



AGENDA

Meeting of the
Scotts Valley City Council
REMOTE ACCESS ONLY

Date: October 6, 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 https://us02web.zoom.us/j/86984341712 <i>See information below for how to participate.</i>	The agenda was posted 10-1-21 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/86984341712>
- Or iPhone one-tap:
+16699009128,,88999122100# US (San Jose)
+12532158782,,88999122100# US (Tacoma)
- Or join by phone:
Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656
or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 869 8434 1712

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	Brian Haddix, Interim City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Casey Estorga, Administrative Services Director Chris Lamm, Public Works Director/City Engineer 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/86984341712>

Date: October 6, 2021

CALL TO ORDER 6:00 PM

MOMENT OF SILENCE

ROLL CALL

SPECIAL SET MATTERS

1. Presentation from Senator John Laird on the 2021 End of Session Legislative Update.
2. Presentation of Mayor's Proclamation declaring October 2021 as College and Career Awareness Month.

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 check registers dated 9-10-21, 9-21-21
- B. Approve Resolution No. 1955.15 amending the salary schedule for the City Manager class specification
- C. Approve the following for the 2021-2022 Pavement Preservation Project Whispering Pines, PW Project No. P21-005:
 - (1) Authorize a budget expenditure appropriation in the amount of \$166,713.65 plus a 10% contingency for a total of \$183,385.01 from Fund Account # 003.90.4535.904; and

Date: October 6, 2021

- (2) Award an agreement to Silicon Valle Paving, Inc. and authorize the Interim City Manager to execute the agreement in a form acceptable to the City Attorney
- D. Approve Resolution No. 1792.3 approving the Lot Line Adjustments between APN No's. 022-891-06 (Parcel A,), 022-891-07 (Parcel C), 022-891-08 (Parcel B), and 022-891-09 (Parcel D)

ALTERATIONS TO REGULAR AGENDA

Council can remove or add items to the Regular Agenda.

REGULAR AGENDA

- 1. Glenwood Preserve:
 - (A) Update from the Land Trust of Santa Cruz County on the Glenwood Preserve
 - (B) Consider amendment to the Memorandum of Understanding between the City of Scotts Valley and the Land Trust of Santa Cruz County for maintenance of the Glenwood Preserve and amendment to the FY 2021/2022 annual budget to include the partial year payment for maintenance activities
(Public Works Director Lamm)
- 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

NOTICE

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

PROCEDURAL INFORMATION FOR THE PUBLIC

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

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

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

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

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

Unless otherwise determined by the presiding officer of the meeting:

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



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City of Scotts Valley

Mayor's Proclamation

College and Career Awareness Month
October 2021

WHEREAS, College and Career Awareness Month is observed in October throughout Santa Cruz County, including Cabrillo College, in collaboration with School Districts in North and South County and businesses throughout all career sectors; and

WHEREAS, Our County's local post-secondary education institutions are committed to empowering every Santa Cruz County Student with opportunities to forge a path to a fulfilling and successful career; and

WHEREAS, Post-secondary education connects all learners to pathways that prepare them in becoming Santa Cruz County's next generation of workers. Linking students to careers with the support of cross jurisdictional organizations is essential to their success; and

WHEREAS, Our economic future depends upon providing access to quality education for all students along with exceptional career development opportunities; and to bridge the gap between education and the real world by exposing them to a variety of careers, introducing youth to new career sectors, and developing partnerships with educators, employers, and community members; and

WHEREAS, Our post-secondary education institutions train students for successful, local careers and is a leading economic driver of Santa Cruz County; and

WHEREAS, Career planning gives students a roadmap to their future while providing motivation and guidance along their path to success; and

WHEREAS, The City of Scotts Valley acknowledges that College and Career Awareness month is an important part of promoting college and career planning, serving the needs of all students and families in the City of Scotts Valley and our greater Santa Cruz County community.

NOW, THEREFORE, I, Derek Timm, Mayor of the City of Scotts Valley, hereby declare October 2021, as College and Career Awareness Month in the City of Scotts Valley, to raise awareness of the importance of higher education.



Derek Timm, Mayor
Signed and sealed this 6th day of October 2021

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: October 6, 2021

TO: Honorable Mayor and City Council

FROM: Chris Lamm, Public Works Director/City Engineer

APPROVED: Brian Haddix, Interim City Manager

SUBJECT: **APPROVAL OF A BUDGET APPROPRIATION AND AWARD OF CONTRACT TO SILICON VALLEY PAVING, INC, FOR THE 2021-2022 PAVEMENT PRESERVATION PROJECT WHISPERING PINES, PW PROJECT NO. P21-005**

SUMMARY OF ISSUE

On April 28, 2017, the Governor signed Senate Bill (SB) 1, which is known as the Road Repair and Accountability Act of 2017. SB 1 was passed by the legislature as a means of providing additional funding for basic road maintenance, rehabilitation and critical safety needs on both state highways and local streets and road system. SB 1 increases per gallon fuel excise taxes, diesel fuel excise taxes and vehicle registration fees, and provides for adjustments for inflation in future years.

The call for bids was advertised August 21 & 22, 2021 and August 28 & 29, 2021 as a formal bid. Public Works received three bids on Monday, September 14, 2021. The low bid in the amount of \$166,713.65 from the Silicon Valley Paving, Inc., was found to be both responsive and responsible.

Public Works received the following bids:

Silicon Valley Paving. Inc.	\$166,713.65
Tri Valley Excavating Co, Inc.	\$179,500.00
Granite Rock Company	\$188,059.50
Radius Earthworks, Inc.	\$204,700.00
McKim Contractors	\$211,595.40
Earthworks Paving Construction, Inc.	\$212,000.00
QA Contractors	\$217,151.20
Granite Construction Company	\$226,078.00
MPE	\$256,699.00

Based on the bids received, staff recommends that the City enter into a contract with Silicon Valley Paving, the lowest responsive bidder, to perform the work.

FISCAL IMPACT

The overall Project is included within the Adopted Fiscal Year 2020-2021 Capital Improvement Program (CIP-14 and is currently funded with SB1/RMRA funds).

There is no impact on the general fund.

STAFF RECOMMENDATION

Staff recommends that Council consider and take the following actions:

1. Authorize a budget expenditure appropriation for the 2021-2022 Pavement Preservation Project Whispering Pines, PW Project No. P21-005, in the amount of \$166,713.65 plus a 10% contingency for a total of \$183,385.01 from Fund Account # 003.90.4535.904.
2. Award an agreement to Silicon Valle Paving, Inc. and authorize the Interim City Manager to execute the agreement in a form acceptable to the City Attorney.

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City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: October 6, 2021

TO: Honorable Mayor and City Council

FROM: Casey Estorga, Administrative Services Director

APPROVED: Brian Haddix, Interim City Manager

SUBJECT: MODIFICATION TO THE CITY MANAGER SALARY SCHEDULE

SUMMARY OF ISSUE

The City of Scotts Valley last updated the Salary Schedule for the City Manager job classification in Fiscal Year 2018-19. That salary schedule was updated in conjunction with multi-year agreements executed for each of the City's employee groups. Those labor agreements all expired on June 30, 2021.

Subsequently, the City Council has executed new labor agreements with all employee groups during the past several months, with the final series of new labor agreements being approved by the City Council in September 2021.

The labor negotiation process included staff's analysis of total compensation costs for all job classifications in every City department, including executive management positions and a total compensation survey for the City Manager job classification.

The City Manager compensation survey analyzed how City Manager positions are compensated in ten neighboring, comparable agencies. The selected agencies are the same agencies the City traditionally used when surveying numerous other classifications throughout the City, including for positions in the Public Works Department and Police Department. Staff also conducted further analysis to evaluate additional variables like salary compaction and the region's dynamic labor market, including specifically for the City Manager position.

After performing extensive research, staff concluded that salary compaction existed between the Police Chief and City Manager job classifications. Additionally, staff identified total compensation for the Scotts Valley's City Manager job classification was not competitive. This was concluded based on variances in salary and cash-equivalent benefits including dependent care, longevity pay, and housing stipends. Staff did not find significant variances when comparing medical or retirement benefit costs between Scotts Valley and the surveyed agencies.

