



AGENDA

CITY OF SEASIDE
CITY COUNCIL

REGULAR MEETING
Council Chamber
440 Harcourt Avenue
Thursday, November 2, 2017
7:00 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**

2. **ROLL CALL – ESTABLISHMENT OF QUORUM**

Ralph Rubio	Mayor
Dennis Alexander	Council Member
Jason Campbell	Council Member
David R. Pacheco	Council Member
Kayla Jones	Council 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 minutes. Public 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.

7. **PRESENTATIONS**

A. UPDATE ON COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM 2018-2020 MULTI-YEAR CYCLE AND 2018-2019 ANNUAL PLAN PROGRESS

PURPOSE: The purpose of this item is for the City Council to receive an update on the City's Community Development Block Grant (CDBG) Program 2018-2020 multi-year cycle and 2018-2019 Annual Plan Progress.

RECOMMENDATION: It is recommended that the City Council receive the presentation.

8. CONSENT CALENDAR

The Consent Calendar includes routine items that can be approved with a single motion and vote. A member of the City Council or a member of the public may request that any time be pulled from the Consent Calendar for separate consideration.

A. APPROVE MINUTES OF OCTOBER 21, 2017 MEETING

RECOMMENDATION: It is recommended that the minutes be reviewed and approved.

B. APPROVE AND FILE CITY CHECKS

PURPOSE: It is requested that the City Council approve and file the accounts payable and wired payments made during the period of October 7, 2017 through October 20, 2017. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of October 12, 2017 is requested. Total Accounts Payable and Payroll for the above referenced period is \$1,628,069.81.

RECOMMENDATION: It is recommended that the City Council approve and file the list of checks linked to this staff report.

C. APPROVE A FEE WAIVER FROM COMMUNITY HOSPITAL RECOVERY CENTER ALUMNI ASSOCIATION FOR THE USE OF THE LAGUNA GRANDE HALL FOR THEIR ANNUAL INSTALLATION DINNER EVENT

PURPOSE: The purpose of this item is to consider the fee waiver request from the Community Hospital Recovery Center Alumni Association for the Laguna Grande Hall to hold their annual installation dinner in the amount off four hundred, fifty-four dollars and fifty-six cents (\$454.56).

RECOMMENDATION: Staff recommends that the City Council approve the request.

D. CONSIDER FEE WAIVER REQUEST FROM DELTA SIGMA THETA SORORITY FOR USE OF OLDEMEYER CENTER FOR TWO COMMUNITY EVENTS IN 2018

PURPOSE: The purpose of this item is to consider the request for a fee waiver by Delta Sigma Theta Sorority in the amount of \$2,516.25 (Two thousand, five hundred, sixteen dollars and twenty-five cents). These fees include room rentals fees for the Health Conference to be held on Saturday, March 03, 2018, and the Annual Jabberwock to be held on Saturday, April 28, 2018.

RECOMMENDATION:

City Council direction is requested. Staff recommends the following:

1. City to waive all room rental fees totaling \$2,516.25 for two events.
2. Organization to provide the City with the non-refundable portion of the maintenance deposit: \$147.81 per event to total \$295.62.
3. Organization to provide insurance coverage for both events.

9. BUSINESS ITEMS

A. ORDINANCE AUTHORIZING TEXT AMENDMENT TO CHAPTER 17.40 OF THE SEASIDE MUNICIPAL CODE THAT SETS FORTH STANDARDS FOR ELECTRONIC MESSAGE DISPLAY SIGNS RELATED TO PUBLIC AND PRIVATE MEETING FACILITIES WITHIN RESIDENTIAL AND COMMERCIAL ZONING DISTRICTS CITYWIDE, AND ADDRESSING OTHER MATTERS PROPERLY RELATING THERETO THAT ARE IN CONFLICT WITH THE PROPOSED TEXT AMENDMENT (SECOND READING - ROLL CALL VOTE).

PURPOSE: In accordance with Section 17.74.050 of the Seaside Municipal Code (SMC), the purpose of this item is for the City Council to consider the second reading of a proposed text amendment to Chapter 17.40 of the Seaside Municipal Code to allow for the installation of electronic changeable message signs at places of worship and meeting facilities in residential and commercial zones (Second Reading).

RECOMMENDATION: It is recommended that the City Council adopt an Ordinance amending Title 17 (Zoning Code) of the Seaside Municipal Code in accordance with the text amendments noted in Bold Text and Underlined in the final Ordinance.

B. APPROVE A RESOLUTION AWARDING A SOLAR SYSTEM CONTRACT TO SCUDDER SOLAR ENERGY SYSTEMS IN THE AMOUNT OF \$704,820 TO DESIGN AND CONSTRUCT A SOLAR SYSTEM AT CITY HALL, AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT AND INCREASE THE SOLAR PROJECT BUDGET BY \$204,820

PURPOSE: The purpose of this item is to provide the City Council the opportunity to consider the award of a solar system contract to Scudder Solar Energy Systems in the not-to-exceed amount of Seven Hundred Four Thousand Eight Hundred and Twenty Dollars (\$704,820) for the design and construction of a solar system at City Hall.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution awarding a City Hall solar system contract to Scudder Solar Energy Systems in the not-to-exceed amount of Seven Hundred Four Thousand Eight Hundred and Twenty Dollars (\$704,820) for the design and construction of a solar system at City Hall, to authorize the City Manager to execute the contract, and increase the solar project budget by \$204,820. There is currently \$500,000 in the 2017-2018 Budget to fund this project through a lease/purchase agreement with PNC. Staff has discussed the financing with PNC and anticipates that additional funding will be available for the complete project.

C. DISCUSS AND PROVIDE DIRECTION FOR COUNCIL MEMBER JONES REQUEST TO CREATE A HOMELESS COMMISSION AND AN ENVIRONMENTAL COMMITTEE

PURPOSE: The purpose of this item is to discuss Council Member Jones' request to create two new advisory bodies, one Environmental Committee and one Homeless Commission.

RECOMMENDATION: It is recommended that the City Council discuss the request and provide direction to staff.

10. MAYOR, CITY COUNCIL, CITY MANAGER AND CITY ATTORNEY 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, make requests that items be added to future City Council meeting agendas as necessary and report on committee assignments.

11. ADJOURNMENT

Next Regularly Scheduled Meeting:
November 16, 2017
7:00 PM

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, they are asked to contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings.

City Council Meetings that are held in the City Council Chambers are broadcast live to all Seaside residents on Comcast Channel 25 and U-verse Channel 99. Meetings are also available through live streaming at:

<http://cyp.telvue.com/player?id=T01629&video=52314&noplaylists=1&width=400&height=300>

Videos of past meetings are available on demand through the City's website: <http://www.ci.seaside.ca.us>

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 Government Code Section 54954.2(a) or Section 54956.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 7.A.

TO: City Council

FROM: Craig Malin, City Manager

BY: Sharon Mikesell, Administrative Analyst

DATE: November 2, 2017

**SUBJECT: UPDATE ON COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROGRAM 2018-2020 MULTI-YEAR CYCLE AND 2018-2019
ANNUAL PLAN PROGRESS**

PURPOSE

The purpose of this item is for the City Council to receive an update on the City's Community Development Block Grant (CDBG) Program 2018-2020 multi-year cycle and 2018-2019 Annual Plan Progress.

RECOMMENDATION

It is recommended that the City Council receive the presentation.

BACKGROUND

The planning process has commenced for the preparation of the 2018-2020 multi-year funding cycle and the 2018-2019 Annual Action Plan for submission to the US Department of Housing and Urban Development (HUD).

On May 7, 2015, the City Council adopted the 2015-2020 CDBG Consolidated Plan as well as a two year funding cycle for Seaside's application process. The Consolidated Plan identified long-term community needs and outlined general programs and service activities to be funded with CDBG/HUD dollars and other local sources over a five-year period.

Each year, the City must also adopt an Annual Action Plan describing the services and programs in more detail to be implemented in the upcoming fiscal year to address community needs.

On September 20, 2017, the Community Development Advisory Committee (CDAC) held a public workshop at the Oldemeyer Center to identify the community's current priority needs for the use of CDBG funds. Activities included a brainstorming session followed by dots placed

dots on CDBG eligible topics of most need in Seaside.

On October 18, 2017, the CDAC considered the results of the public worksho as well as the priorities included in the 2015-2020 Consolidated Plan to determine the updated highest priority needs.

The priority needs determined were:

- Crime Prevention (most top priority votes)
- Youth Services
- Youth Centers
- (tie)Emergency repairs to homes (most overall votes),Employment Training, Homeless Facilities
- (tie)Fair Housing, Streets and Sidewalks
- Also, New housing (most second priority votes)

APPLICATION PROCESS

With the two year cycle, the competitive process occurs every other year. The CDAC will provide City Council with annual recommendations as part of the Annual Action Plan preparation. Those who are awarded funds would be approved for an annual award with an option to extend that award for another year.

