



AGENDA

CITY OF SEASIDE
CITY COUNCIL/SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Thursday, August 21, 2025
5:00 PM

NOTICE: *The City Council will hold its public meetings in person, with a virtual option for public participation based on availability. The City of Seaside utilizes Zoom tele-conferencing technology for virtual public participation; however, we make no representation or warranty of any kind, regarding the adequacy, reliability, or availability of the use of this platform in this manner. Participation by members of public through this means is at their own risk.*

1. To view this meeting: Please click on the following link to the City of Seaside YouTube Channel: <https://www.youtube.com/c/CityofSeasideCalifornia>
2. To view or participate this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link: <https://ci-seaside-ca-us.zoom.us/j/81936832059>
WEBINAR ID: 819 3683 2059
3. To listen or participate by phone: Please call (669) 900-9128
Enter the **WEBINAR ID:** 819 3683 2059 when prompted. There is no participate code – press the pound sign # after the recording prompts you.
4. To make public comment, the following options are available:
Before the Meeting via Email: Written comments can be emailed to CityClerk@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received by 2:00 p.m. on the day of the meeting.

During the Meeting: When the Chair calls for public comment, members of the public participating in person and wishing to address the City Council may approach the podium when the Chair calls for public comment.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9 to "Raise Hand"; press *6 to unmute.

5. In accordance with the City's Remote Meeting Participation Policy for Public Comment: The City of Seaside reserves the right to refuse, limit, and/or revoke use of video conferencing technology and the option for virtual public participation. Granting use of the virtual participation in no way constitutes an endorsement of any person or group to display hateful conduct, including sending or posting hateful images, making violent threats, or targeting others with hateful or abusive speech. The City may remove any participant that violates its agreement or applicable policy with proper notice as outlined in the conditions of use/meeting access.

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

Ian N. Oglesby	Mayor/Chair
David R. Pacheco	Mayor Pro Tem/Vice Chair
Alexis Garcia-Arrazola	Council/Agency Member
Rita Burks	Council/Agency Member
Alex Miller	Council/Agency Member

3. INVOCATION AND PLEDGE OF ALLEGIANCE

4. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

5. PUBLIC COMMENT

Members of the public wishing to address the City Council on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Public Comments for "Presentations" on this agenda are also taken at this time; comments on specific agenda items are heard under that item. For the public record, please state your name.

6. PUBLIC AGENCY COMMUNICATIONS

This is a time specifically set aside for representatives of public agencies to make brief comments of general interest to the City Council and the community.

A. SEASIDE CITY NEWS BROADCAST OF UPCOMING CITYWIDE EVENTS AND COMMUNITY ANNOUNCEMENTS

7. PRESENTATIONS

A. PROCLAMATION POSTHUMOUSLY HONORING U.S. ARMY STAFF SERGEANT ROBERT SCOTT JOHNSON

8. CONSENT AGENDA

A. APPROVE MINUTES FROM AUGUST 7, 2025, REGULAR MEETING

RECOMMENDATION: Approve minutes as presented in the agenda packet.

B. APPROVE A PROCLAMATION RECOGNIZING SEPTEMBER AS CHILDHOOD CANCER AWARENESS MONTH

RECOMMENDATION: Approve proclamation.

C. APPROVE A FEE WAIVER REQUEST FROM NARCOTICS ANONYMOUS FOR THE USE OF LAGUNA GRANDE HALL FOR A WOMEN'S BRUNCH ON MARCH 28, 2026, IN THE AMOUNT OF \$506.25

RECOMMENDATION: Approve the request.

D. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A SCHOLARSHIP AND INTERNSHIP PROGRAM WITH UNIVERSITY CORPORATION AT MONTEREY BAY FOR AN INTERSHIP AND SCHOLARSHIP PROGRAM WITH CALIFORNIA STATE UNIVERSITY, MONTEREY BAY (CSUMB) FOR THE 2025/2026 ACADEMIC YEAR

RECOMMENDATION: Adopt a resolution approving the agreement.

E. ADOPT UPDATED RESOLUTIONS AUTHORIZING INVESTMENT IN THE STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND AND AUTHORIZING THE PERSONS WHO CAN TRANSACT BUSINESS WITH THE LOCAL AGENCY INVESTMENT FUND

RECOMMENDATION: Adopt a resolution and authorize signatories.

F. ADOPT A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT WITH MONTEREY ONE WATER FOR THE CONTINUATION OF THE MONTEREY REGIONAL STORM WATER MANAGEMENT PROGRAM

RECOMMENDATION: Adopt a resolution approving MOU.

G. ADOPT A RESOLUTION TO TRANSFER \$265,000.00 FROM INDIVIDUAL STORM DRAIN IMPROVEMENT PROJECTS TO REPAIR FAILED PIPELINES CITYWIDE

RECOMMENDATION: Adopt a resolution authorizing budget transfer.

9. PUBLIC HEARING

A. ADOPT A RESOLUTION APPROVING THE APPLICATION TO NAME THE BASKETBALL COURT AT LINCOLN CUNNINGHAM PARK AFTER E.J. ROWLAND AND THE PLACEMENT OF A COMMEMORATIVE PLAQUE ON A BENCH NEXT TO THE BASKETBALL COURT IN HONOR OF EARL ROWLAND

RECOMMENDATION: Approve the recommendations from the Parks and Recreation and Art and History Commissions to approve the application to name the basketball court after E.J. Rowland and place a commemorative plaque in

honor of Earl Rowland.

- B. ADOPT AN ORDINANCE TO AMEND THE SEASIDE MUNICIPAL CODE ADDING CHAPTER 9.05 PROHIBITING AGGRESSIVE SOLICITATION IN THE CITY'S STREET MEDIANS AND OTHER PLACES AND AMENDING CHAPTERS 9.20 OVERNIGHT OCCUPANCY OF VEHICLES ON PUBLIC PROPERTY, 9.21 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AND 10.32 STOPPING, STANDING AND PARKING. THE PROPOSED ORDINANCE AMENDMENT IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B)(3) OF THE CEQA GUIDELINES (SECOND READING - ROLL CALL VOTE)**

RECOMMENDATION: Adopt the ordinance.

10. BUSINESS ITEMS

- A. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM CENTRAL COAST HIGH SCHOOL TO ASSIST WITH THE COSTS ASSOCIATED WITH THEIR AUTO DETAILING PROGRAM**

RECOMMENDATION: Approve the request.

- B. ADOPT A RESOLUTION AUTHORIZING THE USE OF THE CITY-OWNED PARKING LOT ON CONTRA COSTA STREET, AND THE CLOSURE OF CONTRA COSTA STREET TO THROUGH TRAFFIC FROM PALM AVENUE TO BROADWAY AVENUE FOR THE SEASIDE MUSIC FESTIVAL ON SATURDAY, OCTOBER 4, 2025**

RECOMMENDATION: Adopt a resolution permitting the closure of Contra Costa.

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

1. Provide a report on domestic violence in Seaside, and consider the establishment of a committee or taskforce focused on domestic violence issues. (Garcia-Arrazola)

B. FOLLOW UP ON PREVIOUS REQUESTS

12. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

This is a time specifically set aside for members of the City Council, the City Manager and City Attorney to make brief comments of general interest to the community and report on committee assignments.

13. CLOSED SESSION

Pursuant to Government Code Section 54956 et seq., the City Council and Successor Agency to Redevelopment Agency may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City Attorney. Public comments on these items are taken after being read by the City Attorney. For the public record, please state your name.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54956.8

Property: The Property Commonly Referred to As Campus Town
(Property bounded by Highway 1/1st Avenue, 7th Avenue, Lightfighter/Colonel Durham Street, and Gigling)

Agency Negotiators: City Manager, et. al

Negotiating Parties: KBB Seaside Venture, et. al. and City of Seaside

Under Negotiation: Price, terms of payment or both

B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE 54956.9 (D)(2)

Two matters of potential litigation

14. ADJOURNMENT

Next Regularly Scheduled Meeting:

September 4, 2025

5:00 p.m.

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at:

<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Governor Newsom's Executive Orders N-29-20 and N-33-20.



DRAFT MINUTES

CITY OF SEASIDE
CITY COUNCIL/ SUCCESSOR
AGENCY TO THE
REDEVELOPMENT AGENCY

REGULAR MEETING
440 HARCOURT AVE
Thursday, August 7, 2025
5:00 PM

1. CALL TO ORDER

Mayor/Chair Oglesby called the meeting to order at 5:00 p.m.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco
ABSENT: None

3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held for invocation. The pledge was led by Mayor Pro Tem/Vice Chair Pacheco.

4. REVIEW OF AGENDA

No changes.

5. PUBLIC COMMENT

Tom Levobosky, Lucille Yuskov, Bobby Maxwell

6. PUBLIC AGENCY COMMUNICATIONS

A. SEASIDE CITY NEWS BROADCAST OF UPCOMING CITYWIDE EVENTS AND COMMUNITY ANNOUNCEMENTS

The following announcements were made:

- On August 10th, enjoy opening act Red Beans & Rice, followed by headliner Anthony Paule Soul Orchestra! Music runs from 1 PM to 4:30 PM—admission is free, and all ages are welcome.
- The U.S. Army is preparing for a prescribed burn at the former Fort Ord in 2025, as part of its ongoing environmental cleanup efforts. The designated area—Unit A—is located within the Fort Ord National Monument, and the burn may take place anytime between July and December, depending on weather conditions.
- Community members can stay informed by signing up for the Army's Direct Notification Program to receive updates via text, email, or phone. For more details and to register, visit FortOrdCleanup.com or call 800-852-9699.
- The County of Monterey uConnect App has been updated to include a tile that will take users directly to Car Week 2025 real-time traffic information. For

more information, including a link to download uConnect, visit countyofmonterey.gov.

- After nearly 28 years of dedicated service, the City of Seaside proudly announces the retirement of Fire Captain Elino “Linus” Alcoran, Jr. Serving since November 1997, Captain Alcoran has been a steadfast leader and protector in our community.
- Exotics on Broadway, Saturday, August 16th from 11 AM to 4 PM! Vendor & Hyper Car Showcase on Fremont Boulevard, featuring 40+ hypercars, top sponsors, a VIP Lounge, and more in a ticketed, enclosed area. Broadway Avenue remains free and open to the public, packed with exotic, luxury, and classic cars across four vibrant blocks.
- Progress continues on Campus Town! A utility coordination and preconstruction meeting was held on July 23rd, and site preparation will begin soon with up to 12 mega dump trucks will operate daily from 7 AM to 3 PM for 2 to 3 weeks—no lane closures are expected, though flaggers may assist with traffic flow.
- Fiber Arts Exhibit at the Walter Lee Avery Gallery, located inside City Hall. Running now through September 4th. For more details contact Art Programs at (831) 899-6811.
- The City of Seaside is excited to announce two nominations in the Weekly’s Best of Monterey County reader’s poll! The Oldemeyer Center is nominated for Best Hangout for Seniors — a welcoming space for connection, activities, and community. 🎷 Blues in the Park is up for Best Venue for Blues — bringing soul, rhythm, and summertime energy to Seaside every year. Vote today at www.montereycountynow.com/bestof
- Everyone’s Harvest, in partnership with Farms Together, is offering FREE boxes of produce at the Seaside Farmer’s Market every Thursday! Please note that the new time for box distribution is 4:30 PM.
- Join FOSPA on Saturday, August 9th at Farallones Park, and, on the 16th at Lincoln Cunningham Park, for a day of service and outdoor fun! For more information, including future workdays and locations, visit Friends Of Seaside Parks.org.

7. PRESENTATIONS

A. RECEIVE PRESENTATION FROM BLUE ZONES PROJECT (CINDY FOSTER RUIZ, DIRECTOR OF COMMUNITY PROGRAMS & MARKETING)

Mayor Oglesby and Assistant City Manager Dan Meewis received the certificate awarding Seaside City Hall for its pledge to become a Blue Zones Project worksite and implementation healthy, evidence-based options to improve its employees well-being making healthy choices easier.

B. JUNE AND JULY 2025 HOUSE OF THE MONTH AWARDS (NEIGHBORHOOD IMPROVEMENT COMMISSION)

Assistant City Manager Dan Meewis, and Neighborhood Improvement Commission Chairperson Ray Riordan presented awards to the owners of 1141 Amador Avenue (June winner), and 1336 Kenneth Street (July winner).

8. CONSENT AGENDA

Items 8H and 8K were pulled.

Public Comment: Hugh Smith, Dianne Nielson, Christopher Foliaki

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council Member Garcia-Arrazola and carried by the following vote, the City Council/Successor Agency moved to approve the consent agenda.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

A. APPROVE MINUTES FROM JUNE 24, 2025, SPECIAL MEETING

ACTION: Approved

B. APPROVE AND FILE CITY CHECKS

ACTION: Approved

C. APPROVE AND FILE SUCCESSOR AGENCY CHECKS

ACTION: Approved

D. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM SEASIDE RAIDERS YOUTH FOOTBALL FOR THE 2025 SEASON

ACTION: Approved

E. APPROVE A FEE WAIVER REQUEST FROM SEASIDE HIGH SCHOOL FOR COSTS ASSOCIATED WITH THE ANNUAL HOMECOMING PARADE ON SEPTEMBER 26, 2025, IN THE AMOUNT OF \$1,046.00

ACTION: Approved

F. APPROVE APPOINTMENT TO NEIGHBORHOOD IMPROVEMENT COMMISSION

ACTION: Approved appointment of Stephanie Spross.

G. ADOPT A RESOLUTION AWARDED A CONSTRUCTION CONTRACT TO JMS CEMENT CONTRACTORS IN AN AMOUNT NOT TO EXCEED

\$711,274.00, AND APPROVE A CONSTRUCTION CONTINGENCY IN THE AMOUNT OF \$106,691.00, FOR THE CONSTRUCTION OF THE EUCALYPTUS ROAD INFILTRATION UNIT REPAIR PROJECT AND APPROVE THE PLANS AND SPECIFICATIONS (THIS CONTRACT IS FUNDED VIA A FORT ORD REUSE AUTHORITY AGREEMENT)

ACTION: Adopted Resolution #25-101

H. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN LICENSING AGREEMENT WITH PLACER.ai FOR A SOFTWARE SUBSCRIPTION IN THE AMOUNT OF \$27,250.00

Public Comment: Karla Lobo, Lynda Cunningham

On motion by Council/Agency Member Miller and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following vote, the City Council/Successor Agency moved to authorize an agreement with Placer.ai for a software subscription.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Resolution #25-102

I. ADOPT A RESOLUTION APPROVING THE RECLASSIFICATION OF CHIEF BUILDING OFFICIAL AND MODIFICATION TO THE COMPENSATION PLAN

ACTION: Adopted Resolution #25-103

J. ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A JOINT EXERCISE OF POWERS AGREEMENT (JPEA) BY AND BETWEEN THE SEASIDE COUNTY SANITATION DISTRICT AND THE CITY OF SEASIDE

ACTION: Adopted Resolution #25-104

K. ADOPT A RESOLUTION INCREASING JMS CEMENT CONTRACTORS' AGREEMENT BY \$300,000.00 TO A TOTAL NOT TO EXCEED \$1,447,947.50 FOR POLICE DEPARTMENT PARKING LOT IMPROVEMENTS, AND AUTHORIZE A \$300,000.00 TRANSFER FROM CAPITAL RESERVES

Public Comment: Bobby Maxwell, Eleni Mattheakis, Karla Lobo

On motion by Council/Agency Member Garcia-Arrazola and second by Mayor Pro Tem/Vice Chair Pacheco and carried by the following vote, the City

Council/Successor Agency moved to approve an increase to the JMS cement contractors' agreement by \$300,000.00 and authorized a transfer of \$300,000.00 from capital reserves.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: Adopted Resolution #25-105

9. PUBLIC HEARING

A. ADOPT AN ORDINANCE TO AMEND TITLES 5 AND 17 OF THE SEASIDE MUNICIPAL CODE TO ESTABLISH SECURITY REQUIREMENTS, OPERATING STANDARDS, AND ZONING REQUIREMENTS FOR THE STORAGE OR SALE OF FIREARMS AND AMMUNITION. THE PROPOSED ORDINANCE IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b)(3) OF THE CEQA GUIDELINES. (SECOND READING - ROLL CALL VOTE)

Housing and Planning Manager, Andy Myrick reviewed the proposed ordinance that would amend Title 5 to address issues related to operational security requirements, with the goal to prevent the theft of firearms. The police chief would evaluate the property and determine whether the License would be appropriate. The ordinance also modifies Title 17 to specify appropriate locations. The requirements relating to location would include: Define new use and require a Use Permit for all applications; Limit locations to southwest portion of the City; Limit locations to Community Commercial (CC) and Regional General Commercial (CRG) Zoning Districts; Require minimum distances from certain sensitive uses.

Public Comment: None

On motion by Mayor Pro Tem/Vice Chair Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following vote, the City Council/Successor Agency moved to adopt the ordinance.

RESULT: 4-0-1-0

AYES: Burks, Garcia-Arrazola, Oglesby, Pacheco

NOES: None

ABSTAIN: Miller

ABSENT: None

ACTION: Adopted Ordinance #2037

B. ADOPT AN ORDINANCE TO AMEND THE SEASIDE MUNICIPAL CODE ADDING CHAPTER 9.05 PROHIBITING AGGRESSIVE SOLICITATION IN

THE CITY'S STREET MEDIANS AND OTHER PLACES AND AMENDING CHAPTERS 9.20 OVERNIGHT OCCUPANCY OF VEHICLES ON PUBLIC PROPERTY, 9.21 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AND 10.32 STOPPING, STANDING AND PARKING. THE PROPOSED ORDINANCE AMENDMENT IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B)(3) OF THE CEQA GUIDELINES (FIRST READING - ROLL CALL VOTE)

Assistant City Manager Dan Meewis reviewed the additions, and revisions to the municipal code that include a law that prohibits unsafe/aggressive solicitation in key public spaces, prohibits occupancy in vehicles on public property between 9pm to 6am, key definitions clarified, storage enforcement, parking amendments. The next steps if adopted include Train staff on enforcement and notice requirements Coordinate with outreach teams and service providers, Install updated signage in regulated areas, and Launch public awareness and communications campaign.

Public Comment: Karla Lobo, Eleni Mattheakis, Dianne Nielson, Peter Kaiser

On motion by Mayor Pro Tem Pacheco and second by Council/Agency Member Garcia-Arrazola and carried by the following roll call vote, the City Council/Successor Agency moved to approve for a second reading at the next regular meeting.

RESULT: 5-0-0-0

AYES: Burks, Garcia-Arrazola, Miller, Oglesby, Pacheco

NOES: None

ABSTAIN: None

ABSENT: None

ACTION: 2nd Reading at next regular meeting on August 21, 2025

10. BUSINESS ITEMS

A. 4TH OF JULY AFTER ACTION REPORT (POLICE CHIEF NICK BORGES & FIRE CHIEF PAUL BLAHA)

Chief Borges delivered the report and responded to questions from the Council and public comment. The 2025 recommendations included: Coordinate Home Depot parking lot closure or security, eliminate second Command Post, recommend NO PARKING signs/curbs on Gen Jim Blvd, Pet Awareness / Safety Tips, Streamline, Hotlines Messaging (When to call), and Send letters to previously cited locations prior.

Public Comment: Lynda Cunningham, Karla Lobo

ACTION: Report received

**B. RECEIVE UPDATE ON THE CITY OF SEASIDE CAR WEEK EVENTS
SCHEDULED FROM AUGUST 11, 2025, THROUGH AUGUST 16, 2025**

Assistant City Manager Dan Meewis delivered the report and responded to questions from the Council. The events held in Seaside will be as follows:

Monday, August 11, 2025 – Porsche Monterey “Classic Porsche”
Del Monte Avenue
4pm – 8pm

Monday August 11- Wednesday, August 13, 2025 – Automobilia Collectors Expo
Embassy Suites
10:00am – 5:00pm

Wednesday, August 13, 2025 – BMW M Sport Event
BMW of Monterey (1 Geary Plaza, Seaside)
3pm – 7pm

Friday, August 15, 2025 – The Paddock featuring Radwood
Bayonet Blackhorse Golf Course
3pm – 8pm

Saturday, August 16, 2025 – Concors d’Lemons
City Hall Lawn from
8:00am – 1:00pm

Saturday, August 16, 2025 – Concorso Italiano
Bayonet Blackhorse Golf Course
8am – 4pm

Saturday, August 16, 2025 – Exotics on Broadway
Broadway Avenue & Fremont Boulevard
11am – 4pm

Public Comment: Karla Lobo

ACTION: Report received

11. COUNCIL MEMBER REQUESTS

A. NEW COUNCIL MEMBER REQUESTS

Receive a report on domestic violence calls and establishment of a committee or task force focused on domestic violence (Garcia-Arrazola)

B. FOLLOW UP ON PREVIOUS REQUESTS

City Manager Greg McDanel advised that the Council can expect items on previous requests regarding unsolicited proposals and Board and Commission education at the next meeting.

12. CITY ATTORNEY, CITY MANAGER, CITY COUNCIL AND MAYOR COMMENTS AND REPORTS ON COMMITTEE ASSIGNMENTS

Reports provided.

13. CLOSED SESSION

City Attorney Sheri Damon read the closed session items and did not anticipate a report out.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE 54956.8

Property: 1 McClure Way, commonly known as the Blackhorse and Bayonet Golf Course and Grand Hyatt Hotel site

Agency Negotiators: City Manager, et. al

Negotiating Parties: Seaside Acquisition Group et. al. and City of Seaside

Under Negotiation: Price, terms of payment or both

No report.

B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9 - EXISTING LITIGATION

Monterey County Superior Court Case No. 24 CV002872

Case Name: Seaside Highlands Homeowners Association v. City of Seaside, et al.

No report.

C. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE SECTION 54956.9 - EXISTING LITIGATION

Monterey County Superior Court Case No. 25CV001036

Case Name: City of Seaside v. Seaside Highlands Homeowners Association, et al.

No report.

D. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE 54956.9 (d)(2)

Two matters of potential litigation

No report.

14. ADJOURNMENT

With no further business, the meeting adjourned in honor of Dr. Michele Horne,

Retired Officer Paul Gooden, Retired Police Personnel Betty Lauritsen, Ms. Mary Ethel Childs, Ms. Lori Merwin at 9:42 p.m.

Respectfully submitted,

Dominique L. Davis, City Clerk

Ian N. Oglesby, Mayor



CITY OF SEASIDE STAFF REPORT

Item No.: 8.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dominique Davis, City Clerk

DATE: August 21, 2025

**SUBJECT: APPROVE A PROCLAMATION RECOGNIZING SEPTEMBER AS
CHILDHOOD CANCER AWARENESS MONTH**

RECOMMENDATION

Approve proclamation.

BACKGROUND

Childhood cancer is a significant public health issue, with approximately 15,000 children in the United States diagnosed with cancer each year. It is the leading cause of death by disease for children in the United States. Despite advancements in research and treatment, childhood cancer remains a critical issue that requires continued awareness, support, and funding for research.

September is nationally recognized as Childhood Cancer Awareness Month. Across the country, individuals, communities, and organizations come together during this month to raise awareness about childhood cancer, honor the memory of children lost to the disease, and support the families of those currently battling cancer.

In recognition of the importance of raising awareness about childhood cancer, the City of Seaside has been asked to join other cities and communities across the nation in proclaiming September as Childhood Cancer Awareness Month. This proclamation will serve to highlight the ongoing struggles faced by affected children and families, promote the need for continued research and funding, and encourage community support for those impacted by this devastating disease.

By adopting this proclamation and authorizing City Hall to be lit in yellow lights, the City of Seaside will demonstrate its commitment to raising awareness about childhood

cancer and supporting affected families within our community and beyond. The proclamation will be shared on the City's social media platforms and website to reach a broader audience.

FISCAL IMPACT

None.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. Honoring Jacob's Heart Children's Cancer Support Services
-

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

City of Seaside PROCLAMATION



Honoring Jacob's Heart Children's Cancer Support Services and Declaring September 2025 as Childhood Cancer Awareness Month in the City of Seaside

WHEREAS, the character of our community is revealed in how we treat our most vulnerable; and

WHEREAS, each year, 19.2 in every 100,000 children in our community will be diagnosed with cancer; and

WHEREAS, cancer remains the leading cause of death by disease among children – more than asthma, diabetes, cystic fibrosis, congenital anomalies, and AIDS combined; and

WHEREAS, Jacob's Heart has been keeping medically fragile children and families housed, fed, and emotionally supported by steadfastly adhering to the following commitments: 1) Parents of children with cancer and other serious illnesses will be relieved of financial fears and able to focus attention on their children: 2) No child undergoing intensive treatment in our community will be homeless: 3) Families of seriously ill children will not experience food insecurity during and after pandemic: and 4) No child seriously ill in our community will ever miss a medical appointment because of a lack of transportation; and

WHEREAS, Jacob's Heart holds the memories and honors the legacies of hundreds of children from our local community who have been lost to cancer, ensuring that their memories will never be forgotten; and

WHEREAS, the oncology department at Lucile Packard Children's Hospital at Stanford has worked closely with Jacob's Heart for the past 27 years as a trusted community partner in providing family-centered care that addresses the emotional, practical and financial struggles of families of children with cancer in the City of Seaside; and

WHEREAS, it is important for all Seaside City residents to recognize the impact of pediatric cancer on families within our community and honor the children in our community whose lives have been cut short by cancer.

NOW THEREFORE, BE IT PROCLAIMED, that I, The Honorable Ian N. Oglesby, Mayor of the City of Seaside, California, on behalf of the City Council, do hereby declare September as Childhood Cancer Awareness Month in the City of Seaside and do hereby honor Jacob's Heart Children's Cancer Support Services for outstanding support to our community and acknowledge the organization's contributions to Childhood Cancer Awareness Month, honoring children with cancer in our community.

Ian N. Oglesby, Mayor
August 21, 2025



CITY OF SEASIDE STAFF REPORT

Item No.: 8.C.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Kee Hyon Higgins, Recreation Supervisor

DATE: August 21, 2025

**SUBJECT: APPROVE A FEE WAIVER REQUEST FROM NARCOTICS
ANONYMOUS FOR THE USE OF LAGUNA GRANDE HALL FOR A
WOMEN'S BRUNCH ON MARCH 28, 2026, IN THE AMOUNT OF
\$506.25**

RECOMMENDATION

Approve the request.