As a result of these findings, staff performed additional analysis to determine how to modify Scotts Valley's City Manager Salary Schedule to make the position's total compensation competitive within the region. This consideration was uniquely important to Scotts Valley as the City is actively recruiting for the position of City Manager. It is also worth noting that the City of Santa Cruz, a neighboring community with whom Scotts Valley shares a geographical border, is also actively recruiting for the position of City Manager.

Staff concluded that a salary increase of 14% was satisfactory to make total compensation for Scotts Valley's City Manager job classification competitive now and for several years in the future. The timeliness of this recommended change will help the City attract and retain a top-tier candidate in one of the most challenging labor markets in recent history, which has proven to be uniquely challenging for executive-level positions in municipal government especially in regions with high costs of living.

The proposed 14% increase to the City Manager's Salary Schedule will place Scotts Valley either 3rd or 4th overall out of the 11 surveyed agencies (Scotts Valley plus 10 others), depending on what cash-equivalent benefits are awarded to an incumbent in comparable agencies. However, compensation data points are dynamic and staff expects most surveyed agencies will modify their total compensation packages within the next 1-3 years. As a result, staff anticipates the 14% increase will have a net result of Scotts Valley falling closer to the middle of the group within the next 2-4 years.

Finally, the 14% increase also addresses salary compaction between the Police Chief and City Manager job classifications. The City's existing Salary Schedules have the Police Chief job classification with a salary approximately 6.5% higher than the City Manager job classification in the coming years. The 14% increase to the City Manager Salary Schedule will create a scenario where the City Manager job classification would now have a salary approximately 7% higher than the Police Chief job classification. This is a noteworthy data point as the Police Chief reports to, and is supervised by, the City Manager.

The recommended changes to the City Manager's monthly salary is summarized in the chart below:

City Manager Salary Schedule – Existing (Approved in FY 2018-19)						
<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>	<i>Step 7</i>
\$13,638	\$14,320	\$15,036	\$15,788	\$16,577	\$17,406	\$18,276

City Manager Salary Schedule – With Proposed 14% Increase						
<i>Step 1</i>	<i>Step 2</i>	<i>Step 3</i>	<i>Step 4</i>	<i>Step 5</i>	<i>Step 6</i>	<i>Step 7</i>
\$15,547	\$16,325	\$17,141	\$17,998	\$18,898	\$19,843	\$20,835

FISCAL IMPACT

Modifying the City Manager Salary Schedule as proposed, with a 14% increase, would result in between \$22,000 - \$30,000 additional annual costs. Actual additional costs relate to where the City Manager falls within the Step series.

Funding for these costs have been included in the FY 2021-22 Adopted Budget and will be incorporated in future budget proposals through the City’s annual budget process.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1955.15 amending the salary schedule for the City Manager class specification, which reflects a 14% increase in salary for all steps in the series.

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RESOLUTION NO. 1955.15

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
AMENDING THE SALARY SCHEDULE FOR THE
CITY MANAGER CLASS SPECIFICATION**

WHEREAS, a comprehensive analysis of available data for both internal and external factors related to total compensation for the City Manager position was conducted; and

WHEREAS, a significant variance was found to exist with salaries with respect to contemporary responsibilities and market conditions; and

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

WHEREAS, as a result of this review, an upward adjustment in the salary schedule is recommended to address salary compaction for the City Manager position; 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 City Manager is hereby amended as follows:

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
City Manager	15,547	16,325	17,141	17,998	18,898	19,843	20,835

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 6th day of October, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

Scotts Valley - City Manager Compensation Comparison											
No.*	City	Salary		Benefits	Total	Other Benefits			Comments	Median Household Income	Population
		Bottom Step (monthly)	Top Step (monthly)	Benefits Subtotal	Total Comp	Bilingual Pay	Longevity	Tuition Reimburs			
1	City of Campbell		\$23,528	\$2,956	\$26,484	\$200	---	\$250	Benefited employees receive a Fitness Program Membership which includes unlimited access to the weight room and group exercise drop in classes at the City of Campbell Recreation Center.	\$124,525	41,793
2	City of Los Gatos	\$16,917	\$21,875	\$2,127	\$24,002	---	---	---		\$155,863	30,222
-	Scotts Valley (Proposed)		\$20,835	\$3,112	\$23,946	---	---	---	14% increase from existing salary.	\$108,289	11,757
3	City of Watsonville	\$16,667	\$20,137	\$1,682	\$21,819	\$250	---	\$83		\$55,470	51,214
4	City of Capitola	\$11,917	\$18,659	\$3,216	\$21,822	---	\$1,091	---		\$71,059	10,010
5	City of Santa Cruz	---	\$18,713	\$3,090	\$21,803	---	\$545	\$42		\$82,234	273,213
6	City of Carmel	\$11,917	\$18,659	\$3,364	\$21,463	---	---	\$83	City shall not pay City Admin a monthly car allowance but permit City Admin to use a City-owned vehicle for business purposes.	\$98,188	3,220
7	Scotts Valley (Existing)	\$13,638	\$18,276	\$3,154	\$21,430	---	---	---		-	-
8	City of Seaside	\$17,724	\$17,724	\$3,674	\$21,398	---	---	---	The City shall provide housing stipends of \$1k in December 2019, \$2100 per month in 2020, and \$2500 per month in 2021.	\$63,575	33,748
9	City of Marina	\$15,000	\$17,585	\$3,434	\$21,019	---	---	\$167	City provides a city-owned vehicle (or \$400 in lieu of city-owned vehicle) and pays for cellphone.	\$64,258	22,781
10	City of Pacific Grove	---	\$12,923	\$3,658	\$16,581	---	\$829	---		\$88,250	15,413
11	City of Hollister	---	\$14,977	\$1,251	\$16,228	\$175	\$1,461	\$292		\$80,629	40,740

* This table is sorted by Total Compensation, with the highest value listed as No. 1.

NOTES:

Data in this report was gathered in August 2021.

Median Household Income and Population taken from the American Community Survey and reflect 2019 numbers.

AGENDA ITEM A

DATE: 10-6-2021

SCOTTS VALLEY ACCOUNTS PAYABLE
09/10/2021 12:51:32 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 091021 COMMENT... 09/10/2021 A/P

DATA-JE-ID DATA COMMENT

W-09102021-377 09/10/2021 A/P

Run Instructions:

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

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	001219 ALHAMBRA	122290	09/10/21	4.99	
	003690 ALLIANT	122291	09/10/21	6,474.00	
	000097 AT&T	122292	09/10/21	893.20	
	001822 BC LABORATORIES INC.	122293	09/10/21	180.00	
	001066 BEHAVIORAL HEALTH CARE I	122294	09/10/21	100.00	
	000018 BRINK'S AWARDS & SIGNS	122295	09/10/21	131.10	
	003894 BURKE, WILLIAMS & SORENS	122296	09/10/21	4,008.00	
	001017 C.W.E.A.	122297	09/10/21	106.00	
	003521 CARD SERVICE CENTER	122298	09/10/21	1,302.33	
	002091 COMCAST	122299	09/10/21	146.31	
	003564 CREATIVE SECURITY COMPAN	122300	09/10/21	1,806.76	
	001896 D & G SANITATION	122301	09/10/21	2,633.83	
	001362 DUNCAN AUTO TECH	122302	09/10/21	609.95	
	001537 DYNAMIC PRESS	122303	09/10/21	231.57	
	003248 EARTHWORKS	122304	09/10/21	2,440.00	
	000426 ENTENMANN-ROVIN CO	122305	09/10/21	369.36	
	001597 ENVIRONMENTAL INNOVATION	122306	09/10/21	201.64	
	000054 EWING IRRIGATION PRODUCT	122307	09/10/21	260.65	
	000202 FEDERAL EXPRESS	122308	09/10/21	119.63	
	004019 FERRO/ARMANDO	122309	09/10/21	150.00	
	003105 LAFCO	122310	09/10/21	6,301.31	
	003565 MANAGEMENT PARTNERS	122311	09/10/21	967.50	
	001926 MICROTECH SCIENTIFIC	122312	09/10/21	121.64	
	000218 MID VALLEY SUPPLY	122313	09/10/21	481.00	
	000494 MONTEREY BAY AIR	122314	09/10/21	749.00	
	000939 NATIONAL COMTEL NETWORK	122315	09/10/21	9.00	
	001615 OLIN CORP-CHLOR ALKALI	122316	09/10/21	2,280.61	
	003766 ORMONDE/ROBERT	122317	09/10/21	251.55	
	.15814 PANTHER PROTECTIVE SECUR	122318	09/10/21	300.00	
	.15815 ROBERT M. PATTERSON	122319	09/10/21	50.00	
	001544 SANTA CRUZ COUNTY CONFER	122320	09/10/21	27,365.48	
	003367 SANTA CRUZ LIVE SCAN, IN	122321	09/10/21	30.00	
	001586 SCOTTS VALLEY CLEANERS	122322	09/10/21	662.00	
	000130 SCOTTS VALLEY FIRE DISTR	122323	09/10/21	8,749.00	
	000133 SCOTTS VALLEY SPRINKLER	122324	09/10/21	54.83	
	000143 SUMMIT UNIFORMS	122325	09/10/21	1,861.57	
	000153 THOMSON REUTERS-WEST	122326	09/10/21	355.92	
	000154 WINCHESTER AUTO STORES	122327	09/10/21	29.52	
	GENERAL CHECKING ACCOUNT			72,789.25	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
09/10/2021 12:51:32
GL540R-V08.15 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				72,789.25