On November 2, 2017, the City published a Notice of Funding Availability (NOFA) and Mandatory Application Workshop for the 2018-2020 multi year cycle for the CDBG program. The Application for Proposals will be released and the Mandatory Application Workshop will be held on November 15, 2017. The workshop will be at the Oldemeyer Center, 986 Hilby Avenue at 6:30PM. The workshop is mandatory for all agencies wishing to apply for 2018-2020 CDBG funding from the City of Seaside. Applications from agencies who do not attend will not be accepted. Applications will be due 5pm January 12, 2018. No late applications will be accepted. **All funding is contingent on the continuation of the CDBG program by the federal government and an award of CDBG funding to the City of Seaside.**

NEXT STEPS

Important dates for the 2016-2018 CDBG multi-year funding cycle for the City of Seaside. Dates are subject to change with notice.

November 15, 2017-Mandatory Application Workshop/Application for Proposals released
January 12, 2018-CDBG funding proposals due
March 21, 2018-CDAC makes recommendations to present to City Council
April 19, 2018-City Council reviews CDAC recommendations for funding
May 3, 2018-City Council holds public hearing to adopt Annual Action Plan
May 15, 2018-Annual Action Plan due to HUD for review.

FISCAL IMPACT

There is no fiscal impact to the General Fund associated with the update as CDBG funding is separate from the General Fund.

ATTACHMENTS

1. Notice of Funding Availability/Mandatory Application Workshop
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



NOTICE OF FUNDING AVAILABILITY & MANDATORY 2018-2020 CDBG APPLICATION WORKSHOP



NOTICE IS HEREBY GIVEN that funding will be made available through the City of Seaside's 2018-2020 Community Development Block Grant (CDBG) program for nonprofit organizations and public agencies to provide public services or make improvements to public facilities. The CDBG program is authorized under Title 1 of the Housing and Community Development Act of 1974. Services and facilities must primarily benefit low-income persons or designated low-income areas.

Agencies wishing to receive 2018-2020 CDBG funding from the City must complete and submit an application. Applications will be made available on the City's website or by contacting Sharon Mikesell, Administrative Analyst, by email at smikesell@ci.seaside.ca.us or calling (831) 899-6734. Applications will be due January 12, 2018 by 5PM. No late applications will be accepted.

NOTICE IS HEREBY GIVEN that the Community Development Advisory Committee (CDAC) of the City of Seaside will meet to hold the 2018-2020 CDBG Application Workshop on:

Wednesday, November 15, 2017, at 6:30 p.m.
Blackhorse Room of the Oldemeyer Center, 986 Hilby Avenue

This workshop is mandatory for all agencies who wish to apply for 2018-2020 CDBG funding. Applications from agencies who do not attend will not be accepted.

Applications that address the priority needs or serve the priority populations identified by the CDAC will be ranked higher than those that do not.

CDAC agendas are posted at Seaside City Hall, at the Seaside Public Library, and on the City's website. Please note the following important dates for 2018-2020 CDBG funding. Dates are subject to change with notice.

Nov. 15, 2017	CDBG applications available
Nov. 15, 2017	Mandatory CDBG application workshop
Jan. 12, 2018	CDBG applications due
April 19, 2018	City Council hears CDAC recommendations
May 3, 2018	30-day public comment period concludes with Public Hearing considering draft annual CDBG Action Plan
May 15, 2018	Action Plan due to HUD

For more information or to be included on the CDBG interest list, please call the City of Seaside at (831) 899-6734. Written comments or questions may be sent to Sharon Mikesell, Administrative Analyst, City of Seaside, 440 Harcourt Avenue, Seaside, CA 93955 or by e-mail to smikesell@ci.seaside.ca.us.

The application workshop will be conducted in English. If you require a translator, please contact the office of the City Clerk at lmilton@ci.seaside.ca.us or (831) 899-6707, no fewer than two business days prior to the workshop to make the necessary arrangements. In compliance with the Americans with Disabilities Act (ADA), the City of Seaside does not discriminate against persons with disabilities and is an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this workshop is asked to contact the office of the City Clerk at lmilton@ci.seaside.ca.us or (831) 899-6707, no fewer than two business days prior to the workshop to allow for reasonable arrangements. Assisted listening devices are also available upon request.



AVISO DE FINANCIACIÓN DISPONIBLE Y OBLIGATORIO TALLER DE APLICACIONES 2018-2020



SE ESTÁ AVISANDO que los fondos estarán disponibles a través del Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG, por sus siglas en inglés) del 2018-2020 de la Ciudad de Seaside para las organizaciones sin fin de lucro y para agencias públicas para proporcionar servicios públicos o para mejorar instalaciones públicas. El programa de CDBG está autorizado bajo el Título 1 de la Ley de Vivienda y Desarrollo Comunitario de 1974. Los servicios y las instalaciones deben beneficiar principalmente a personas de bajos ingresos o áreas designadas como bajos ingresos.

Agencias que desean recibir fondos de CDBG 2018-2020 de la Ciudad, deben completar y presentar una aplicación. Las aplicaciones estarán disponibles en el sitio web de la Ciudad o contactándose con Sharon Mikesell, analista administrativa, por correo electrónico a smikesell@ci.seaside.ca.us o llamando al (831) 899-6734. Las aplicaciones deben ser entregadas antes del 15 de enero del 2018. No se aceptarán aplicaciones tardías.

SE ESTÁ AVISANDO que el Comité Consultivo de Desarrollo Comunitario (CDAC por sus siglas en inglés) de la Ciudad de Seaside se reunirán para sostener el taller para aplicaciones de CDBG del 2018-2020 el:

miércoles, 15 de noviembre del 2017, a las 6:30 p.m.
en el Cuarto Blackhorse del Centro Oldemeyer, 986 Hilby Avenue

Este taller es obligatorio para todas las agencias que desean solicitar financiación de CDBG para 2018-2020. No se aceptarán aplicaciones de agencias que no asistan.

Las aplicaciones que atiendan a las necesidades prioritarias o que sirvan a las poblaciones prioritarias identificadas por el CDAC se clasificarán más alto que aquellas que no lo hacen.

Las agendas de CDAC se publican en el ayuntamiento de la Ciudad de Seaside, en la Biblioteca Pública de Seaside, y en el sitio web de la Ciudad.

Por favor, tenga en cuenta las siguientes fechas importantes para la financiación de CDBG 2018-2020. Las fechas están sujetas a cambio con aviso.

nov. 15, 2017	Aplicaciones de CDBG estarán disponibles
nov. 15, 2017	Taller obligatorio para los solicitantes de CDBG
enero 12, 2018	Último día para entregar las aplicaciones de CDBG
abril 19, 2018	El Concilio de la Ciudad escucha las recomendaciones de CDAC
mayo 3, 2018	Periodo de comentario público de 30 días y el borrador del Plan de Acción anual de CDBG
mayo 15, 2018	Entregar el Plan de Acción a HUD

Para más información o para ser agregado(a) a la lista de los interesados en fondos de CDBG, por favor llame a la Ciudad de Seaside al (831) 899-6734. Comentarios o preguntas escritas pueden ser enviadas a Sharon Mikesell, analista administrativa, Ciudad de Seaside, 440 Harcourt Avenue, Seaside, CA 93955 o por correo electrónico a smikesell@ci.seaside.ca.us.

El taller para aplicaciones se realizará en inglés. Si necesita un traductor, por favor contacte a la secretaria de la Ciudad a lmilton@ci.seaside.ca.us o (831) 899-6707, no menos de dos días de trabajo antes del taller para hacer los arreglos necesarios.

En cumplimiento de la Ley de Estadounidenses con Discapacidades (ADA), la Ciudad de Seaside no discrimina a las personas con discapacidades y es una instalación accesible. Cualquier persona con una discapacidad que requiere una modificación o acomodo para poder participar en este taller se le pide que contactea la oficina de la Secretaria Municipal a lmilton@ci.seaside.ca.us o llame al (831) 899-6707, no menos de dos días de trabajo antes del taller para permitir hacer los arreglos razonables.

Dispositivos de audición asistidos también están disponibles bajo petición.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services
Lori Merwin, Finance Assistant

DATE: November 2, 2017

SUBJECT: APPROVE AND FILE CITY CHECKS

PURPOSE

It is requested that the City Council approve and file the accounts payable and wired payments made during the period of October 7, 2017 through October 20, 2017. In addition, approval of the payroll and benefits checks, direct deposits and wired payments related to the period of October 12, 2017 is requested. Total Accounts Payable and Payroll for the above referenced period is \$1,628,069.81.

RECOMMENDATION

It is recommended that the City Council approve and file the list of checks linked to this staff report.

BACKGROUND

In accordance with Government Code Section 37208, at each City Council meeting the Council is provided a listing of the payroll and general checks issued since the last report so that it can inspect and confirm these checks. Each purchase has been reviewed and approved by the department making the purchase at the time of procurement. The invoice has been reviewed by the Finance Department prior to payment to ensure that it conforms to the approved budget.

Therefore, in accordance with Government Code Section 37208, the above referenced, and linked list of checks conforms to the approved budget and has been paid. These checks are submitted to the City Council for inspection and confirmation.