BACKGROUND

The Monterey County Area Narcotics Anonymous Women's Brunch Committee is requesting a fee waiver for use of the Laguna Grande Hall at the Oldemeyer Center for a Women's Brunch on Saturday, March 28, 2026. Their mission for the Women's Brunch is to introduce women new to recovery to Narcotics Anonymous for support, fun and fellowship. Their experience has been that women from all over the state will attend the brunch. Each member is asked to bring the women that they sponsor to the event. Many of the women that attend the event will stay over in Seaside and enjoy local restaurants and businesses.

The last fee waiver submitted to the City Council for Narcotics Anonymous was approved on June 6, 2024, and the City Council has approved a fee waiver for the Women's Brunch annually since 2010. The organization will provide their own insurance.

FISCAL IMPACT

The approximate fees which are applicable to this request are:

Laguna Grande Hall Fee	9 hours at \$56.25	\$506.25
<u>Non-Refundable Deposit</u>		<u>\$ 98.25</u>
TOTAL		\$604.50

Should the City Council approve the request with the staff recommendation to waive all rental fees but require payment for the non-refundable deposit only, the fiscal impact is \$506.25 out of account 100.3672.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. Narcotics Anonymous Fee Waiver (Women's Brunch) 2026
2. 501(c)(3) - Narcotics Anonymous

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

Please read policy on back first



**SEASIDE
CALIFORNIA**

Fee Waiver Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

Organization: Narcotics Anonymous Womens Brunch
Name of Applicant: Martha Melissa Alvarez
Address: 7104 Yuccatan Way City: Salinas State: CA
Phone: 831-512-0727 Email: melissa@recoveryrestoration.biz

EVENT INFORMATION:

Event Title: Womens Brunch
Event Description: Brunch for women in Recovery
Event Date: 3/28/2026 Room(s) Requested: Laguna Grande
Time (including set-up): 7am - 4pm Approximate Number of Guests: 200

ADDITIONAL INFORMATION:

Reason for Requesting Fee Waiver: we are a non-profit organization

Have you received a Fee Waiver in the past? ☒ Yes, the event was on _____ ☐ No

What is your organization's tax identification number? _____

What percentage of your members or participants resides in Seaside? 70 %

Is your organization based in Seaside? ☒ Yes ☐ No

Is your organization able to provide liability insurance? ☒ Yes ☐ No

Will alcohol be served or sold at your event? ☐ Yes ☒ No

Applicant Signature: [Signature]

Date: 7/10/2025

(For Office Use Only)

Fee Waiver Request: ☐ Approved ☐ Denied ☐ Appealed

Security Deposit Required? ☐ Yes ☐ No

Staff Signature: _____

Date: _____

Notes: _____



**SEASIDE
CALIFORNIA**

Fee Waiver Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

POLICY REGARDING ROOM RENTAL FEES AND WAIVERS

Fees may be waived for activities that benefit the majority of Seaside residents. Any new organizations requesting fee waivers are required to submit a letter of intent and complete the Fee Waiver Request form to the Recreation Services Department. The application will be submitted to the City Manager or his designee for review and approval. In the event that the fee waiver request is denied by the City Manager, the request can be appealed to the City Council. Applicants must demonstrate that the following criteria are satisfied:

1. At least 60% of the organization's membership must consist of Seaside residents. The organization must provide documentation verifying membership residency.
2. The organization must be a 501(C)3 non-profit or public benefit organization and provide taxpayer identification number.
3. The organization must provide an in-kind service/donation to benefit and augment the City of Seaside. A written statement must be submitted with the application outlining specific donations and/or services provided by the organization to the City of Seaside.

FEE WAIVERS FOR MEETING ROOMS

1. Meetings are limited to four hours.
2. All organizations receiving fee waivers must give seven days notice of cancellation. If no notice is given of cancellation, the City reserves the right to deny further fee waiver requests.
3. Due to limited space, organizations may not request fee waivers for any more than one meeting room use per year; fee waivers are not intended to provide for ongoing weekly or monthly meeting use.
4. No faith based organizations may apply for fee waivers due to the separation of church and state.

AUDITORIUM RENTAL FEE WAIVER

Organizations requesting the use of the Auditorium must:

1. Pay the non-refundable portion of the deposit per event.
2. An organization requesting use of the auditorium for a special event or meeting may receive no more than one fee waiver request within a 90-day period.
3. Provide special event liability insurance. The following is required:
 - a. Provide an "Occurrence Made" liability insurance policy, naming the city as additionally insured, with limits of \$1 million per occurrence and \$2 million aggregate. A copy of that policy must be provided to the Recreation Services Department.

OR

 - b. Purchase Special Event Liability insurance through the Recreation Services Department at the time of fee waiver request. This insurance covers not only the city, but also those renting the facility.
4. Fundraising activities of any nature do not qualify for fee waivers.
5. Special events may be required to provide security at renter's expense. A photocopy of the contract must be on file with the Recreation Services Department. The number of security guards required is determined by the nature of the event and the numbers in attendance.

***A City-sanctioned organization is defined as "any community based group or organization that in cooperation with the Recreation Services Department, provides an entertainment, recreation and/educational service benefiting the citizens of Seaside."**

****All deposits are placed in the maintenance and janitorial fund designated for the upkeep and repair of the Oldemeyer Center.**

Fee waiver attached



**SEASIDE
CALIFORNIA**

Facility Use Rental Request Form
Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

ROOM: Laguna Grande Hall
Organization: Monterey County Narcotics Anonymous Womens Brunch
Name of Applicant: Melissa Alvarez
Address: 764 Yucatan Way **City:** Salinas **Zip:** 93905
Phone: (831) 520-727 **Email:** melissa@recoveryrestoration.biz
Day of Event Contact Name and Phone: Melissa Alvarez 831 520 727
☒ Resident ☐ Non-Resident

EVENT INFORMATION:

Event Title: Monterey County Narcotics Anonymous Womens Brunch
**Please attach invitation or flyer if available.*
Event Date: 3/28/2025 **Approximate Number of Guests:** 200
Reservation Time: 7:00AM - 4:00pm **Event Time:** 10:00AM - 4:00pm
**Laguna Grande Hall & Soper: Security guard(s) must be present for entire event time. See next page.*

Special Instructions: _____

Request to use the City's:
**Subject to availability*

☐ Podium ☐ Microphone ☐ Projector Screen
***Projectors and other electronic equipment will not be provided*

	Yes	No		Yes	No
Is the event open to the public?	☐	☒	Will refreshments be served?	☒	☐
Will admission be charged?	☒	☐	Will refreshments be sold?	☐	☒
Are you a non-profit organization?	☒	☐	Will you be using the kitchen?	☒	☐
Will there be music?	☒	☐	Will alcohol be served?	☐	☒
Will there be live music and/or DJ?	☒	☐	Will alcohol be sold?	☐	☒
Name of band or DJ: <u>Jess DJ</u>			<i>*Alcohol is prohibited at youth oriented events</i>		

APPLICANT WILL PROVIDE THE FOLLOWING ITEMS 30 DAYS PRIOR TO THE EVENT:

1. Full payment of all applicable fees
2. Copy of event security contract by licensed company (if applicable)
3. Proof of liability insurance
4. Copy of ABC license (if applicable)

I have read and agree to all pages in the rental agreement forms

Applicant Signature: _____

Date: 7/10/2025

(For Office Use Only)

Permit Fee: _____ **Authorized Agent:** _____ **Date:** _____

Note: Original to Resource Management/Recreation Department



SEASIDE CALIFORNIA

Facility Use Rental Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

FACILITY SELECTION

☒ LAGUNA GRANDE HALL

Capacity: Dining: 225 / Theatre: 300
Dimensions: 128' X 120'

	Resident	Non-Res
Hourly Rate	\$56.25	\$154.00
Deposit	\$655.00	\$819.00
(Refundable)	(\$556.75)	(\$696.15)
Alcohol Deposit	\$638.00	\$798.00
(Refundable)	(\$414.70)	(\$518.70)

Liability Insurance: \$85-\$217

Security Guards: required 1 per 50 guests

- ☐ I will be using Hall only
☐ I will be using Hall & Kitchen only
☐ I will be using Hall, Kitchen & Dance Studio

☐ BAYONET MEETING ROOM

Capacity: Classroom: 30 / Theatre: 40
Dimensions: 24' X 20'

	Resident	Non-Res
Food Deposit	\$150	\$187.50
(Non Refundable)	(\$37.50)	(\$46.75)
Rate 0-3 hr.	\$43.75 /hr.	\$61.00 /hr.
After 3 hrs.	\$20 /hr.	\$28.00 /hr.

☐ BLACKHORSE MEETING ROOM

Capacity: Classroom: 40 / Theatre: 50
Dimensions: 28' X 26'

	Resident	Non-Res
Food Deposit	\$150	\$187.50
(Non Refundable)	(\$37.50)	(\$46.75)
Rate 0-3 hrs.	\$43.75 /hr.	\$76.00 /hr.
After 3 hrs.	\$20 /hr.	\$33.00 /hr.

☐ DANCE STUDIO

Capacity: Classroom: 35 / Theatre: 70
Dimensions: 26' X 24'

	Resident	Non-Res
Food Deposit	\$150	\$187.50
(Non Refundable)	(\$37.50)	(\$46.75)
Rate 0-3 hr.	\$43.75 /hr.	\$94.00 / hr.
After 3 hrs.	\$20.00 /hr.	\$44.00 / hr.

☐ SEAHORSE CONFERENCE ROOM

Capacity: 20 / Dimensions: 28' X 16'

	Resident	Non-Res
Rate 0-3 hrs.	\$43.75 /hr.	\$61.00 / hr.
After 3 hrs.	\$20 /hr.	\$28.00 /hr.

☐ SEASIDE MEETING ROOM

Capacity: Classroom: 40 / Theatre: 60
Dimensions: 32' X 26'

	Resident	Non-Res
Food Deposit	\$150	\$187.50
(Non Refundable)	(\$37.50)	(\$46.75)
Rate 0-3 hr.	\$43.75 /hr.	\$61.00 / hr.
After 3 hrs.	\$20 /hr.	\$28.00 / hr.

☐ SEASIDE COMMUNITY CENTER (SOPER)

Capacity: Dining: 85 / Theatre: 100
Dimensions: 128' X 120'

	Resident	Non-Res
Hourly Rate	\$59.25	\$83.00
Deposit	\$348.00	\$436.00
(Refundable)	(\$295.80)	(\$370.60)
Alcohol Deposit	\$638.00	\$798.00
(Refundable)	(\$414.70)	(\$518.70)

Liability Insurance: \$85-\$217

Security Guards: required 1 per 50 guests

- ☐ I will be using the Large Room only
☐ I will be using the Kitchen only
☐ I will be using the Large Room & Kitchen

☐ YOUTH EDUCATION CENTER

Two hour rentals: available Fridays and Saturdays
7:30-9:30 PM, and Sundays for any two hours
between 8 AM - 9 PM.

	Resident	Non-Res
Deposit	\$83	\$103.50
(Non Refundable)	(\$21)	(\$26)
0-25 Guests	\$172	\$215
26-50 Guests	\$187.00	\$234
51-75 Guests	\$205.00	\$257.00
Mini Golf	\$25	\$31
Extra ½ Hour	\$38	\$47.50

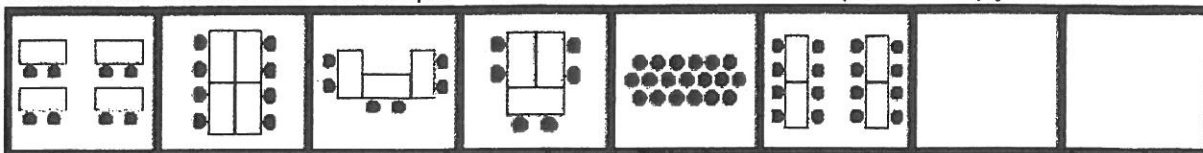
Non-Profit Rate: For Laguna Grande Hall, Seaside Community Center, and the Youth Education & Resource Center, non-profits may use the resident rate. For all other meeting rooms, non-profits may have up to 4 hours for \$37.00/\$47.00. Proof of 501(c)(3) required.

Security Guards: If required, security guards must be present for entire duration of event. Failure to comply or late security guards may result in deposit forfeited or event shut down completely.

SEATING CONFIGURATION

Review and select a seating configuration below. If you would like a different layout, please sketch your preferred layout in the box marked "other" or on the back of this sheet.

☐ Classroom ☐ Conference ☐ U-Shaped ☐ Pods ☐ Theater ☐ Banquet ☐ Empty ☐ Other





**SEASIDE
CALIFORNIA**

Facility Use Rental Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

1. **OVERTIME:** Use of the facilities in excess of the time set forth above may result in overtime fee being charged.
2. **CANCELATION BY PERMITTEE:** Permittee must submit written notice of cancellation to the calendaring agent in order to be eligible for a refund. Refund requests made forty-five (45) days in advance will receive a full refund less a seven dollar (\$7) surcharge. Refund requests made thirty (30) - forty-five (45) days in advance will receive a full refund less the non-refundable portion of the security deposit. Refund requests made less than thirty (30) days in advance will receive a full refund less the entire security deposit.
3. **CANCELATION BY CITY:** This permit may be canceled without liability to the City under any of the following conditions: a) It is found to contain false or misleading information, (b) The Department finds that the proposed use will be detrimental to the public's health, (c) Any individual or group (members or guests) willfully or through negligence mistreats the equipment or violates any of the regulations, terms, and conditions established for use of the facilities, (d) Average attendance of scheduled activities falls below the standard established for each use area with the Center, (e) For failure to notify Center of cancellation of any date or dates covered by this permit, (f) Permittee defaults on or has not completed all conditions and requirements for use of facilities, (g) In case the Center or any part thereof shall be destroyed or damaged by fire or any other cause, or if other unforeseen occurrence, including strikes, labor disputes, war, or acts of military authorities shall render fulfillment of the permit difficult or impossible of performance, (h) The facility is needed by public necessity or emergency use, (i) Upon thirty (30) calendar days written notice to Permittee. Refund of rental fees shall be made where City cancels permit at least thirty (30) days prior to the date reserved, except when cancellation occurs under items (g) or (h) above.
4. **TRANSFERRING PERMIT:** Permit cannot be transferred, assigned, or sublet unless approved by the City in writing.
5. **ADVERTISING, SOLICITATION AND SALES:** No advertising or signs shall be exhibited and no sales made at the Center without the written permission of the City.
6. **COMPLETION OF REQUIREMENTS FOR USE OF FACILITIES:** Permittee must complete all requirements relating to use of the facilities within the time requirements specified.
7. **COMPLIANCE TO CONDITIONS OF USE:** The Permittee shall observe, obey, and comply with all applicable City, County, and Federal laws; and the policies, rules, regulations, terms, and conditions governing use of Center facilities. Permittee will forfeit all rents or other fees paid if evicted from premises for violation of it. Eviction shall not release Permittee from any obligations for the payment of the rents or other fees required to be paid under this permit for the term thereof.
8. **CONCESSION SALES:** Permittee will not engage in concession operations unless authorized in writing by Director/authorized staff.
9. **CONDUCT OF PERSONS:** Permittee shall be solely responsible for the orderly conduct of all persons using the premises by its invitation, either express or implied, during all times covered by the permit. The Department reserves the right to eject or cause to be ejected from the premises any person or persons objectionable due to unlawful conduct.
10. **DAMAGE TO FACILITY OR EQUIPMENT:** All property, equipment, and furnishings must be kept clean and undamaged, fair wear and tear accepted. Permittee causing damage or loss will be required to pay for same at current costs.
11. **EXITS:** At no time shall exits be covered or obstructed.
12. **FACILITIES CAPACITY:** Permittee shall not admit a larger number of persons than can be safely and freely moved about therein as determined by Building and Fire Codes.
13. **FLAMMABLE MATERIALS:** No flammable materials will be permitted to be used for decorations. All materials used for decorative purposes must be treated with flame proofing and be approved by the Fire Department.
14. **INDEMNITY:** Permittee shall indemnify and hold harmless by the City, its officers, employees, and agents, against any and all claims, demands, causes of action, personal injuries or death, damages whatsoever, directly or proximately resulting or caused by the use and occupation of the facilities described in the permit, whether such use is authorized or not or from act or omission of Permittee or any of its officers, agents, employees, guests, patrons, or invitees, and the Permittee shall, at its sole risk and expense, defend any and all suits, actions, or other legal proceedings which may be brought or instituted against City, its officers and employees, on any such claim, demand, or cause of action, and the Permittee shall pay any judgment or decree which may be rendered against the city, its officers, employees, and agents in any suit, action or other legal proceedings, and Permittee shall pay for any and all damages to the property of the City or of others, the loss or theft of such property, done or caused by Permittee, its officers, agents, employees, guests, patrons, and invitees.
15. **PAYMENT OF TAXES:** Payment of all Federal, and City taxes in connection with the event shall be the liability and responsibility of the Permittee.
16. **PERMITTEE RESPONSIBLE FOR CLEANLINESS OF FACILITY:** Facilities used by Permittee must be left in a clean and orderly condition. If additional maintenance is required, other than normal cleaning process, the Permittee will be charged for same.
17. **PERMITTEE RESPONSIBLE FOR PERMITS AND LICENSES:** The Permittee shall procure at his own expense all the required licenses and permits necessary for the intended use or activity covered by this permit.
18. **ALCOHOL:** No alcohol can be served to minors or at any youth-related event at the Oldemeyer Center or Seaside Community Center and can result in immediate closure of the event and loss of deposit. ALL alcohol is prohibited at ALL youth oriented events.
19. **SMOKING:** Smoking is prohibited within twenty (20) feet of entrances, exits and windows.
20. **USE OF RESERVED FACILITIES AND EQUIPMENT:** Permittee may use only those facilities and equipment specifically designated on this permit.
21. **CONSTRUCTION OF PERMIT:** In case of any doubts as to the interpretation of any provisions of this permit, the interpretation by the Recreation and Community Activities Director shall prevail. In addition, the Recreation and Community Activities Director shall have the sole power to decide and resolve matters not covered by this permit.
22. **SEVERABILITY:** If any part of this permit is for any reason held to be illegal, inapplicable, unenforceable, or unconstitutional, such decision shall not affect the validity of the remaining portions of the permit.
23. **SECURITY AND CLEANING DEPOSIT:** A deposit is required from any person or organization renting a room at the Center (according to current fees and charges). A portion of the deposit is non-refundable (according to current fees and charges) and the remaining deposit is refundable in whole or in part depending upon the condition of the room, walls, floors, carpets; whether



**SEASIDE
CALIFORNIA**

Facility Use Rental Request Form

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

any breakage occurred or whether overtime was incurred beyond stated setup, cleanup or activity time. The City reserves the right to close down any party or activity that may in any way endanger the health or safety of any person or property. Any early closure of the facility may result in loss of deposits. Refundable deposits will be returned within thirty (30) days following the event date.

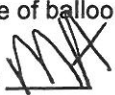
24. **SUPPLIES:** City staff is not authorized to provide supplies for your event.
25. **SECURITY GUARDS:** One guard per fifty participants is required for events that serve alcohol and/or have live/DJ music or dancing. The City reserves the right to require security for events.

IMPORTANT THINGS TO NOTE

- ✓ In order to secure a reservation, this form must be completed and submitted along with full payment to the Oldemeyer Center front desk.
 - ✓ Reservations for the conference rooms must be made at least 7 days in advance and 30 days in advance for all other facilities.
 - ✓ Please include a sketch of how you would like the room to be set up if it is different than the diagrams provided on this form. Our facility staff will do their best to prepare the room as shown in your diagram. Do not write "same as before."
 - ✓ Food and beverage are allowed in certain rooms; please ask staff prior to providing refreshments.
 - ✓ Do not move furniture from one room to another. If you have additional needs, please contact the facility staff.
 - ✓ Please do not change rooms. If a different room is preferred and empty upon arrival, please check with the facility staff.
 - ✓ Come prepared. Our staff is not authorized to provide supplies for your meeting.
 - ✓ If you tape signs up regarding your meeting, please remove them upon your departure.
 - ✓ Smoking is prohibited within 20 feet of entrances, exits and windows.
 - ✓ In case of cancellation, please notify the Oldemeyer Center Front Office as soon as possible. Please see refund policy schedule below:
- | | |
|-------------------------------|---|
| 45 days in advance | Full refund, less a \$7 surcharge |
| 30-45 days in advance | Full refund, less the non-refundable part of security deposit |
| Less than 30 days in advance | Full refund, less the entire security deposit |
| Less than 48 hours in advance | No refund |
- ✓ *If alcohol is found on the premises (including the parking lot, stage, kitchen, etc.) and your contract prohibits the consumption of alcohol, the City of Seaside has the right to cancel your event and deposits and fees will NOT be refunded.
 - ✓ *A one million dollar (two million aggregate) liability insurance policy is required. You can either purchase it through the city, or through another insurance company and provide us a copy of the policy naming the City of Seaside as co-insured.
 - ✓ Use of our facilities requires you to provide licensed and bonded security guards. You must hire one guard per every fifty guests. A copy of the contract must be provided to the city at least 30 days prior to your event. Renters exceeding their stated attendance risk losing their deposit.

Food Sales and Prohibited Goods & Materials:

- ❖ All food providers within the city utilizing disposable food service ware shall use certified compostable products, or recyclable non-plastic products. This includes but is not limited to plates, napkins, straws, cups, bottles, lids, utensils, bowls, stirrers, beverage plugs, trays and hinged or lidded containers. Non-plastic single-use products shall be allowed only if they are currently accepted for composting or recycling by the designated waste hauler and the Monterey Regional Waste Management District.
- ❖ Applicants and vendors are prohibited: to use any PLASTIC water bottles, use Styrofoam/polystyrene packaging, and provide plastic straws unless requested by the customer self-identifying a need for a plastic straw.
- ❖ The use of balloons is prohibited at all City of Seaside parks and facilities.

Initials: 



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248359979
Feb. 02, 2012 LTR 4168C E0
94-3039545 000000 00

00017139
BODC: TE

NORTHERN CALIFORNIA REGIONAL SERV
OFFICE OF NARCOTICS ANONYMOUS
NCRSO INC
1820 WALTERS CT STE A1
FAIRFIELD CA 94533

003864

Employer Identification Number: 94-3039545
Person to Contact: Ms. Sene
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 24, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1987.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

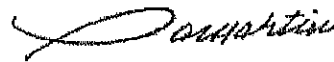
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248359979
Feb. 02, 2012 LTR 4168C E0
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00017140

NORTHERN CALIFORNIA REGIONAL SERV
OFFICE OF NARCOTICS ANONYMOUS
NCRSO INC
1820 WALTERS CT STE A1
FAIRFIELD CA 94533

If you have any questions, please call us at the telephone number
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations



CITY OF SEASIDE STAFF REPORT

Item No.: 8.D.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Greg McDanel, City Manager

DATE: August 21, 2025

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A SCHOLARSHIP AND INTERNSHIP PROGRAM WITH UNIVERSITY CORPORATION AT MONTEREY BAY FOR AN INTERSHIP AND SCHOLARSHIP PROGRAM WITH CALIFORNIA STATE UNIVERSITY, MONTEREY BAY (CSUMB) FOR THE 2025/2026 ACADEMIC YEAR

RECOMMENDATION

Adopt a resolution approving the agreement.

BACKGROUND

CSUMB was founded in 1994 and opened its doors for classes on August 28, 1995. The founding vision of CSUMB was to create a comprehensive state university valuing service through high-quality education—distinctive in serving the diverse people of California, especially the working class and historically under-educated and low-income populations. It was built as a collaborative, intellectual community distinguished by partnerships with existing institutions, both public and private, and by cooperative agreements that enable students, faculty, and staff to cross institutional boundaries.

The City of Seaside Scholarship and Internship Fund supports student public service in local government and nonprofit organizations. Up to 18 eligible students will participate in internships paid at minimum wage or greater with the City of Seaside or, alternatively, local nonprofits located within the City of Seaside.

CSUMB's Financial Aid Office will manage the scholarship award application and selection process. The award eligibility criteria for selection require that students be enrolled within the College of Arts, Humanities, and Social Sciences. To receive a

scholarship, students are required to conduct an internship over the 2024/2025 and 2025/2026 academic years.

Partnerships between cities and universities are a core principle of the International Town & Gown Association (ITGA), which promotes collaborative relationships as a cornerstone for community and campus vitality. This agreement exemplifies a best practice by aligning academic opportunity with public service, fostering mutual benefit for students, the university, and the community at large.

FISCAL IMPACT

The funding for the City of Seaside Scholarship and Internship fund is included in the City Manager's budget for this fiscal year, budget number 100-2010-1029, amount \$50,000.00

STRATEGIC PRIORITY

Vibrant Local Economy, Effective Accessible Governance

ATTACHMENTS

1. Resolution
2. CSUMB Internship Agreement 2025

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

ADOPTING ADOPT A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN AN AGREEMENT WITH THE UNIVERSITY CORPORATION AT MONTEREY BAY IN THE AMOUNT OF \$50,000.00 FOR THE ESTABLISHMENT OF THE CITY OF SEASIDE SCHOLARSHIP AND INTERNSHIP FUND

WHEREAS, CSUMB was founded in 1994 and opened its doors for classes on August 28, 1995, with the founding vision of creating a comprehensive state university valuing service through high-quality education, distinctive in serving the diverse people of California, especially the working class and historically under-educated and low-income populations; and

WHEREAS, CSUMB is a collaborative, intellectual community distinguished by partnerships with existing institutions, both public and private, and cooperative agreements which enable students, faculty, and staff to cross institutional boundaries; and

WHEREAS, partnerships between cities and universities are a core principle of the International Town & Gown Association (ITGA), which promotes collaborative relationships as a cornerstone for community and campus vitality; and

WHEREAS, this agreement exemplifies an ITGA best practice by aligning academic opportunity with public service, fostering mutual benefit for students, the university, and the community at large; and

WHEREAS, the City of Seaside Scholarship and Internship Fund supports student public service in local government and nonprofit organizations, with eligible students participating in internships paid at minimum wage or greater with the City of Seaside or, alternatively, local nonprofits located within the City of Seaside; and

WHEREAS, CSUMB's Financial Aid Office will manage the scholarship award application and selection process, with eligibility criteria requiring that students be enrolled within the College of Arts, Humanities, and Social Sciences, and that they conduct an internship over the 2024/2025 and 2025/2026 academic years;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorize the City Manager to sign an agreement with the University Corporation at Monterey Bay in the amount of \$50,000.00 for the establishment of the City of Seaside Scholarship and Internship Fund.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 21st day of August, 2025, by the following vote:

AYES:	COUNCIL MEMBERS
NOES:	COUNCIL MEMBERS
ABSENT:	COUNCIL MEMBERS
ABSTAIN:	COUNCIL MEMBERS

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED TO FORM:

Sheri L. Damon, City Attorney

City of Seaside Scholarship and Internship Program

The purpose of this agreement is to summarize the mutual understanding between **the City of Seaside** (Donor) and the **University Corporation at Monterey Bay** (Corporation) regarding the establishment of a gift (Fund) to California State University, Monterey Bay (CSUMB). This agreement is intended as a guide to those who will administer the fund in the future.