RECORDS PRINTED - 000072

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
09/10/2021 12:51:32
GL060S-V08.15 RECAPPAGE

Check Register

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	63,613.81
004	RECREATION	149.31
010	WASTEWATER OPERATIONS	4,963.19
011	TERTIARY TREATMENT PLANT	1,319.94
028	SENIOR CENTER	3.00
123	COMMUNITY FACILITY CENTER	300.00
155	TRANSPORTATION FUNDS-MEAS D	2,440.00
TOTAL ALL FUNDS		72,789.25

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	72,789.25
TOTAL ALL BANKS		72,789.25

SCOTTS VALLEY ACCOUNTS PAYABLE
09/21/2021 13:39:10 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 092121 COMMENT... 09/21/21 A/P

DATA-JE-ID DATA COMMENT

W-09212021-390 09/21/21 A/P

Run Instructions:

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

BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
001840	A TOOL SHED, INC.	122328	09/21/21	119.00
000729	ABACHERLI FENCE COMPANY	122329	09/21/21	15,800.00
003342	ACCENT CLEAN & SWEEP INC	122330	09/21/21	2,123.00
001219	ALHAMBRA	122331	09/21/21	64.21
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003758	ASCANI, PSY.D./CORIE L.	122333	09/21/21	1,250.00
001670	AT & T	122334	09/21/21	3,817.72
000097	AT&T	122335	09/21/21	42.70
001593	BENEDICT DDS/NANETTE	122336	09/21/21	237.00
000021	BOWMAN & WILLIAMS	122337	09/21/21	11,145.00
003988	BPS TACTICAL, INC.	122338	09/21/21	2,764.31
000018	BRINK'S AWARDS & SIGNS	122339	09/21/21	120.17
003982	BROWN/FORREST	122340	09/21/21	219.20
003894	BURKE, WILLIAMS & SORENS	122341	09/21/21	4,436.00
001566	BUSINESS WITH PLEASURE	122342	09/21/21	818.62
003714	CAPITOLA/CITY OF	122343	09/21/21	17,638.86
003521	CARD SERVICE CENTER	122344	09/21/21	9,311.46
003668	CARNEY/HANNAH	122345	09/21/21	122.00
003656	CIVICPLUS	122346	09/21/21	3,762.29
002091	COMCAST	122347	09/21/21	323.22
002091	COMCAST	122348	09/21/21	320.71
000037	CRYSTAL SPRINGS WATER CO	122349	09/21/21	56.10
000037	CRYSTAL SPRINGS WATER CO	122350	09/21/21	51.15
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000389	DASSEL'S PETROLEUM INC	122352	09/21/21	5,125.82
000207	DEPARTMENT OF JUSTICE	122353	09/21/21	66.00
000207	DEPARTMENT OF JUSTICE	122354	09/21/21	64.00
001983	DEPARTMENT OF SOCIAL SER	122355	09/21/21	3,267.00
001257	EBRAHIMIAN DDS/MARK	122356	09/21/21	236.50
000072	ECOLOGY ACTION OF SC	122357	09/21/21	17,995.28
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003502	FREITAS & FREITAS	122359	09/21/21	10,875.00
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004021	HECO-PACIFIC MANUFACTURI	122362	09/21/21	12,978.90
000801	HINDERLITER, DE LLAMAS &	122363	09/21/21	1,552.12
.15819	HIVELY/SHEILAH	122364	09/21/21	500.00
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000409	LC ACTION POLICE SUPPLY	122371	09/21/21	2,930.11
000284	LOGAN & POWELL, LLP	122372	09/21/21	21,940.00
003942	M-GROUP	122373	09/21/21	7,033.75
000195	MESITI-MILLER ENGINEERIN	122374	09/21/21	414.00
003756	MICHAEL BAKER INTERNATIO	122375	09/21/21	33,221.50

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT	
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	000083 MISSION UNIFORM SERVICE	122377	09/21/21	706.55	
	003691 MMANC	122378	09/21/21	175.00	
	001418 MONTEREY REGIONAL	122379	09/21/21	3,921.63	
	000939 NATIONAL COMTEL NETWORK	122380	09/21/21	7.19	
	003989 OLSON/CODY	122381	09/21/21	151.35	
	004022 OPENGOV, INC.	122382	09/21/21	49,265.00	
	000101 PACIFIC GAS & ELECTRIC C	122383	09/21/21	102.22	
	000101 PACIFIC GAS & ELECTRIC C	122384	09/21/21	25.77	
	001857 PHOENIX GROUP	122385	09/21/21	276.05	
	000723 PIED PIPER INC./THE	122386	09/21/21	2,450.00	
	003613 PRO SQUAD	122387	09/21/21	136.55	
	003572 REGIONAL GOVERNMENT SERV	122388	09/21/21	15,223.00	
	003012 ROBBINS/AMANDA	122389	09/21/21	250.00	
	001563 ROBINSON DDS/RICHARD N	122390	09/21/21	100.00	
	000134 S.V. WATER DISTRICT	122391	09/21/21	16,496.04	
	001894 S.V. WATER DISTRICT - BU	122392	09/21/21	122.76	
	000127 SANTA CRUZ SENTINEL	122393	09/21/21	3,554.90	
	000820 SANTA CRUZ/COUNTY OF	122394	09/21/21	58.00	
	002053 STEPFORD	122395	09/21/21	15,884.50	
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	.15817 TIMM/DEREK	122398	09/21/21	389.60	
	003908 TRANSUNION RISK & ALTERN	122399	09/21/21	31.30	
	000098 TROWBRIDGE ENTERPRISES	122400	09/21/21	2,451.16	
	001590 TSCHANTZ/KIM	122401	09/21/21	6,875.00	
	001366 U.S. BANCORP OFFICE	122402	09/21/21	1,300.62	
	001106 VERIZON WIRELESS	122403	09/21/21	1,042.13	
	003924 VIRTUAL PROJECT MANAGER	122404	09/21/21	1,000.00	
	003145 WAGE WORKS	122405	09/21/21	125.00	
	003971 WIZIX TECHNOLOGY GROUP,	122406	09/21/21	334.47	
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SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
09/21/2021 13:39:10
GL540R-V08.15 PAGE 3

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				426,025.94

RECORDS PRINTED - 000181

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
09/21/2021 13:39:10
GL060S-V08.15 RECAPPAGE

Check Register

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	255,467.57
002	RECYCLING/ENVIRONMENTAL	6,098.12
004	RECREATION	4,838.24
010	WASTEWATER OPERATIONS	25,877.20
012	WASTEWATER CAPITAL RESERVE	15,800.00
019	AFFORDABLE HOUSING	26,347.00
025	GENERAL TRUST	13,794.79
028	SENIOR CENTER	740.57
077	SKYPARK MAINT ASSESS DIST	6,482.52
088	LIBRARY FACILITIES-MEAS "S"	414.00
112	DENTAL INS INTERNAL SERV	1,544.70
123	COMMUNITY FACILITY CENTER	1,130.95
162	PLANNING GRANTS PROGRAM	49,495.00
178	CALTRANS-GET EVERYONE MOVING	17,995.28
TOTAL ALL FUNDS		426,025.94

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	426,025.94
TOTAL ALL BANKS		426,025.94

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: October 6, 2021

TO: Honorable Mayor and City Council

FROM: Chris Lamm, Public Works Director/City Engineer

APPROVED: Brian Haddix, Interim City Manager

SUBJECT: **LOT LINE ADJUSTEMENT FOR 12 BLAKE LANE,
APN 022-891-06, -07, -08, & -09**

SUMMARY OF ISSUE

A Lot Line Adjustment application was submitted for 12 Blake Lane property by Jean-Paul Happee (owner) between APN No's 022-891-06 (Parcel A), -07 (Parcel C), -08 (Parcel B), & -09 (Parcel D) (MLD 05-002 in Volume 16 Maps of Page 11 Parcels A, B, C, & D). The adjustment modifies the residential parcel boundaries and common area parcel to more appropriately fit the structures being constructed on parcels A, B, & C residential parcels and common area parcel D.