A description of the checks and wires exceeding \$10,000 are as follows:

\$1,127,104.14 for payroll and benefits;

\$10,572.00 to Ellis Buehler Makus for professional attorney services for August/September 2017.

\$10,171.20 to Kosmont Companies for professional services for August 2017.

\$21,606.00 to Monterey County Convention & Visitor's Bureau for jurisdiction improvement investment FY 17/18 Quarter 2 (Oct - Dec).

\$22,878.90 to Monterey County Convention & Visitor's Bureau for Tourism Improvement District remittance for August 2017.

\$47,069.23 to PG&E for individual city accounts - gas/electric consumption for August 2017.

\$45,076.00 to Raimi and Associates for general plan consulting, July 2017.

\$23,132.45 to Raimi and Associates for general plan consulting, August 2017.

\$12,117.77 to Access Monterey Peninsula for services for quarter ending 6/30/2017.

\$10,728.05 to County of Monterey Emergency Communications Dept. for FY 17/18 Quarter 1 NGEN operations and maintenance.

\$38,663.21 to U.S. Bank Calcard for City employees' credit card purchases during August 2017.

\$28,985.48 to Valley Power Systems North for fire truck repair work.

The remaining checks, totaling \$229,965.38 include payments to vendors for operating expenditures.

The Checks report is available on the City's website here:

<http://www.ci.seaside.ca.us/194/Check-Draft-Register>

FISCAL IMPACT

The listed checks have been budgeted and paid from the various funds, as appropriate.

ATTACHMENTS

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.C.

TO: City Council

FROM: Craig Malin, City Manager

BY: Nancy Towne, Recreation Services Director
Dan Meewis, Recreation Supervisor

DATE: November 2, 2017

**SUBJECT: APPROVE A FEE WAIVER FROM COMMUNITY
HOSPITAL RECOVERY CENTER ALUMNI ASSOCIATION FOR
THE USE OF THE LAGUNA GRANDE HALL FOR THEIR ANNUAL
INSTALLATION DINNER EVENT**

PURPOSE

The purpose of this item is to consider the fee waiver request from the Community Hospital Recovery Center Alumni Association for the Laguna Grande Hall to hold their annual installation dinner in the amount off four hundred, fifty-four dollars and fifty-six cents (\$454.56).

RECOMMENDATION

Staff recommends that the City Council approve the request.

BACKGROUND

The Community Hospital Recovery Center is a non-profit organization that raises their own funds separate from Community Hospital of the Monterey Peninsula. The Recovery Center is requesting a fee waiver to help cover costs associated with their annual Installation Dinner on July 10, 2018 from 4:00 p.m. to 10:00 p.m. in the Laguna Grande Hall at the Oldemeyer Center.

The last fee waiver submitted to the City Council for the Community Hospital Recovery Center was approved on April 21, 2016 with a recommendation that they pay (50%) of all room rental fees, the non-refundable portion of the room rental deposit that goes into the facility maintenance fund and provide insurance coverage.

FISCAL IMPACT

The approximate fees which are applicable to this request are:

Laguna Grande Hall Fee (50%)	\$306.75
<u>Deposit Non Refundable Portion</u>	<u>\$147.81</u>

TOTAL	\$454.56
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Staff recommends that 50% of the rental fees be waived with the exception of the non-refundable portion that goes into the facility maintenance fund.

ATTACHMENTS

1. CHOMP Recovery Center Fee Waiver Request
 2. CHOMP Recovery Center Permit to Use Laguna Grande Hall
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Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



City of Seaside
FEE WAIVER REQUEST

Name of Applicant Julie Blue Organization Community Hospital Recovery Center
Address 1881 Highland St. Seaside CA 93955 Alumni Association
Street City State Zip
Home Phone 831-375-3847 Cell Phone 831-601-7256 Email Address Julie.blue@att.net

Room(s) Requested Laguna Grande Hall

Day(s) and Date(s) Requested July 10, 2018

Hours Requested (include set-up time) 4pm - 10pm Estimated Attendance 100

Description of Event Installation Dinner

Special Instructions or Equipment to Be Brought In Event will be catered

Reason for Requesting Fee Waiver

We are a non-profit self-supporting group who's organization works and meets in order to continue recovery from addiction.

Have you received a Fee Waiver in the past? Yes ☒ No ☐

If so, what was the date of your event? July 9, 2015

Is your organization based in Seaside? Yes ☐ No ☒

What percentage of your members or participants resides in Seaside? 50%

What is your organization's tax identification number? 940-760-193

Is organization able to provide liability insurance? yes

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

Applicant Signature Julie Blue Date 9-11-2017

FOR OFFICE USE ONLY

Approved: _____
Denied: _____
Appealed: _____

Security Required? Yes ☐ No ☐ Notes: _____
Staff Approval: _____
Date: _____



PERMIT TO USE LAGUNA GRANDE HALL

City of Seaside Recreation Services
986 Hilby Avenue, Seaside, CA 93955
(831) 899-6800 Fax (831) 899-6274

Name of Applicant Julie Blue Organization Community Hospital recovery Center Alumni Association
Address 1881 Highland St. Seaside CA 93955
Street City State Zip
Home Phone 831-3753842 Cell Phone 831-01-7256 Email Address Julie.blue@aatt.net

Day(s) and Date(s) Requested July 10, 2017

Hours Requested (include set-up time) 8pm - 10pm Estimated Attendance 100

Description of Event Installation Dinner

Special Instructions or equipment requested Event will be catered.

Requested Use of ☒ Podium ☒ Coffee Pot ☒ Microphone ☐ US & California Flag

***Projectors and other electronic equipment including extension cords are not available for use**

	YES	NO		YES	NO
Is event open to the public?	☐	☒	Will refreshments be served?	☒	☐
Will admission be charged?	☒	☐	Will refreshments sold?	☐	☒
Are you a non-profit organization?	☒	☐	Will you be using the kitchen?	☒	☐
Will there be music?	☐	☒	Will alcohol be served?*	☐	☒
Live music or DJ?	<u>NO</u>		Will alcohol be sold?*	☐	☒

* Alcohol is prohibited at youth oriented events.

Name, of DJ or band: NO

DJ or band phone number and address: NO
N/A
Work Phone Cell Phone
Street City State Zip

Applicant will provide the following items 30 days prior to the event:

- | | |
|--|---|
| ☐ Full payment of all applicable fees | ☐ Copy of event security contract by licensed company (if applicable) <u>N/A</u> |
| ☐ Proof of liability insurance | ☐ Copy of ABC license (if applicable) <u>N/A</u> |

I will be using the Hall only ☐ I will be using the Hall & Kitchen only. ☒ I will be using the Hall / Kitchen & Dance Studio. ☐

I have read and agree to the Laguna Grande Hall Rules, Regulations and Conditions of Use on the back side of this form.

Applicant Signature Julie Blue Date 9-11-2017

FOR OFFICE USE ONLY

Deposit: _____
Hourly Fees: _____
Insurance: _____
Alcohol Deposit: _____
Total Fees: _____

Amount Paid: _____
Date: _____
Balance Due: _____
Balance Due Date: _____

Staff Approval: _____
Notes: _____

Revised 7/5/2016



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.D.

TO: City Council

FROM: Craig Malin, City Manager

BY: Nancy Towne, Recreation Services Director
Dan Meewis, Recreation Supervisor

DATE: November 2, 2017

**SUBJECT: CONSIDER FEE WAIVER REQUEST FROM DELTA SIGMA THETA
SORORITY FOR USE OF OLDEMAYER CENTER FOR TWO
COMMUNITY EVENTS IN 2018**

PURPOSE

The purpose of this item is to consider the request for a fee waiver by Delta Sigma Theta Sorority in the amount of \$2,516.25 (Two thousand, five hundred, sixteen dollars and twenty-five cents). These fees include room rentals fees for the Health Conference to be held on Saturday, March 03, 2018, and the Annual Jabberwock to be held on Saturday, April 28, 2018.

RECOMMENDATION

City Council direction is requested. Staff recommends the following:

1. City to waive all room rental fees totaling \$2,516.25 for two events.
2. Organization to provide the City with the non-refundable portion of the maintenance deposit: \$147.81 per event to total \$295.62.
3. Organization to provide insurance coverage for both events.

BACKGROUND

The Monterey Peninsula Alumnae Chapter for Delta Sigma Theta Sorority, Inc. is proposing to hold two annual community events to include the Ms. Jabberwock event and the Health Conference in 2017. They are requesting fee waivers for both events. The purpose of the Ms. Jabberwock event is to act as a fundraiser for youth scholarships. The Health Conference (formerly known as Health Empowerment Conference) is geared towards men and women. The Health Conference is an informative event which will cover health issues and preventable health

measures according to their Fee Waiver Request.

Both of these events have been held annually at the Oldemeyer Center and all fees were waived in the past. Staff recommends that the organization provide the non-refundable portion of the maintenance deposit and provide insurance coverage for both events. Those fees are deposited to the janitorial and maintenance fund to pay for the costs associated with the upkeep and maintenance of the facility.