TERMS OF AGREEMENT

This agreement is being made on August 21, 2025, between the City of Seaside, California (Donor) and the Corporation.

1. University Corporation at Monterey Bay Corporation represents that it is a qualified charitable organization and a 501(c)(3) public benefit corporation, Federal ID 77-0387459.
2. The donor intends to give a total of \$50,000 to the Corporation. Upon signing this agreement, the donor agrees to make gift payable and mail to:

University Corporation of California State University, Monterey Bay
CSUMB – University Advancement Services
Attn: Rick Paradis
100 Campus Center, AVC (Building 97)
Seaside, CA 93955

3. The purpose of this gift is to establish the City of Seaside Scholarship & Internship Fund. The donor desires to work with the Corporation to support student public service in local government and nonprofit organizations. In furtherance of this internship opportunity, the Donor is providing for the areas set forth below.
 - a. **Scholarships**: \$14,000 of the gift will fund scholarships of \$700 per student for their enrollment in an internship course within the College of Arts, Humanities, and Social Sciences.
 - b. **Internships**: As part of the course, eligible students will participate in internships paid at minimum wage or greater with the city of Seaside, CA or alternatively local nonprofits located in Seaside, CA as determined by the faculty member overseeing the course. It is anticipated that each eligible student will be available to work up to 100 hours during the term that they are enrolled in the internship course.
 - c. **Timeline**: Students will conduct internship and course and receive corresponding scholarships over the 2024/2025 and 2025/2026 Academic Years for up to a total of 18 participants.

The donor will receive a report and a thank you letter from each scholarship/internship recipient within 60 days after the end of the applicable semester.

4. CSUMB's Financial Aid Office will manage the scholarship award application and selection process. The award eligibility criteria for selection will be:

- a. Status: Students enrolled in HCOM 398 Legal Studies Internship
- b. Students will be working as interns concurrently during the semester they are enrolled in HCOM 398 Legal Studies Internship
- c. Major: Any
- d. Class Level: Undergraduate or graduate
- e. Enrollment: At least half-time during Fall or Spring semesters (not applicable during summer semester) in HCOM 398 Legal Studies Internship
- f. Financial Need: Not applicable
- g. GPA: Not applicable
- h. Other: Not applicable

The processing of internship hiring and payment of wages will be administered by the University Corporation and payroll departments. The faculty member will coordinate with either the City of Seaside human resources department or appropriate non-profit department to execute any city-centric or nonprofit-centric documents that the placement organization may require.

Donor understands that the Fund will be administered in accordance with applicable administrative guidelines and procedures, and may be subject to investment and other fees supporting gift administration.

5. In order to honor the Donor/s for their support, Corporation, CSUMB, and the California State University have permission to publish the name of the Donor in various publications, press releases, and other communication methods.

6. The Corporation shall promptly prepare such reports, or any other information related to the the City of Seaside Scholarship and Internship Program or CSUMB's administration thereof, as the Donor may reasonably request.

7. The Corporation is committed to fulfilling the Donor's objectives reflected in this agreement. If future circumstances should change so that the purpose or procedure set forth herein conflict with state law or policies of the California State University and/or CSUMB, then the Corporation, with approval from the California State University Chancellor/CSUMB University President, may designate the use of the fund in a manner most closely aligned with the donor's original intent.

8. This agreement may be amended at any time by a written agreement signed by each party.

9. This agreement is executed in and shall be governed by the laws of the state of California.

IN WITNESS WHEREOF, this Agreement has been duly executive by the undersigned.

Donor:

Greg McDanel _____
City Manager, City of Seaside, CA Signature Date

Corporation:

Rick Paradis _____
AVP, University Advancement Signature Date



CITY OF SEASIDE STAFF REPORT

Item No.: 8.E.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Jessica Riley, Finance Director

DATE: August 21, 2025

**SUBJECT: ADOPT UPDATED RESOLUTIONS AUTHORIZING INVESTMENT
IN THE STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT
FUND AND AUTHORIZING THE PERSONS WHO CAN TRANSACT
BUSINESS WITH THE LOCAL AGENCY INVESTMENT FUND**

RECOMMENDATION

Adopt a resolution and authorize signatories.

BACKGROUND

Due to recent staffing changes, it is necessary for the City Council to update the persons responsible for processing LAIF transactions. A new resolution is needed to reflect the changes.

California State Government Code Section 16429.1 requires the City Council to adopt a resolution authorizing investment in the State of California Local Agency Investment Fund (LAIF) and authorizing the persons who can transact business with LAIF for the City of Seaside. The current resolution authorizes three positions - the Mayor, the City Manager and the Finance Director - to transact business with LAIF.

The proposed resolution is attached as Exhibit A. The proposed resolution updates the authorized persons to include Mayor Ian Oglesby, City Manager Greg McDanel, Finance Director Jessica Riley, and Assistant Finance Director Juan Carlos Hernandez to transact business with LAIF.

FISCAL IMPACT

None.

STRATEGIC PRIORITY

Effective Accessible Governance

ATTACHMENTS

1. Exhibit A Resolution LAIF 2025
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'G. McDanel', is positioned above a horizontal line.

Greg McDanel, City Manager

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE****AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY
INVESTMENT FUND AND APPROVING OFFICERS AUTHORIZED TO TRANSACT
BUSINESS WITH THE LOCAL AGENCY INVESTMENT FUND.**

WHEREAS, pursuant to Chapter 730 of the statutes of 1976, Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City Council does hereby find that deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein is in the best interests of the City of Seaside.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside does hereby authorize the continued deposit and withdrawal of City of Seaside monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

BE IT FURTHER RESOLVED, that the following City of Seaside officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Ian Oglesby
Mayor

Greg McDanel
City Manager

Jessica Riley
Finance Director

Juan Carlos Hernandez
Assistant Finance Director

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside
duly held on the 21st day of August, 2025 by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED TO FORM:

Sheri L. Damon, City Attorney



CITY OF SEASIDE STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Patrick Grogan, Associate Engineer
Thomas Korman, Public Works Director/City Engineer

DATE: August 21, 2025

SUBJECT: ADOPT A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT WITH MONTEREY ONE WATER FOR THE CONTINUATION OF THE MONTEREY REGIONAL STORM WATER MANAGEMENT PROGRAM

RECOMMENDATION

Adopt a resolution approving MOU.

BACKGROUND

On February 5, 2013, the State Water Resources Control Board adopted Order No. 2013-0001-DWQ, establishing the current version of the General Permit for Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s). This order was an expansion of the first General Permit, which ran from 2008 to 2013. As a small MS4 regulated under this new Order, the City of Seaside is required to meet the requirements of the Order, including public education and outreach programming, public participation, illicit discharge elimination, construction site monitoring, pollution prevention training and programming, storm water control measure programming, water quality monitoring, and annual reporting requirements.

In order to facilitate compliance with the requirements, several local municipalities formed the Monterey Regional Storm Water Management Program (MRSWMP) with the first iteration of the General Permit in 2008, revising and renewing the Memorandum of Agreement (MOA) in 2013, with the state's adoption of the second General Permit. The current MOA is set to expire with the current version of General Permit, early in 2026.

When the state issues the new permit, it will add requirements that the City will required to meet. In order to ensure that MRSWMP can meet all requirements, the MOA will need to be updated to capture the revised responsibilities.

In order to continue participation in MRSWMP, staff recommend that the council adopt a resolution approving the MOA with Monterey One Water

FISCAL IMPACT

The City has budgeted \$94,300.00 for it's contribution to MRSWMP for fiscal year 2025-26.

STRATEGIC PRIORITY

Effective Accessible Governance, Enhanced Physical Infrastructure & Abundant Water Supply

ATTACHMENTS

1. Resolution
2. Memorandum of Agreement

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

RESOLUTION NO. 25-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING A MEMORANDUM OF AGREEMENT WITH MONTEREY ONE WATER FOR THE CONTINUATION OF THE MONTEREY REGIONAL STORM WATER MANAGEMENT PROGRAM

WHEREAS, The State Water Resources Control Board will be adopting a new order regulating storm water discharges from small municipal systems, replacing adopted Order No. 2013-0001-DWQ; and

WHEREAS, the order mandates that the City undertake certain activities around the operation and maintenance of our storm drain system. The order also requires public education and outreach programming, public participation, illicit discharge elimination, construction site monitoring, pollution prevention training and programming, storm water control measure programming, water quality monitoring, and annual reporting requirements; and

WHEREAS, the new order is anticipated to take effect in 2026; and

WHEREAS, in 2008, the Member Agencies determined that it was in their best interest to coordinate their activities related to this order. This coordination is currently being facilitated by Monterey One Water, comprised of staff from each Member Agency and Monterey One Water, as the Monterey Regional Storm Water Management Program (MRSWMP); and

WHEREAS, the Member Agencies determined that Monterey One Water has the expertise and resources necessary to implement shared activities on the Member Agencies' behalf and requested that MRSWMP incur costs to provide these activities.; and

WHEREAS, the Member Agencies have agreed to reimburse MRSWMP for proportionate shares of certain designated annual costs incurred by MRSWMP for these activities under a Memorandum of Agreement (MOU) between the Monterey Regional Waste Management District and its Member Agencies Regarding Assistance with Compliance with California Senate Bill 1383.; and

WHEREAS, the purpose of the MOA is to provide a structure for the Member Agencies to reimburse Monterey One Water for related activities it performs on behalf of the Member Agencies. The MOA was voluntarily entered into by the parties. The MOA is to be adopted by the Monterey One Water Board on September 17, 2025; and

WHEREAS, Seaside has been participating in MRSWMP's Management Committee , and it is agreed that it is in our City's best interest to coordinate activities related to this

order. As Monterey One Water has the expertise and resources necessary to implement some of these activities on a regional bases; and

WHEREAS, the City has been a Memner Agency to the memorandum of agreement between the Monterey One Water’s predecessor and its member agencies regarding assistance with storm water management activities since 2008.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside does hereby direct the City of Seaside City Manager to accept and execute on behalf of the City Council, the new Memorandum of Agreement between Monterey One Water and its member agencies regarding assistance with compliance with the State Water Resources Control Board’s order.

PASSED AND ADOPTED at a Regular meeting of the City Council of the City of Seaside duly held on the 21st day of August 2025 by the following vote:

AYES:	COUNCIL MEMBERS
NOES:	COUNCIL MEMBERS
ABSENT:	COUNCIL MEMBERS
ABSTAIN:	COUNCIL MEMBERS

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED TO FORM:

Sheri L. Damon, City Attorney



MONTEREY SEA

Stormwater Education Alliance

Carmel-by-the-Sea • County of Monterey • Del Rey Oaks
Monterey • Pacific Grove • Sand City • Seaside

Monterey Regional Stormwater Management Program

Memorandum of Agreement 2025

DRAFT

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MEMORANDUM OF AGREEMENT MONTEREY REGIONAL STORMWATER MANAGEMENT PROGRAM

THIS Memorandum of Agreement ("AGREEMENT"), is made and entered into this _____ day of _____, 2025, by and between MONTEREY ONE WATER, hereinafter referred to as "AGENCY", a Joint Powers Authority (JPA) organized under the laws of the State of California, and the following public entities, each of which is hereinafter referred to as "PERMITTEE" or collectively as "PERMITTEES":

CITY OF CARMEL-BY-THE-SEA, a municipal corporation of the State of California;
CITY OF DEL REY OAKS, a municipal corporation of the State of California;
CITY OF MONTEREY, a municipal corporation of the State of California;
CITY OF PACIFIC GROVE, a municipal corporation of the State of California;
CITY OF SAND CITY, a municipal corporation of the State of California;
CITY OF SEASIDE, a municipal corporation of the State of California; and
COUNTY OF MONTEREY, a political subdivision of the State of California.

The AGENCY and the above-mentioned entities may also hereinafter be collectively referred to as "PARTIES" or individually as "PARTY," to form the Monterey Regional Stormwater Management Program (Program).

In addition, other organizations, including but not limited to non-traditional agencies (COORDINATING ENTITIES) that are not subject to similar National Pollutant Discharge Elimination System (NPDES) Phase 2 Municipal Separate Storm Sewer System (MS4) permits and include land parcels adjoining PERMITTEE areas that may impact shared watersheds, may coordinate with the Program and may provide contributions to the Program to help meet stormwater pollution reduction goals.

All participating PERMITTEES and COORDINATING ENTITIES shall be referred to herein collectively as PARTICIPATING ENTITIES.

RECITALS:

- A. The Federal Clean Water Act (CWA) requires certain municipalities and industrial facilities to obtain an NPDES permit for the discharge of stormwater to navigable waters. NPDES permits also are required for any stormwater discharge which the Federal Environmental Protection Agency (EPA) or a state has determined contributes to a violation of a water quality standard or is a significant contributor of pollutants to surface waters.
- B. The EPA has delegated authority to the California State Water Resources Control Board (SWRCB) to administer the NPDES permit process within California and, in turn, the SWRCB has delegated authority to the California Regional Quality Control Board - Central Coastal Basin (RWQCB) to administer the NPDES permit process within its region.
- C. On December 8, 1999, the EPA promulgated Phase 2 stormwater regulations under authority of the Clean Water Act section 402(p)(6). These regulations require the SWRCB to issue NPDES stormwater permits to operators of Small MS4s, defined as entities with a population of under 100,000 people.
- D. On April 30, 2003, the SWRCB adopted Water Quality Order No. 2003-005-DWQ, NPDES General Permit CAS000004 Waste Discharge Requirements (WDRs) for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (General Permit) to

comply with Clean Water Act section 402(p)(6).

- E. In 2002, in anticipation of these requirements, the PERMITTEES entered into a Memorandum of Agreement (MOA) and subsequently formed the Program in order to achieve regional cooperation and efficiency among the PERMITTEES in the implementation of the NPDES MS4 regulations.
- F. On February 5, 2013, the SWRCB adopted Water Quality Order No. 2013-0001-DWQ NPDES General Permit No. CAS000004 (Order), which modifies the previous General Permit, Order 2003-0005-DWQ. This Order establishes stormwater management program requirements and defines the minimum acceptable elements of municipal stormwater management programs, unless otherwise amended. Per Section J of the Small MS4 Permit, "This Order expires on July 1, 2018. If this Order is not reissued or replaced prior to the expiration date, it will be automatically continued in accordance with 40 CFR 122.6 and remain in full force and effect."
- G. On August 1, 2024, the SWRCB released a public notice to solicit comments on the Informal Draft Small Municipal Stormwater Permit currently under development. The issuance of a Formal Draft, followed by the adoption of a new MS4 permit by the SWRCB is expected between 2025 and 2026.
- H. In and for the mutual interest of the PERMITTEES, the PERMITTEES wish to continue to implement the Program by entering into this AGREEMENT for the purpose of cooperating to comply with NPDES permit requirements efficiently and economically.

NOW, THEREFORE, THE PARTIES HERETO AGREE, AS FOLLOWS:

Section 1. Monterey Regional Stormwater Management Program

- 1.01 The Program is intended to fulfill certain obligations of the PERMITTEES with regard to NPDES Phase 2 Storm Water permit requirements.
- 1.02 The Program is a collective effort and implementation of regional activities designed to benefit all PERMITTEES.
- 1.03 Each PERMITTEE shall implement individually its Community-Specific Program as required by its Small MS4 Permit.
- 1.04 PERMITTEES appoint AGENCY to serve as the Program Administrator for the Program and to provide the services set forth in Section 4 below and any other services under the direction of the Program Management Committee (MC, membership as defined in Section 2). AGENCY shall be responsible for selecting, retaining, assigning, or dismissing personnel to provide services on its behalf as called for in this MOA, in collaboration with the MC.
- 1.05 The AGENCY may withdraw as the Program Administrator upon the provision of ninety (90) days written notice to the MC. The MC may select a new Program Administrator upon the provision of a ninety-day (90) written notice to the AGENCY. In either event, the AGENCY shall issue invoices to each PERMITTEE for unreimbursed expenditures on behalf of the Program within forty-five (45) days of the 90-day period ending.
- 1.06 In the event that the AGENCY withdraws as the Program Administrator, or in the event that the MC wishes to select a new Program Administrator, another PERMITTEE may serve as a successor Program Administrator. Any PERMITTEE willing to serve as the successor Program Administrator may be nominated by another PERMITTEE. Selection of a Program Administrator must be by majority vote of the MC, and the newly selected Program Administrator shall provide the services set forth in Section 4 below and any other services under the direction of the MC.

Section 2. Management Committee

- 2.01 A Program MC is hereby created, consisting of representatives from each PERMITTEE, to provide for overall Small MS4 Permit Program coordination, review, and budget oversight.
- 2.02 The MC is the official management and oversight body of the Program. The MC shall direct and guide the Program and review and approve the Program Budget. The MC shall consider permit compliance, including benefit to a majority of the PERMITTEES, as a primary objective in approving Program tasks and corresponding budgets.
- 2.03 The voting membership of the MC shall comprise one voting representative from each PERMITTEE, designated as specified in EXHIBIT A. An alternative voting representative may be appointed by each PERMITTEE.
- 2.04 The MC adopts the Bylaws contained in EXHIBIT A for its governance and may, from time to time, revise these Bylaws by majority vote of the MC at a duly-noticed meeting with a quorum of PERMITTEES in attendance.
- 2.05 The Program Administrator shall periodically re-evaluate and make recommendations to the PERMITTEES concerning the adjustment of the cost-share allocations that each PERMITTEE shall pay for the implementation of Program obligations.
- 2.06 A quorum of the MC shall be achieved when voting representatives from at least fifty percent (50%) of the PERMITTEES are present at any MC meeting.
- 2.07 Meetings of the MC, including any closed sessions with the Program Attorney, shall be conducted in accordance with the Ralph M. Brown Act (Government Code Section 54950 et seq.), including the public posting of meeting agendas at least 72 hours in advance of the meeting.
- 2.08 The MC shall establish timelines and budgets for the completion of Program tasks.
- 2.09 The MC, through its Bylaws, may establish procedures for tracking, accounting for, and auditing the Program funds.

Section 3. Program Budget

- 3.01 A budget shall be adopted for each fiscal year by the MC. The fiscal year shall run from July 1 through June 30. The Budget shall be prepared by the Program Administrator and administered as described in EXHIBIT B.
- 3.02 The Program Administrator shall invoice PERMITTEES biannually for Program cost expenditures based upon the adopted budget for the fiscal year and the approved cost share allocation. The proportionate share of the Program Budget that each PERMITTEE shall pay shall be shown and specified in the adopted fiscal year budget.
- 3.03 The Program Administrator shall invoice PERMITTEES for expenses incurred no later than forty-five (45) days after the end of each biannual period.
- 3.04 Cost-sharing between PARTICIPATING ENTITIES shall be calculated utilizing formulas specific to the Budget Schedule Parameters laid out in EXHIBIT B.2, which include population-based computations, fixed fee contributions, and software usage rates, unless otherwise agreed to by the PARTICIPATING ENTITIES when the budget for each fiscal year is adopted, as described in EXHIBIT B.
- 3.05 PERMITTEES shall be responsible for reimbursing the Program Administrator for all costs incurred in connection with Program activities. The total annual amount paid by PERMITTEES to the Program Administrator shall not exceed the approved annual budgets. PERMITTEES

shall not reimburse the Program Administrator for expenses exceeding the approved annual budget of the Program, unless approved through the budget amendment process outlined in Subsection 3.06 and in EXHIBIT B.1.

- 3.06 The Program Administrator must submit a formal request to the MC for any anticipated expenditure that exceeds the limits of the adopted budget using the form included in EXHIBIT B.4. All budget amendment requests must include description of the proposed change, reason for the change, amount of the change, and estimated timeframe for expense to be incurred.
- 3.07 No budget amendment will be considered final or acted upon until it has received approval by majority vote of the MC.
- 3.08 The Program Administrator will evaluate all completed and proposed expenditures in order to reduce any budget amendments requested.

Section 4. Program Administrator's Roles & Responsibilities.

- 4.01 The Program Administrator shall be responsible for Program management, administration, and related duties as described in EXHIBIT D. The Program Administrator shall not be responsible for providing program management services related to individual PERMITTEES' Community-Specific Programs. Work assignments shall be delegated to the Program Administrator by the MC and not by individual PERMITTEES.
- 4.02 The Program Administrator shall be paid from Program Funds in accordance with the adopted Program Budget, for providing the services described hereunder. The Program Administrator shall be the treasurer of the Program funds and shall maintain Program funds in a separate designated account and shall not expend any funds except in accordance with the annual budget approved by the MC, or as otherwise directed by the MC.
- 4.03 The Program Administrator may request, as part of the annual Program Budget, reimbursement for reasonable and customary indirect costs incurred in providing the services described in this Section. Reimbursement to the Program Administrator shall be subject to MC review and approval as part of the Program Budget.
- 4.04 The MC must adhere to Program Administrator's procurement policies, as laid out in EXHIBIT C. This includes but is not limited to: the Program Administrator shall issue formal Requests for Proposals for services estimated to cost \$35,000 or more, and the Program Administrator shall issue Purchase Orders for purchases of \$5,000 or more.
- 4.05 The Program Administrator, in collaboration with the MC, shall be responsible for selecting any consultant(s) or contractor(s) who are to be paid from Program funds ("Outside Contractors") and for reviewing and approving any contracts with Outside Contractors, including the scope(s) of work, schedules of performance, use of subcontractors, and compensation for such Outside Contractors. The selection of Outside Contractors shall conform to the Program Administrator's procurement policies.
- 4.06 The Program Administrator shall act in a reasonable amount of time to execute contracts with Outside Contractors that have been requested by the MC. The Program Administrator shall provide a copy of any contract executed on behalf of the Program to any PERMITTEE, person designated by any PERMITTEE, or the MC upon request. The Program Administrator, at its discretion, may delegate authority to execute agreements and contracts approved by the Management Committee to a designated employee. Notice of any such delegation of authority shall be provided to the MC.
- 4.07 The Program Administrator reserves the right to amend and update the procurement policy

periodically and shall notify PERMITTEES of any changes in writing upon its adoption by the Program Administrator.

Section 5. Additional Rights and Duties of the PARTIES

- 5.01 In addition to participation in the MC, the PERMITTEES accept and agree to perform the following duties:
1. Each will participate in MC meetings and other required meetings of the PERMITTEES.
 2. Each will abide by the MC Code of Conduct specified in EXHIBIT A, Item 9.
 3. Each will comply with the NPDES Permit conditions that apply within its jurisdictional boundaries.
 4. Each will implement its jurisdiction's Community-Specific Program.
 5. Each will provide certain agreed upon reports to the Program Administrator for purposes of reporting, on a joint basis, compliance with applicable provisions of the NPDES Permit and the status of Program implementation.
 6. Each will address individually inter-agency issues, agreements, or other cooperative efforts.
 7. Each will only be responsible for performing the duties listed above for and on behalf of its own jurisdiction.
- 5.02 This AGREEMENT does not restrict the PERMITTEES from the ability to individually (or collectively) request NPDES Permit modifications and/or initiate NPDES Permit appeals for permit provisions to the extent that a provision affects an individual party (or group of PERMITTEES); however, any such PERMITTEE (or PERMITTEES) shall provide a minimum of 30-days written advance notice of their action to the other PARTIES and allow them to comment upon or join in their action before proceeding.

Section 6. Term of AGREEMENT

- 6.01 This AGREEMENT shall commence on the date that the last Duly Authorized Representative of the PARTIES executes it and shall continue indefinitely in accordance with the provisions of Subsections 6.02, 6.03, and 6.04 below.
- 6.02 This AGREEMENT shall terminate upon expiration of the NPDES Phase 2 Storm Water Permit Order Number 2013-0001-DWQ that is issued to the PERMITTEES, unless the SWRCB issues a new NPDES General MS4 Permit or this term is extended by the PARTIES.
- 6.03 Upon issuance of a new NPDES General MS4 Permit by the SWRCB, this AGREEMENT shall be amended to terminate at the expiration of the new permit, unless this term is extended by the PARTIES.
- 6.04 Any PERMITTEE may terminate its participation in this AGREEMENT by giving the MC at least a thirty (30) day written notice. If a PERMITTEE terminates its participation, the terminating PERMITTEE will bear the full responsibility for its compliance with the NPDES Permit commencing on the date it terminates its participation, including its compliance with both Community-Specific and Program-wide responsibilities. Unless the termination is scheduled to be effective at the close of the fiscal year in which the notice is given, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of the Program Budget, for the fiscal year in which the termination occurred (both paid and obligated, but unpaid, amounts). In addition, unless notice of termination is provided at least ninety (90) days prior to the date established by the MC for approval of the budget for the succeeding fiscal year, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of any

unexpended, unencumbered funds remaining from all previous fiscal years. The cost allocations for the remaining PERMITTEES may be recalculated for the following fiscal year by the PARTIES without the withdrawing PERMITTEE'S participation.