In accordance with Government Code section 66412, the parcels resulting from the lot line adjustment will conform to the City's General Plan, zoning and building ordinances.

FISCAL IMPACT

There is no fiscal impact to the General Fund. Approximately \$1,674 was collected from the applicant to cover the intake process and applicable City costs for the Planning and Public Works Department.

STAFF RECOMMENDATION

It is recommended City Council approve Resolution No. 1792.3 approving the Lot Line Adjustments between APN No's. 022-891-06 (Parcel A.), 022-891-07 (Parcel C), 022-891-08 (Parcel B), and 022-891-09 (Parcel D).

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Lot Line Adjustment Plat	3

RESOLUTION NO. 1792.3

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
APPROVING A LOT LINE ADJUSTMENT FOR 12 BLAKE LANE
(APN 022-891-06, 022-891-07, 022-891-08, 022-891-09)**

WHEREAS, on October 4, 2006, the City Council of the City of Scotts Valley approved Minor Land Division 05-002 for the property located at 12 Blake Lane, creating three parcels and one common area parcel; and

WHEREAS, the owner desires to adjust the lot lines between those parcels to more appropriately site the structures on the parcels; and

WHEREAS, the resulting lots conform to the City's General Plan, zoning and building ordinances.

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

1. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.
2. The City Council hereby determines that the Project is exempt from the requirements of CEQA pursuant to Section 15332 of the CEQA Guidelines (Categorical Exemptions; Class 32), which exempts in-fill development projects. Section 3.
3. The City Council hereby approves the Lot Line Adjustment as shown on the plans submitted as a part of the subject application and makes the following finding in support of the approval:

Each of the proposed lots meets all the requirements of the General Plan and building and zoning ordinances.

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 6th day of October, 2021 by the following vote:

AYES:

NOES:

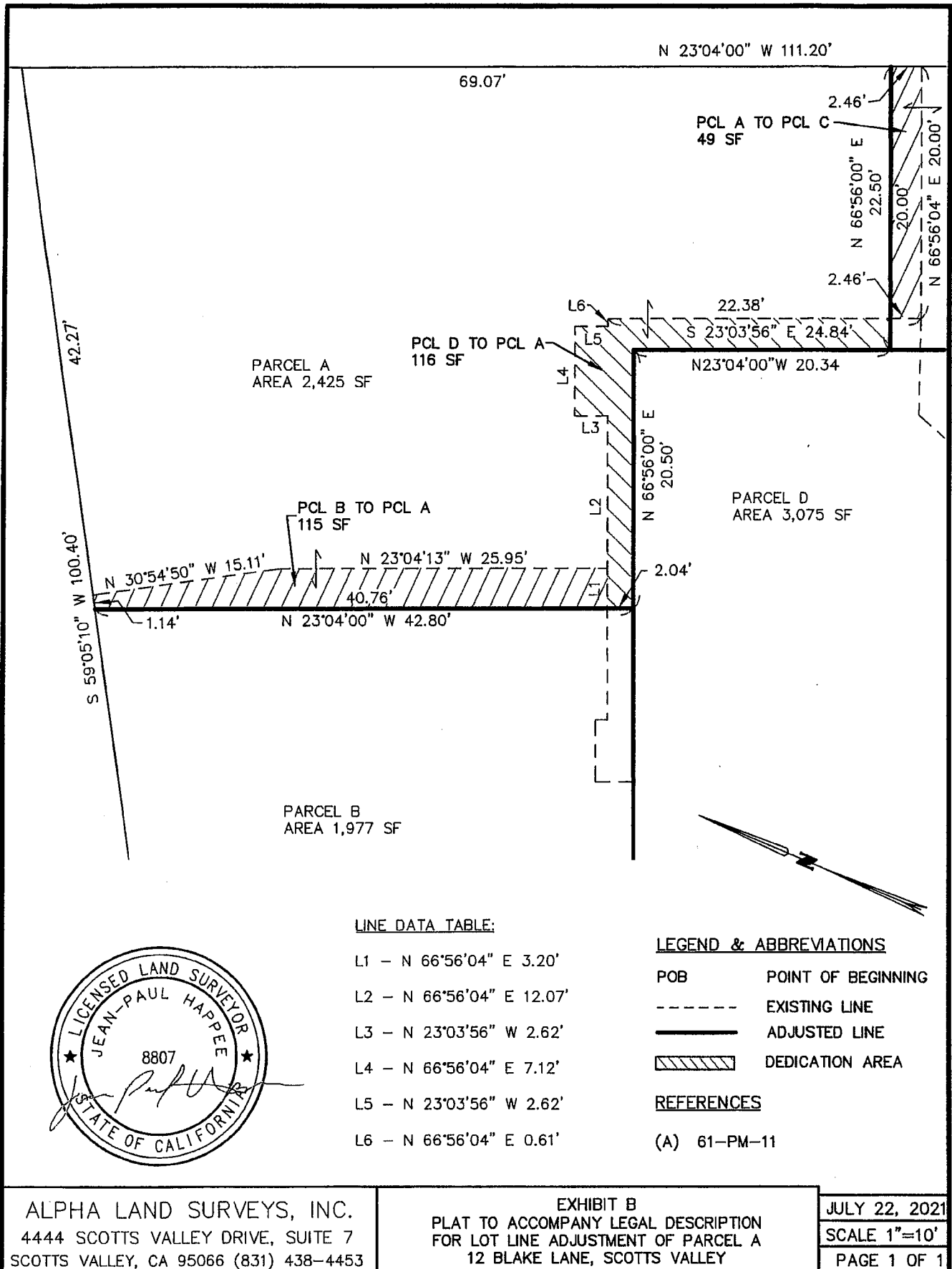
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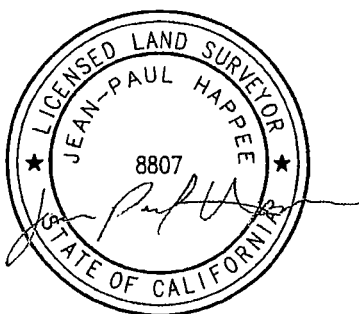
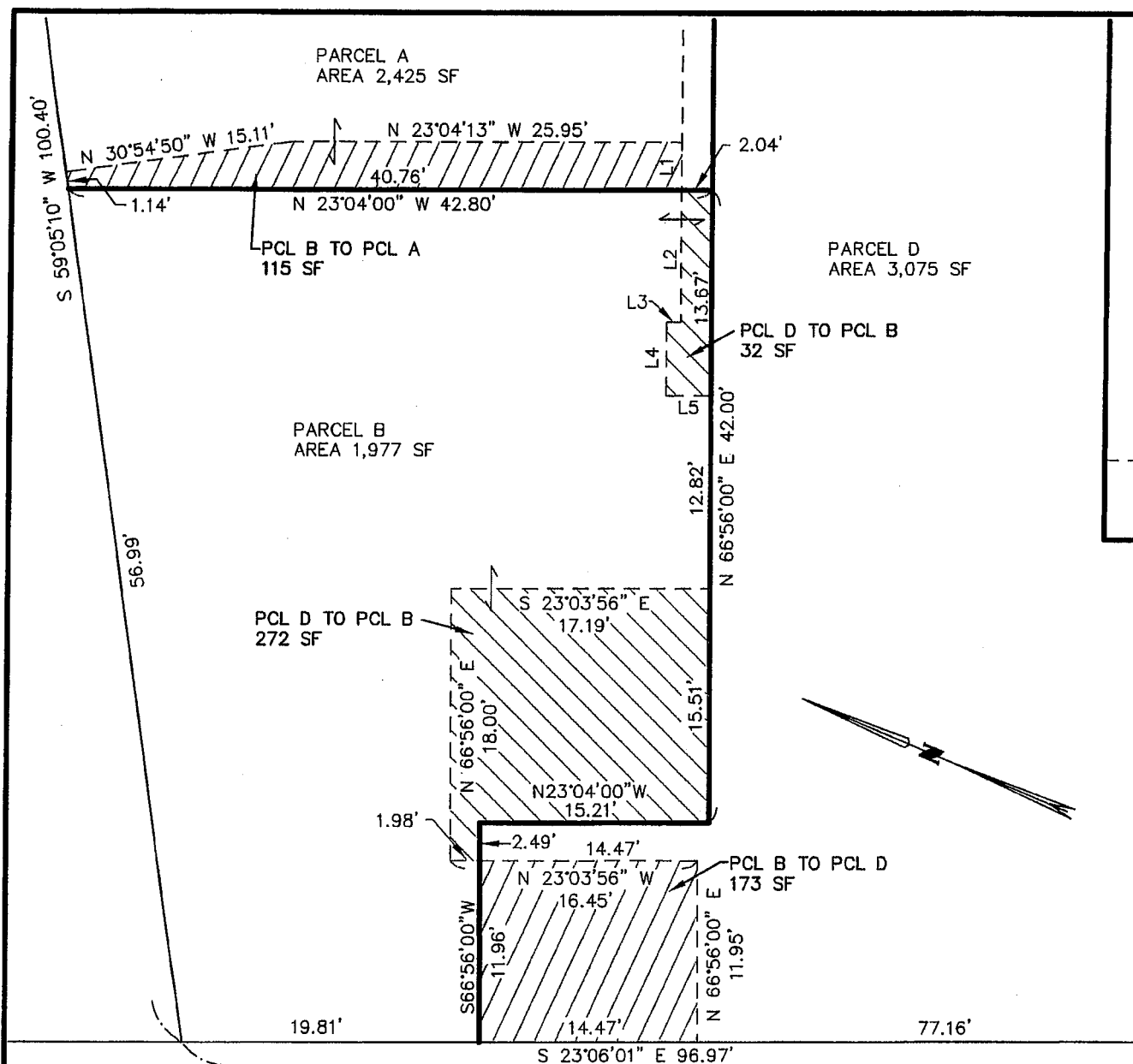
ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