FISCAL IMPACT

Should the City Council approve the request for full fee waivers for both events, the approximate fiscal impact is as follows:

Room Rental Costs	21 Hours @ \$102.50	\$2,516.25
Auditorium and Meeting Rooms		
Non-Refundable Deposit	2 @ \$147.81	\$ 295.62
TOTAL		\$2,811.87

Should the City Council approve staff recommendation to waive all rental fees but require payment for the non-refundable deposit only, the fiscal impact is \$2,516.25.

ATTACHMENTS

1. Delta Sigma Theta Sorority Fee Waiver Request for Health Conference 2018
 2. Delta Sigma Theta Sorority Fee Waiver Request for Jabberwock 2018
-

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



DELTA SIGMA THETA SORORITY, INC.
Monterey Peninsula Alumnae Chapter
P. O. Box 1154
Seaside, CA 93955

1913

President	Lori Medina
Vice President	Lucille Standifer
Treasurer	Chasette Harper
Secretary	Shanieka Jones
Financial Secretary	Alfreda Dagin-Cross
Nominating Committee	Myrtle Duffel
Internal Audit Chair	Bettye Lusk

2017-2018 SATURDAY Date needed at the Oldemeyer Center

SPECIAL PROJECT

Requesting Co-Sponsorship and Fee Wavier

2017

1.October 21, 2017 9:00 am – 1:00 pm

Law Enforcement Workshop

Requesting Co-Sponsorship and FEE Waiver



City of Seaside

FEE WAIVER REQUEST

Name of Applicant Lucille V. Standinger Organization Monterey Peninsula Alumnae Chapter Delta Sigma Theta Sorority, Inc.
Address P.O. Box 1154 Seaside CA 93955
(831) _____ Street (831) _____ City State Zip
Home Phone 394-8480 Cell Phone 809-6062 Email Address lv5747@pacbell.net

Room(s) Requested Grande Laguna Hall, Kitchen, Dance Studio, Seaside Room

Day(s) and Date(s) Requested Saturday, October 21, 2017

Hours Requested (include set-up time) 9:00 am - 1:00 pm Estimated Attendance 40

Description of Event Law Enforcement Workshop with Law officials, middle & high school boys and girls

Special Instructions or Equipment to Be Brought In Projector - will need to use Center's microphones with speakers

Reason for Requesting Fee Waiver

We are a non-profit organization and we are not able to cover all of the cost of the event.

Have you received a Fee Waiver in the past? Yes ☒ No ☐

If so, what was the date of your event? March 4, 2017, April 29, 2017

Is your organization based in Seaside? Yes ☒ No ☐

What percentage of your members or participants resides in Seaside? 80%

What is your organization's tax identification number? 94-245-1757

Is organization able to provide liability insurance? yes

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

Applicant Signature Lucille V. Standinger Date 7-19-2017

FOR OFFICE USE ONLY

Approved: _____
Denied: _____
Appealed: _____

Security Required? Yes ☐ No ☐ Notes: _____
Staff Approval: _____
Date: _____

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© 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.**



PERMIT TO USE LAGUNA GRANDE HALL

City of Seaside Recreation Services
986 Hilby Avenue, Seaside, CA 93955
(831) 899-6800 Fax (831) 899-6274

Name of Applicant Lucille V. Standifer Organization Monterey Peninsula Alumnae Chapter
Address P.O. Box 1154 Seaside CA 93955
(831) 394-8480 (831) 809-6062 Email Address lv5747@pacbell.net

Day(s) and Date(s) Requested Saturday, October 21, 2017

Hours Requested (include set-up time) 9:00 am - 1:00 pm Estimated Attendance 40

Description of Event Law Enforcement Workshop with Middle + High School

Special Instructions or equipment requested Use of microphone with speakers
We'll use the Chapter's Projector

Requested Use of ☒ Podium ☐ Coffee Pot ☒ Microphone ☒ US & California Flag

***Projectors and other electronic equipment including extension cords are not available for use**

	YES	NO		YES	NO
Is event open to the public?	☒	☐	Will refreshments be served?	☒	☐
Will admission be charged?	☐	☒	Will refreshments sold?	☐	☒
Are you a non-profit organization?	☒	☐	Will you be using the kitchen?	☒	☐
Will there be music?	☐	☒	Will alcohol be served?*	☐	☒
Live music or DJ? <u>Boom Box</u>			Will alcohol be sold?*	☐	☒

*** Alcohol is prohibited at youth oriented events.**

Name, of DJ or band: _____

DJ or band phone number and address: _____
Work Phone _____ Cell Phone _____

Street _____ City _____ State _____ Zip _____

Applicant will provide the following items 30 days prior to the event:

- ☒ Full payment of all applicable fees ☐ Copy of event security contract by licensed company (if applicable)
☒ Proof of liability insurance ☐ Copy of ABC license (if applicable)

I will be using the Hall only ☐ I will be using the Hall & Kitchen only. ☐ I will be using the Hall / Kitchen & Dance Studio. ☐

I have read and agree to the Laguna Grande Hall Rules, Regulations and Conditions of Use on the back side of this form.

Applicant Signature Lucille V. Standifer Date 7-19-2017

FOR OFFICE USE ONLY

Deposit: _____	Amount Paid: _____	Staff Approval: _____
Hourly Fees: _____	Date: _____	Notes: _____
Insurance: _____		
Alcohol Deposit: _____	Balance Due: _____	
Total Fees: _____	Balance Due Date: _____	



City of Seaside
FEE WAIVER REQUEST

Name of Applicant Lucille V. Standifer ^{Monterey Peninsula Alumnae Chapter} Organization Delta Sigma Theta Sorority, Inc.
Address P.O. Box 1154 Seaside CA 93955
Street City State Zip
Home Phone 831-394-8480 Cell Phone 831-809-6062 Email Address lv5747@pacbell.net

Room(s) Requested Laguna Grande Hall, Kitchen, Dance Studio, Seahorse and Seaside Rooms

Day(s) and Date(s) Requested Saturday, April 28 2018
Set up 8:00 am - 12:00 NOON

Hours Requested (include set-up time) EVENT = 5:30 pm - 10:00 pm Estimated Attendance 125

Description of Event Jabberwock Pageant and Youth talent Presentations

Special Instructions or Equipment to Be Brought In Use of microphones with speakers
Screen for projector - we have the projector

Reason for Requesting Fee Waiver

We are a non-profit organization and are not able to cover all of the cost of this event

Have you received a Fee Waiver in the past? Yes ☒ No ☐

If so, what was the date of your event? April 29, 2017

Is your organization based in Seaside? Yes ☒ No ☐

What percentage of your members or participants resides in Seaside? 85%

What is your organization's tax identification number? 94-245-1757

Is organization able to provide liability insurance? yes

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

Applicant Signature Lucille V. Standifer Date 10-20-2017

FOR OFFICE USE ONLY

Approved: _____
Denied: _____
Appealed: _____

Security Required? Yes ☐ No ☐ Notes: _____
Staff Approval: _____
Date: _____

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© 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.

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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.**



Delta Sigma Theta Sorority Inc.
Monterey Peninsula Alumnae Chapter
P.O. Box 1154
Seaside, Ca. 93955

October 20, 2017

Seaside City Hall
440 Harcourt Avenue
Seaside, CA 93955

To: The Honorable Seaside City Mayor & Seaside City Council,

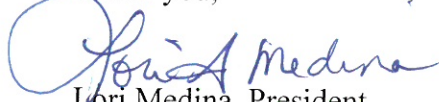
Delta Sigma Theta Sorority, Inc. is a private, non-profit organization whose purpose is to provide assistance and support through established programs in local communities throughout the world. The sorority's major programs are based upon the organization's Five Point Programmatic Thrust: Economic Development, Educational Development, International Awareness and Involvement, Physical and Mental Health, Political Awareness and Involvement.

Each year the sorority hosts its annual Jabberwock, Youth on Parade. We are going to host our next Jabberwock, Youth on Parade on Saturday, April 28, 2017. The Jabberwock is our major fundraiser for our chapter and it continues to be a successful event. The Jabberwock highlights young ladies from the ages of 5-18 years old and the Youth on Parade showcases local talent under the age of 18. The proceeds that are raised for the Jabberwock event will enable us to continue awarding college scholarships to local high school seniors, provide funds to support projects for the Boys and Girls Club, books for the Mae C. Johnson Library located at King Middle School, sponsor a student at the Seaside Summer camp, and help fund the Delta Academy and Delta G.E.M.S. enrichment programs for middle and high school girls.

Once more we ask that the City of Seaside co-sponsor our event and waive the facility fees, as well as the cleaning fees.

We thank you for your continued support for our organization and events that we have here in Seaside.

Thank you,


Lori Medina, President
831-917-6152



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.A.

