A G E N D A
CITY OF SEASIDE
CITY COUNCIL

REGULAR MEETING
Council Chamber
440 Harcourt Avenue
Thursday, March 7, 2019
7:00 PM

1. CALL TO ORDER

2. ROLL CALL – ESTABLISHMENT OF QUORUM

Ian N. Oglesby	Mayor
David R. Pacheco	Mayor Pro Tem
Jason Campbell	Council Member
Jon Wizard	Council Member
Alissa Kispersky	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).

A. CITY ATTORNEY AUDIT UPDATE

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. PROCLAMATION FOR INTERNATIONAL WOMEN'S DAY MARCH 8, 2019

B. UPDATE ON HEAP GRANT APPLICATION(S)

8. CONSENT AGENDA

A. APPROVAL OF MINUTES FROM FEBRUARY 21, 2019 REGUALR MEETING

B. APPROVE AND FILE CITY CHECKS

RECOMMENDATION: Approve and file the accounts payable and wired payments made during the period of February 12, 2019 through February 22, 2019 including the payroll and benefits checks, direct deposits and wired payments related to the pay period of February 14, 2019. Total Accounts Payable and Payroll for the above referenced period is $1,508,044.96.

C. APPROVE A FEE WAIVER REQUEST FROM THE VILLAGE PROJECT INC FOR THE USE OF LAGUNA GRANDE HALL FOR THEIR MAE C. JOHNSON AFTER-SCHOOL ACADEMY CELEBRATION OF EXCELLENCE EVENT

RECOMMENDATION: Approve a fee waiver by The Village Project in the amount of Seven Hundred Eighty Two Dollars and Thirty One Cents ($782.31) for the use of Laguna Grande Hall for their Mae C. Johnson After-School Academy Celebration of Excellence Event.

D. APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST FROM SEASIDE HIGH SCHOOL BOYS AND GIRLS SWIM TEAM

RECOMMENDATION: Approve the request from the Seaside High School Swim Team for a donation of Three Thousand Dollars ($3,000.00) from the Mayor's Youth Fund for the costs associated with purchasing replacement swim equipment, parkas, fins, kick boards and other safety equipment for the team.

E. AUTHORIZE COUNCIL MEMBER WIZARD'S ATTENDANCE AT THE LEAGUE OF CALIFORNIA CITIES POLICY COMMITTEE MEETINGS

RECOMMENDATION: Authorize Council Member Wizard's attendance at the League of California Cities March Policy Committee Meeting in Costa Mesa, CA and June Policy Committee Meeting in Sacramento, CA.

F. APPROVE A RESOLUTION AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR THE DESIGN OF ROADWAY IMPROVEMENTS TO INCLUDE TWO ADDITIONAL STREETS FOR AN AMOUNT NOT TO EXCEED $71,416.

RECOMMENDATION: Award a contract amendment to the professional service agreement with Harris & Associates (Harris) to provide professional services related to the design of Roadway Improvements for an amount not to exceed $71,416.

G. APPROVE A RESOLUTION AUTHORIZING FISCAL YEAR 2019-20 STREET REPAIR PROJECT LIST TO BE FUNDED IN PART WITH SB1 ROAD MAINTENANCE AND REHABILITATION ACCOUNT REVENUES AND AUTHORIZING STAFF TO SUBMIT TO THE CALIFORNIA TRANSPORTATION COMMISSION

RECOMMENDATION: Approve the resolution authorizing staff to submit a SB 1 Project List to the California Transportation Commission (CTC), and authorizing the SB1 Project List (Exhibit A) to be funded in part with fiscal year (FY) 2019-20 Road Maintenance and Rehabilitation Account Revenues.

9. BUSINESS ITEMS

A. PROVIDE DIRECTION ON SHORT-TERM RENTAL ENFORCEMENT

RECOMMENDATION: Direct the City Attorney to initiate enforcement of suspected short-term rentals operating without a license, and authorize the City Attorney to establish payment plans for any past-due short-term rental transient occupancy taxes.

B. RECEIVE A PRESENTATION ON POTENTIAL JULY 4TH FIREWORKS SHOW AND PROVIDE DIRECTION

RECOMMENDATION: The purpose of this item is for the City Council to receive a presentation and provide direction on a potential 2019 fireworks event.

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:
March 21, 2019
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, 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. Live streamed meeting videos as well as videos of past meetings are available on the City's website 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 Government Code Section 54954.2(a) or Section 54956.