EXHIBIT A





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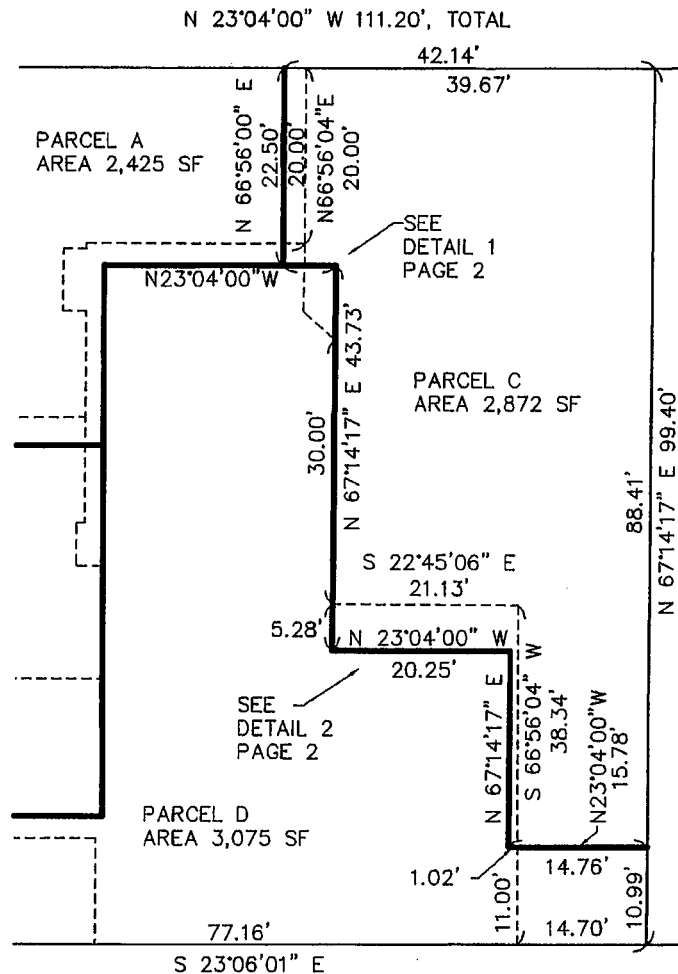
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- L2 - N 66°56'04" E 8.80'
- L3 - N 23°03'56" W 0.95'
- L4 - N 66°58'53" E 4.87'
- L5 - N 23°03'56" W 3.00'

LEGEND & ABBREVIATIONS

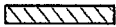
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- EXISTING LINE
- ADJUSTED LINE
- ▨ DEDICATION AREA

REFERENCES

(A) 61-PM-11

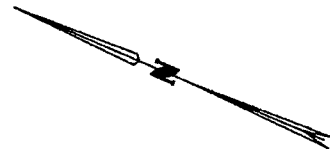


LEGEND & ABBREVIATIONS

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-----	EXISTING LINE
————	ADJUSTED LINE
	DEDICATION AREA

REFERENCES

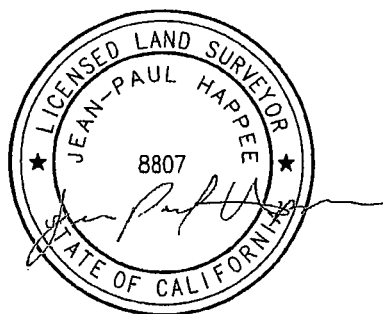
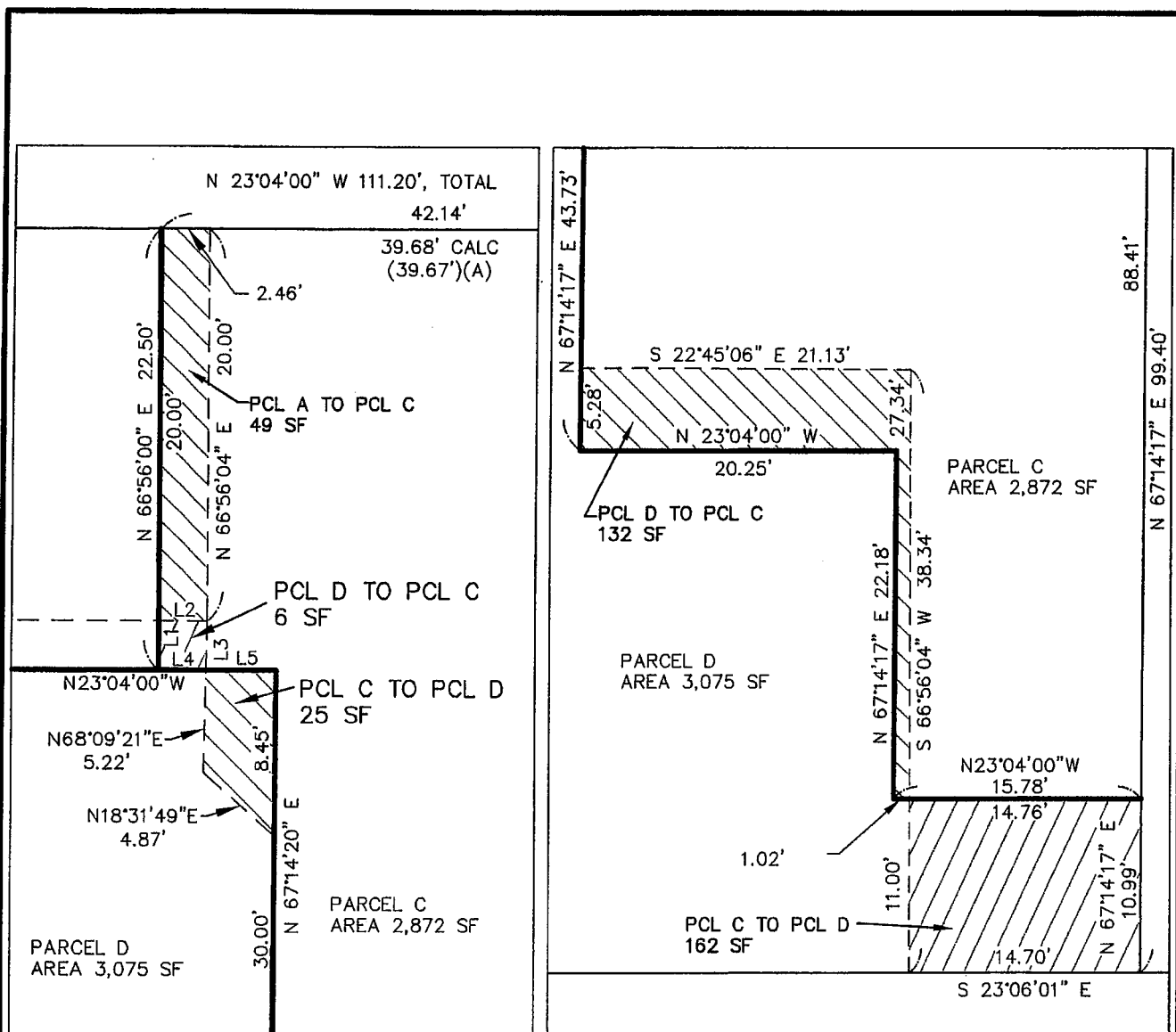
(A) 61-PM-11