TO: City Council

FROM: Craig Malin, City Manager

BY: Rick Medina, Senior Planner

DATE: November 2, 2017

SUBJECT: ORDINANCE AUTHORIZING TEXT AMENDMENT TO CHAPTER 17.40 OF THE SEASIDE MUNICIPAL CODE THAT SETS FORTH STANDARDS FOR ELECTRONIC MESSAGE DISPLAY SIGNS RELATED TO PUBLIC AND PRIVATE MEETING FACILITIES WITHIN RESIDENTIAL AND COMMERCIAL ZONING DISTRICTS CITYWIDE, AND ADDRESSING OTHER MATTERS PROPERLY RELATING THERETO THAT ARE IN CONFLICT WITH THE PROPOSED TEXT AMENDMENT (SECOND READING - ROLL CALL VOTE).

PURPOSE

In accordance with Section 17.74.050 of the Seaside Municipal Code (SMC), the purpose of this item is for the City Council to consider the second reading of a proposed text amendment to Chapter 17.40 of the Seaside Municipal Code to allow for the installation of electronic changeable message signs at places of worship and meeting facilities in residential and commercial zones (Second Reading).

RECOMMENDATION

It is recommended that the City Council adopt an Ordinance amending Title 17 (Zoning Code) of the Seaside Municipal Code in accordance with the text amendments noted in Bold Text and Underlined in the final Ordinance.

BACKGROUND

On October 19, the City Council conducted a public hearing to consider the first reading of the proposed Ordinance. After receiving public testimony and considering all evidence entered into the record on the proposed Ordinance, the City Council declared their intent to accept the draft Ordinance as introduced at the first reading and directed City staff to return with the final

Ordinance for adoption under a second reading on November 2, 2017.

Project Description

The proposed text amendment will include the following changes the Sign Code:

1. Modification to Section 17.40.050.B that would add new text to allow the installation of electronic changeable message signs on premises of places of worship and public meeting facilities with the issuance of a Use Permit by the Planning Commission.
2. Modification to Section 17.40.060.H.3 to allow for an electronic changeable message sign to change its message display by fading or dissolving and to allow for the brightness to be adjusted via an automatic light detector/photocell, or a scheduled dimming time by which the signs light intensity will reduce when ambient light conditions darken.
3. Add new Section 17.40.060.I.6 to require a default mechanism that will cause the sign to revert immediately to a black screen if the sign malfunctions.
4. Modification to Table 3-15 (Sign Standards for Residential Zones) adding Electronic Changeable Message Display Signs for Private and Public Meeting Facilities as an allowed sign type.
5. Modification to Table 3-16 (Sign Standards for Commercial and Industrial Zones) adding Electronic Changeable Message Display Signs for Private and Public Meeting Facilities as an allowed sign type.
6. Add new Section 17.40.080.I to include development standards for Electronic, LED or Digital Signs.

The proposed revisions are highlighted in bold and underlined on the final Ordinance provided as Attachment 1.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Attachment 1 - Final Ordinance

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

ORDINANCE NO. 17-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SEASIDE, CALIFORNIA, AMENDING CHAPTER 17.40 OF THE SEASIDE MUNICIPAL CODE TO ALLOW IN CERTAIN CIRCUMSTANCES ELECTRONIC CHANGEABLE MESSAGE SIGNS FOR PUBLIC AND PRIVATE MEETING FACILITIES.

The City Council of the City of Seaside does hereby ordain as follows:

Section 1. Findings and Purpose. The City Council finds and declares as follows:

A. The Planning Commission held duly noticed public hearings on August 23, 2017 and September 27, 2017 at which time it considered all evidence presented, both written and oral and at the end of the hearing on September 27, 2017 voted to adopt Resolution No. 17-08 recommending that the City Council adopt the Draft Ordinance to include text changes which would allow for the placement of Electronic Changeable Message Signs at Private and Public Meeting places.

B. The City Council held a duly noticed public hearing to consider the first reading on this Ordinance on October 19, 2017, at which time it considered all evidence presented, both written and oral.

C. The City Council held a duly noticed public hearing to consider the second reading on this Ordinance on November 2, 2017, at which time it considered all evidence presented, both written and oral.

Section 2. Authority. This ordinance is adopted pursuant to the authority granted by the California Constitution and State law and the Seaside Municipal Code for legislative text amendments.

Section 3. Chapter 17.40 of the Seaside Municipal Code is amended to read as follows with proposed text identified with an underline (Underline) and proposed text to be deleted identified with a strikethrough (~~Strikethrough~~):

1. 17.40.050 Prohibited Signs

B. Animated signs, including electronic message display signs, and variable intensity, blinking or flashing signs, or signs that emit a varying intensity of light or color, except time and temperature displays (which are not considered signs) **and for electronic message display signs for places of worship and public and private meeting facilities;**

2. 17.40.060.H.3: Sign illumination shall not blink, flash, flutter, or change light brightness, color, or intensity, **except for electronic message display signs per 17.40.80.I Electronic Changeable Message Display Signs.**

3. **17.40.060.I.6 All electronic message display signs shall contain a default mechanism that will cause the sign to revert immediately to a black screen if the sign malfunctions.**
4. 17.40.070 Zoning District Sign Standards

TABLE 3-15 - SIGN STANDARDS FOR RESIDENTIAL ZONES

Allowed Sign Types	Maximum Sign Height	Maximum Number of Signs Allowed per Parcel	Maximum Sign Area Allowed per Parcel
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Single-Family Residential Use

No signs allowed

Multi-Family Residential Use (apartments, condominiums, or residential subdivisions of greater than 5 lots)

Wall or freestanding	Wall signs: below edge of roof Freestanding: 6 ft	1 of either allowed sign type	24 sf
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Nonresidential Use

Wall or freestanding	Wall signs: below edge of roof no higher than 12 feet above grade Freestanding: 6 ft (See Figure 3-17 for sign height measurement)	1 of either allowed sign type	32 sf
<u>Electronic Message Display Signs for Private and Public Meeting Facility</u>	<u>Up to 8 feet permitted; minor use permit for signs up to 14 feet</u>	<u>1 per parcel [may be double-sided with a maximum cabinet depth of 24-inches]</u>	<u>40 sf per side with a maximum digital screen area of 24 square feet (Maximum of two sides)</u>

Comment [GS1]: Rick, do we state the minor use permit here?

TABLE 3-16 - SIGN STANDARDS FOR COMMERCIAL AND INDUSTRIAL ZONES

Allowed Sign Types	Maximum Sign Height	Maximum Number of Signs Allowed per Parcel	Maximum Sign Area Allowed per Parcel
Awning (17.40.080.B)	Below roof ⁽¹⁾ ; at least 8 ft above walking surface	Single tenant site or structure: 3 of any combination of allowed sign types per primary structure frontage. 1 of any allowed sign type on a secondary frontage. Site or structure with 2 or more tenants: The number, and type of all signs shall within a multi-tenant commercial building shall be determined in accordance with a Master Sign Program.	Maximum sign area per parcel. The total sign area on a parcel shall comply with the following requirements. 1. 1 sf for each linear foot of primary building frontage not to exceed 100 sf. 2. 0.5 additional sf for each linear foot of secondary building frontage not to exceed 50 sf. 3. Each site is allowed a total sign area of at least 25 sf regardless of frontage length. Site with 2 or more tenants: Allowed an additional freestanding identification sign of 0.25 sf for each linear foot of total primary structure frontage, up to a maximum of 100 sf.
Freestanding/Pole Sign (17.40.080.C)	14 ft		
Marquee, Projecting, Wall (17.40.080.E, 17.40.080.G)	Below roof ⁽¹⁾ ; a marquee or projecting sign shall be at least 8 ft above walking surface		
Suspended (17.40.080.E)	Below eave/ canopy; at least 8 ft above a walking surface		
Temporary/ Portable	See Sections 17.40.080.A and 17.40.080.F		

<u>Electronic Message Display Signs.</u>	<u>Up to 8 feet permitted; minor use permit for signs up to 14 feet</u>	<u>1 per parcel [may be double-sided with a maximum cabinet depth of 24-inches]</u>	<u>40 sf per side with a maximum screen area of digital display at 24 square feet (Maximum of two sides)</u>
---	--	--	---

Comment [GS2]: Rick, do we state the minor use permit here?

5. 17.40.080 Standards for Specific Sign Types

I. Electronic Message Display Signs. The following standards apply to electronic message display signs where allowed by Section 17.40.070 (Zoning District Sign Standards) (see Tables 3-15 and 3-16):

1. Location.

a. Signs shall be located on either an arterial roadway or collector street in a manner that the zoning administrator determines will not adversely interfere with the visibility or functioning of traffic signals or traffic signage, taking into consideration physical elements of the sign and surrounding area, such as information analyzing physical obstruction issues, line of sight issues, brightness issues and visual obstruction or impairment issues. No electronic changeable message sign shall be permitted on a local street

b. Signs must be 50 feet or more from the nearest residence on the same street as the sign.

2. Sign Area Measurement. The area of an Electronic Message Display sign does not count toward area limits for other signs in 17.40.070.

3. Animation. Animated messages shall be limited to fading and dissolving, with no other effect to give the appearance of movement.