Section 7. General Provisions

- 7.01 This AGREEMENT supersedes any prior agreement among the PARTIES regarding the Program but does not supersede any other agreements between any of the PARTIES.
- 7.02 This AGREEMENT may be amended only by written agreement of the PARTIES. All PARTIES agree to bring any proposed amendment to this AGREEMENT to their Council or Board, as applicable, within two (2) months following acceptance of the amendment by the MC.
- 7.03 In the event any provision of this AGREEMENT is determined to be void or unenforceable for any reason, such a determination shall not affect the remainder of this Agreement, which shall continue to be in force.
- 7.04 This AGREEMENT may be executed and delivered in any number of copies ("counterpart") by the PARTIES, including by means of electronic communicate. When each PARTY has signed and delivered at least one (1) counterpart to the Program Administrator, each counterpart shall be deemed an original and, taken together, shall constitute one and the same AGREEMENT, which shall be binding and effective as to the PARTIES hereto.
- 7.05 No PARTY shall, by entering into this AGREEMENT, participating in the MC, or agreeing to serve as Program Administrator, assume or be deemed to assume responsibility for any other PARTY in complying with the requirements of the NPDES Permit. This AGREEMENT is intended solely for the convenience and benefit of the PARTIES hereto and shall not be deemed to be for the benefit of any third party and may not be enforced by any third party, including, but not limited to, the EPA, the SWRCB, and the RWQCB, or any person acting on their behalf or in their stead.
- 7.06 In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the PARTIES pursuant to Government Code Section 895.6, the PARTIES agree that all losses or liabilities incurred by a PARTY shall not be shared pro rata, but instead, the PARTIES agree that pursuant to the Government Code Section 895.4, each of the PARTIES hereto shall fully defend, indemnify, and hold harmless each of the other PARTIES from any claim, expense or cost, damage, or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying PARTY, its officers, agents, or employees, under or in connection with or arising from any work, authority, or action taken under this AGREEMENT, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit. No PARTY, nor any officer, Councilmember, Board Member, employee, or agent thereof shall be responsible for any damage or liability incurred by reason of the negligent acts or omissions or willful misconduct of the other PARTIES hereto, their officers, Councilmembers, Board Members, employees, or agents under or in connection with or arising from any work, authority, or actions taken under this AGREEMENT, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit.
- 7.07 In the event that suit shall be brought by any PARTY to this contract, the PARTIES agree that venue shall be exclusively vested in the state courts of the County of Monterey, or, if brought in federal court, in the United States District Court handling matters arising in Monterey County. Further, the prevailing PARTY or PARTIES shall be entitled to reasonable attorney fees and costs.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT as of the dates shown below:

MONTEREY ONE WATER, a Joint Powers Authority and public agency of the State of California

Date: _____

APPROVED AS TO FORM:

By: _____
Chair, Board of Directors

By: _____
Legal Counsel

By: _____
General Manager

ATTEST:

Date: _____

By: _____

CITY OF CARMEL-BY-THE-SEA, a public entity of the State of California;
CITY OF DEL REY OAKS, a public entity of the State of California;
CITY OF MONTEREY, a public entity of the State of California;
CITY OF SAND CITY, a public entity of the State of California;
CITY OF SEASIDE, a public entity of the State of California;
CITY OF PACIFIC GROVE, a public entity of the State of California; and
COUNTY OF MONTEREY, a public entity of the State of California.

Date: _____

APPROVED AS TO FORM:

By: _____

By: _____
Legal Counsel

ATTEST:

Date: _____

By: _____

EXHIBIT A: MOA BYLAWS

DRAFT

A.1: MOA Bylaws

1. **Management Committee Representation:** Representation from each PERMITTEE will be designated formally by each jurisdiction's authorized agent, including but not limited to City Manager, City/County Administrator, Mayor, and Board Chair. This appointment shall be identified in writing to the MC using the template included in EXHIBIT A.2. Should a new representative and/or alternate be chosen by a PERMITTEE, they shall submit an amended Nomination Letter to the MC as soon as possible.
2. **Selection of Officers:** Each calendar year, the MC shall select a Chair and Vice Chair. The selection of the members to serve in this position shall be at the regularly scheduled January meeting and shall be based on nominations by the MC. Members of the MC may express their interest in serving as Chair or Vice Chair at the regularly scheduled December meeting. No member of the MC may serve as Chair or Vice Chair for more than two consecutive and complete one-year terms.
3. **Voting:** Each PERMITTEE shall have one vote, provided that any PERMITTEE can call for a weighted vote on any issue. Voting on all matters shall be on a voice vote, unless a roll call vote is requested by any PERMITTEE in attendance or is required pursuant to the Brown Act. The affirmative vote of at least that number of the voting members of the MC which collectively contribute at least fifty percent (50%) of the area-wide Program costs (a "Majority Vote"), is necessary to approve any financial measure brought before the MC.

Weighting will be on a population basis, using the populations and numbers of votes shown in Table A. This table may be updated periodically by formal action of the MC. Amending the jurisdictional populations typically will occur when updated population figures are published by the U.S. Census Bureau or when other updated population figures are published and formally accepted by each of the PERMITTEES. If a weighted vote is called, each PERMITTEE will have the number of votes shown in the table below.

Table A: Populations and Votes for Use in Weighted Voting & Cost Share

PERMITTEE	2020 Census Population Within Area Covered by Stormwater Permit¹	Number of Votes²
Carmel-by-the-Sea	3,220	2
Del Rey Oaks	1,592	1
Monterey City	30,212	15
Monterey County	55,339	28
Pacific Grove	15,090	8
Sand City	325	1
Seaside	32,366	16
Total	138,144	71

¹ The U.S. Census Bureau published updated population figures, based on the 2020 Census. U.S. Census Bureau, <https://www.census.gov/>

² One vote shall be provided for each 2,000-person increment of population, except that each PERMITTEE shall have a minimum of one vote, even if its population is less than 2,000.

4. Meeting Schedule: Meetings normally will be held at the Program Administrator's offices on the fourth (4th) Wednesday of each month at 09:30 am, unless changed by the MC.

5. Starting Time: Meetings will start promptly at the designated starting time. Any PARTY representative that knows they will be unable to attend or will be late will notify the Chairperson so as not to delay the start of the meeting.

6. Virtual Participation: Members may teleconference for "individual emergency" or "just cause". If a PERMITTEE is unable to attend in person, they must provide notice and reason as soon as possible to the Chair and/or Vice Chair for each meeting. A quorum of PERMITTEES must be present at a clearly identified single location within the MC's boundaries. The PERMITTEE participating remotely must join with both audio and visual input (with camera functionality enabled) and is not precluded from voting on agenda items. Virtual participation may be utilized a maximum of twice per calendar year.

"Just cause" includes: (i) childcare/caregiving, (ii) contagious illness, (iii) physical or mental disability not accommodated by AGENCY, (iv) travel on business for City, State, or another public agency, and (v) PERMITTEE has immunocompromised family member.

"Individual emergency" includes personal physical or family medical emergency that prevents attendance in person.

The Member participating virtually must make a statement substantively similar to the following: "I am participating in today's meeting remotely under recent amendments to the Brown Act, due to [state reason - i.e. a contagious illness] that prevents me from participating in person. There [is/is not] someone 18 or older in the room with me. [Briefly describe relationship to any person in the room who is 18 years or older.]"

7. Future Members: If additional entities wish to join with the other PARTIES by entering into this AGREEMENT and participating in the Program, the PARTIES will determine an appropriate method of calculating a "buy-in" cost to be paid by the new entity wishing to become a member. This buy-in cost shall, at a minimum, include the amount the new entity would have paid if it had been a PARTY as of the first day of the current fiscal year with a pro-rata deduction, or another method deemed appropriate by the PARTIES. Membership fees will be reassessed for all PARTIES for the following fiscal year to ensure equitable division of Program costs.

8. Coordinating Entities: Coordinating entities are defined as Program Participants with no NPDES Stormwater Permit requirements. This category of participants has no vote-share in the Program, and fees will be assessed based on Schedule B costs (see EXHIBIT B.2 "Schedule Parameters").

9. Code of Conduct Policy:

a. Purpose: This policy is established to encourage and maintain high standards of behavior by Program MC Members. This Code of Conduct applies to all MC Members and Alternates.

b. MC Conduct with the Public: MC Members should:

- i. Study materials, comments, and information submitted by the staff, the public, and other interested parties prior to voting, to the extent reasonable.
- ii. Be polite, impartial, respectful, and without prejudice toward the public and fellow MC members.
- iii. Provide fair and equal treatment for all people and matters coming before the MC.
- iv. Listen courteously and attentively to public comments and all public discussions at

MC meetings.

- v. Avoid body language that is defensive, disrespectful, or uninterested.
- vi. Avoid interrupting speakers, including other MC Members, and any comments from MC Members should be directed through the Chair.
- vii. Refrain from arguing with members of the public.
- viii. Represent and work for the common good of the Program and not for any private interest.

c. Violation of Policy: A perceived violation of this policy by a Member should be referred to the MC Chair for evaluation and consideration of any appropriate action warranted. In the case of a perceived violation by the MC Chair, the matter should be referred to the Vice Chair for evaluation and consideration of any appropriate action warranted. Reports, complaints, or concerns of perceived violations should be shared by the MC Chair or Vice Chair with the entire MC. The MC Chair or Vice Chair will seek assistance from the AGENCY with regard to the process to address a report or complaint of a perceived violation. A violation of this policy may be addressed as follows:

- i. Informal discussion with the MC Chair and/or Vice Chair
- ii. Professional counseling/coaching for the individual MC Member, upon recommendation of a majority of the MC made at a duly-noticed meeting of the MC

d. Applicability: Any individual representing MRSWMP at public meetings, community events, and other engagement opportunities is expected to abide by these standards. This includes MC Representatives, Program Administrator staff, and Outside Contractors. Should an issue arise with the conduct of Program Administrator staff or Outside Contractors, the matter will be addressed according to the AGENCY's personnel procedures.

10. Legal Services: The MC may select an attorney or firm (Program Attorney) that is experienced with the Clean Water Act and Municipal Storm Water NPDES Permits to provide legal advice to the MC on all matters involving administration of the Program's NPDES Permit and such other matters upon which the MC may seek legal advice or request legal representation. The Program Attorney shall not be responsible for providing legal advice related to permit compliance to individual PARTIES. The Program Attorney may provide such services under separate contract with any PARTY or PARTIES but shall provide advance notification to all PARTIES before providing such services to identify and resolve possible issues of conflict of interest. The Program Administrator may assist in coordination of activities with the Program Attorney but shall not give direction to the Program Attorney without prior authorization from the MC.

A.2: MC Representative Nomination Letter Template

[Jurisdiction's Letterhead]

[Date]

Monterey Regional Stormwater Management Program (MRSWMP)
Management Committee Program Administrator

RE: Designation of MRSWMP Management Committee Representatives

I, [signatory's name], in my capacity as [signatory's job title] for the [jurisdiction], do hereby designate the following individuals as the designated representatives to serve on the MRSWMP's Management Committee (MC).

1. **Primary MC Representative:**
Title:
Department:
Contact Information:
2. **Alternate MC Representative:**
Title:
Department:
Contact Information:
3. **Legally Responsible Official (LRO):**
Title:
Department:
Contact Information:

These representatives shall represent the [jurisdiction's] Community-Specific Stormwater Management Program on the MC to ensure compliance with the National Pollutant Discharge Elimination System (NPDES) Phase 2 Municipal Separate Storm Sewer System (MS4) permit requirements. They shall have the authority to act on behalf of the [jurisdiction] in all matters, including but not limited to participation in meetings, policy discussions, and decision-making processes pertaining to regional stormwater management efforts.

This designation shall remain in effect until amended or revoked in writing by the [signatory's job title].

Sincerely,

[signatory's name]
[signatory's job title]
[jurisdiction]

We, the undersigned designated MC Representatives, do acknowledge receipt of the MRSWMP MC Code of Conduct and agree to abide by the conditions therein.

Primary Representative

Alternate Representative

DRAFT

A.3: Chair & Vice Chair Roles & Responsibilities

1. The MC Chair and Vice Chair, upon selection by the MC as laid out in EXHIBIT A.1, Item 2, shall conduct monthly MC meetings. This includes but is not limited to: call to order, lead meeting and agendized content, call for public comment, facilitate questions from Members and the public, and adjourn meeting.
2. Rules of Order
 - a. The Chair shall preside at all meetings of the Committee, ensuring that the meeting is conducted in an orderly manner. Items should be taken up in the order listed in the published agenda. However, when the circumstances warrant, the Chair may modify the order of business.
 - b. In the absence of the Chair, the Vice Chair shall preside and exercise all the powers and duties of the Chair. If there is a quorum present, and both the Chair and the Vice Chair are absent, the MC Members present may agree upon a Member to preside and serve as temporary Chair.
 - c. The Chair will recognize other MC Members who wish to speak.
 - d. The Chair has the same right to make or second a motion or to debate as the other MC Members. The role of presiding officer does not need to be assigned to another Member while the Chair exercises these rights.
 - e. The Chair may ask whether there is a motion and a second to bring a matter to a vote or may move or second a motion to bring a matter to a vote.
 - f. Agenda items for a MRSWMP meeting are determined by the Chair in consultation with Program Administrator Support Staff.
3. Brown Act - MRSWMP MC is regulated by the Brown Act and must comply with open public meeting noticing and assembly requirements. Key sections include the following:
 - a. A meeting is considered the congregation of a majority of members and shall be open to the public (including ADA accessibility needs).
 - b. There are seven MRSWMP voting members; a quorum constitutes communication with a minimum of four members at one time.
 - c. Agendas must be posted publicly at least 72 hours prior to the meeting time, to include a brief general description of each item to be discussed. Staff posts notices online on the Monterey SEA website, physically at the M1W Administration Office, and through bulk email notifications.
 - d. MC leadership shall offer public comment opportunities on any item of interest to the public, before or during the consideration of the item within MRSWMP's jurisdiction.
 - e. No communications between a majority of MC Members may be used to discuss, deliberate, or take action on any item within the subject matter jurisdiction of the MC outside of properly noticed meeting sessions.
 - f. Program Administrator staff may engage in separate conversations with MRSWMP Members regarding MC business to answer questions or provide additional information.

4. Other Duties:

- a. Support generation of public meeting content – meet with Program Administrator Support Staff to suggest agenda items and to review meeting materials.
- b. Provide feedback – review and provide input on meeting packet materials, official correspondence, and other supporting documents on behalf of MRSWMP.

5. Annual Calendar (approximate dates – may be adjusted to accommodate schedules and holidays)

- a. Committee meetings: fourth Wednesday of each month
- b. In-person meeting agenda/minutes review with Program Administrator Support Staff: second Wednesday of each month
- c. Approval of draft meeting packets via email: third Wednesday of each month

Meeting agendas and packets are not published until approval is received from the Chair and Vice Chair.

EXHIBIT B: BUDGET

DRAFT

B.1: Budget

Prior to the start of each fiscal year, the Program Administrator, under the direction of the MC, will prepare a Draft Budget and submit it to the MC for its review. The Draft Budget will include a proposed approach for the allocation of costs (cost-sharing) to each PERMITTEE. The Program Administrator will revise the Draft Budget to address concerns and comments from the MC, and the MC then will approve and adopt a Final Budget for the fiscal year. The Final Budget shall be presented to the AGENCY's Director of Finance by May of the preceding fiscal year for approval by the Program Administrator's Board of Directors.

The Program Administrator will establish a separate job-cost code in its accounting system, to which hours spent and out-of-pocket costs related directly to performing work as the Program Administrator and for services of the Program Administrator will be charged. The Program Administrator will send quarterly reports to the MC summarizing the work the Program Administrator has performed during that quarter, the total fiscal year expenditures to conduct Program tasks, and the portion of the cost allocated to each PERMITTEE. The portion of the cost allocated to the PERMITTEE will be calculated in accordance with the cost-sharing approach specified in the adopted Final Budget. The parameters for cost-sharing calculations are described in EXHIBIT B.2.

Direct and Indirect Costs: The costs for AGENCY's services as the Program Administrator will consist of both direct and indirect costs. Direct costs are costs which can be tracked through timecards, invoices, record-keeping systems, and other records that specifically allocate a cost to these services.

Indirect costs are all other costs incurred by AGENCY in order to perform its duties as the Program Administrator, with the percentage of allowable indirect costs tied to the Consumer Price Index Average for San Francisco³. Examples of the types of indirect costs that AGENCY is likely to incur are described in EXHIBIT B.3.

Budget Amendments: The Program Administrator and the PERMITTEES recognize that the budget will be based on estimated costs and that actual costs may differ from the budgeted amounts. The Program Administrator will evaluate all completed and proposed expenditures in order to reduce any budget amendments requested. If it appears that costs will exceed the budgeted amounts, the Program Administrator will notify the MC before incurring costs in excess of the budgeted amounts.

Should any anticipated expenditure exceed the limits of the adopted budget, the AGENCY must submit a formal request to incur costs in excess of the budgeted amounts, using the Budget Amendment Form in EXHIBIT B.4. All budget amendment requests shall include description of the proposed change, reason for the change, amount of the change, and estimated timeframe for expenses to be incurred.

If the MC determines, by way of majority vote at a duly-noticed Committee meeting, that it is appropriate to have the Program Administrator incur additional costs above the budgeted amounts, the AGENCY shall proceed to expend the approved funds. No budget amendment will be considered final or acted upon until it has received formal approval by the MC.

³ US Bureau of Labor Statistics https://www.bls.gov/regions/west/ca_sanfrancisco_cmsa.htm

B.2: Schedule Parameters

The costs of Program activities are shared between each PERMITTEE to ensure equitable division of budget elements. Parameters for each Cost Share Schedule are split into the categories specified in Table B and determined according to the calculations below.

Table B: Cost Share Calculations

Cost Share Schedule	Basis of Calculation
<i>A (total)</i>	<i>Program Administrator Positions</i>
A-1	Fixed Fee Portion
A-2	Population-Based Portion
B	Population, Permitted Area
C	Number of Monitoring Locations
D	Regional Module Cost Discount
E	Reg. Subscription Cost Discount

1. Schedule A

- a. Program Administrator Support Staff salaries and benefits - one Full Time Equivalent staff member (a total of 2,080 working hours annually). Staff members receive an annual cost of living adjustment (between three percent (3%) and six percent (6%)) and may be eligible for five percent (5%) salary step increases each year, both of which will be included in budget estimates.
- b. A-1: Fixed fee for each PERMITTEE for the portion of Support Staff hours deemed to be equally beneficial to all PERMITTEES.
- c. A-2: Based on census populations for each PERMITTEE.

2. Schedule B

- a. Programs budget - including training session organization, conferences, travel, and PERMITTEE enrichment.
- b. Direct percentage of population share of individual PERMITTEE areas, including COORDINATING ENTITIES' portion of the population.

3. Schedule C

- a. Stormwater Monitoring Program costs - including volunteer recruitment, laboratory analysis fees, data analysis, and annual report preparation.
- b. Direct percentage of water quality monitoring locations within each jurisdiction.

4. Schedule D

- a. Program Effectiveness Assessment and Improvement Plan software cost.
- b. Calculation based on software module use by each PERMITTEE and the population within each jurisdiction.

5. Schedule E

- a. California Stormwater Quality Association (CASQA) membership.
- b. Calculation based on individual subscriber cost by population and division of PERMITTEE discounts through the regional subscription total.

B.3: Indirect Costs

Indirect costs are defined as cost items that cannot be identified specifically with a single cost objective in an economically feasible manner.

For the costs covered by this AGREEMENT, indirect costs will be charged at 10% of all other direct costs and will be updated, as deemed necessary, with Consumer Price Index adjustments for the San Francisco Region.

The following are the types of indirect costs expected to be incurred in conducting Program activities:

- Use of AGENCY electronic processing systems, including hardware/software for printers, modems, and financial and data processing. Costs include depreciation as well as internal and external maintenance, service agreements, software support, and payroll processing.
- The use of supplies and/or services that are not feasible or not cost-effective to segregate, such as disposables, shared office supplies, forms, paper, and postage.
- Purchasing services, including AGENCY staff time seeking bids, communicating with vendors, preparing requisitions, and issuing purchase orders.
- Use of existing office equipment (copiers, fax machines, scanners, computers) and their related repair, supplies, and maintenance.
- Centralized telephone system and use of AGENCY cellular phones.
- AGENCY Administration building costs (use, utilities, insurance).
- Administrative services including agency-wide training programs (such as safety, sexual harassment prevention), employee assistance programs, and general office support.
- Use of upper-level AGENCY staff for overall coordination, management, and support of stormwater permitting activities and Support Staff work performance.
- Utilization of Program Administrator Attorney to provide legal input on items pertaining to Program activities, at the request of the AGENCY or MC.

B.4: Budget Amendment Form
**Monterey Regional Stormwater
Management Program (MRSWMP)**
Budget Amendment Form

Amendment No.	Date:
From: Program Administrator [support staff names], Monterey One Water	

Description: [Describe request]

List Any Attachments: [Please provide if any.]

Amendment Dollar Amount: Not to exceed [enter amount]

APPROVED BY:

MRSWMP Management Committee Chair	Monterey One Water Program Administrator
Date:	Date:
Signed:	Signed:

EXHIBIT C: AGENCY PROCUREMENT POLICY

DRAFT

Monterey One Water Procurement Policy

The PARTIES to the MRSWMP MOA shall abide by the AGENCY Procurement Policy with respect to general purchases and consultant services for Program activities.

Should the AGENCY Board of Directors adopt new thresholds for purchasing authority levels of approval or required processes, the Program Administrator shall notify the MC in writing as soon as possible.

Table C.1 and C.2 show the Procurement Policy cost ranges and associated requirements, as approved by the AGENCY Board of Directors July 1, 2017, and amended October 28, 2022.

Table C.1: Solicitation Types

Cost Range	Type of Solicitation
Less than \$5,000	Informal; solicit one written quote
\$5,000 - \$35,000	Informal; solicit three (3) written quotes
Over \$35,000	Advertise for Sealed Bids or issue a Request for Proposals/Qualifications

Table C.2: Authority Levels

Position	Authority Limit
Designated Employees	\$11,000
Supervisor	\$25,000
Manager/Director	\$40,000
Director	\$60,000
Assistant General Manager/Director of Finance	\$80,000
General Manager	\$135,000
Board of Directors	\$135,001 or more

**EXHIBIT D: DUTIES OF
THE PROGRAM ADMINISTRATOR &
PROGRAM ADMINISTRATOR SUPPORT STAFF**

DRAFT

D.1: Duties of the Program Administrator

Program Administrator: The Program Administrator shall perform the following duties:

- Assist in the recruitment, management, supervision, and retention of Stormwater Program Administrator Support Staff.
- Provide assistance in financial oversight, to include basic Program accounting services and Program budget management, of Stormwater Program Administrator Support Staff.
- Provide overall coordination, management, and support of Program activities.

Program Administrator Support Staff: The Stormwater Program Administrator Support Staff shall perform the following duties:

- The Program Administrator Support Staff will be paid from Program funds in accordance with the adopted Program budget.
- Work assignments are given to the Program Administrator by the MC and not by individual PERMITTEES.
- The Program Administrator Support Staff are not responsible for providing program management services related to individual PERMITTEES' Community-Specific Programs.
- In conformance with the Brown Act, arrange for and facilitate meetings of the MC, including making meeting room arrangements, preparation and distribution of agenda materials and meeting notices, and preparation and distribution of meeting minutes.
- Advise the MC to ensure that the PERMITTEES are in conformance with Robert's Rules of Order and parliamentary processes for meetings and decision making.
- Permit compliance management, including maintaining and promulgating an up-to-date schedule of the activities to be conducted by the MC and its individual PERMITTEES. Anticipate plans, procedures, policies, and other items necessary to carry out the commitments and obligations under the Program and MS4 Permits; prepare and present same to the MC for their review, direction, and approval.
- Prepare the consolidated Regional Annual Report required by the Permit and other permit-related reports and documents.
- Coordinate with RWQCB and SWRCB on Phase 2 Small Municipal Storm Water permitting issues at the direction of the MC.
- As directed by the MC, prepare updates to the Program in conjunction with permit renewals and/or implementation by the SWRCB and/or the RWQCB of new permits or permit requirements.
- At the direction of the MC, manage budget preparation and execution on behalf of the PERMITTEES, including recordation of employee expenses and the proper apportionment to the PARTICIPATING ENTITIES.
- Work with Program Administrator accounting staff with regard to accounts payable, receivable, and invoicing, and review and process Outside Consultant invoices in a timely manner.
- At the direction of the MC, manage contracts with and manage the work of Outside Consultants to perform Program tasks, if deemed necessary and approved by the MC.

- Interact with additional Program Administrator staff, such as secretarial, clerical, accounting, and source control, to carry out the work of the Program Administrator Support Staff.
- Maintain documents and files both electronically and in hard copy in a logical and understandable manner.
- Arrange for training programs to be conducted to fulfill Program Best Management Practices requirements at the direction of the MC. Such work may involve contracting with training consultants or preparing and presenting the training using in-house resources.
- Maintain an up-to-date awareness and knowledge of State and Federal stormwater requirements and, as directed, California Marine Protected Area policies and requirements and Monterey Bay National Sanctuary programs and requirements. Keep the MC sufficiently briefed on programs, potential changes in regulations, grants, and other such matters so that the MC may provide direction and take timely action regarding these types of items.
- Participate in California Stormwater Quality Association (CASQA), SWRCB, and RWQCB activities such as meetings, programs, etc. when and if directed by the MC to do so.
- Prepare other documents such as correspondence to regulatory agencies and advocacy organizations for review, editing, and finalization by the MC. If so directed by the MC, participate in State task forces and other groups pertaining to Program matters.
- As needed, and if so directed by the MC, assist the Public Education and Public Outreach Program Coordinator with such activities as public education, public outreach events, storm drain stenciling, publicity, grant writing, water quality monitoring, and source tracking.
- Research and report on various topics of interest to the MC, at the direction of the MC.

Program Administrator Evaluations: At the end of each fiscal year, the full Management Committee (MC) shall conduct an annual performance evaluation of the AGENCY. This evaluation shall be carried out during a closed session meeting, with the participation of the Program Administrator. Each MC Member shall assess independently the AGENCY's performance using the standardized evaluation template provided in EXHIBIT D.2. This process ensures transparency, accountability, and continuous improvement in the implementation of the AGREEMENT.

D.2: Program Administrator Evaluation Template

Agency: Monterey One Water, MRSWMP Program Administrator (Agency)

Support Staff Members:

Performance Feedback Period:

Evaluator:

Date of Discussion:

COMPETENCY REVIEW

Please provide feedback on the Agency's performance relating to the following competencies and specify the appropriate Performance Standards value (defined in description below).