ALPHA LAND SURVEYS, INC.
4444 SCOTTS VALLEY DRIVE, SUITE 7
SCOTTS VALLEY, CA 95066 (831) 438-4453

EXHIBIT B
PLAT TO ACCOMPANY LEGAL DESCRIPTION
FOR LOT LINE ADJUSTMENT OF PARCEL C
12 BLAKE LANE, SCOTTS VALLEY

JULY 22, 2021
SCALE 1"=20'
PAGE 1 OF 2

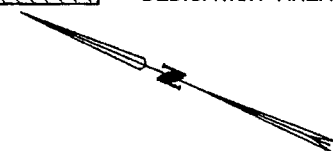


LINE DATA TABLE:

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 L2 - N 23°03'56" W 2.46'
 L3 - N 68°09'21" E 2.49'
 L4 - N 23°04'00" E 2.41'
 L5 - N 23°04'00" W 3.58'

LEGEND & ABBREVIATIONS

POB POINT OF BEGINNING
 ----- EXISTING LINE
 ————— ADJUSTED LINE
 ▨ DEDICATION AREA



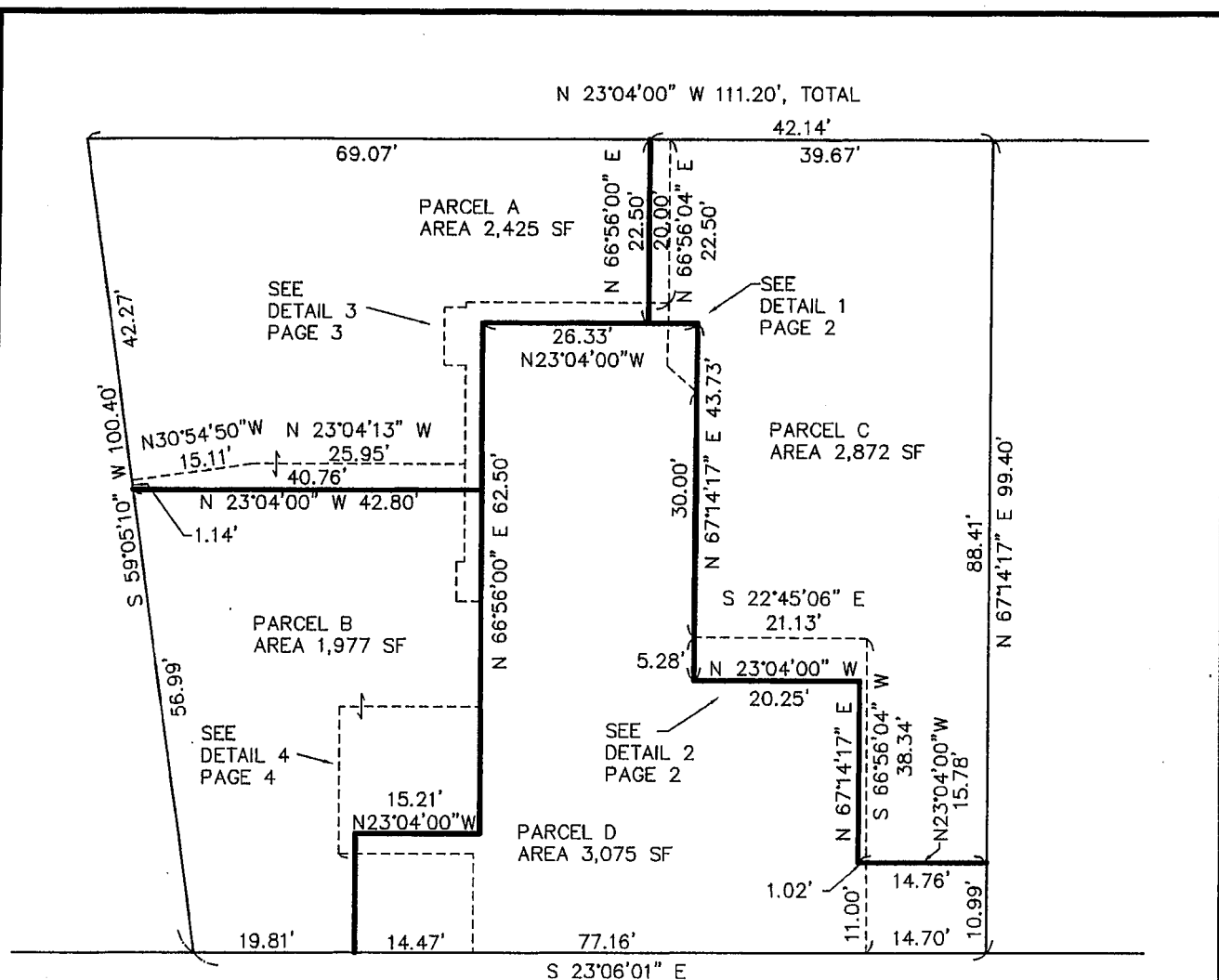
ALPHA LAND SURVEYS, INC.
 4444 SCOTTS VALLEY DRIVE, SUITE 7
 SCOTTS VALLEY, CA 95066 (831) 438-4453

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 FOR LOT LINE ADJUSTMENT OF PARCEL C
 12 BLAKE LANE, SCOTTS VALLEY

JULY 22, 2021

SCALE 1"=20'

PAGE 2 OF 2



LEGEND & ABBREVIATIONS

POB POINT OF BEGINNING

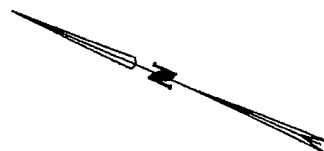
--- EXISTING LINE

— ADJUSTED LINE

▨ DEDICATION AREA

REFERENCES

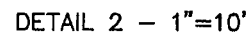
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SCOTTS VALLEY, CA 95066 (831) 438-4453

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FOR LOT LINE ADJUSTMENT OF PARCEL D
12 BLAKE LANE, SCOTTS VALLEY

JULY 22, 2021
SCALE 1"=20'
PAGE 1 OF 4



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L3 - N 68°09'21" E 2.49'
L4 - N 23°04'00" E 2.41'
L5 - N 23°04'00" W 3.58'