4. Audio. No sign shall include any audio message.

5. Duration. Signs messages shall have a minimum hold time of 30 seconds.

6. Timing. The sign will not illuminate from the message display area between 9:00 PM and 6:00 AM.

7. Illumination. Electronic changeable message signs may be illuminated with continuous internal LED lighting. No sign shall be illuminated so that the primary source of the light is visible beyond the property line or in any way will cause excessive glare or brightness in excess of 0.3 foot candles. The zoning administrator reserves the right to require and/or complete a post-installation inspection of the sign illumination. If, as a result of this inspection, it is determined that the illumination is so bright as to adversely impact adjacent properties and uses, the zoning administrator may require shielding or a reduction and/or adjustment in the intensity of the sign illumination, so that it is in keeping with the general level of illumination of the surrounding properties. Such intensity restriction may vary by time of day and ambient light conditions. Illuminated signs located adjacent to any residential area shall be shielded to direct light downward and away from adjacent properties such that there is no spillover light and shall be controlled by a rheostat or functional equivalent to avoid excessive glare to residential properties.

8. Light detector. No permit for such sign shall be issued unless the sign is installed with an automatic, or a scheduled dimming time by which the signs light intensity will reduce when ambient light conditions darken. Such dimming feature shall

reduce the light intensity from the sign from dusk to dawn to a level that does not impair the visibility on any adjacent roadway, or be directed onto a residential property.

Section 4. Nothing in this Ordinance shall be interpreted to mean that the City's permissive zoning scheme allows any other use not specifically listed therein.

Section 5. CEQA. This ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. The City's permissive zoning provisions already prohibits all uses that are being expressly prohibited by this ordinance. Therefore, this ordinance has no impact on the physical environment as it will not result in any changes.

Section 6. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 7. To the extent the provisions of the Seaside Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

Section 8. The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of adoption and shall post a certified copy of this Ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

Section 9. This ordinance shall be in full force and effect thirty days after passage of second reading.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 2nd day of November, 2017, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Ralph Rubio, Mayor

ATTEST:

Lesley Milton-Rerig, City Clerk



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Daphne Hodgson, Deputy City Manager Administrative Services

DATE: November 2, 2017

SUBJECT: APPROVE A RESOLUTION AWARDING A SOLAR SYSTEM CONTRACT TO SCUDDER SOLAR ENERGY SYSTEMS IN THE AMOUNT OF \$704,820 TO DESIGN AND CONSTRUCT A SOLAR SYSTEM AT CITY HALL, AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT AND INCREASE THE SOLAR PROJECT BUDGET BY \$204,820

PURPOSE

The purpose of this item is to provide the City Council the opportunity to consider the award of a solar system contract to Scudder Solar Energy Systems in the not-to-exceed amount of Seven Hundred Four Thousand Eight Hundred and Twenty Dollars (\$704,820) for the design and construction of a solar system at City Hall.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution awarding a City Hall solar system contract to Scudder Solar Energy Systems in the not-to-exceed amount of Seven Hundred Four Thousand Eight Hundred and Twenty Dollars (\$704,820) for the design and construction of a solar system at City Hall, to authorize the City Manager to execute the contract, and increase the solar project budget by \$204,820. There is currently \$500,000 in the 2017-2018 Budget to fund this project through a lease/purchase agreement with PNC. Staff has discussed the financing with PNC and anticipates that additional funding will be available for the complete project.

BACKGROUND

On August 16, 2017, the City issued a Request for Proposals for a Solar Photovoltaic Design, Build and Maintenance of a City Hall Solar System. On September 27, 2017, the City received three bids from the following firms:

SOLEX - Applied Solar Energy, Pacific Grove

Scudder Solar Energy Systems, Monterey
Sunworks United Inc., Roseville

The three firms were invited to make a presentation to the City Council on October 19th. Two firms, SOLEX and Scudder made presentations. Staff, including the City Manager, the City Engineer and the Deputy City Manager, invited the three firms to an interview on October 27th. SOLEX and Scudder participated in an interview; Sunworks declined.

As part of the interview process, various installation alternatives were discussed - roof mounted, carport over the main parking lot, and carports over the police department parking spaces on the west side of City Hall. Because the carports over the police department parking area were determined to be the best alternative, both firms were asked to submit addendum proposals for this alternative.

The following addendum proposals were received:

Bidder	Bid Amount
Solex, Applied Solar Energy	\$762,000
Scudder Solar Energy Systems	\$704,820

The price per kilowatt hour for productive capacity under the SOLEX proposal is \$0.2768 and under the Scudder proposal is \$0.2523.

Scudder Solar Energy Systems is the lowest responsive bidder. Therefore staff recommends contracting with Scudder for the City Hall Solar Project.

FISCAL IMPACT

The City Hall Solar Project of \$500,000 was included in the 2017-2018 Adopted Budget. A budget adjustment of \$204,820 is needed to fund the complete project. It is anticipated that the previously approved lease/purchase agreement with PNC can be increased to fund the complete project. If this project is approved, the lease/purchase financing will come back to the City Council for action at a later date.

The estimated annual debt service payments for the lease/purchase of the proposed solar system is \$65,000 for 15 years. Currently the City pays approximately \$70,000 to PG&E for electricity at City Hall. The cost of PG&E electricity is expected to rise over time. When the solar system debt is paid, the cost of the City Hall electricity will be \$0.

ATTACHMENTS

1. Resolution
 2. Exhibit A - Scudder Proposal
-

Meeting Date: November 2, 2017

Reviewed for Submission to the
City Council by:



Craig Malin, City Manager

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

**AWARDING A SOLAR ENERGY PROJECT CONTRACT TO
SCUDDER SOLAR ENERGY SYSTEMS IN THE AMOUNT OF \$704,820.00
FOR THE DESIGN, BUILD AND MAINTENANCE OF THE SOLAR SYSTEM,
AUTHORIZE CITY MANAGER TO EXECUTE THE CONTRACT, AND INCREASE
THE SOLAR PROJECT BUDGET BY \$204,820**

WHEREAS, solar energy is a valuable alternative to meet City of Seaside City Hall energy needs; and

WHEREAS, solar energy will save the City money, currently and in the future; and

WHEREAS, solar energy is an environmentally sustainable, renewable source of energy; and

WHEREAS, solar energy is a tool to achieve local climate action goals; and

WHEREAS, solar energy may assist the City with its emergency response operation; and

WHEREAS, the solar energy project was put out to bid on August 16, 2017 and on September 27, 2017 the City received three bids; and

WHEREAS, Scudder Solar Energy Systems, was the lowest responsible responsive bid.

NOW, THEREFORE BE IT RESOLVED, that the City of Seaside City Council award a solar energy project contract to Scudder Solar Energy Systems for an amount not to exceed ninety-one thousand, six hundred seventy-three dollars and seventeen cents, and authorize the City Manager to execute the contract.

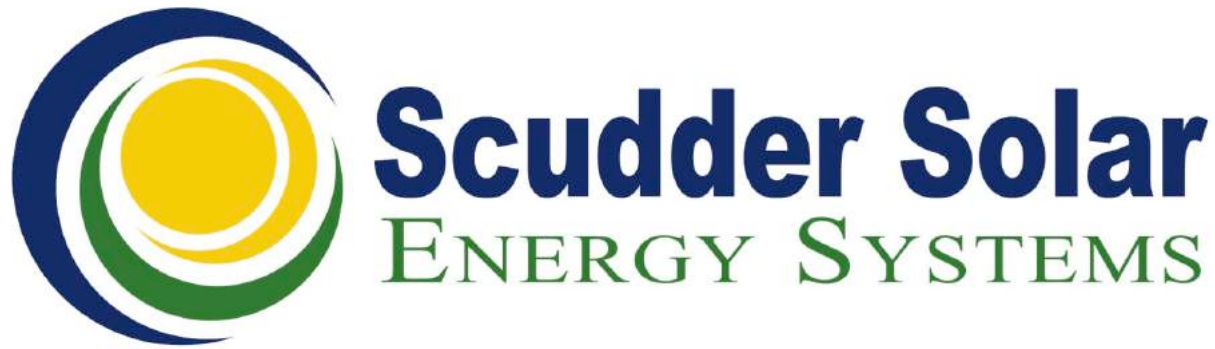
PASSED AND ADOPTED at a regular meeting of the City of Seaside City Council duly held on the 2nd day of November, 2017 by the following vote:

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

Ralph Rubio, Mayor

ATTEST:

Lesley Milton, City Clerk



Customer Name: City Of Seaside
Job Name: City Hall Bldg. – Solar Project
Job Address: 440 Harcourt Avenue
Seaside, CA, 93955
Proposal Date: October 27th, 2017

We would like to thank you in advance for this opportunity to review and propose a bid for your project. We have worked very diligently to make sure this proposal and associate scope of work are suited to meet your needs.

We strive for 100% customer satisfaction and look forward to working with you.
Please call me if you have any questions.