- Accuracy & Quality of Work
- Decision Making
- Innovation & Creativity
- Planning & Goal Setting
- Problem Solving
- Teamwork, Consultant Coordination
- Other

PROGRAM AREAS OF RESPONSIBILITY

Given the two major categories of Program Administrator responsibilities, summarize the efficacy of these elements:

Administration:

Outreach:

GOALS & EXPECTATIONS

Stormwater Permit Priorities:

Accomplishments:

Incomplete this year:

GOAL SETTING

Identify and list the most important goals that support the MRSWMP objectives for the next review cycle, and indicate how to evaluate goals for success:

SUMMARY OF OVERALL PERFORMANCE

Please summarize the overall performance of the Program Administrator and assign a Performance Standards value.

AGENCY COMMENTS

PERFORMANCE STANDARDS

E = Exceeds Performance Expectations

Work can be described as consistently exceptional, regularly exceeding Program objectives, goals, and standards.

P = Performs Well

Strong performance and meets the Program's high expectations and standards. Can be relied upon to consistently perform quality work that furthers the Program's goals and objectives.

N = Not Meeting Expectations

Agency is not fully meeting all expectations of the job.

C = Corrective Action

Agency is not meeting performance expectations and needs to improve in order to retain the role of Program Administrator. A corrective action plan must accompany this document.

The Program Administrator has reviewed this document and discussed the contents with the Committee.

Program Administrator Representative Signature

Date

EXHIBIT E: DEFINITIONS

DRAFT

Definitions

Term	Definition
40 CFR 122.6	"States authorized to administer the NPDES program may continue either EPA or State-issued permits until the effective date of the new permits, if State law allows."
ADA	Americans with Disabilities Act
AGENCY	Monterey One Water, a JPA organized under California law
AGREEMENT	Memorandum of Agreement, as signed in 2025 between individual MS4 permit holders
Brown Act	Also, Ralph M. Brown Act. Government Code Section 54950 et seq., regulating the procedures of MC meetings to ensure public access and transparency
CASQA	California Stormwater Quality Association
Clean Water Act section 402(p)(6)	"Not later than October 1, 1993, the Administrator, in consultation with State and local officials, shall issue regulations (based on the results of the studies conducted under paragraph (5)) which designate stormwater discharges, other than those discharges described in paragraph (2), to be regulated to protect water quality and shall establish a comprehensive program to regulate such designated sources. The program shall, at a minimum, (A) establish priorities, (B) establish requirements for State stormwater management programs, and (C) establish expeditious deadlines. The program may include performance standards, guidelines, guidance, and management practices and treatment requirements, as appropriate."
Community-Specific Programs	Each permit-holding jurisdiction must implement stormwater management requirements specified in their respective MS4 permits. These programs are separate from regional coordination efforts and unique to each PERMITTEE.
COORDINATING ENTITIES	Non-traditional agencies that are not subject to similar permit requirements and include land parcels adjoining PERMITTEE areas that may impact shared watersheds
Counterpart	A copy of the signed MOA, whether that be shared electronically or in hard copy
CWA	Federal Clean Water Act
Duly Authorized Representative	An individual with the authority to enter into agreements on behalf of each jurisdiction
DWQ	State Water Resources Control Board Division of Water Quality
EPA	Federal Environmental Protection Agency
General Permit	Water Quality Order No. 2003-005- DWQ, NPDES General Permit CAS000004 WDRs for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems, adopted April 30, 2003

Government Code Section 54950 et seq.	The Ralph M. Brown Act (Brown Act), pertaining to guidelines for public meetings to ensure public access and transparency
Government Code Section 810.8	"'Injury' means death, injury to a person, damage to or loss of property, or any other injury that a person may suffer to their person, reputation, character, feelings or estate, of such nature that it would be actionable if inflicted by a private person."
Government Code Section 895.4	"As part of any agreement, the public entities may provide for contribution or indemnification by any or all of the public entities that are parties to the agreement upon any liability arising out of the performance of the agreement."
Government Code Section 895.6	"Unless the public entities that are parties to an agreement otherwise provide in the agreement, if a public entity is held liable upon any judgment for damages caused by a negligent or wrongful act or omission occurring in the performance of the agreement and pays in excess of its pro rata share in satisfaction of such judgment, such public entity is entitled to contribution from each of the other public entities that are parties to the agreement. The pro rata share of each public entity is determined by dividing the total amount of the judgment by the number of public entities that are parties to the agreement. The right of contribution is limited to the amount paid in satisfaction of the judgment in excess of the pro rata share of the public entity so paying. No public entity may be compelled to make contribution beyond its own pro rata share of the entire judgment."
JPA	Joint Powers Authority
Management Committee	The official management and oversight body of MRSWMP
MOA	Memorandum of Agreement
MONTEREY ONE WATER	A JPA organized under the laws of the State of California
MRSWMP	Monterey Regional Storm Water Management Program
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
Order	California Water Quality Order No. 2013-0001-DWQ NPDES General Permit No. CAS000004, adopted February 5, 2013
Outside Contractors	Any consultant(s) or contractor(s) to be paid from Program funds, who are selected by the Program Administrator to perform duties related to permit compliance activities
PARTY , or collectively as PARTIES	The AGENCY and PERMITTEES signing onto the 2025 MOA
PERMITTEE , or collectively as PERMITTEES	City of Carmel-by-the-Sea, a municipal corporation of California; City of Del Rey Oaks, a municipal corporation of California; City of Monterey, a municipal corporation of California; City of Pacific Grove, a municipal corporation of California; City of Sand City, a municipal corporation of California; City of Seaside, a municipal corporation of California; and County of Monterey, a political subdivision of California.

Program	Monterey Regional Storm Water Management Program
Program Administrator	Monterey One Water, a JPA organized under California law
Program Attorney	An attorney or firm selected by the MC that is experienced with the Clean Water Act and Municipal Storm Water NPDES Permits to provide legal advice to the Management Committee on all matters involving administration of the Program's NPDES Permit and such other matters upon which the Management Committee may seek legal advice or request legal representation
RWQCB	California Regional Quality Control Board - Central Coastal Basin
SWRCB	California State Water Resources Control Board
WDQ	Waste Discharge Requirements



CITY OF SEASIDE STAFF REPORT

Item No.: 8.G.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Andreas Baer, Assistant Public Works Director
Thomas Korman, Public Works Director/City Engineer

DATE: August 21, 2025

**SUBJECT: ADOPT A RESOLUTION TO TRANSFER \$265,000.00 FROM
INDIVIDUAL STORM DRAIN IMPROVEMENT PROJECTS TO
REPAIR FAILED PIPELINES CITYWIDE**

RECOMMENDATION

Adopt a resolution authorizing budget transfer.

BACKGROUND

Staff reviewed the failed Corrugated Metal Pipe (CMP) repair list from the current Storm Water Master Plan in an attempt to repair failed pipes ahead of winter storms. Storm drain flows are strong and rapid during heavy rainfall. Failed CMP pipes being addressed now have large holes rusted through them, no bottoms, and/or are developing sinkholes currently. Heavy storm water flows can erode exposed soil, creating or enlarging sinkholes that can eventually collapse, damaging the above and adjacent structures.

Failed pipes are expensive and difficult to repair during storms because the uncontained flowing water creates pollution, heavy flows are difficult to manage, and rapidly flowing water and debris cause unstable and unsafe conditions. The most critical pipes to repair are those below arterial and collector streets, and those below structures and private property. Staff have identified and made repairs to a number of priority failed CMP storm drain pipes, but there is inadequate funding in the CMP Replacement program to address the remaining priorities ahead of winter. Staff recommend transferring funding from less critical storm drain projects to fund the necessary repairs to the failed CMP

pipes, focusing on those beneath houses and arterial streets.

Failed CMP pipes exist at the following locations:

1. 24" CMP beneath private property connecting Noche Buena St. to Kenneth St. between Wanda Ave. and Sonoma Ave.
2. 12" CMP pipes below Elm Ave. running east of Terrace St. then turning under private property and connecting to Amador Ave.
3. Along the west side of Fremont Ave. between Birch Ave. and La Salle Ave.
4. Along the east side of Fremont Ave. between Kimball and Canyon Del Rey.

Staff recommends prioritizing storm drain funds to address as many of these failed pipes as possible.

FISCAL IMPACT

The current storm drain funding is split up between a number of different projects. The projects listed below are either funded for investigation and design work, or are not critical at this time. Staff propose transferring the funding balance from 271-8910-9970, 271-8910-9971, 271-8910-9972, 271-8910-9973 to 271-8910-9965.

Account #	Account Name	Funding
Existing Funding		
271-8910-9965	CMP Replacement Program	\$268,457.50
Funded Projects with Available Funding		
271-8910-9971	Hilby Avenue Storm Drain Improvements	\$75,000
271-8910-9972	Kimball Ave Storm Drain Improvements	\$50,000
271-8910-9970	Storm Drain Cleaning	\$80,000
271-8910-9973	Fremont Blvd Pipe Crossing Concrete Removal	\$60,000
Total Available Funding		\$265,000
Proposed Project Funding		\$533,457.50

STRATEGIC PRIORITY

Community Safety & Quality of Life

ATTACHMENTS

1. Resolution
-

Reviewed for Submission to the City Council by:

A handwritten signature in black ink, appearing to read 'GMP', is positioned above a horizontal line.

Greg McDanel, City Manager

RESOLUTION NO. 25-

A RESOLUTION OF THE CITY OF SEASIDE CITY COUNCIL

ADOPT A RESOLUTION TO TRANSFER \$265,000 FROM INDIVIDUAL STORM DRAIN IMPROVEMENT PROJECTS TO REPAIR FAILED PIPELINES

WHEREAS, The City of Seaside has a number of failed Corrugated Metal Pipes (CMP) below private property and arterial street; and

WHEREAS Failed storm drain pipes can cause sink holes and the road or structures above to fail creating costly repairs; and

WHEREAS The City has been building a fund titled the CMP Replacement Project to replace these pipes; and

WHEREAS The CMP Replacement pipe fund does not have adequate funding to repair the most critical pipes with pending sink holes; and

WHEREAS Alternative Storm Water Projects have been identified that are not critical, and or could be delayed in order to better fund the CMP Replacement Project.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City of Seaside City Council authorizes \$265,000 to be transferred from the following storm water accounts 271-8910-9970, 271-8910-9971, 271-8910-9972, and 271-8910-9973 to the CMP Replacement Project Account 271-8910-9965.

PASSED AND ADOPTED at a regular City Council meeting duly held on the 21st day of August, 2025 by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.A.

TO: City Council

BY: Dan Meewis, Assistant City Manager

DATE: August 21, 2025

**SUBJECT: ADOPT A RESOLUTION APPROVING THE APPLICATION TO
NAME THE BASKETBALL COURT AT LINCOLN CUNNINGHAM
PARK AFTER E.J. ROWLAND AND THE PLACEMENT OF A
COMMEMORATIVE PLAQUE ON A BENCH NEXT TO THE
BASKETBALL COURT IN HONOR OF EARL ROWLAND**

RECOMMENDATION

Approve the recommendations from the Parks and Recreation and Art and History Commissions to approve the application to name the basketball court after E.J. Rowland and place a commemorative plaque in honor of Earl Rowland.

BACKGROUND

In accordance with the City of Seaside's **Parks, Recreational Facility, City-Owned Building and Street Naming Policy**, the City has received a formal request to name the Basketball Court located at Lincoln Cunningham in honor of E.J. Rowland, and place a commemorative plaque on one of the benches near the court in honor of his father Earl Rowland.

The City's Naming Policy establishes uniform guidelines, criteria, and procedures for naming or renaming city-owned land and facilities, including parks, recreational facilities, buildings, and streets. The policy encourages names that reflect Seaside's

history, cultural diversity, native geography, and individuals who have made substantial contributions to the community.

In June 2025, the Recreation Department received the completed application from the applicant. After staff reviewed the application, it was deemed complete. In the policy under section IV. Naming Procedure item D, it states "Completed applications will be forwarded concurrently for review to the Parks and Recreation Commission and the Historical Commission at a regularly scheduled meeting within a thirty (30) day period." and item E states "Notice of intent to name a park, recreational facility, city-owned building, or commemorative naming of a street shall be posted in public places and published in the City's paper of record during the same 30-day review period of the City's Commissions".

Staff published the public notification on Tuesday, July 1, 2025, to begin the thirty-day public comment period. The Art and History Commission was scheduled to meet on July 8, 2025. However, they did not have a quorum. The first meeting that was available for review was by the Parks and Recreation on Monday, July 21, 2025. During that meeting, the Parks & Recreation commission voted unanimously to approve the recommendation for the naming. The Art and History Commission met on Tuesday, August 12, 2025. During that meeting there was robust discussion of the item. The concern that was brought up was what the specifics were about his connections with the City. Ultimately, the commission did approve the recommendation. However, they did make a stipulation in the motion that they would like the applicant to address the specifics of the connections with the City outside his role as an international basketball star, and his philanthropic endeavors.

FISCAL IMPACT

There is no fiscal impact on this item. If it is approved, the applicant will pay all costs associated with the installation of the new sign plaque.

ATTACHMENTS

1. Park, Recreational Facility, City-Owned Building and Street Naming Policy and Application (PDF)
 2. Naming Application EJ Rowland
 3. EJ Rowland naming resolution
-
-

City of Seaside
PARK, RECREATIONAL FACILITY, CITY-OWNED BUILDING AND STREET
NAMING POLICY

I. PURPOSE:

To establish a uniform policy regarding requests for the naming or renaming of City-owned land and facilities including parks, recreation facilities, buildings, streets, and the designation of commemorative street names and plaques, that are compatible with community interest and will enhance the values and heritage of the City of Seaside.

II. GENERAL :

- A. This policy shall establish the guidelines, criteria and process for naming or renaming of city-owned facilities.
- B. The City Council shall have the final authority to name and rename City parks, recreational facilities, city-owned buildings, streets and to designate commemorative street names and plaques.
- C. Under extraordinary circumstances that would cast a negative image upon the City, any naming of city-owned facilities in honor of an individual, family or group may be revoked at the discretion of the City Council.
- D. The names of individuals or corporations or groups involved in controversial enterprises or activities, such as those that would be detrimental to the mission or image of the City of Seaside should be avoided.
- E. The donation of land, facilities, or funds for the acquisition, renovation or maintenance of land or facilities, shall not constitute an obligation by the City to name the land and/or facility or any portion thereof after an individual, family or organization.
- F. Existing names are deemed to have historic recognition. It is the City of Seaside's policy to keep the name of any existing park, city-owned buildings, or recreational facility, particularly one whose name has City or regional significance, unless there are compelling reasons to consider such a change; after a thorough study and a unanimous vote of the City Council. Furthermore, the City will consider renaming to commemorate a person or persons, posthumously, only when the person or persons have made a major, overriding contribution to the City and whose distinctions are as yet unrecognized.
- G. It is the intent of this policy to prohibit, except under extraordinary circumstance with a super majority vote (4 to 1) of the City Council and a required minimum of 2/3 of the affected property owners (as shown on the latest Monterey County Tax Roll) written approval, the changing of street names that have existing homes or businesses using the street name in their address, or streets which connect with adjacent jurisdictions.

- H. Street naming and renaming shall be made by City Council resolution or as a result of an approval and recordation of a subdivision map.
- I. All costs including staff time, labor and materials associated with the installation of plaques, monuments and/or replacement of signs resulting from this policy will be borne by the individual, group or organization sponsoring the request.

III. NAMING CRITERIA

A. PARKS, CITY-OWNED BUILDINGS AND RECREATIONAL FACILITIES:

- 1. Naming shall begin early in the development and/or acquisition as possible.
- 2. Names should be appropriate to the park, city-owned building, or recreational facility by reflecting the native wildlife, history, flora, fauna, geographic area, or natural geologic features related to the Community of Seaside.
- 3. Names can be from significant historical events, cultural attributes, a local landmark or for a historical figure.
- 4. Areas that can be recognized include: Points of entry, walkways, trails, room or patio within a city-owned building, recreational facilities such as group picnic areas or ball fields, and physical features such as valley, hills, streams or vista views.
- 5. Names which reflect the City's ethnic and cultural diversity are encouraged. Signage shall be in English.
- 6. Commemorative names honoring individuals or families should be based on the following criteria:
 - a. made lasting and significant contributions to the protection of natural or cultural resources of the City of Seaside;
 - b. made substantial contributions to the betterment of a specific facility or park consistent with the established standards for the facility;
 - c. made substantial contributions to the advancement of commensurate types of recreational opportunities with the City of Seaside;
 - d. be associated to an economic development or redevelopment activity;
 - e. had a positive impact on the lives of Seaside's residents;
 - f. has volunteered for ten (10) or more years of service to the community;
 - g. an individual who is to be honored shall be deceased for a minimum period of three (3) years.

B. STREETS:

- 1. Names shall be unique, easily discernable, and simple to pronounce for public safety consideration. Similar sounding or duplicate street names shall not be considered.
- 2. North and South thoroughfares shall be called streets, and East and West thoroughfares shall be called avenues or boulevards.

3. Street names may recognize native wildlife, flora, fauna or natural geologic features related to the community and the City of Seaside.
4. Names with the same theme (i.e. flowers, states) are suggested for naming streets in an entire subdivision, as a means of general identification.
5. Street names shall not contain more than 18-letter characters, including any combinations of spaces, or letters, designations in the base portion of the name.
6. Cumbersome, corrupted or modified names, discriminatory or derogatory names, from the point of view of race, sex, color, creed, ethnicity, religious affiliation, political affiliation or other social factors are not acceptable.
7. Names for public and private streets in a new subdivision shall be proposed by the developer, reviewed by the Planning Commission, approved by the City Council. The street names are adopted by the City when the final subdivision map for the development is recorded.

C. COMMEMORATIVE STREETS NAMES AND PLAQUES:

1. Commemorative street name signs are additions to the street name and will not change the street address. Existing street name shall be retained and a supplemental sign or plaques shall be installed beneath the existing street name signage. Commemorative street name signs shall consider the same criteria for naming of streets.
2. Commemorative plaques shall be placed in common areas such as the entrance columns of City Hall and public benches. In recognition of individuals that should be honored for their accomplishments and contribution to the city, a community COLUMN OF HONOR is to be established at City Hall on the entrance columns of the building. The COLUMN OF HONOR will be a permanent honor, consisting of a marker describing the honorees accomplishments, placed on a bronze plaque. Recognition will be made either at a City Council Meeting or at a special ceremony at the COLUMN OF HONOR. The applicant or sponsoring group/organization will be responsible for the cost of the plaque. If a special recognition ceremony is requested, the applicant may be charged for the cost.
3. Criteria for commemorative street names and plaques are as follows:
 - a. Names honoring **individuals (posthumously)**, groups, or families should be based on the following criteria:
 - i. made lasting and significant contributions to the protection of natural or cultural resources of the City of Seaside;
 - ii. made substantial contributions to the betterment of the City of Seaside which has positively impacted the lives of citizens of the City of Seaside,
 - iii. be associated to an economic development or redevelopment activity in fulfillment of the City's mission;
 - iv. commemorates a significant historical event;

- v. contributed outstanding civic service to the City for a minimum period of ten (10) years;
 - vi. an individual who is to be honored shall be deceased for a minimum period of three (3) years.
- b. Names of **living persons** shall be considered only under the following circumstances:
 - i. The honoree contributed half or more of the cost of a major facility;
 - ii. The honoree initiated or contributed major time to the establishment of the city project;
 - iii. The overwhelming belief (public opinion) that the honoree would be likely be honored of that facility posthumously;
 - iv. No other individual now living has, or is likely to have, greater public support for being honored;
 - v. The honoree has given extraordinary service to the City and to the community;
 - vi. The honoree has attained national or international prominence and achievement.
- c. Naming after an individual who has served as a **City Official** or as a **City employee** shall occur after the person has separated from City service and should be based on the following criteria:
 - i. Made contribution over and above the normal duties required by their positions.
 - ii. Had a positive impact on the past and future development of programs, projects, or facilities in the City of Seaside.
 - iii. Made significant volunteer contributions to the community outside the scope of their job.
 - iv. Had exceptionally long tenure with the City of Seaside; a minimum of ten (10) years.
 - v. Significant public support for a memorial to the city official or city employee on the occasion of their death or retirement.

IV. NAMING PROCEDURE

- A. A request shall be submitted in writing on the standard application form. Fees associated with administrative and hard costs for the sign or plaque placement will be at the expense of the applicant, such as sign procurement and installation costs. An application fee has been established and will be based on the most current adopted city's Fees & Charges Schedule. The payment of the application fee is required at time of application submission.
- B. The applicant shall be able to provide clear evidence that the individual to be honored has made a significant contribution to the economic vitality and/or quality of life in the Seaside community.

- C. The application will be reviewed for completeness based upon the naming criteria by staff in the Resource Management Services Department. All recommendations or suggestions will be given the same consideration without regard to the nomination source.
- D. Completed applications will be forwarded concurrently for review to the Parks and Recreation Commission and the Historical Commission at a regularly scheduled meeting within a thirty (30) day period.
- E. Notice of intent to name a park, recreational facility, city-owned building, or commemorative naming of a street shall be posted in public places and published in the City's paper of record during the same 30-day review period of the City's Commissions.
- F. After the 30-day review and public comments period, the request will be placed in the agenda for the next regularly scheduled City Council Meeting as a noticed public hearing for the City Council's consideration.

City of Seaside
Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Applicant's Name: _____

Mailing Address: _____

E-mail: _____ Phone: _____

D Park Location _____

Recreational

D Facility Location _____

Commemorative

D Street Name Location _____

D Street Location _____

City-owned

D Building Location _____

D COLUMN OF
HONOR

Yes No

D **D** Honoree Name, if yes, please complete the following page.

Does this pertain to only a portion of the site or
facility? _____

If yes, portion suggested for naming: _____

Signature

Date

Print Name

City of Seaside

Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Please indicate which criteria below pertain to the application and provide a brief description of how the application meets these criteria (attach additional sheets if necessary):

Yes
D

No
D

Has made lasting and significant contributions to the protection of natural or cultural resources of the City of Seaside.

If yes please
explain:

Yes
D

No
D

Has made substantial contributions to the betterment of a specific facility or park consistent with the established standards for the facility, or to the City of Seaside which has positively impacted the lives of citizens.

If yes please
explain:

Yes
D

No
D

Has made substantial contributions to the advancement of commensurate types of recreational opportunities with the City of Seaside.

If yes please
explain:

Yes
D

No
D

Is associated with an economic development or redevelopment activity that meets the Mission of the City of Seaside and improves the quality of life for its residents.

If yes please
explain:

Yes
D

No
D

Commemorates a significant historical event.

If yes please
explain:

City of Seaside

Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Please indicate which criteria below pertain to the application and provide a brief description of how the application meets these criteria (attach additional sheets if necessary):

Yes D	No D	The name preserves the geographic, environmental (relating to natural or physical features), historic or landmark connotation of particular significance to the area in which the land or facility is located, or for the City as a whole.
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If yes please explain:

Yes D	No D	The land, facility, or the funds for the purchase, construction, renovation or maintenance was donated by the individual, family or organization.
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If yes please explain:

Yes D	No D	An in-kind contribution or service of major and lasting significance was made to the acquisition of the land, facility, or the planning, development, construction, renovation or maintenance of a facility.
-----------------	----------------	--

If yes please explain:

Yes D	No D	The name recognizes a benefactor organization, group or business that contributed to the site or facility.
-----------------	----------------	--

If yes please explain:

Yes D	No D	The name commemorates a significant historical figure.
-----------------	----------------	--

If yes please explain:

JUSTIFICATION:

Please provide written justification supporting your proposed naming of a city owned facility or provide additional comments related to this application. Attach additional pages or supplemental information, if applicable.

[illegible]

Please attach petitions and/or letters of support from City community groups and organizations.

If you have any questions, please call the Resource Management Services Department at (831) 899-6825.

Please return completed application to:

City of Seaside
Resource Management Services Department
440 Harcourt Avenue
Seaside, CA 93955

FAX: (831) 899- 6211

City of Seaside
Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Applicant's Name: Annalisa Mitchell.
Mailing Address: P.O. Box 972. Seaside Ca. 93955.

E-mail: Juzaliza@yahoo.com Phone: 831-869-8053.

☒ Park Location Lincoln Cunningham.

☐ Recreational Facility Location _____

☐ Commemorative Street Name Location _____

☐ Street Location _____

☐ City-owned Building Location _____

☐ COLUMN OF HONOR

Yes No

☐ ☐ Honoree Name, if yes, please complete the following page.

Does this pertain to only a portion of the site or facility?

If yes, portion suggested for naming: Basketball Court ¹/₄ / Bench.

Annalisa Mitchell.
Signature

4-5-2025
Date

Annalisa Mitchell.
Print Name

City of Seaside

Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Please indicate which criteria below pertain to the application and provide a brief description of how the application meets these criteria (attach additional sheets if necessary):

Yes
☒

No
☐

Has made lasting and significant contributions to the protection of natural or cultural resources of the City of Seaside.

If yes please explain:

see attached

Yes
☒

No
☐

Has made substantial contributions to the betterment of a specific facility or park consistent with the established standards for the facility, or to the City of Seaside which has positively impacted the lives of citizens.

If yes please explain:

see attached

Yes
☒

No
☐

Has made substantial contributions to the advancement of commensurate types of recreational opportunities with the City of Seaside.

If yes please explain:

see attached

Yes
☒

No
☐

Is associated with an economic development or redevelopment activity that meets the Mission of the City of Seaside and improves the quality of life for its residents.

If yes please explain:

see attached

Yes
☐

No
☐

Commemorates a significant historical event.

If yes please explain:

City of Seaside

Application for Naming of Parks, Streets, City Owned Buildings and Recreational Facilities

Please indicate which criteria below pertain to the application and provide a brief description of how the application meets these criteria (attach additional sheets if necessary):

Yes No The name preserves the geographic, environmental (relating to natural or physical features), historic or landmark connotation of particular significance to the area in which the land or facility is located, or for the City as a whole.

If yes please explain:

Yes No The land, facility, or the funds for the purchase, construction, renovation or maintenance was donated by the individual, family or organization.

If yes please explain:

Yes No An in-kind contribution or service of major and lasting significance was made to the acquisition of the land, facility, or the planning, development, construction, renovation or maintenance of a facility.

If yes please explain:

Yes No The name recognizes a benefactor organization, group or business that contributed to the site or facility.

If yes please explain:

Yes No The name commemorates a significant historical figure.