LEGEND & ABBREVIATIONS

POB	POINT OF BEGINNING
----	EXISTING LINE
=====	ADJUSTED LINE
	DEDICATION AREA

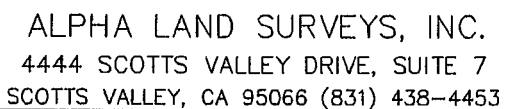
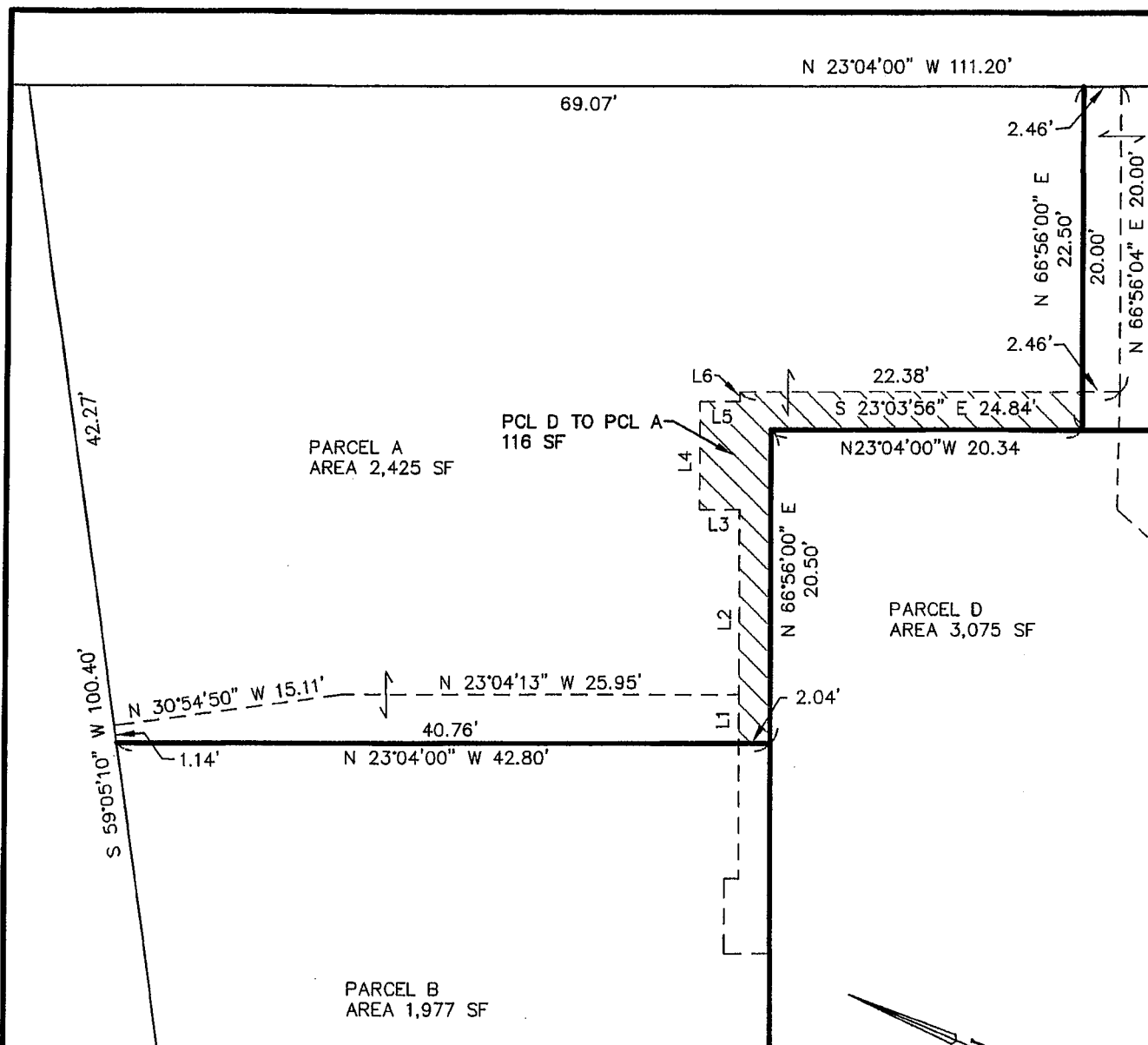


EXHIBIT B
PLAT TO ACCOMPANY LEGAL DESCRIPTION
FOR LOT LINE ADJUSTMENT OF PARCEL D
12 BLAKE LANE, SCOTTS VALLEY

JULY 22, 2021

SCALE 1"=10'

PAGE 2 OF 4



DETAIL 3 - 1"=10'

LINE DATA TABLE:

L1 - N 66°56'04" E 3.20'
 L2 - N 66°56'04" E 12.07'
 L3 - N 23°03'56" W 2.62'
 L4 - N 66°56'04" E 7.12'
 L5 - N 23°03'56" W 2.62'
 L6 - N 66°56'04" E 0.61'

LEGEND & ABBREVIATIONS

POB POINT OF BEGINNING
 ----- EXISTING LINE
 ————— ADJUSTED LINE
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REFERENCES

(A) 61-PM-11



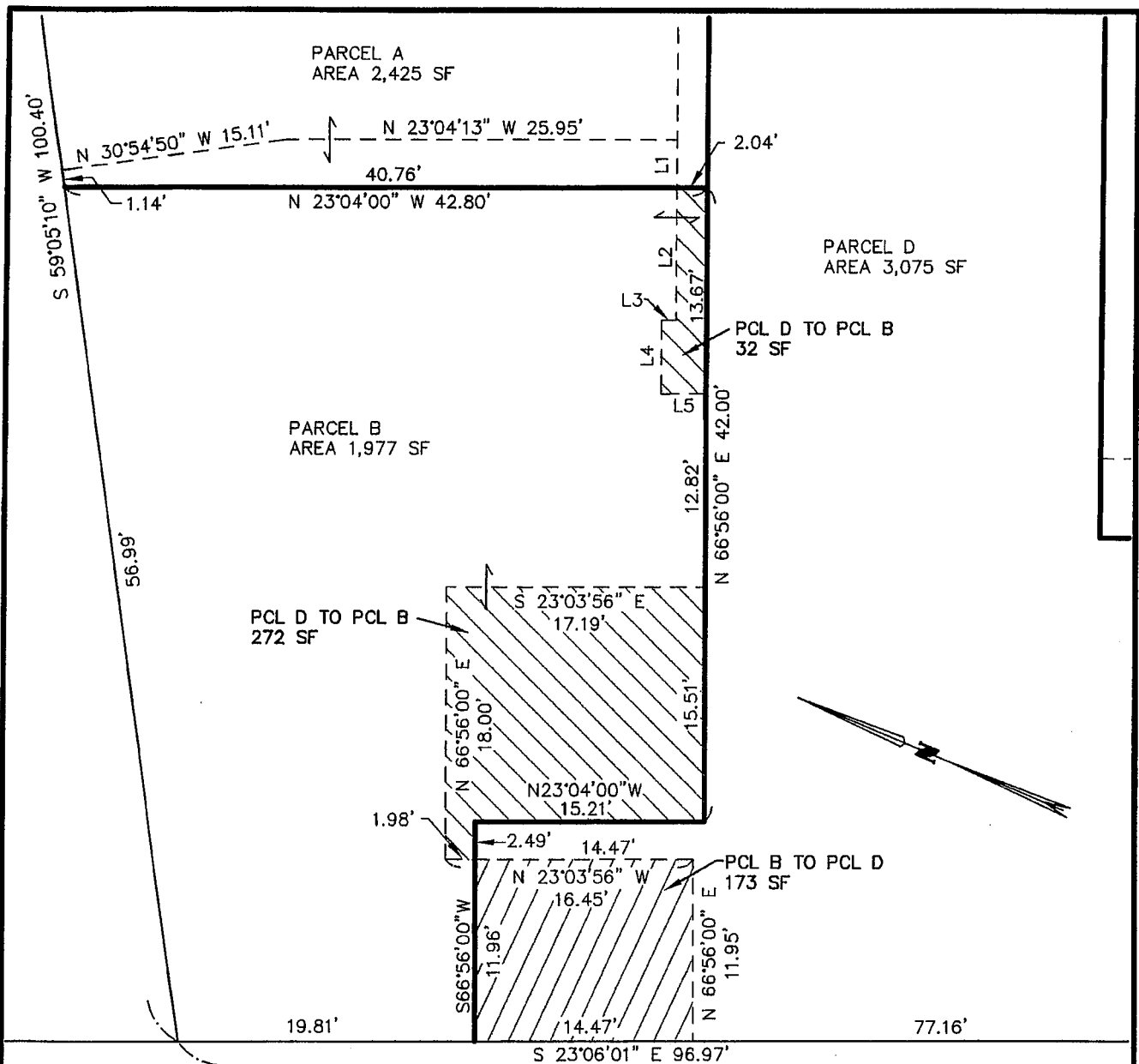
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 12 BLAKE LANE, SCOTTS VALLEY