Sincerely,
Pete Scudder



California Contractor's License # 902095
P.O. Box 2596 Monterey, CA 93942
Telephone: (831) 384-3900 Fax: (831) 883-2453
Visit our website at: www.scuddersolar.com



Your Utility Today, Without Solar

Utility Details			Cost Details		
Utility Company	Current Rate Schedule	Utility Escalation Rate	Total Utility Bill	Total Usage (kWh)	Avg blended cost
PG&E	E-19	3.0%	\$54,864	284,209 kWh	\$0.193/kWh

Monthly usage & billing data:

Time Periods	Energy Use (kWh)			Max Demand (kW)			Charges			
Bill Ranges & Seasons	On Peak	Part Peak	Off Peak	NC / Max	On Peak	Part Peak	Other	Energy	Demand	Total
1/1/2017 - 2/1/2017 W	0	9,920	15,200	55	0	53	\$611	\$2,434	\$972	\$4,017
2/1/2017 - 3/1/2017 W	0	11,280	14,560	53	0	53	\$552	\$2,519	\$937	\$4,008
3/1/2017 - 4/1/2017 W	0	11,200	16,240	54	0	50	\$611	\$2,664	\$954	\$4,229
4/1/2017 - 5/1/2017 W	0	10,320	13,520	55	0	55	\$591	\$2,323	\$972	\$3,887
5/1/2017 - 6/1/2017 S	960	10,880	13,920	55	53	51	\$611	\$2,532	\$2,218	\$5,361
6/1/2017 - 7/1/2017 S	5,360	5,440	15,360	51	50	51	\$591	\$2,716	\$2,092	\$5,399
7/1/2017 - 8/1/2017 S	4,800	4,960	13,120	55	52	53	\$611	\$2,388	\$2,210	\$5,209
8/1/2017 - 9/1/2017 S	5,600	6,080	15,600	54	50	54	\$611	\$2,844	\$2,160	\$5,615
9/1/2016 - 10/1/2016 S	5,440	5,520	13,760	55	55	55	\$591	\$2,602	\$2,276	\$5,469
10/1/2016 - 11/1/2016 S	5,449	5,360	13,600	53	48	53	\$611	\$2,572	\$2,100	\$5,283
11/1/2016 - 12/1/2016 W	0	4,720	12,320	59	0	59	\$591	\$1,622	\$1,043	\$3,256
12/1/2016 - 1/1/2017 W	0	11,920	1,800	62	0	59	\$611	\$1,424	\$1,096	\$3,131
Totals:	27,609	97,600	159,000	-	-	-	\$7,195	\$28,640	\$19,030	\$54,864

Scope of Work

Scudder Solar shall provide a turnkey design/build solar photovoltaic carport installation for the City of Seaside's City Hall building. The proposed solar PV system is designed to eliminate the buildings energy expenses minus unavoidable fixed charges from PG&E. Carport structure will be painted to provide a clean aesthetics. Scudder Solar will furnish all required materials, guaranteed to be as specified, and will perform all the labor required for the completion of the solar project as follows.

Scudder Solar will furnish and install a 189.4 kW solar PV system using (557) SunPower P-Series- P17-340 Modules. Modules will be installed on (5) prefabricated solar carport structures in the main parking lot with panels facing directly south and west at a tilt of 5 degrees. Carport structures will be primed and painted to customer's preferred color. The minimum clearance height for all carport structures is 10 ft. System will be designed using a pre-engineered racking system with aluminum with stainless steel hardware to prevent corrosion and prolong longevity of system. Scudder Solar will furnish all electrical pieces to make the system operational including (11) SolarEdge Technologies SE14.4K (208v) Inverters and (557) SolarEdge P400 Power Optimizers. An online production monitoring will be installed that will have end user access. Scudder will also furnish and install a remote monitoring display in City Hall Lobby showing system production. A final walk through of system will be made with estimator, foreman, and customer to ensure understanding of all products installed on site. A full test of system will be conducted before final walk through ensuring all components are functioning properly.

*** See Adendum 1**

Solar Design Layout



Your Future Utility, With Solar

Utility Details			Savings Details		
Utility Company	Post-solar Rate Schedule	Annual usage	Total Savings	Total Solar Production	Avg blended savings
PG&E	A-6	284,209 kWh	\$54,551	263,537 kWh	\$0.207/kWh

Monthly Utility Bills, Post-Solar

Time Periods	Energy Use (kWh)			Charges	Charges	
Bill Ranges & Seasons	On Peak	Part Peak	Off Peak	Other	Energy	Total
1/1/2017 - 2/1/2017 W	0	1,264	11,644	\$27	\$2,426	\$2,453
2/1/2017 - 3/1/2017 W	0	1,393	10,338	\$24	\$2,209	\$2,234
3/1/2017 - 4/1/2017 W	0	-5,850	9,453	\$27	\$564	\$591
4/1/2017 - 5/1/2017 W	0	-6,518	3,331	\$26	-\$712	-\$686
5/1/2017 - 6/1/2017 S	-14,084	2,998	5,644	\$27	-\$5,988	-\$5,962
6/1/2017 - 7/1/2017 S	-9,914	-2,279	6,098	\$26	-\$4,951	-\$4,926
7/1/2017 - 8/1/2017 S	-6,744	-732	2,623	\$27	-\$3,441	-\$3,415
8/1/2017 - 9/1/2017 S	-8,451	-396	7,279	\$27	-\$3,434	-\$3,407
9/1/2016 - 10/1/2016 S	-5,664	432	6,908	\$26	-\$1,743	-\$1,718
10/1/2016 - 11/1/2016 S	-3,179	1,063	8,267	\$27	\$51	\$78
11/1/2016 - 12/1/2016 W	0	-4,155	8,169	\$26	\$672	\$697
12/1/2016 - 1/1/2017 W	0	3,720	-1,988	\$27	\$390	\$417
Totals:	-48,036	-9,060	77,766	\$313	-	\$313

Warranty's & Guarantees

Scudder Solar Warranty

10-year guarantee on workmanship provided by Scudder Solar. Scudder Solar guarantees that the solar system we install in your home or business complies with the manufacture's specifications. The 10-year full protection warranty provided by the manufacturer covers all materials and parts. This is effective for ten years from the completion date of our initial solar installation. The Scudder Solar workmanship warranty includes labor warranty on installation, racking systems, inverter boxes, cables, materials, parts for workmanship only.

SUNPOWER®

SunPower Limited Warranty (Modules)

- First Year: 98%
- No more than 0.25% annual degradation
- 92% guaranteed power output at year 25
- 25-Year Product Warranty – 25-Year Performance Guarantee includes: ALL costs associated with shipping and labor associated with removal and reinstallation of faulty panel.

solar**edge**

SolarEdge Limited Warranty (Inverters & Power Optimizers)

- SolarEdge provides a 12-year material warranty on the inverter and a 25-year material warranty on the power optimizers.
- 12 years commencing on the earlier of: (i) 4 months from the date the Inverters are shipped from SolarEdge; and (ii) the installation of the Inverters.
- 25 years commencing on the earlier of: (i) 4 months from the date the power optimizers are shipped from SolarEdge; and (ii) the installation of the power optimizers, *provided, however*, that for the module embedded power optimizers (CSI and OPJ models), the Warranty Period shall not exceed the maximum of (1) the module product warranty.

Base Bid (Solar Carport Installation).....**Total \$775,690.00**
Seven Hundred Seventy-Five Thousand Six Hundred Ninety Dollars and 00/100

System Details: 189.4kW- (557) SunPower P17-P340 Modules / (11) SolarEdge Technologies SE14.4K (208v) Inverters and (557) SolarEdge P400 Power Optimizers Including (5) Solar Carport Structures

\$0 Down Financing Option



Technology Credit Corporation (TCC) - Power Purchase Agreement (PPA)

- Upfront Cost: **\$0.00**
- PPA Term: **20 Years**
- First Year Cost of Solar Energy: **\$0.2575 / kWh**
- First Year Monthly Purchase of Solar Energy: **\$5,690**
- Annual Cost of Solar Energy Escalator: **0%**
- **Estimated 25 Year Savings:** **\$837,534**