If yes please explain:

JUSTIFICATION:

Please provide written justification supporting your proposed naming of a city owned facility or provide additional comments related to this application. Attach additional pages or supplemental information, if applicable.

See attached

Please attach petitions and/or letters of support from City community groups and organizations.

If you have any questions, please call the Resource Management Services Department at (831) 899-6825.

Please return completed application to:

City of Seaside
Resource Management Services Department
440 Harcourt Avenue
Seaside, CA 93955

FAX: (831) 899- 6211

Subject: Proposal to Name the Lincoln Cunningham Park Basketball Court in Honor of E.J. Earl Rowland

To Whom It May Concern,

I am writing to respectfully propose that the basketball court at Lincoln Cunningham Park be named in honor of Mr. E.J. Earl Rowland, a lifelong resident of the City of Seaside whose personal and professional achievements have had a significant and lasting impact on our community.

Mr. Rowland was raised in Seaside, attending Manzanita Elementary School and King Middle School. He later graduated from Palma High School in Salinas, where he distinguished himself as a talented student-athlete. His athletic excellence continued at Saint Mary's College, ultimately leading to a professional basketball career that spanned nearly two decades overseas. In recognition of his accomplishments, Mr. Rowland has been inducted into both the Palma High School Hall of Fame and the Hall of Fame for his international basketball career.

Beyond his achievements in sports, Mr. Rowland is a dedicated business owner within the City of Seaside. He has remained actively involved in community development, consistently giving back by mentoring youth and promoting wellness through sports and education. His ongoing efforts to empower young people and foster a healthier, more connected community exemplify the values that this city holds dear.

In addition to honoring E.J. Rowland, I also respectfully propose the placement of a commemorative plaque on one of the benches at the court in memory of his father. Mr. Rowland's father was a long-time city employee and a devoted volunteer youth basketball coach. His mentorship and commitment to the young athletes of Seaside played a pivotal role in helping many pursue collegiate and professional athletic careers.

Naming the basketball court in Mr. E.J. Rowland's honor—and placing a plaque in memory of his father—would serve as a lasting tribute to a family whose legacy continues to inspire and uplift generations in the City of Seaside.

Sincerely
Annalisa Mitchell
831-869-8053.



**Greater Victory Temple Church of God in Christ
Dr. Ronald Britt, Pastor
Business office (831)394-2774**

Fax (831)583-7583

Email: gvtcogic@comcast.net

Ronald Britt, Pastor
Greater Victory Temple COGIC
P.O Box 1070
Seaside, CA 93955

June 13, 2025

Seaside City Council
City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

Dear Members of the City Council,

I am writing to express my enthusiastic support for naming the basketball court at Lincoln Cunningham Park in Seaside, California, in honor of Mr. EJ Rowland Jr. As a distinguished athlete, mentor, and community role model, Mr. Rowland's contributions to the world of basketball and his enduring connection to Seaside make this a fitting and meaningful tribute.

EJ Rowland Jr., an alumnus of Saint Mary's College, recently concluded an outstanding 20-year professional basketball career that took him across four continents—North America, Europe, Asia, and Australia. Now serving as an assistant coach for the Saint Mary's Men's Basketball team, Mr. Rowland is committed to mentoring the next generation of athletes. In addition to his coaching role, he remains dedicated to youth empowerment and is also an active entrepreneur with a business based in his hometown of Seaside.

What makes this proposal especially meaningful is not just EJ Rowland's excellence as an athlete, but also his embodiment of perseverance, discipline, and service—values that resonate deeply within our Seaside community. Naming the basketball court after him would celebrate not only his remarkable achievements but also offer inspiration to local youth who aspire to greatness through dedication and hard work.

EJ Rowland Jr. stands as a proud reflection of the potential nurtured right here in Seaside. Honoring him in this way would be a powerful acknowledgment of his roots and a lasting legacy for generations to come.

Thank you for considering this proposal. I urge you to move forward with naming the Lincoln Cunningham Park basketball court in honor of EJ Rowland Jr.—a true hometown hero and beacon of excellence.

Kind regards,

Ronald Britt
Senior Pastor
Greater Victory Temple COGIC



Fwd: Park Name Recommendation

Justin Stokes <neil.stokes821@gmail.com>
To: Shante Mitchell <Shantebhc@actioncouncil.org>

Tue, Jun 10, 2025 at 4:44 PM

Sent from my iPhone

Begin forwarded message:

From: george Pincham <george_pincham@yahoo.com>
Date: June 10, 2025 at 4:39:41 PM PDT
To: neil.stokes821@gmail.com
Subject: Park Name Recommendation

I am writing to wholeheartedly recommend naming the basketball court at Lincoln Cunningham Park in honor of EJ Rowland. He is a proud product of Seaside, successful entrepreneur, and a devoted mentor to our youth and peers.

EJ Rowland's journey from Seaside to a Hall of Fame international basketball career is a powerful testament to what perseverance, discipline, and community support can accomplish. Today, as a collegiate coach and businessman, EJ continues to embody the values of hard work, leadership, and humility. True values we strive to instill in every young person in our city.

Beyond his athletic and coaching achievements, EJ is also a community-minded entrepreneur whose business ventures have created opportunities and inspired others. He consistently reinvests his time, energy, and resources back into Seaside, demonstrating a deep commitment to the growth and well-being of the place he calls home. Whether through mentorship programs, youth development initiatives, or simply showing up for those in need, EJ has made it clear that his success is meant to be shared.

Naming the court after EJ Rowland would not only honor his professional accomplishments but would also recognize his enduring impact as a leader, mentor, and builder in our community. It would stand as a powerful symbol for future generations. A constant reminder that with passion and purpose, anything is possible.

Thank you for considering this recommendation. I can think of no better person to represent the spirit and legacy of Lincoln Cunningham Park than EJ Rowland.

Sincerely,

George Pincham III

Peer, Friend, Business Partner and Barber of EJ Rowland

Ted Black
P O box 103
Seaside Ca, 93955
imateddybear99@yahoo.com
831-240-9235

June 11, 2025

Dear Members of the Parks and Recreation Department,

I am writing to formally propose that the basketball court at Lincoln Park be named in honor of EJ Rowland Jr., a distinguished athlete and community role model who has deep roots in our city.

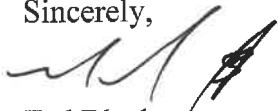
EJ Rowland Jr. began his journey in this very community, attending local elementary and middle schools before moving on to Palma High School and later Saint Mary's College. He went on to enjoy a successful professional basketball career, both in the United States and internationally. His outstanding achievements have earned him induction into the Hall of Fame at Palma and recognition overseas.

Beyond his athletic accomplishments, EJ continues to demonstrate his commitment to our community. As a part owner of both The Barbershop and Geer Apparel, he has made it a personal mission to give back to local youth—mentoring, supporting, and inspiring the next generation.

Naming the basketball court at Lincoln Park in his honor would be a fitting tribute to someone who not only rose to national and international prominence but who also remains actively engaged in uplifting the very community that helped shape him.

Thank you for considering this proposal.

Sincerely,



Ted Black



Fwd: Recommendation to name Basketball Court at Lincoln Cunningham Park in honor of EJ Rowland

Justin Stokes <neil.stokes821@gmail.com>
To: Shantebhc@actioncouncil.org

Tue, Jun 10, 2025 at 12:56 PM

Sent from my iPhone

Begin forwarded message:

From: Robin Lewis <robinrogerlewis@mac.com>
Date: June 10, 2025 at 12:51:48 PM PDT
To: neil.stokes821@gmail.com
Subject: Recommendation to name Basketball Court at Lincoln Cunningham Park in honor of EJ Rowland

Hello, my name is Robin Lewis.

I am a business owner here in Pacific Grove, California. I have also been a longtime head high school varsity basketball coach here on the Peninsula. Currently, I am an assistant men's coach on the Cal State Monterey Bay men's basketball staff.

I am writing this letter of recommendation to honor EJ Rowland by naming the basketball court at Lincoln Cunningham Park in Seaside, California. Mr. Rowland has dedicated himself to the community, making significant contributions to the well-being of the youth, and the programs in the community.

I know firsthand the work that Mr Rowland has done in the community supporting the youth tirelessly during my interaction with him over the last 15 years.

EJ has been a shining example, and a role model to the youth what hard work, and dedication can achieve, and what it really means to give back to your community.

By bestowing this prestigious honor to Mr. Rowland, and his family's name would be a great recognition and acknowledgment for our youth to strive for.

In all of EJ's travels around the world, he has never lost sight or connection with his community, and the youth. It would definitely be seen with tremendous pride by the Seaside Community by honoring Mr. Rowland's continued dedication, and selfless giving to his community by naming the court after him.

Thank you for your consideration in this matter.

Sincerely,

Robin Lewis



June 6, 2025

To Whom It May Concern:

I support and recommend the naming of the basketball court at Lincoln Cunningham Park in honor of EJ Rowland. Two main reasons support my recommendation.

EJ Rowland grew up in Seaside and exemplifies the hard work, dedication, and excellence we strive for our youth to follow. From his career at King Middle School to his successes at St. Mary's College to a lengthy professional career in Europe, Mr. Rowland has demonstrated the type of dedication that inspires our young people.

He continues to give back to his community, truly leaving a legacy for generations of Seaside to come. For example, his company GRRR made the jerseys for Dr. Martin Luther King, Jr. School of the Arts after school sports program and over 200 students have worn those jerseys, proud to follow his example. It is these types of positive mentors and examples that transforms a community to thrive and lift up the successes of its own, no matter the challenges they overcome.

Sincerely,

Andrew Aguiñiga
Co-Principal, Dr. Martin Luther King, Jr. School of the Arts
Principal, Seaside High School (starting 2025-26)
aaguiniga@mpusd.net
831.901.9374

To Whom It May Concern,

I am writing to formally propose naming the basketball court at Lincoln Cunningham Park in honor of E.J. “Earl” Rowland a lifelong Seaside resident, community leader, and global basketball ambassador whose roots and impact run deep in our city.

I have had the privilege of knowing E.J. for over 30 years. From a young age, he demonstrated exceptional leadership, athleticism, and character. As a student at Del Rey Woods and later at King Middle School, E.J. was not only a phenomenal athlete but also a natural leader among his peers. He consistently encouraged youth participation in community activities—from sports at King Middle School to programs at the Oldemeyer Center, where his father served Seaside’s youth with dedication and heart.

E.J.’s journey from a local standout to an international basketball figure is a testament to the spirit of Seaside. He starred at St. Mary’s College in Moraga and currently serves as an assistant coach there, continuing to influence the game and mentor athletes. Off the court, E.J. remains deeply rooted in Seaside as a local business owner, providing opportunities for residents to develop professional skills and careers. His generous support of youth programs has further strengthened our community and provided countless young people with resources and inspiration.

The Rowland family as a whole has made tireless contributions to the City of Seaside. Their legacy of service, mentorship, and community building has touched countless lives, which included me. I am a proud product of the mentorship and basketball opportunities made possible by the Rowland family. Courts like the one at Lincoln Cunningham Park are where E.J. developed his skills, built community, and inspired generations.

Naming the basketball court in his honor would be a powerful and fitting tribute to E.J.’s extraordinary contributions. It would stand as a lasting symbol of leadership, resilience, and service to the community, it values that E.J. embodies and instills in others.

Thank you for your time and thoughtful consideration.

Sincerely,

Justin Stokes
Community School Coordinator
neil.stokes821@gmail.com

831-917-0340



Fwd: EJ Rowland recommendation letter

Justin Stokes <neil.stokes821@gmail.com>
To: Shantebhc@actioncouncil.org

Tue, Jun 10, 2025 at 11:59 AM

Sent from my iPhone

Begin forwarded message:

From: Orlando Johnson <ovjohnson33@gmail.com>
Date: June 10, 2025 at 6:15:58 AM PDT
To: neil.stokes821@gmail.com
Subject: EJ Rowland recommendation letter

I hope this message finds you well. I'm reaching to honor one of Seaside's own, EJ Rowland, by naming the basketball court at Lincoln Cunningham Park in his honor.

EJ Rowland is a proud product of our community whose journey from the local courts of Seaside to international basketball stardom is nothing short of inspiring. His dedication to the game, unwavering work ethic, and continued commitment to giving back have made a profound impact on our youth and families. Whether through hosting free clinics, mentoring young athletes, or simply showing up for local events, EJ has remained a visible and positive presence in our city.

What sets EJ apart is not just his impressive athletic career — which spans nearly two decades across elite European leagues and includes representing Bulgaria on the international stage — but the way he's carried Seaside with him every step of the way. Even as he transitioned into coaching, his message has remained consistent: ATTACK LIFE IN FULL PURSUIT OF YOUR DREAMS.

Naming the basketball court at Lincoln Cunningham Park in his honor would not only recognize his athletic achievements but more importantly, his role as a community mentor and hometown hero. It would be a lasting symbol of what's possible when talent meets character, and a daily inspiration for the next generation of Seaside youth.

Thank you in advance for your time, consideration, and support of this meaningful tribute.

Best,
Orlando V. Johnson

Business owner/former professional athlete. One of Seasides very own!

June 17, 2025

City of Seaside
440 Harcourt Avenue
Seaside, CA 93955

To Whom It May Concern:

As one who grew up in this great city, as a former City Councilperson and as a carrier of this city's history and legacy, I am writing you in strong support of the proposal to rename Lincoln Park(basketball court as E.J. Rowland, Jr. Park after one of Seaside's most distinguished residents.

As I am sure you know, E.J. grew up in this community, was an outstanding grade school and middle school basketball star who "cut his basketball eyeteeth" playing on the court at Lincoln Park. E.J. went on to become one of the greatest basketball players in Monterey County history while at Palma High School. He received many scholarship offers from numerous universities, based as much on his academic achievements as his basketball skills. He accepted a scholarship at St. Mary's College in Moraga, California and went on to become one of the greatest basketball players in that college's history. He led St. Mary's to its first NCAA tournament appearance in nearly three decades. E, J. went on to play in European Professional leagues, recently being inducted into a Hall of Fame overseas.

E.J. is part owner of a community-conscious business in Seaside called (side effects) which constantly gives back to this community, especially as it concerns youth. I believe it is truly appropriate and fitting to rename Lincoln Park after this fine young Seaside native. As a result, I am avidly adding my name to the list of those who are supporting this proposal.

With sincere regards,

Mel Mason

Mel Mason
1897 Napa Street
Seaside, CA 93955
Cell: (831) 601-0014

June 17, 2025

Greetings

My Name is Regina Richmond. I'm writing this letter on behalf of EJ Rowland Jr. I have known EJ since he was a child. I was his youth Director at Greater Victory Temple Church from a child until he graduated from High School and successfully went on to college.

He was and still is a dynamic young man! He was an exceptional basketball player from the City of Seaside. EJ began his career in Seaside where he hosted several tournaments with his dad in the City of Seaside. He played ball at Palma High School, where he led his team to the CCS and State playoffs. He received a Scholarship to Dominguez University, where he played for 1 year, he came back home where he mentored and tutored many kids in the City of Seaside. He enrolled in Hartnell College and set many, many basketball records. The gym was packed at many of the games to see EJ play. After Hartnell he received another scholarship. This time to the national rank St Mary's men's basketball. He would go on to set records there.

After graduation he would turn pro. He had opportunities to go to the NBA, but he chose to go pro overseas. Where he again set records. And has been in the Pro League ever since. He retired in 2024 and would return to his Alma Mater the national rank St Mary's university basketball team where he is now an assistant coach.

EJ has accomplished so many great things. He has been inducted to Palma High School Hall of Fame as well as so many other great awards. He has helped so many young men in our City of Seaside as well as on the Monterey Peninsula.

He is a man of Integrity, a family man. He represents everything a City would be proud to name a basketball court after. Very few professional athletes have come out of Seaside and given back as much as he has. He has helped young athletes financially and has been a role model.

And to top it off, he opened a business in the City of Seaside, where he gives back. Each year he gives back school haircuts to the students in the City of Seaside! Let's return the love and appreciation to him and show him how much we appreciate him giving back to his hometown.

God Bless Regina Richmond



Fwd: Letter of Recommendation - Naming of Basketball Courts at Lincoln-Cunningham Park

Justin Stokes <neil.stokes821@gmail.com>
To: Shantebhc@actioncouncil.org

Tue, Jun 10, 2025 at 11:59 AM

Sent from my iPhone

Begin forwarded message:

From: Linda Gardner <lrg_317@yahoo.com>
Date: June 9, 2025 at 1:49:39 PM PDT
To: Justin <neil.stokes821@gmail.com>
Subject: Letter of Recommendation - Naming of Basketball Courts at Lincoln-Cunningham Park

Seaside Parks and Recreation Department, City of Seaside

Dear Sir/Madam,

I am writing to you today, to recommend naming the basketball court at Lincoln-Cunningham Park after Earl Rowland Jr. (EJ).

My name is Linda Gardner, and I am a life-long resident of Seaside, CA (66 years) and I am a close friend of Earl Roland Jr. (EJ)

I met EJ when he was 12 years old, after his dad Big Earl Rowland was recruiting kids in Seaside for his newly founded AAU basketball team Air Express. After signing on my son, Justin Stokes, young EJ and Justin became fast and life-long friends. During EJ's life he has been a leader and has excelled at everything he has put his mind to. He has played basketball throughout his entire life at the highest levels, playing for

prestigious St. Mary's College, to professional basketball overseas. His passion and talent of the sport of basketball has gained him world-wide recognition, but his love of his hometown Seaside, has always brought him back home to mentor kids of all ages. He has also contributed sports gear from his clothing line, GRRR, to all the local high schools and middle schools whenever requested. When a coach from Seaside needs a motivational speaker to talk, mentor or encourage the kids to stay focused on school, they can always count on EJ to come through.

I believe with all of EJ's accomplishments as a professional basketball player, assistant coaching duties at St. Mary's College, as well as a successful Seaside co-business owner, Seaside would benefit greatly from having this beautiful basketball court named after Earl Rowland Jr.

In closing, I would like to thank the city of Seaside for your consideration and to let you know how appreciative we are of all the beautiful park renovations in our beloved city by sea.

If you have any questions or need additional information please reach out to me at lrg_317@yahoo.com or at the number listed below.

Sincerely,

Linda Gardner
Seaside Resident - 66 years
831-915-4773

Sent from Yahoo Mail for iPhone

1b0f
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RESOLUTION NO. XX-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APPROVING THE APPLICATION TO NAME THE BASKETBALL COURT AT LINCOLN CUNNINGHAM PARK AFTER E.J. ROWLAND AND THE PLACEMENT OF A COMMEMORATIVE PLAQUE ON A BENCH NEXT TO THE BASKETBALL COURT IN HONOR OF EARL ROWLAND

WHEREAS, in accordance with the City of Seaside's Parks, Recreational Facility, City-Owned Building and Street Naming Policy, the City received a formal request to name the basketball court located at Lincoln Cunningham Park in honor of E.J. Rowland and to place a commemorative plaque on a bench near the court in honor of his father, Earl Rowland; and

WHEREAS, the City's Naming Policy establishes uniform guidelines, criteria, and procedures for naming or renaming City-owned land and facilities, including parks, recreational facilities, buildings, and streets, encouraging names that reflect Seaside's history, cultural diversity, native geography, and individuals who have made substantial contributions to the community; and

WHEREAS, in June 2025, the Recreation Department received and reviewed the completed application, which met the requirements of the City's Naming Policy; and

WHEREAS, in accordance with the Naming Policy, staff provided public notice of the proposed naming on July 1, 2025, initiating the 30-day public comment period; and

WHEREAS, the Parks and Recreation Commission reviewed the application on July 21, 2025, and voted unanimously to recommend approval of the naming; and

WHEREAS, the Art and History Commission reviewed the application on August 12, 2025, and recommended approval; and

WHEREAS, the City Council has reviewed the application, staff report, and recommendations from both Commissions and finds that the proposal meets the criteria established in the City's Naming Policy;

NOW, THEREFORE BE IT RESOLVED,

1. The application to name the basketball court at Lincoln Cunningham Park after E.J. Rowland is hereby approved.
2. The placement of a commemorative plaque on a bench near the court in honor of Earl Rowland is hereby approved.
3. All costs associated with the installation of the sign and plaque shall be borne by the applicant.

PASSED AND ADOPTED at a special City Council meeting of the City of Seaside duly held

on the 21st day of August 2025, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Greg McDanel, City Manager
Dan Meewis, Assistant City Manager
Sheri Damon, City Attorney

DATE: August 21, 2025

SUBJECT: **ADOPT AN ORDINANCE TO AMEND THE SEASIDE MUNICIPAL CODE ADDING CHAPTER 9.05 PROHIBITING AGGRESSIVE SOLICITATION IN THE CITY'S STREET MEDIANS AND OTHER PLACES AND AMENDING CHAPTERS 9.20 OVERNIGHT OCCUPANCY OF VEHICLES ON PUBLIC PROPERTY, 9.21 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AND 10.32 STOPPING, STANDING AND PARKING. THE PROPOSED ORDINANCE AMENDMENT IS NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(B)(3) OF THE CEQA GUIDELINES (SECOND READING - ROLL CALL VOTE)**

RECOMMENDATION

Adopt the ordinance.

BACKGROUND

Findings and Purpose:

The City of Seaside seeks to maintain safe public spaces that are accessible to all residents and visitors, while recognizing the rights of individuals—including those experiencing homelessness—to be present in public areas and to maintain a limited amount of personal property. Increasing challenges and community concerns regarding the obstruction of public right of way, aggressive solicitation, the accumulation of personal property, and unsafe conditions in public spaces require updated, narrowly

tailored regulations. This ordinance also updates existing ordinances related to parking, harmonizes the times of operation, and clarifies the City Manager's authority to promulgate parking regulations and signage on City-owned properties.

Ordinance Overview:

The proposed ordinance achieves the following:

Adds Chapter 9.05: Prohibiting Aggressive Solicitation in the City's Street Medians and Other Places.

This addresses aggressive solicitation and traffic safety. The California Vehicle Code, specifically Section **21464.5**, allows regulation of activities on street medians if there is a local ordinance. This ordinance establishes such local regulations.

Chapter 9.05: Imposes reasonable restrictions on the time, place, and manner of solicitation to address behaviors that cause fear, block public access, or create traffic hazards, while upholding constitutional rights.

Prohibits aggressive or intrusive solicitation, particularly in locations that present safety concerns (street medians, traffic lanes, near financial institutions, within public transit vehicles/stops, after dark).

Defines aggressive solicitation and outlines permissible, passive requests for assistance. The ordinance's definitions ensure street vendors located in public places are only regulated if their conduct qualifies as "aggressive."

Amends Chapter 9.20 (Overnight Vehicle Occupancy on Public Property):

Updates the prohibition period for overnight vehicle occupancy (sleeping, eating, resting) on public property to between 9:00 p.m. and 6:00 a.m., except where specifically permitted (previously, 10:00 p.m. to 9:00 p.m.).

Amends Chapter 9.21 (Storage of Personal Property on City Property):

Reflects current California court decisions and the Governor's recommended "model" update to regulate homelessness, without incorporating provisions less protective than existing Seaside law. Adds definitions for "Trash Debris," clarifies "Unattended" vs. "Abandoned," and establishes limits on unattended and excess personal property in public spaces.

Revises notice, removal, safe storage, or lawful disposal procedures. Exempts essential survival items from impoundment unless unsafe, and ensures ADA accessibility.

Amends Chapter 10.32 (Stopping, Standing, and Parking):

Deletes four-hour parking limits at Cutino, Laguna Grande, and Roberts Lake and makes them subject to posted signage. Grants express authority to the City Manager to establish/modify posted parking limitations in any City-owned facility.

Legal and Policy Context:

The addition of the new Chapter was prompted by the increase in panhandling in City street medians.

California Vehicle Code section **21464.5** allows local regulation of activities in medians and similar public places. The ordinance's narrow, content-neutral provisions address these concerns citywide.

Amendments to Chapters 9.20 and 9.21 respond to the Governor's model ordinance, itself a response to the Supreme Court's decision in **City of Grants Pass, Oregon v. Johnson (2024)**, which permits enforcement of generally applicable camping/sleeping ordinances (overturning the Ninth Circuit's rule in *Martin v. Boise*). Seaside never changed its ordinances but suspended enforcement; no further changes were needed for compliance. Enforcement of Chapter 9.20.021 may now resume per Grants Pass. However, **Garcia v. City of Los Angeles** remains good law: the City cannot summarily seize or destroy the unattended (but not abandoned) property of homeless individuals. The City's ordinances are also drafted to comply with other precedents (*Lavan v. Los Angeles*; *Kincaid v. Fresno*; *Ellis v. Clark County*). Provisions in 9.20 and 9.21 reflect and, where applicable, strengthen protections beyond those required by the Governor's model ordinance.

CEQA Review:

Staff have determined that the ordinance does not constitute a "project" under CEQA (Guidelines §15378) or, alternatively, is categorically exempt under the common sense exemption (Guidelines §15061(b)(3)), as there is no potential for significant environmental impact.

CONCLUSION:

Adoption of this ordinance will promote public health and safety, protect free speech, preserve the accessibility of public spaces, and ensure appropriate, compassionate responses to homelessness and public conduct in the City of Seaside. Staff recommends approval.

FISCAL IMPACT

The ordinance is not anticipated to result in significant direct costs. Some staff time may be required for enforcement, outreach, and administrative processing of impounded property, but these costs are expected to be manageable within existing department budgets.

STRATEGIC PRIORITY

Community Safety & Quality of Life

ATTACHMENTS

1. Ordinance re New 9.05, Amending 9.20, 9.21 and 10.32-second read

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE
ADDING CHAPTER 9.05 PROHIBITING AGGRESSIVE SOLICITATION IN STREET
MEDIAN AND OTHER PLACES AND AMENDING CHAPTERS 9.20 OVERNIGHT
OCCUPANCY OF VEHICLES ON PUBLIC PROPERTY, 9.21 STORAGE OF PERSONAL
PROPERTY ON CITY PROPERTY AND 10.32 STOPPING, STANDING AND PARKING

THE CITY COUNCIL OF THE CITY OF SEASIDE DOES ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS AND PURPOSE.