JULY 22, 2021

SCALE 1"=10'

PAGE 3 OF 4



DETAIL 4 - 1"=10'



LINE DATA TABLE:

L1 - N 66°56'04" E 3.20'
 L2 - N 66°56'04" E 8.80'
 L3 - N 23°03'56" W 0.95'
 L4 - N 66°58'53" E 4.87'
 L5 - N 23°03'56" W 3.00'

LEGEND & ABBREVIATIONS

POB POINT OF BEGINNING
 ----- EXISTING LINE
 ————— ADJUSTED LINE
 ▨ DEDICATION AREA

REFERENCES

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JULY 22, 2021
 SCALE 1"=10'
 PAGE 4 OF 4

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: October 6, 2021

TO: Honorable Mayor and City Council

FROM: Chris Lamm, Public Works Director

APPROVED: Brian Haddix, Interim City Manager

SUBJECT: **GLENWOOD PRESERVE OPEN SPACE UPDATE AND AUTHORIZATION TO ALLOW THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SCOTTS VALLEY AND THE LAND TRUST OF SANTA CRUZ COUNTY**

SUMMARY OF ISSUE

The original Memorandum of Understanding ("MOU") between the City and the Land Trust of Santa Cruz County (Land Trust) was entered into December, 2003 for the purposes of managing and planning for the Glenwood Open Space Preserve. In that same year, the Land Trust entered into a grant agreement with the California Wildlife Conservation (CWC) Board for the sum of \$3,100,000 for the acquisition of fee and/or conservation easements over the preserve. The 170-acre Glenwood Preserve was acquired and work began to develop the Long-Term Management Plan ("LTMP") for the preserve. The City approved the LTMP on December 6, 2017.

Implementation of the LTMP included the necessity to develop a public access plan and a MOU addressing management activities. On March 21, 2018 a MOU was approved and on April 18, 2018 the Open Space Access Plan and Trail Map was approved.

Memorandum of Understanding

The 2018 MOU defined maintenance responsibilities of both the City and Land Trust. Per the MOU and LTMP, the City responsibilities include leading the management of public access, engaging the public for planning on specifics related to public access, overseeing infrastructure associated primarily with public access such as parking, rules and regulations signage, waste management (including wildlife proof receptacles), benches and picnic tables, trail brushing; graffiti management, etc., and overseeing public safety and emergency response. Due to staffing resources and the time commitment necessary to perform maintenance activities with the two preserves, the City has not been able to perform the duties outlined in the LTMP and MOU. The Land Trust has offered to perform

certain duties assigned to the City through an amendment to the MOU. Those activities include:

- Maintenance of all signage located within the preserve boundary including replacement and installation of damaged or new signs; provided no new signs will be installed or existing signs removed without the prior written approval of the City's Recreation Division Manager or his/her designee
- Maintenance of the trail tread, including repairs to damaged sections of trail and re-routes.
- Vegetation management, including trail brushing and fallen tree clearing.
- Repairs and maintenance of existing infrastructure including gates, fences, barriers, boardwalks and bridges.
- Graffiti and vandalism management

All other duties required of the City would remain the City's responsibility. The Land Trust offers that the activities above can be completed along side other work already being performed in the preserves in a cost-effective manner and requests \$20,000 per year to perform those duties.

Open Space Access Plan and Trail Map

The 2018 approval of the Open Space Access Plan and Trail Map included the following considerations from Council:

- The City move forward with K Street and Shugart parking to accommodate parking that could be listed on the maps.
- Maintain trail heads as proposed on map and with no access points improved or placed on map for at least a year.
- Only allow parking on areas noted on the map.
- Work with the Scotts Valley Unified School District on K Street parking.
- Work with the Glenwood Homeowners Association regarding a sign for parking locations.
- Place "reduce speed" sign on Glenwood Drive heading south, just before K Street.
- Provide update to City Council in six months to check on status and impacts.

Items related to parking and signage have been completed and no new trail access points have been improved or placed on the map to date. With the opening of the trails occurring in Fall of 2019, the 6-month update to the City Council would have been set to occur at the onset of the COVID-19 pandemic. At this time, the Land Trust is prepared to provide the update to the Council and is proposing removal of temporary COVID related directional signage in both preserves and formalization of one access point at the East Preserve at the upper Tabor Drive entry identified in the Open Space Access Plan and Trail Map. No new parking is being proposed at this time.

FISCAL IMPACT

The cost to the City associated with the amendment will be \$20,000 per year. FY2021/2022 expenditures would represent a partial year from the time of the amendment of \$13,333.

STAFF RECOMMENDATION

It is recommended that the City Council accept the update from the Land Trust of Santa Cruz County, authorize the City Manager to execute the amendment to the Memorandum of Understanding between the City of Scotts Valley and the Land Trust of Santa Cruz County, and amend the FY 2021/2022 annual budget to include the partial year payment for maintenance activities.

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PAGE

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Open Space Access Plan and Trail Map.....	2

AMENDMENT TO GLENWOOD OPEN SPACE PRESERVE MEMORANDUM OF UNDERSTANDING

This Amendment to Glenwood Open Space Preserve ("Preserve") Memorandum of Understanding ("Amendment") is entered into this ____ day of _____, 2021, by and between the City of Scotts Valley, a municipal corporation (the "City"), and the Land Trust of Santa Cruz County, a California nonprofit public benefit corporation (the "Land Trust").

RECITALS

- A. The City and the Land Trust entered into that certain Glenwood Open Space Preserve Memorandum of Understanding on March 21, 2018, in order to jointly implement the Long Term Management Plan for the Preserve dated November 7, 2017 ("LTMP")
- B. The LTMP describes the long-term management and monitoring of species listed under the Federal Endangered Species Act and the California State Endangered Species Act, and other sensitive species and habitats within the Preserve. The LTMP also describes management and public use of the Preserve including construction and maintenance of a public access trail system and associated pasture infrastructure designed to enhance and protect sensitive species habitat.
- C. The LTMP and the MOU obligate the City to oversee and maintain certain infrastructure in the Preserve.
- D. The parties desire to amend the MOU to assign some of the maintenance responsibilities under the LTMP to the Land Trust.

NOW, THEREFORE, the City and the Land Trust hereby agree as follows:

1. Section 2 of the MOU is hereby amended to read as follows:

“2. City Obligations Under the LTMP.

The City shall perform the obligations of the City outlined in Table 8 of the LTMP, including but not limited to, leading the management of public access, engaging the public for planning on specifics related to public access, overseeing infrastructure associated primarily with public access such as parking, rules and regulations signage, waste management (including wildlife proof receptacles), benches and picnic tables, trail brushing; graffiti management, etc., and overseeing public safety and emergency response. However, notwithstanding the terms of Table 8, the Land Trust hereby agrees to perform the following maintenance obligations within the Preserve:

- Maintenance of all signage located within the preserve boundary including replacement and installation of damaged or new signs; provided no new signs will be installed or existing signs removed without the prior written approval of the City's Recreation Division Manager or his/her designee
- Maintenance of the trail tread, including repairs to damaged sections of trail and re-routes.

- Vegetation management, including trail brushing and fallen tree clearing.
- Repairs and maintenance of existing infrastructure including gates, fences, barriers, boardwalks and bridges.
- Graffiti and vandalism management.

As compensation for such maintenance, the City shall pay the Land Trust \$20,000 per year."

2. All other terms and conditions of the Agreement and the earlier amendments shall remain unchanged and in effect during the term of the Agreement. To the extent there is a conflict between the Amendment and the MOU, the terms of the Amendment shall control.

IN WITNESS WHEREOF, the undersigned parties have executed this MOU on the date and year first above written.

City of Scotts Valley

Land Trust of Santa Cruz County

By: _____
Brian Haddix, Interim City Manager

By: _____

Approved as to form:

Kirsten Powell, City Attorney