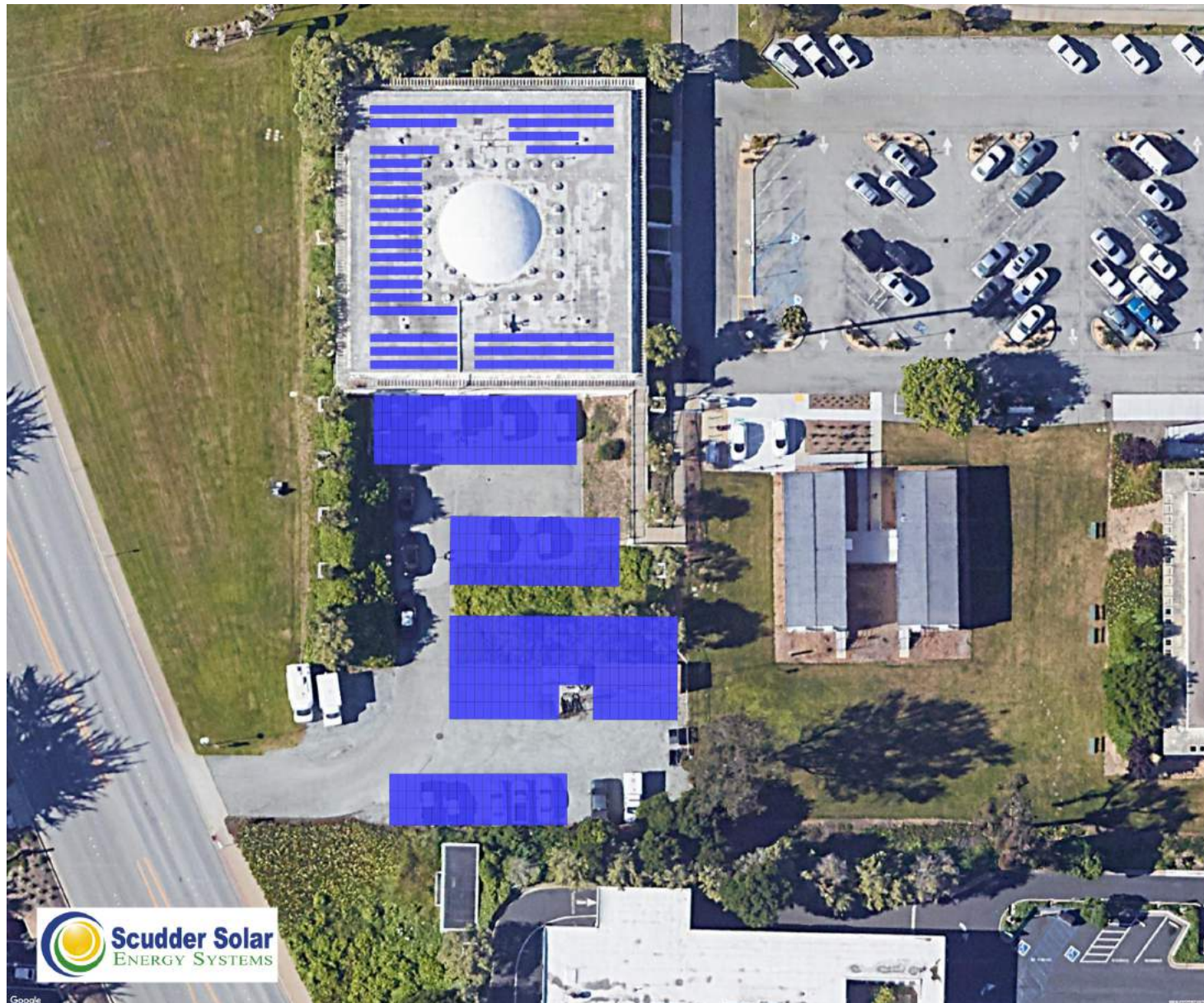
Addendum 1

Scope of Work

Scudder Solar will furnish and install a 177.8 kW solar PV system using (508) SunPower P-Series- P17-350 Modules. Modules will be installed on (4) prefabricated solar carport structures in the rear parking lot with panels facing directly south at a tilt of 5 degrees. Carport structures will be primed and painted to customer's preferred color. The minimum clearance height for all carport structures is 10 ft. Panels will also be installed on roof of City Hall building. System installed on roof will be designed using SunPower's HELIX ballasted racking system with aluminum with stainless steel hardware to prevent corrosion and prolong longevity of system. Scudder Solar will furnish all electrical pieces to make the system operational including (10) SolarEdge Technologies SE14.4K (208v) Inverters and (557) SolarEdge P400 Power Optimizers. An online production monitoring will be installed that will have end user access. Scudder will also furnish and install a remote monitoring display in City Hall Lobby showing system production. A final walk through of system will be made with estimator, foreman, and customer to ensure understanding of all products installed on site. A full test of system will be conducted before final walk through ensuring all components are functioning properly.

*** Please Note: Annual solar production for revised design remains approximately the same as original. This means that annual electric bill will remain 100% offset.**

Revised Solar Design Layout



Base Bid (Solar Carport Installation).....**Total \$704,820.00**
Seven Hundred and Four Thousand, Eight Hundred and Twenty Dollars and 00/100

System Details: 177.8kW - (508) SunPower P17-P350 Modules / (10) SolarEdge Technologies SE14.4K (208v)
Inverters and (508) SolarEdge P400 Power Optimizers Including (4) Solar Carport Structures

\$0 Down Financing Option

*** Will provide revised financing numbers if this option is elected.**



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 9.C.

TO: City Council

FROM: Craig Malin, City Manager

BY:

DATE: November 2, 2017

SUBJECT: DISCUSS AND PROVIDE DIRECTION FOR COUNCIL MEMBER JONES REQUEST TO CREATE A HOMELESS COMMISSION AND AN ENVIRONMENTAL COMMITTEE

PURPOSE

The purpose of this item is to discuss Council Member Jones' request to create two new advisory bodies, one Environmental Committee and one Homeless Commission.

RECOMMENDATION

It is recommended that the City Council discuss the request and provide direction to staff.

BACKGROUND

During the October 5, 2017 City Council meeting Council Member Jones requested to agendaize creation of two new commissions for the City, one Homeless Commission and one Environmental Committee.

On August 3, 2017, City Council conducted a Study Session regarding Council Member Jones previous request to add three new advisory bodies, a Homeless Commission, an Affordable Housing Commission and an Environmental Committee. The direction from the majority of the Council was to take up the discussion during the next Strategic Planning Session, with one of the concerns being staff resources to serve three new advisory bodies.

Per the adopted Resolution 17-07, "Any request made by any City Council Member during "Council Member Agenda Requests" shall be agendaized for discussion not later than the following regular City Council meeting, at which point the City Council can provide further direction with regard to the timing of when the requested matter shall come before the Council for review and subsequent Council direction."

Council Member Jones' restated request to move forward with two, rather than three, new advisory bodies, is a change from the request discussed on August 3. City staffing resources are also different, as the City is in process of making an employment offer to an Associate Planner who could provide staffing to the Environmental Committee.

Should the Council direct staff to proceed with the Environmental Committee, the next step would be to solicit interest in membership. Should the Council direct staff to proceed with the Commission on the Status of Homelessness, the next step would be modification of the Municipal Code by Ordinance.

At the Nov. 2 meeting, City Attorney Freeman may provide counsel and recommendations on the nomenclature of City Commissions and Committees.

FISCAL IMPACT

There is no fiscal impact associated with this action. Future budget implications would be addressed by the City Council, through the normal annual budgeting process.

ATTACHMENTS

1. Draft Commission on the Status of Homelessness
 2. Draft Environmental Committee
-

Commission on the Status of Homelessness

Composition and terms of office.

The Commission on the Status of Homelessness shall consist of seven appointed voting members, all appointed by the City Council. Voting members shall hold office for three years.

Duties.

The Commission on the Status of Homelessness shall have the power, and it shall be the duty of the commission to make recommendations to the City Council and to advise the Council in the following matters:

- A. Review and comment on City ordinances, programs and policies and state mandates related to housing, CDBG grants and programs, and other poverty mitigation programs;
- B. Monitor and assist the City's progress in implementing needed homeless services and facilities;
- C. Develop policy recommendations and processes to measure the effectiveness of new and existing policies in ending and preventing homelessness;
- D. Identify strategic goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the homeless community.

Responsibilities.

The commission on the status of homelessness shall:

- A. Hold hearings on matters related to homelessness;
- B. Investigate best and contemporary practices with regard to eliminating and preventing homelessness;
- C. Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues;
- D. Prepare an annual report to the City Council on progress and effectiveness of various programs and policies.

Mission:

The Commission on the Status of Homelessness serves as an advisory commission to the City Council and other City leadership. It advocates for sound policy decisions which affect the lives and futures of our homeless members of the community. The Commission on the Status of Homelessness shall conduct public hearings and prepare recommendations to the City Council on matters to include without limitation:

Seaside Environmental Committee

Mission:

The Environmental Committee investigates and advocates sound environmental policy and action in the areas of air quality, water quality, energy and waste management, flora and fauna protection and community planning.

Duties.

The Environmental Committee shall conduct public hearings and prepare recommendations to the City Council on matters regarding the environment to include without limitation unless otherwise noted:

- Review and comment on City ordinances, policies and programs and state mandates relate to environmental regulations, risks and pollution abatement, clean water, air and energy, flora, fauna and biome protection and community planning topics expressly beyond the realm of the Planning Commission.
- Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues
- Identify strategic environmental goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the community
- Develop policies and plans for increasing environmental awareness in cooperation with other public and private agencies to include school districts

Responsibilities.

- The Environmental Committee shall meet not less than six times per year.
- The Environmental Committee shall monitor the City's progress in complying with principles established in Resolution 17-47.
- The Environmental Committee shall prepare an annual recommended work plan to the City Council not later than three months in advance of each fiscal year.

Composition & Membership.

The Environmental Committee shall have nine voting members, appointed by the City Council for a term of three years. Residents of Seaside or professionals, scholars or students in any related field of the environmental sciences are eligible to serve as members. At least one high school student residing in Seaside and at least one student at CSUMB or MPC shall be appointed as a full voting member.