- A. The purpose of this Ordinance is to amend the Seaside Municipal Code to add a new chapter addressing aggressive solicitation in the City's street medians and other places, amend Chapters 9.20 and 9.21 regarding overnight occupancy of vehicles and the storage of personal property on public property and Chapter 10.32, stopping, standing and parking. This Ordinance ensures the public areas within the city, including streets, sidewalks, parks, public buildings, and public land, be readily accessible and available to residents and the public at large for use in a safe and healthy manner while recognizing the needs of individuals without access to private spaces to sleep and be able retain access to a limited amount of personal property while doing so. Additionally, this ordinance harmonizes the various sections of the parking timelines and clarifies the power of the City Manager to promulgate parking regulations for City-owned parking facilities.
- B. Nothing in this article is intended to interfere with otherwise lawful and ordinary uses of public or private property.

Text amendments and additions contained in this Ordinance are shown in underline while text amendment deletions are shown in ~~strikeout~~.

SECTION 2. TEXT AMENDMENTS TO CHAPTER 9.20 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AS FOLLOWS:

9.20.020 Prohibited.

It is unlawful for any person to use or occupy or permit the use or occupancy of any vehicle, camper or trailer for the purpose of sleeping, eating or resting, either singly or in groups, between the hours of ~~ten~~nine p.m. and six a.m., in any location on public property other than posted with appropriate signs.

SECTION 3. TEXT AMENDMENTS TO CHAPTER 9.21 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AS FOLLOWS:

SECTION 9.21.010 Definitions.

The definitions contained in this subsection shall govern the construction, meaning, and application of words and phrases used in this chapter.

- (a) "Administrative procedure" means the city's administrative procedure for the removal of personal property.
- (b) "Bulky item" means any item, with the exception of a constructed tent, operational bicycle or operational walker, crutch or wheelchair, that is too large to fit into a ninety-gallon container with the lid closed, including, but not limited to, a shed, structure, mattress, couch, chair, other furniture or appliance. A container with a volume of no more than sixty gallons used by an individual to hold his or her personal property shall not in itself be considered a bulky item.
- (c) "City property" means any real or personal property owned or controlled by the city and includes, but is not limited to, any publicly-owned park, building, street, sidewalk, way, path, alley, park, parking lot or other public property owned or controlled by the city and located within the city of Seaside.
- (d) "Excess personal property" means any and all personal property that cumulatively exceeds the amount of property that could fit in a 90-gallon container with the lid closed.
- (e) "Person" means any individual, group, business, company, corporation, joint venture, partnership or other entity or association composed of two or more individuals.
- (f) "Personal property" means any and all tangible property, and includes, but is not limited to, goods, materials, merchandise, tents, tarpaulins, bedding, sleeping bags, hammocks, and personal items such as luggage, backpacks, clothing, documents, medication, and household items.
- (g) "Store", "stored", "storing" or "storage" means to put personal property aside or accumulate for use when needed, to put for safekeeping, and/or to place or leave in a public area. Moving personal property to another location in a public area or returning personal property to the same block on a daily or regular basis shall be considered storing and shall not be considered to be removing the personal property from a public area. This definition shall not include any personal property that, pursuant to statute, ordinance, permit, regulation or other authorization by the city or state, is stored with the permission of the city or state on real property that is owned or controlled by the city.
- (h) "Tent" means any tent, as that term is generally understood, and also includes any tarpaulin, cover, structure or shelter, made of any material which is not open on all sides and which hinders an unobstructed view behind or into the area surrounded by the tarpaulins, cover, structure or shelter.
- (i) "Trash debris" includes but not limited to items that are soiled, moldy, smelly, stained with urine, bodily waste or mud, infested with fleas, bed bugs, rats or other vectors; loose or scattered papers, wet or damp clothing, bedding or sleeping bags, perishable food or personal products that will spoil or rot in storage, bike carcasses, broken shopping carts, broken or disassembled items or those stripped of parts, items used for hygiene or that present a risk of biohazard, items that could corrode or burn in storage, food/beverage wrappers, tissue/paper napkins/open household product containers.

- (j) "Unattended" means no person is present with the personal property who asserts or claims ownership over the personal property. Conversely, property is considered "attended" if a person is present with the personal property and the person claims ownership over the personal property. "Abandoned" means no person is present, no city employee has seen or knows of any person present with the personal property for longer than one week.

SECTION 9.21.020 Regulation, impoundment, and discarding of stored personal property.

- (a) No person shall store any unattended personal property on city property. With pre-removal notice as specified in Chapter 9.21.030(a), the city may impound any unattended personal property stored on city property regardless of volume. Post-removal notice shall be provided as set forth in Chapter 9.21.030(b).
- (b) No person shall store any attended excess personal property in a public area. With pre-removal notice as specified in Chapter 9.21.030(a), the city may impound any unattended personal property stored on city property regardless of volume. Post-removal notice shall be provided as set forth in Chapter 9.21.030(b).
- (c) No person shall store any personal property on city property in such a manner that it does not allow for passage as required by the Americans with Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), as amended from time to time (ADA). Property obstructing ADA passage must be relocated-not impounded- to the nearest feasible location, unless it poses a health/safety threat as defined in 9.21.020(g). ~~Without prior notice, the city may move and may immediately impound any personal property, whether attended or unattended, stored in a public area in such a manner that it does not allow for passage as required by the ADA.~~ Post-removal notice identifying the relocated location shall be provided for relocation of property. ~~as set forth in Chapter 9.21.030(b).~~
- (d) No person shall store any personal property on city property within ten feet of any operational and utilizable entrance, exit, driveway or loading dock. Without prior notice, the city may move and may immediately impound any personal property, whether attended or unattended, stored in a public area within ten feet of any operational and utilizable entrance, exit, driveway or loading dock. Post-removal notice shall be provided as set forth in Chapter 9.21.030(b).
- (e) No person shall store personal property on city property within two hundred feet (200') of any city property that has a clearly posted closure time at any after the posted closure time. Without prior notice, the city may remove and impound personal property, whether attended or unattended, stored on city property within two hundred feet of any City property that has a clearly posted closure time, provided the personal property is removed and impounded after the posted closure time. Post-removal notice shall be provided as set forth in Chapter 9.21.030(b).
- (f) No person shall store personal property on city property that has been noticed for a cleanup pursuant to Seaside Municipal Code Chapter 9.21.030(c). Without additional notice to that notice required by Seaside Municipal Code Chapter 9.21.030(c), the city may remove and impound personal property, whether

attended or unattended, stored on city property that has been noticed for a cleanup, provided the personal property is removed and impounded during the time of the noticed cleanup or within twenty-four hours following any noticed cleanup. Post-removal notice shall be provided as set forth in Chapter 9.21.030(b).

- (g) No person shall store any personal property on public property if the personal property, whether attended or unattended, constitutes an immediate threat to the health or safety of the public. ~~Removal w~~Without prior notice, requires documented evidence of biohazard (e.g. needles, feces) or structural danger. ~~the city may remove and may discard any personal property stored in a public area if the personal property poses an immediate threat to the health or safety of the public.~~
- (h) No person shall store any personal property in a public area if the personal property, whether attended or unattended, constitutes an evidence of a crime or contraband. Without prior notice, the city may remove and may discard any personal property that constitutes evidence of a crime or contraband, as permissible by law.
- (i) No person shall store any bulky item on city property except as provided in this section. Without prior notice, the city may remove and may discard any bulky item, whether attended or unattended, stored in on city property if the bulky items poses an immediate threat to public health or safety or the bulky item is abandoned and clearly not in use. Notwithstanding, the foregoing, items necessary for daily living, survival, shelter, warmth or mobility, including but not limited to sleeping bags, blankets, tarps, tents, medications and mobility aids, shall not be removed, impounded or discarded, unless they pose an immediate health/safety threat. ~~unless the bulky item is designed to be used as a shelter. For any bulky item that is designed to be used as a shelter, but does not constitute a Tent as defined in Chapter 9.21.010, with pre-removal notice as specified in Chapter 9.21.030, the city may remove and discard the bulky item, whether attended or unattended. If the bulky item violates another subsection herein, even if it is designed to be used as a shelter, the city may remove, impound, or discard the bulky item pursuant to that subsection.~~

SECTION 9.21.030 Notices.

- (a) Pre-Removal Notice. Pre-removal notice shall be deemed provided if a written notice is provided to the person who is storing or claims ownership of the personal property, or is posted conspicuously on or near the personal property and the actual removal commences no more than seventy-two hours after the pre-removal notice is posted. The written notice shall contain the following:
 - (1) A general description of the personal property to be removed.
 - (2) The location from which the personal property will be removed.

- (3) The date and time the notice was posted.
 - (4) A statement that the personal property has been stored in violation of Seaside Municipal Code Chapter 9.21.020.
 - (5) A statement that the personal property may be impounded if not removed from public areas within ~~twenty-four (24)~~ seventy-two (72) hours.
 - (6) A statement that moving personal property to another location in a public area shall not be considered removal of personal property from a public area.
 - (7) The address where the removed public property will be located, including a telephone number and the internet website of the city through which a person may receive information as to impounded personal property as well as information as to voluntary storage location(s).
 - (8) A statement that impounded personal property may be discarded if not claimed within ~~ninety-sixty (690)~~ days after impoundment.
- (b) Post-Removal Notice. Upon removal of stored personal property, written notice shall be conspicuously posted in the area from which the personal property was removed. The written notice shall contain the following:
- (1) A general description of the personal property removed.
 - (2) The date and approximate time the personal property was removed.
 - (3) A statement that the personal property has been stored in violation of Seaside Municipal Code Chapter 9.21.020.
 - (4) The address where the removed personal property will be located, including a telephone number and internet website of the city through which a person may receive information as to impounded personal property.
 - (5) A statement that impounded personal property may be discarded if not claimed within ninety days after impoundment.
- (c) Notice of cleanup of public property. It may be necessary to periodically close public property for cleaning and removal of accumulated garbage, refuse, hypodermic needles, and debris. The city council shall approve, by resolution, a form and procedure the promulgation of public notice for the closing of public property for such cleanings. No more than one fourth of the sidewalks in the city shall be closed for cleaning on any one day.

SECTION 9.21.040 Storage, disposal, and repossession of impounded property.

- (a) Except as specified herein, the city shall move impounded personal property to a place of storage.
- (b) Except as specified herein, the city shall store impounded personal property for ninety-sixty (690) days, after which time, if not claimed, it may be discarded. The city shall not be required to undertake any search for, or return, any impounded personal property stored for longer than ninety days.

- (c) The city shall maintain a record of the date any impounded personal property was discarded.
- (d) The owner of impounded personal property may repossess the personal property prior to its disposal upon submitting satisfactory proof of ownership. A person may establish satisfactory proof of ownership by, among other methods, describing the location from and date when the personal property was impounded from a public area, and providing a reasonably specific and detailed description of the personal property. Valid, government-issued identification is not required to claim impounded personal property.

SECTION 4. TEXT AMENDMENTS TO CHAPTER 10.32 9.21 STORAGE OF PERSONAL PROPERTY ON CITY PROPERTY AS FOLLOWS:

10.32.035 Parking time limited at Laguna Grande Park, Roberts Lake, and Cutino Park.

A. When authorized signs are in place giving notice thereof, no person shall park any vehicle in the parking lots at Laguna Grande Park, Roberts Lake, or Cutino Park for a period longer than the posted time ~~four hours~~ on any day.

The city manager or his designee is authorized to prepare and post parking limitation signs throughout the territory of the city on property owned or controlled by the City as he deems appropriate.

SECTION 5. ADDING NEW CHAPTER 9.05 PROHIBITION AGAINST CERTAIN FORMS OF AGGRESSIVE AND UNSAFE ~~PANHANDLING~~SOLICITATION

The full text of Chapter 9.05 is attached hereto as Exhibit A and incorporated herein by this reference.

SECTION 6. ENVIRONMENTAL. Pursuant to the California Environmental Quality Act (CEQA), the City Council finds that this ordinance is not a project within the meaning of Section 15378 of the State CEQA Guidelines, as it has no potential for resulting in either a direct or reasonably foreseeable indirect physical change in the environment. Alternatively, the ordinance is exempt from CEQA review under the "common sense exemption" (CEQA Guidelines Section 15061(b)(3)), as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

SECTION 7. SEVERABILITY. If any provision, clause, sentence, or section of this Ordinance or its application to any person or circumstance, is held to be invalid or

unconstitutional, such invalidity shall not affect the validity of the remaining provisions or applications, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION 8. EFFECTIVE DATE. This Ordinance shall become effective thirty (30) days after its adoption and shall be published or posted in accordance with applicable provisions of the Seaside Municipal Code and the laws of the State of California.

INTRODUCED at a regular meeting of the City Council of the City of Seaside on the _____ day of _____ 2025; and

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside on this ____ day of _____, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk

APPROVED AS TO FORM:

Sheri L. Damon, City Attorney

Exhibit A

CHAPTER 9.05 PROHIBITION AGAINST CERTAIN FORMS OF AGGRESSIVE AND UNSAFE SOLICITATION IN STREET MEDIANS AND OTHER PLACES

9.05.010 Purpose and findings.

(a) The purpose and intent of this chapter is to protect the safety and welfare of the general public and improve the quality of life in the City of Seaside by imposing reasonable time, place, and manner restrictions on aggressive, intrusive, or unsafe solicitation activities while respecting constitutional rights of free speech.

(b) Aggressive and intrusive solicitation may include approaching or following pedestrians, using abusive language, making unwanted physical contact, or blocking pedestrian and vehicular traffic. The City Council finds that these behaviors disturb residents, disrupt commerce, and contribute to fear and intimidation in public spaces.

(c) Solicitation in places where individuals are a "captive audience"—such as public transportation vehicles, stops, and gasoline stations—presents a significant risk to public safety. Similar concerns exist with solicitation near ATMs and financial institutions due to perceived threats to person and property.

(d) Solicitation in median strips, intersections, and active public roadways is inherently hazardous to panhandlers, drivers, and pedestrians, contributing to vehicle collisions, roadway obstruction, and traffic delays.

(e) Solicitation near commercial driveways compromises driver visibility and pedestrian safety, contributing to traffic conflicts and disruption of free-flowing vehicle movement.

(f) These regulations are necessary and appropriate to address behaviors not adequately covered by existing Seaside laws. The restrictions are narrowly tailored and not overbroad or vague. The City aims to protect the public from coercive or unsafe solicitations while preserving constitutional rights.

9.05.020 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

(a) "After dark" means any time from one-half hour after sunset to one-half hour before sunrise.

(b) "Aggressive" means any of the following:

(1) Conduct intended or likely to cause a reasonable person to fear imminent bodily harm to oneself or to another, to fear damage to or loss of property, or otherwise to be intimidated into giving money or other thing of value;

(2) Intentionally touching or causing physical contact with another person or an occupied vehicle without that person's consent in the course of solicitation, asking or begging;

(3) Intentionally blocking or interfering with the safe or free passage of a pedestrian or vehicle by any means, including unreasonably causing a pedestrian or vehicle operator to take evasive action to avoid physical contact;

(4) Persisting in closely following or approaching a person, after the person has informed a panhandler that such person does not want to be solicited or does not want to give money or any other thing of value to the panhandler;

(5) Using violent or threatening gestures toward a person; or

(6) Using profane, offensive or abusive language that is inherently likely to provoke an immediate reaction either before, during or after solicitation.

(c) "Automated teller machine (ATM)" means any electronic information processing device which accepts or dispenses cash in connection with a credit, deposit, or convenience account.

(d) "Automated teller machine facility" means the area comprised of one or more automated teller machines, and any adjacent space—which is made available to banking customers after regular banking hours.

(e) "Donation" means a gift of money or other item of value.

(f) "Financial institution" means any of the following: bank, savings and loan association, credit union, and/or check cashing business.

(g) "Intrusive" means to thrust or force oneself in without invitation, permission, or welcome and cause physical contact, block the path of travel, or behave in a threatening manner.

(h) "Median strip" means a paved or planted area of public right-of-way that divides a street or highway according to the direction of travel.

(i) "Solicitation" or "Solicit" means to ask, beg, or request using the spoken, written, or printed word, or bodily gestures, signs, or other means with the purpose of obtaining an immediate donation of money, goods/services or other thing of value.

(j) "Public place" means a place to which the public or a substantial group of persons has access, including but not limited to streets, sidewalks, parks, plazas, transit stops, and entrances of business establishments.

(k) "Public transportation vehicle" means any vehicle, including buses or shuttles, used for carrying passengers for hire.

9.05.030 Prohibited solicitation.

(a) No person shall solicit in an aggressive or intrusive manner in any public place.

(b) All solicitation is prohibited at the following specified locations:

(1) Motor Vehicles. No person shall physically enter a traffic lane to solicit from an operator or occupant traveling in a motor vehicle while such vehicle is located within one hundred feet of any intersection in which at least one corner is controlled by an official traffic signal or traffic control sign.

(2) Median Strips. No person shall remain on a median strip for greater than five (5) minutes or obstruct traffic or in any manner inconsistent with the provisions of the California Vehicle Code.

(3) Driveways Accessing Shopping Centers or Businesses. No person shall solicit from an operator or occupant of a vehicle located within twenty feet of a driveway providing vehicular access to a shopping center or business.

(4) Public Transportation Vehicles and Stops. No person shall solicit in any public transportation vehicle or within twenty feet of any designated or posted transit stop.

(5) Gasoline Stations and Fuel Pumps. No person shall solicit from a motor vehicle while it is stopped in a gasoline station or at a gasoline pump, unless authorized by the business operator.

(6) After Dark. No person shall solicit in a manner causing reasonable alarm after dark in any public place unless on private property with the express permission of the owner or business operator.

(c) Nothing herein prohibits solicitation where: (1) The solicitor is stationary on a sidewalk without blocking passage; (2) No Physical contact occurs; and (3) No repeated requests are made after refusal.

9.05.040 Penalty.

(a) Any person who violates any provision of this chapter shall be punished pursuant to Chapter 1.12 of the Seaside Municipal Code.

(b) Nothing in this chapter shall limit or preclude the enforcement of any other applicable laws or remedies available for violations.

9.05.050 Severability.

The provisions of this chapter are declared to be separate and severable. The invalidity of any clause, phrase, sentence, or section shall not affect the validity of the remainder of this chapter, or its application to other persons or circumstances. If any provision is invalidated by a court, the City shall enforce remaining provisions to the maximum extent permitted under the First Amendment.



CITY OF SEASIDE STAFF REPORT

Item No.: 10.A.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Kee Hyon Higgins, Recreation Supervisor

DATE: August 21, 2025

SUBJECT: APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST OF \$3,000.00 FROM CENTRAL COAST HIGH SCHOOL TO ASSIST WITH THE COSTS ASSOCIATED WITH THEIR AUTO DETAILING PROGRAM

RECOMMENDATION

Approve the request.

BACKGROUND

Central Coast High School is requesting a donation of \$3,000.00 from the Mayor's Youth Fund to help cover the costs associated with their Auto Detailing Program. Central Coast High School is committed to equipping students with practical skills that prepare them for the workforce. In alignment with their Career Technical Education (CTE) pathway, they propose partnering with a professional auto detailer to provide hands-on, on-campus training in both interior and exterior auto detailing. This partnership opens doors for students who may not have access to paid training programs or transportation to off-site learning opportunities. By bringing the training to the students, they remove traditional barriers and create equitable entry points into the workforce.

The program will incorporate eco-friendly auto detailing practices, including water conservation methods, biodegradable cleaning products, and responsible water disposal. Students will learn how sustainable detailing not only protects vehicles but also reduces pollution in local waterways and lowers the environmental footprint of the industry. By embedding green practices from the start, students gain the knowledge to enter the workforce as environmentally responsible professionals.

Based on the information provided, staff has determined that the application meets the requirements of the Mayor's Youth Fund Policy. This is the first time that Central Coast High School Auto Detailing Program has requested a donation.

FISCAL IMPACT

This request would be funded by a donation from the Green Waste Recovery's donation to the Mayor's Youth Fund. The current balance of the Mayor's Youth Fund account (601-2106) is \$56,122.20. If the City Council approves this request, the balance will decrease to \$53,122.20. This is for fiscal year 2025/26.

In the event that all the funds in the Mayor's Youth Fund become exhausted, staff will keep a file of all applications. Once Green Waste issues the next round of funding, all applications on file will be processed at the next available City Council meeting.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. MYF Central Coast High School - Auto Detailing Program 2025
-

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager

Terry Navarro - Online Form Submittal: Mayor Youth's Contribution Request

From: <noreply@civicplus.com>
To: <cityclerk@ci.seaside.ca.us>, <dmeewis@ci.seaside.ca.us>, <tnavarro@ci.s...
Date: 8/8/2025 1:58 PM
Subject: Online Form Submittal: Mayor Youth's Contribution Request

Mayor Youth's Contribution Request

Purpose

The Mayor's Youth Fund was created to provide supplemental financial assistance to students and non-profit groups that provide services to improve the lives of young people living in the City of Seaside. A policy has been developed to standardize the evaluation of contribution requests and ensure that the funds are used appropriately to serve the City's youth.

Eligible Applications

Contributions will only be made to, or on behalf of, students or organized groups, such as schools and non-profit organizations based in Seaside and/or serving a majority of Seaside residents (50%) that are 18 years old or younger or enrolled in high school. Faith based organizations may apply for contributions from the Mayor's Youth Fund if the funding is not used to support religious activities such as: Religious instruction, Sunday School, and Worship. In addition, activities funded by the Mayor's Youth Fund must be open to all persons without regard to their religious affiliation.

Submittal of Contribution Requests

In order to request a contribution, the following information must be provided in writing:

- *Name of the organization, person(s) benefiting, proposed use of the funds, total amount needed or fundraising goal.*
- *Description of other methods being used to raise funds and/or other contributors.*
- *An explanation of how the group, activity, or event will benefit Seaside youth.*
- *Written description of how the use of the funds will be specifically used for youth group activities/events and has a nexus to the goals related to recycle, cleanup, and "green" sustainability to ensure a healthy environment.*

- *How this request will provide a municipal benefit (ie., benefit the community).*
- *Proof of non-profit organization status (not a taxpayer's I.D number) and a current W-9 form.*

Evaluation Process & Criteria

Contributions can only be made if approved by the City Council. Funding requests will be evaluated based on their consistency with this policy, including the following criteria.

- *Scholastic, athletic, music, environmental and art activities will be considered for funding based on the quality of the proposed activity.*
- *Evidence of activities/events related to "reduce, reuse and recycle" to ensure a healthy environment.*
- *Contributions requests will be accepted from individuals and can be made to an organization on behalf of an individual member or student.*
- *Contributions are only paid to organizations, such as non-profit groups and schools.*
- *Contributions are intended to fund actual costs related to an event or activity. (Please see "Payment Process" information provided in the following area.)*
- *Contributions from the Mayor's Youth Fund are not intended to be the sole source of funds for an organization or program and will only be made to supplement other fundraising activities.*

- *How this request will provide a municipal benefit (ie., benefit the community).*

Contribution Limits

In order to equitably distribute funds available in the Mayor's Youth Fund, the following contribution guidelines have been developed, although all contributions are subject to the discretion of the City Council. In addition, funding will be limited to one contribution per year (every 12 months).

- *Individuals - 25% of the total cost of the activity (not to exceed \$1,000)*

- Groups up to 20 people - up to \$1,500

- Groups of 21 or more people - up to \$3,000

Payment Process

If a contribution is approved by the City Council, payment will be made to the authorized organization or directly to the vendor selected by the authorized organization after submittal of a receipt or the presentation of actual invoices. No funding can go directly to an individual. This process is required in order to provide documentation required to meet municipal auditing standards.

Funding Requirements

Funding is limited to one contribution per year (every 12 months). The Mayor's Youth Fund Closing Report Form must be submitted to staff at least 60 days upon completion of the event, activity or program. Applicants that do not furnish the form may not apply for funds for the following year. A representative from the organization is required to be at the Council meeting for their application to be heard. If no representative is present then the agenda item will be postponed to another City Council meeting upon notification by the applicant. Incomplete applications will not be forwarded for Council consideration; applications not answering the question related to reduce, reuse or recycle are considered incomplete.

Individual Requests

Please attach an itemized list of all expenses. Amount of donation may not exceed 25% of the total cost of the activity and not exceed \$1,000. Applications that are incomplete will be returned.

Name of Organization	Central Coast High School
Name	Chantelle Cafferata
Email Address	ccafferata@mpusd.k12.ca.us
Address	200 Coe Ave
City	seaside
State	CA
Zip Code	93955
Phone Number	4083918688
Additional Phone Number	Field not completed.
Percentage of Residents or Students of Seaside	95%

Number of Participants 40

Ages of Participants 16-18

Criteria

Applicants must meet at least one of the following criteria to be eligible for funding. Please select one or more from the following list:

Are you funding a reward for one of these activities? No

Description of event, activity or program funding pertains to:

Overview

Auto Detailing Program
Central Coast High School is committed to equipping students with practical skills that prepare them for the workforce. In alignment with our Career Technical Education (CTE) pathway, we propose partnering with a professional auto detailer to provide hands-on, on-campus training in both interior and exterior auto detailing.

Rationale

Many of our students thrive when learning is tangible, relevant, and tied directly to real-world careers. Auto detailing is an in-demand service industry skill that requires precision, customer service, and attention to detail — all of which are transferable to other trades and career paths.

Program Description

Instruction: Students will receive direct instruction and demonstration from a professional auto detailer with industry experience.

Skills Covered: Interior cleaning, exterior washing and polishing, protective coating application, safety standards, tool/equipment use, and client-ready presentation.

Integration: The program will run in conjunction with our CTE course to reinforce classroom learning with hands-on application.

Location: All training will occur on campus, minimizing barriers to access and maximizing participation.

Impact for Students

Builds industry-recognized, employable skills.

Offers direct mentorship from a professional in the field.

Provides resume-ready experience and potential job references.

Increases pathways to immediate employment upon graduation.

Equity & Access

At CCHS, our mission is to ensure that every student leaves our system prepared for life beyond high school. This partnership opens doors for students who may not have access to paid training programs or transportation to off-site learning opportunities. By bringing the training to them, we remove traditional barriers and create equitable entry points into the workforce.

Attach Additional Information as Necessary *Field not completed.*

Description of how the funds will be specifically used for youth groups activities/events and has a nexus to the goals of recycling, cleanup and “green” sustainability to insure a healthy environment:

Funding & Resources

Funding will be allocated over a two-month period to:

Pay the community organization/local business for providing professional instruction, curriculum alignment, and mentorship.

