD	TIMELINE / MILESTONES					RESOURCES										
Strengthen Fiscal Sustainability Plan (FSP)	(1) Update the long-range financial plan to determine if a fiscal gap exists and address any fiscal gap by updating the FSP	- FY 21/22 Budget Committee - City Manager - ASD	<table><tr><td>Apr - June 21</td><td>July - Sept 21</td><td>Oct - Dec 21</td><td>Jan - Mar 22</td><td>Apr - June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> Refine with FY21/22 Budget and Mid-Year Review	Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22						Potential consultant support for FSP analysis (\$)				
	Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22													
	(2) Refine revenue options for hotel tax (TOT) or modernizing utility users tax (UUT)	- FY 21/22 Budget Committee - City Manager - ASD	<table><tr><td>Apr - June 21</td><td>July - Sept 21</td><td>Oct - Dec 21</td><td>Jan - Mar 22</td><td>Apr - June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> - Model revenue options - Bring timely options to Council	Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22						Potential polling to understand community priorities (\$)				
Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22														
(3) Implement annual fee schedule updates, to include Recreation; after General Plan is approved, update Development Impact Fees	- City Manager - ASD - Community Development	<table><tr><td>Apr - June 21</td><td>July - Sept 21</td><td>Oct - Dec 21</td><td>Jan - Mar 22</td><td>Apr - June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> - Initiate development impact fee study - Develop fee revisions for Council action	Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22						Potential consultant support for development impact fee study (\$)					
Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22														
(4) Pursue Federal, State and Regional grant funding for operations, infrastructure and community service enhancements	- City Manager - All Depts	<table><tr><td>Apr - June 21</td><td>July - Sept 21</td><td>Oct - Dec 21</td><td>Jan - Mar 22</td><td>Apr - June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> Dedicate staff resources to identity and pursue grants	Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22						Grant writing staff resources (\$)					
Apr - June 21	July - Sept 21	Oct - Dec 21	Jan - Mar 22	Apr - June 22														

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ENCOURAGE BUSINESS DEVELOPMENT AND EXPAND THE CITY'S ECONOMIC BASE								
OBJECTIVE	PROJECT	PROJECT LEAD	TIMELINE / MILESTONES					RESOURCES
Complete the Update of the General Plan	(1) Complete the General Plan environmental impact report (EIR) and present for final adoption.	- Community Development - City Manager	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22	EIR consultant support (\$)
			- Prepare EIR - Present final General Plan for Adoption Fall of 2021					
Facilitate the Development of the Town Center and New Businesses	(2) Develop a grounded vision and actionable development plan for the Town Center and complementary land uses	- Town Center Opportunity Committee - City Manager - Community Development	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22	Potential economic analysis, conceptual drawings, studies (\$)
			- Prepare project feasibility for potential development - Prepare TC development concepts - Support the opening of new retail					
Support Post-Pandemic Economic Recovery	(3) With local and regional partners, provide ongoing support, coordination and communications for the local business community	- Local Business Recovery Committee - City Manager	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22	Potential program/ support costs (\$)
			- Continue collaboration with Chamber of Commerce and regional partners - Assist to administer NDC revolving loan fund					

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IMPLEMENT OPERATIONAL INITIATIVES TO ENHANCE CITY SERVICES																		
OBJECTIVE	PROJECT	PROJECT LEAD	TIMELINE / MILESTONES					RESOURCES										
Improve City Technology	(1) Develop a work plan to prioritize approaches to staffing, capital investment and budgeting for information technology services	- City Manager - Management Team - ASD	<table><tr><td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> - Study and make recommendations to Council on IT internal staffing - Prepare Citywide IT strategic and work plan with budget	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										Potential consultant support (\$)
	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22													
	(2) Procure and implement planning permitting software	- Community Development - ASD	<table><tr><td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> - With SB2 State grant funds, identify and procure an off-the-shelf permitting software system - Implement, train and launch	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										Software consulting (implement, training) (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22														
Enhance Staff Professional Development and Promote an Inclusive Workplace	(3) Present trainings and professional development opportunities for staff to increase skill, knowledge and abilities and enhance City efforts in diversity, equity and inclusion	- City Manager - Management Team	<table><tr><td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> - Identify regular training opportunities, promote and encourage attendance - Provide 3 annual all staff meetings to encourage communication and connection - Review policies, provide trainings and adapt practices with a lens toward diversity, equity and inclusion	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										Training resources (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22														

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MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS									
OBJECTIVE	PROJECT	PROJECT LEAD	TIMELINE / MILESTONES					RESOURCES	
Enhance Public Safety	(1) Refine disaster preparedness policies, procedures, training and community information for wildfire prevention and response and PSPS events in partnership with the Fire, Water and School Districts and CalFire	- City Manager - Police - Public Works	Apr- June 21	July - Sept 21	Oct- Dec 21	Jan - Mar 22	Apr- June 22	- Review/revise EOC and wildfire plans - Develop action plan for 2021/22 vegetation maintenance - Refine communication plan for coordinated public announcements	Support for additional plans, training, equipment and vegetation management (\$)
	(2) Create a bicycle patrol team for enhanced patrol of open space, trail systems and commercial districts	Police	Apr- June 21	July - Sept 21	Oct- Dec 21	Jan - Mar 22	Apr- June 22	- Establish program objectives and protocols - Finalize team members and assignments - Deploy and report out on outcomes	Equipment purchases (\$)
Support Affordable and Work Force Housing	(3) Complete the Accessory Dwelling Unit (ADU) Policy, Code and Program Revisions	Community Development	Apr- June 21	July - Sept 21	Oct- Dec 21	Jan - Mar 22	Apr- June 22	With SB 2 grant funds, obtain planning consultant support to draft code and program updates	Planning consultant support (\$)

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Support Affordable and Work Force Housing	(4) Complete code and program revisions to implement Objective Design Standards for Mixed-Use Developments	Community Development	<table border="1"> <tr> <td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </table> With SB 2 grant funds, obtain planning consultant support to draft code and program updates	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22						Planning consultant support (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										
Complete Major Capital Planning and Projects	(5) Complete Scotts Valley Branch Library renovations and complete major capital planning for the Public Works building, streets and roads, public facilities and parks	- City Manager - Management Team - Measure S Renovations Committee	<table border="1"> <tr> <td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </table> - Complete Library renovations by 2021 - Develop replacement options for the Public Works building - Develop CIP projects and work plans	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22						Consultant support for design, engineering, planning and WWTP facility master plan (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										
Plan and Implement State Mandated Environmental Compliance Programs	(6) Develop work plan and implement State mandated organic waste disposal (SB 1383) programs	- Public Works - City Attorney - City Manager - Community Development	<table border="1"> <tr> <td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </table> Develop work plan and implement SB 1383 organic waste disposal program	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22						Consultant support to prepare programs and community information (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										
Plan for Wastewater Management Facility Project	(7) Develop process plan to study and vet the major capital overhaul of aging Wastewater Reclamation Facility	- Public Works - City Manager	<table border="1"> <tr> <td>Apr-June 21</td><td>July - Sept 21</td><td>Oct-Dec 21</td><td>Jan - Mar 22</td><td>Apr-June 22</td></tr> <tr> <td></td><td></td><td></td><td></td><td></td></tr> </table> - Assess options for facility replacement - Determine community process and technical engineering development	Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22						Consultant support for design, engineering, planning (\$)
Apr-June 21	July - Sept 21	Oct-Dec 21	Jan - Mar 22	Apr-June 22										