Purchase all necessary materials, including cleaning solutions, buffers, shop vacuums, microfiber towels, safety gear, and protective coatings.

This program will incorporate eco-friendly auto detailing practices, including water conservation methods, biodegradable cleaning products, and responsible waste disposal. Students will learn how sustainable detailing not only protects vehicles but also reduces pollution in local waterways and lowers the environmental footprint of the industry. By embedding green practices from the start, students gain the knowledge to enter the workforce as environmentally responsible professionals — setting them apart in a competitive market.

What other fundraising activities are you participating in to fund your event, program or activity and what other funding

The total cost of this program is \$6,200, which covers daily, on-site instruction for two months, all materials, and student starter kits. To make this opportunity possible, I will braid funding sources — using the requested funds to cover half of the cost while leveraging additional resources from other site and

sources will supplement your request? district allocations, including CTE funds and community school grant dollars. This approach ensures we maximize every funding stream, stretch our dollars further, and sustain partnerships that directly benefit students while also supporting our local business community.

Total Amount Requested: 3000

Electronic Signature Agreement I agree.

Electronic Signature Chantelle Cafferata

Date 8/8/2025

Email not displaying correctly? [View it in your browser.](#)



CITY OF SEASIDE STAFF REPORT

Item No.: 10.B.

TO: City Council

FROM: Greg McDanel, City Manager

BY: Dan Meewis, Assistant City Manager
Kee Hyon Higgins, Recreation Supervisor

DATE: August 21, 2025

SUBJECT: ADOPT A RESOLUTION AUTHORIZING THE USE OF THE CITY-OWNED PARKING LOT ON CONTRA COSTA STREET, AND THE CLOSURE OF CONTRA COSTA STREET TO THROUGH TRAFFIC FROM PALM AVENUE TO BROADWAY AVENUE FOR THE SEASIDE MUSIC FESTIVAL ON SATURDAY, OCTOBER 4, 2025

RECOMMENDATION

Adopt a resolution permitting the closure of Contra Costa.

BACKGROUND

The Lower Broadway Businesses have submitted an application to host the **Seaside Music Festival** on **Saturday, October 4, 2025**, from **12:00 p.m. to 7:00 p.m.** Setup is scheduled from **7:00 a.m. to 12:00 p.m.**, with clean-up from **7:00 p.m. to 8:00 p.m.**

Event Request:

The organizers are requesting the following City resources and approvals:

- **Closure of Contra Costa Street** from Palm Avenue to Broadway Avenue.
- **Use of Parking Lot #1** for vendor booths, staging, and attendee access.
- **Use of the City's stage** as the primary performance venue.

Closing Contra Costa Street for the festival will enhance public safety by creating a pedestrian-friendly environment and facilitate smooth access for festival attendees, vendors, and emergency services. The requested venue space will accommodate 20–30

local vendors, along with necessary amenities such as seating, signage, and restroom facilities, contributing to a vibrant community event and supporting local business promotion.

The event organizers have committed to providing proof of liability insurance, naming the City as an additional insured, to ensure coverage for any potential risks associated with the event.

This is the first request from the Lower Broadway Businesses for a street closure and the use of City resources for a music festival. Staff anticipate that successful execution of this inaugural event could serve as a foundation for future community-focused events, promoting local culture, music, and economic activity along the Lower Broadway corridor.

FISCAL IMPACT

The estimated cost of staff time and resources is \$1,139.00, and the event organizers will pay all associated costs.

STRATEGIC PRIORITY

Diverse and Inclusive Community

ATTACHMENTS

1. Special Event Application - Lower Broadway Businesses - Seaside Music Festival 2025
2. Lower Broadway Businesses Seaside Music Festival Cost Estimate 2025
3. Resolution - Lower Broadway Businesses - Seaside Music Festival 2025
4. Temporary Street Closure Policy- Lower Broadway Businesses - Seaside Music Festival 2025

Reviewed for Submission to the City Council by:



Greg McDanel, City Manager



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Date:

Dear Event Sponsor:

Welcome to the City of Seaside. The following pages include the City of Seaside's Special Events Application and accompanying instructions developed to guide you through the application process.

Effective July 01, 2020 a \$110.00 permit fee was approved by the Seaside City Council. Please enclose a check made out to the City of Seaside with your completed application. Once the completed form is received it will be distributed to all City departments and agencies affected by your event. You will then be notified of the status of your request. On behalf of the City of Seaside we thank you for contributing to the spirit and vitality of our City through the staging of your event. **Best wishes for a successful event!**

Terry Navarro
City of Seaside
986 Hilby Avenue
Seaside, CA 93955
(831) 899-6805
(831) 718-8603
Email: tnavarro@ci.seaside.ca.us



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

CONTACT INFORMATION:

Organization: Lower Broadway Businesses
Name of Applicant: Darryl L Choates
Address: 5000 Broadway City: Seaside State: CA
Phone: 831-920-8914 Email: DCHOATES@MIDAY.NET
Day of Event Contact Name and Phone: OCT 4, 2025 - 831-920-8914

EVENT INFORMATION:

Event Title: SEASIDE MUSIC FESTIVAL
Event Category:
☐ Athletic / Recreation ☒ Concert / Performance ☐ Circus
☒ Celebration / Festival ☐ Parade / March / Procession ☐ Dance
☐ Carnival ☐ Other: _____
Event Date and Time: OCT 4 2025
Setup: 7am Event Start: 12noon Event End: 8pm Clean up: 7-8pm
Event Location: CONTRA COSTA AND CITY PARKING LOT

EVENT DESCRIPTION:

Please provide detailed description of your event. Include details regarding any components of your event such as the use of vehicles, animals, rides, sanitation provisions or any other pertinent information about the event.

STAGE IN CITY PARKING LOT - VENDORS IN LOT
VENDORS ON BOTH SIDES OF CONTRA COSTA.

Number of Participants: EST. 2000 Event Benefiting: Community
Federal ID # (if applicable): _____
☐ 501 C(3) ☐ 501 C(6) ☒ Commercial-For Profit ☐ Other: _____

Will admission be charged? ☐ Yes, tickets cost: _____ ☒ No



SEASIDE CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Is the event open to the public? ☒ Yes ☐ No

If no, how will the event be restricted? Indicate plan on detailed schematics:

How will the event be advertised and promoted? NEWSPAPER - INTERNET - FLYERS
WITHIN BUSINESSES

Signs posted: BANNERS ON STREETS

Special equipment to be used for proposed event: (List all electrical needs you may require)

- | | | |
|---|--|---|
| ☒ P.A. System | ☒ Generator(s) | ☒ Amplified sound / music |
| ☒ Booths | ☐ Bleachers | ☐ Cooking fuel |
| ☐ Tents | ☐ Banners | ☒ Barricades |
| ☐ Other: <u>TOILET STALS</u> | | |

Will the event include music or live performances?

☒ Yes ☐ No

Will film, video, or photography be involved with the production of event?

☐ Yes ☒ No

Do you intend to sell food or beverage?

☒ Yes ☐ No

(If yes, please attach Health Department Food Vendor Certificate)

Do you intend to sell other merchandise?

☒ Yes ☐ No

Number of Vendors? 20-30 (For-profit vendors must have business license on file with the City)

Vendor Name

Vendor Address

ADVENTMENT

LOCAL BUSINESS FIRST REQUEST

Describe Merchandise

TOYS - CLOTHES - MERCHANDISE

Will alcohol be served?

☐ Yes ☒ No

Will alcohol be sold? (If yes, please attach ABC license)

☐ Yes ☒ No

Parking arrangements: (OPEN)



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

Safety / Security / Accessibility (please describe your procedures for crowd control and internal security):

Open Area - Alley For ER VEHICLES

Security Organization (if required - please attach security contract):

NA

What City services do you anticipate you will need? (i.e. Police, Fire, Public Works, etc.)

CITY STAFF

ROAD CLOSURE BARRICADES

RESTROOMS (4) (1) HANDICAP

Method of trash collection/disposal and provision for additional sanitary facilities:

WASTE BASKET STATIONS

Other pertinent information or special requests:

APPLICANT AGREEMENT

All applicable fees must be paid 30 days prior to event date. No permit revisions will be accepted less than 14 days prior to the event date. The City of Seaside retains the right to terminate the event at any time should a responsible city official determine any activity related to the event is a threat to public safety and/or property. I (we) agree to abide by all laws, rules and regulations which may apply to this area. I (we) accept specific responsibility for other members of my group and for any damage done to city property and/or facilities, and agree to clean and restore the site to the condition in which it was found prior to the holding of the specific event. I certify under penalty of perjury that all the preceding information is true to the best of my knowledge. **Completed and signed special event form must be submitted to Recreation and Community Activities Director within seven working days of receipt of form.**

Applicant Signature

Date:

9/9/25



SEASIDE CALIFORNIA

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

INDEMNIFICATION, DEFENSE, HOLD HARMLESS

Applications must furnish the city with a certificate of insurance in an amount no less than \$1 million naming the City of Seaside as an additional insured. The amount of insurance is subject to increase at the discretion of the Finance Director who is the Risk Manager, depending upon the nature of the event. Such insurance must be primary to any city insurance and the city must have at least ten days' notice of cancellation.

For final event approval, you will need commercial general liability insurance that names "the City of Seaside, its officers, employees and agents" as an additional insured and any other public entities impacted by this event. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact Risk Manager. Please obtain the required insurance and mail an original insurance certificate to City of Seaside, Recreation and Community Activities Department, 986 Hilby Ave., Seaside, CA 93955.

APPROVED APPROVED APPROVED

Insurance Agency: _____ Insurance Agent: _____
Phone Number: _____ Policy Number: _____

PERMIT HOLDER hereby agrees to protect, defend, indemnify and hold and save harmless **CITY**, its officers, and employees against any and all liability, claims, judgements, costs and demands, however caused, including those resulting from death or injury to **PERMIT HOLDER'S** employees and damage to **PERMIT HOLDER'S** property, arising directly or indirectly out of the obligations or operations herein undertaken by **PERMIT HOLDER**, including those arising from the passive concurrent negligence of **CITY** but save and except those which arise out of the active concurrent negligence, sole negligence, or the sole willful misconduct of **CITY** **PERMIT HOLDER** will conduct all defense at its sole cost and expense. **CITY** shall be reimbursed by **PERMIT HOLDER** for all costs or attorney's fees incurred by **CITY** in enforcing this obligation.

Applicant Signature: _____

Date: *2/9/25*

(For Office Use Only)

Authorization

- | | |
|---|--|
| ☐ Building _____ | ☐ Recreation _____ |
| ☐ Planning _____ | ☐ Redevelopment _____ |
| ☐ Police _____ | ☐ Public Works _____ |
| ☐ Fire _____ | ☐ County Health _____ |
| ☐ Finance _____ | |

Comments: _____



**SEASIDE
CALIFORNIA**

Special Event Application

Parks and Recreation Division
986 Hilby Avenue, Seaside CA 93955
831-899-6800

APPLICATION MUST INCLUDE: Detailed schematic of event location indicating specific activity sites. For non-profit organizations, a copy of non-profit status must be submitted.

Attach to application and mail to:

**City of Seaside Recreation Services
Attn: Recreation Director
986 Hilby Avenue
Seaside, CA 93955**

SPECIFIC EVENT CONDITIONS OF APPROVAL

- ✓ Event organizers must clean up any event-related trash.
- ✓ All event noise or sound must be kept to a minimum, particularly before 9:00 a.m. and must not create an annoyance to co-existing events.
- ✓ Permittee is responsible for the actions of all vendors and participants during the event.
- ✓ No activities are permitted onsite that are not included on your permit application.
- ✓ All City ordinances will be strictly enforced (alcohol, dogs, etc.).
- ✓ Permit must be kept on location at all times.

Failure to comply with the above conditions may result in immediate closure of the event and a ban on future events by the organizer in the City of Seaside.

PROVISIONS

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of, or in any way connected with, the exercise of this permit and permittee agrees to save harmless, indemnify and defend City, its officers, agents and employees, from any and all loss, damage or liability which may be suffered or incurred by City, its officers, agents and employees caused by, arising out of or in any way connected with exercise by permittee of the rights hereby granted, except those arising out of the sole negligence of the City.

City shall have the privilege of inspecting the premises covered by this permit any and all time. This permit shall not be assigned. City may terminate this permit at any time if permittee fails to perform and covenant herein contained at the time and in the manner herein provided. City agrees it will not unreasonably exercise this right of termination.

The parties hereto agree that the permittee, its officers, agents and employees, in the performance of this permit shall act in an independent capacity and not as officers, employees or agents of the City. No alteration or variation of the terms of this permit shall be valid unless made in writing and signed by the parties hereto.

Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, sexual orientation, age national origin or physical handicaps. Permittee agrees to comply with the terms and conditions contained herein and all rules and regulation of the City subject to this permit.

Applicant Signature: _____

Date: 7/9/25

COST ESTIMATE LOWER BROADWAY BUSINESSES

<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT COST</u>	<u>EXTENDED COST</u>
Traffic Control install by two employees for two hours	1	\$300.00	\$300.00
Stage setup and removal of two employees	1	\$839.00	\$839.00
TOTAL ESTIMATED COST			\$1,139.00

RESOLUTION NO. 24-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE
APPROVING THE CLOSURE OF CONTRA COSTA STREET TO THROUGH
TRAFFIC FROM PALM AVENUE BROADWAY AVENUE**

WHEREAS, Lower Broadway Businesses will be holding their Seaside Music Festival that is open to the public; and

WHEREAS, the closing of Contra Costa Street from Palm Avenue to Broadway Avenue is necessary between the hours of 7:00 a.m. to 8:00 p.m. on Saturday, October 4, 2025 to ensure the safety of the public.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Seaside hereby approves the closure of Contra Costa Street from Palm Avenue to Broadway Avenue to ensure the safety of the public using this portion of roadway during this event.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 21st day of August 2025 by the following vote:

AYES: COUNCIL MEMBERS
NOES: COUNCIL MEMBERS
ABSENT: COUNCIL MEMBERS
ABSTAIN: COUNCIL MEMBERS

APPROVED:

Ian N. Oglesby, Mayor

ATTEST:

Dominique L. Davis, City Clerk



TEMPORARY STREET CLOSURE POLICY

I. Purpose

- A. It is the policy of the City of Seaside to encourage neighborhood, business, and community activities that promote the health, welfare, safety, and harmony of its citizens. Temporary street closures for such activities will be authorized when those closures are not anticipated to cause harm to or be a significant disruption to the general public.
- B. The purpose of this policy to the define parameters under which requests for temporary street closures for community and special events will be considered and processed. Except as otherwise provided by law, it shall be unlawful to close any public street unless a Street Closing Permit has been issued by the City of Seaside in accordance with this policy.

II. Scope

This policy applies to all roads and streets in the City of Seaside road system.

- A. City Manager's Administrative Approval: The City Manager, with recommendation of City staff, is authorized to approve:
 - 1. City sponsored events and community events that occur on an annual or routine basis, and have been previously approved by the City Council (i.e., Hot Cars Cool Nights, Red White and Blues, Farmer's Market, Fire Department Open House, etc.); and
 - 2. Closures lasting for eight hours or less where the majority of residents / businesses within 500 feet of the proposed closure support the closure (i.e. a neighborhood block party).
- B. City Council Approval: City Council approval is required for:
 - 1. Special events of a non-routine nature;
 - 2. Events lasting longer than eight hours; and
 - 3. Requests for closure of traffic arteries or streets with a speed limit that exceeds 30 miles per hour.

III. Policy Criteria

- A. Disposition of Temporary Street Closure Requests is administrative in nature under the authority of the City Manager and the Seaside City Council.
- B. A notice of application for street closure must be distributed to residents and business affected by the potential closure sample form attached.
- C. Fire hydrants on the specified street closure shall not be obstructed by vehicles, temporary structures, tents or other obstacles that impede the fire departments ability to access the hydrant in the event of an emergency. A minimum of 20-foot unobstructed path must be maintained for emergency vehicle access to the street if the event is not a complete, hard closure. If the event plans on having a hard closure, both the fire and police departments must be made aware of the closure in advance so alternative routes of response can be planned. An Emergency Access plan must be submitted and approved by the Fire Department and Police Department.



- D. The applicant shall conduct all activities in such a manner that the health and safety of the public are not negatively impacted.
- E. Promptly following the conclusion of the event, the applicant shall clean the right-of-way equivalent to its condition prior to the temporary closure.
- F. Approval of the request is subject to other conditions that may be specified by the City Manager or City Council.
- G. Conditions considered for all street closures include (but are not limited to):
 - 1. Impact of the proposed closure on residents, occupants, or businesses.
 - 2. Impact of the proposed closure on the accessibility of emergency vehicles into the closure areas.
 - 3. Impact of the proposed closure on vehicular traffic such as circulation, site lines, traffic movement, and availability of alternate routes for traffic.
 - 4. Potential interference with commercial and business activities in the immediate vicinity.
 - 5. Conditions existing within the surrounding area that, when occurring in conjunction with a street closure, might create a hardship or an unnecessary inconvenience to the public or persons residing in the area.
- H. The applicant is responsible for all costs associated with establishing, running, or maintaining the closure, including reimbursing the City for any costs associated with the closure, unless a fee waiver is approved by the City Council.
- I. The proposed street closure must be compatible with the neighborhood / commercial area of the requested street or road.
- J. The location must be large enough for the anticipated the crowd capacity as determined by the City's Police Chief, Fire Chief, City Engineer, and Risk Manager.
- K. The temporary street closure shall be for a period less than eight (8) hours, including any set up time and breakdown time, unless approved by City Council.
- L. The City of Seaside maintains the right to cancel approval of the street closure at any time.
- M. The City reserves the right to limit the number of street closures in particular areas in order to limit disruption to residents and businesses.
- N. The City Manager will maintain and update the application and other forms to support this policy.

IV. Application Procedure

- A. The applicant shall submit a Seaside Application for Temporary Street Closing Permit at least 90 days prior to the date of the proposed street closure. Applications submitted less than 90 days cannot be guaranteed a response for approval or denial.
- B. A site map must be included with the application detailing a 20-foot emergency vehicle access lane through closure, or alternative emergency vehicle access in accordance with an approved Emergency Access Plan.



- C. All applicable documents shall be attached to the Application for Temporary Street Closing Permit (consult with City staff to determine which documents are required):
 - 1. Special Event Application;
 - 2. Detailed site map;
 - 3. Traffic control plan;
 - 4. Emergency Access Plan;
 - 5. Temporary detour plan;
 - 6. Petition with signatures of affected residents / businesses; and
 - 7. Proof of insurance.
- D. Incomplete applications will be denied.
- E. The City's Police Chief, Fire Chief, City Engineer, and Risk Manager will review application materials and make recommendations regarding the closure to the City Manager and/or City Council.
- F. In the event an application is denied by the City Manager, the applicant may appeal to the City Council.

V. Road Closure / Barricade Equipment:

- A. Barricade equipment is required and can be provided by the City. City Staff will contact the Maintenance & Utilities Superintendent to schedule the delivery of the barricade equipment.
- B. Barricades will be delivered by the Maintenance & Utilities Division the last working day before the event and will be picked up the first working day after the event.
- C. Depending on the proposed closure, the City may require City staff or a bonded and insured traffic control company to be responsible for opening and closing the roadway.

VI. Public Notification

- A. At the applicant's expense, and prior to approval of the potential closure, the City will notify all residents/tenants directly affected by the street closure and provide them with the means to comment on the proposed closure.
- B. At a minimum, notices will be distributed to all who live or own/manage businesses within a 500-foot radius of the event location.
- C. The applicant may submit a petition demonstrating support of the affected residences / businesses which may be accepted in lieu of the City's noticing process. Upon request, the City will provide the applicant of a list of businesses and residences within the 500-foot radius.



VII. Fees and Charges

- A. The applicant will be responsible for all applicable fees and costs associated with the street closure, including but not limited to:
 - 1. Public Noticing;
 - 2. Use of City barricades;
 - 3. Staff time to shut down and reopen the street;
 - 4. Permit fee as established by the City Council in the adopted fee schedule;
 - 5. Cost of any required traffic plans and Emergency Access Plans; and
 - 6. Police, Fire, and other staff time as deemed necessary by the City
- B. The City Council may waive the fees associated with street closures.

VIII. Additional Event Requirements

- A. No stakes or penetrations may be made through the street surface.
- B. No disposal of anything in storm sewers.
- C. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
- D. No loud speaker system shall be used which is audible beyond the designated event location. Event organizers and guests shall be in compliance with public peace statutes and ordinances.
- E. Alcoholic beverages are prohibited on City streets or public right of way unless the applicant has obtained a permit from the City. Proof of ABC license must be submitted to the City prior to the event in accordance with the Special event application.
- F. If alcoholic beverages are dispensed, event organizers may be subject to criminal penalties if under-aged persons are consuming or possessing such beverages.

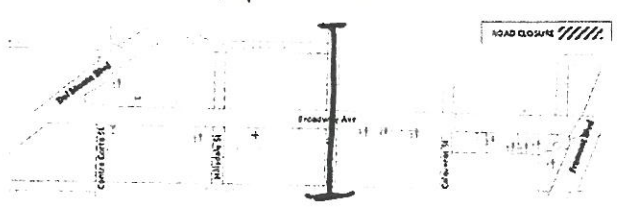
IX. Damages & Insurance

- A. Any person or persons to whom a Street Closing Permit has been issued shall be liable for any loss or damage to any City of Seaside property arising out of the issuance or exercise of said permit.
- B. As a condition to the issuance of any Street Closing Permit, the permittee or permittees may be required to provide insurance to indemnify the City from any and all damages and costs of litigation arising out of the issuance and use of such permit.
- C. As a condition to the issuance of any Street Closing Permit, the City may require the permittee to indemnify and hold the City harmless from any claims for damages arising out of the street closing.



February 2022

STREET CLOSURE NOTIFICATION (SAMPLE)

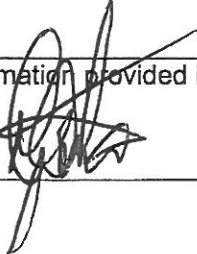
Notice Application for Street Closure	
This notice serves as notification that a request for street closure has been submitted to the City of Seaside and includes a request to close a portion of: (insert street)	
Noticing Date: 7/9/25	
Name of Applicant: DARRYL L CHARTES Lower Broadway Businesses	
Name of the Event / Purpose of Closure: SEASIDE MUSIC FESTIVAL (ALL ABOUT USE)	
Date of Closure: OCTOBER 4, 2025	
Start Time of Closure: 7am	End Time of Closure: 7pm
Streets to be closed: A: CONTRA COSTA TO BROADWAY from to 7 B: CONTRA COSTA from to BROADWAY AV C: PARKING LOT (1) (2) from to 7am - 7pm	
Map of Closure: Map of Street Closure: 	
To provide input on this application: Provide written comment to city clerk@ci.seaside.ca.us , include the following in the subject line "Public comment Item # (insert the agenda item number relevance to your comment)". Written comments must be received by 3pm of the day of the meeting Provide public comment in person at the meeting.	
Meeting Date/Time: 8/21/25 5pm	Meeting Information:



February 2022

TEMPORARY STREET CLOSURE APPLICATION

Applicant Information	
Name of Applicant: <u>Darryl Choates</u>	Date: <u>7/9/2015</u>
Mailing Address: <u>500 BROADWAY AV.</u>	City/ State: <u>SEASIDE, CA 93955</u>
Email: <u>DCHOATES@MBAY.NET</u>	Phone: <u>831-920-8914</u>

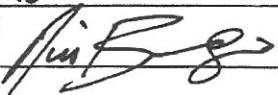
Street Closure Details		
Name of the Event / Purpose of Closure: <u>SEASIDE MUSIC FESTIVAL</u>		
General Description: <u>USING PARKING LOT AND CONTR COSTA STREET FOR FESTIVAL (1 AND 2)</u>		
Event Start and End Time: <u>12pm - 6pm</u>	Estimated number of people in attendance: <u>2,000 OPEN</u>	
Date of Event: <u>OCT 4, 2015</u>	Total Number of streets to be closed: <u>(1)</u>	
Will alcohol be served? <u>NO</u>	Will the event include live or amplified music? <u>YES</u>	
Streets to be closed (please attach a detailed site map of closure location):		
A: <u>CONTRA COSTA</u> from to <u>BROADWAY AV.</u>		
B: _____ from to _____		
C: _____ from to _____		
Street close time: <u>7am</u>	Street opening time: <u>8pm</u>	
Supplementary questions	Yes	No
Will vehicles be allowed inside the closure?	<u>ONLY 8am</u>	<u>11am</u>
If yes, please explain why and provide their locations: <u>BOTH SET UP 8am - 11am</u>		
Are you planning to hire a security company for the planned closure?	<u>NO</u>	
If yes, provide the Company name, phone number, name of Supervisor, and locations for where security will be placed:		
I certify that the information provided in the application is true and correct to the best of my knowledge.		
Applicant Signature: 		Date: <u>7/9/15</u>



February 2022

For Official Use Only

Engineering / Public Works Department		
Application Review Questions	Yes	No
Has the traffic control plan been submitted?	YES	
Is the traffic control plan approved?		
Per the approved traffic control plan, is security being required for traffic control?		
Is the street closure application approved by the Engineering / Public Works Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Police Department		
Application Review Questions	Yes	No
Based on the information provided, does the applicant need to have Security assigned to assist traffic around the street closure?	—	—
If yes, please identify the areas where security is required:		
THEIR CALL		
Is the street closure application approved by the Police Dept?	YES	
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head: N. BORGES	Title: POLICE CHIEF	
Signature: 		



February 2022

Fire Department		
Application Review Questions	Yes	No
Does the site plan show obstructions on the road way?		X
Does the site plan does provide for a 20' wide fire lane for emergency vehicle access?	X	
Is the street closure application approved by the Fire Dept?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		
Risk Management		
Application Review Questions	Yes	No
Does the proposed street closure meet the requirements of this policy with respect to size, compatibility, etc.?		
If required, has the applicant submitted Liability Insurance?		
Is the street closure application approved by Risk Management?		
If no, what is the reason for denial:		
Is the street closure approved with conditions?		
If yes, what are the approval conditions?		
Name of Dept. Head:	Title:	
Signature:		

Status of Application

The street closure request is: APPROVED _____ DENIED _____ DATE: _____

City Manager's Signature / Date: _____

If applicable, scheduled for City Council consideration on: _____