City of Seaside
PROCLAMATION

International Women's Day
March 8, 2019

WHEREAS, in 1911, International Women's Day was first celebrated in Europe and is now celebrated throughout the world; and

WHEREAS, March 8 is annually celebrated as International Women's Day and provides an opportunity to recognize the progress made to advance women's rights, to celebrate the gains made by women in our society, and reflect on the challenges and barriers that women continue to face; and

WHEREAS, women have made an extraordinary contribution to our country and world and continue to be a source of strength and leadership in our community; and

WHEREAS, on this day, women can celebrate the progress that has been made but also contemplate those areas of women's lives where there is still more work to be done; and

WHEREAS, women's access to education, healthcare, and paid labor has improved and legislation that secures equal opportunities and respect for their rights has been adopted in many countries; and

WHEREAS, nowhere in the world can women enjoy all the same rights and opportunities as men, and, accordingly, everyone must work together to secure the rights and full potential of women to create lasting solutions to social, economic, and political problems; and

WHEREAS, there must be substantial changes to transform relationships between women and men so women will be able to take greater financial, political, and physical control of their lives; and

WHEREAS, International Women's Day addresses the social, economic, and political barriers still facing women and girls while celebrating their achievements and the progress that has been made in support of women's equality;

NOW THEREFORE, BE IT PROCLAIMED, that I, The Honorable Ian N. Oglesby, Mayor of the City of Seaside, on behalf of the City Council, do hereby proclaim March 8, 2019, as "International Women's Day" in the City of Seaside.

____
Ian N. Oglesby, Mayor
March 7, 2019

DRAFT MINUTES
CITY OF SEASIDE
CITY COUNCIL

REGULAR MEETING
Council Chamber
Thursday, February 21, 2019
7:00 PM

1. CALL TO ORDER

Mayor Oglesby called the meeting to order at 7:10 PM.

2. ROLL CALL – ESTABLISHMENT OF QUORUM

PRESENT: Campbell, Kisperskey, Oglesby, Pacheco, Wizard
ABSENT: None

3. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Murray provided the invocation. Council Member Wizard led the Pledge of Allegiance.

4. REVIEW OF AGENDA

The Agenda was reordered to hear item 10B as the first business item.

5. PUBLIC COMMENT

Mayor Oglesby invited comments from the public.

- Silvia Shee thanked the City Council for hosting the Community Listening Session regarding the potential homeless shelter and cited it as leadership.
- A member of the Delta Sigma Theta informed the Council of an event on March 10th at 11 am at the Oldemeyer Center to honor seniors who have contributed to the peninsula.
- Elton Bradston residents of the over 55 trailer park he said that one of the residents passed away expressed frustration regarding predatory investors, and requested the Council to assist to keep it a family owned park. He thanked the public safety for those that service a high needs community.
- Amy Takatomo spoke as a former Planning Commissioner citing her observations for Seaside to rebrand itself from and noted that employees and the Council have worked hard to change public perceptions. She thanked the Council and encouraged them to keep up the good work.
- Brian Roberts from Madison and Bears towing requested the City Council to change the zoning to be able to tow cars within five miles of the City limits and to direct staff to look into the possibly of accessing land on Fort Ord for this purpose.
- Dave Lesikar spoke to Seaside being inclusive, fair and just but some young people, of all colors do lack some privileges.
- Alan Cass asked that the Council consider restricting public speakers who do not live in Seaside to less time than residents.
- Virginia House spoke to the disappointment in the condition of the streets, including weeds and requested the council consider fixing the pot holes.

- Guada Perez corrected statements from the last meeting regarding demographic percentages in Seaside noting the highest demographic is Hispanic at 45% and this will impact future election outcomes.

6. PUBLIC AGENCY COMMUNICATIONS

Police Chief Pridgen reported on the Community Listening Session where questions were answered about the staffing at the Department, and discussions occurred about the increase of youth use of marijuana and what collaboration is happening with the School District as well as social justice training for all Seaside police officers.

7. PRESENTATIONS

A. PROCLAMATION DECLARING MARCH AS AMERICAN RED CROSS MONTH

Mayor Oglesby presented Fire Chief Dempsey and Red Cross Board Member Dennis Alexander with the proclamation recognizing March 2019 as American Red Cross month in the City of Seaside.

B. PROCLAMATION DECLARING FEBRUARY 2018 AS BLACK HISTORY MONTH IN THE CITY OF SEASIDE

Mayor Ian Oglesby presented Ms. Lisa Mitchell, the Vice President of the NAACP with the proclamation for Black history Month in the City of Seaside.

C. PRESENTATION OF THE FEBRUARY 2019 HOUSE OF THE MONTH

Neighborhood Improvement Commissioner Lanny Olis presented the House of the Month award for the winners for February 2019.

D. WEST BROADWAY REHABILITATION PROJECT EARNS AMERICAN PUBLIC WORKS ASSOCIATION 2019 PUBLIC WORKS PROJECT OF THE YEAR AWARD AND TRANSPORTATION AGENCY OF MONTEREY COUNTY 2018 TRANSPORTATION EXCELLENCE AWARD

City Engineer Riedl informed to the Council and the public of the awards that were received for the infrastructure improvements on Lower Broadway Avenue.

8. CONSENT AGENDA

There were no items pulled by the Council, 8 B and 8E were pulled from the consent by members of the public. Mayor Oglesby invited comments from the public and had no requests to speak.

On motion by Mayor Pro Tem Dave Pacheco and seconded by Council Member Jason Campbell and passed by the following vote the City Council approved the Consent Agenda with the exception of items 8B and 8E.

RESULT:	***Approved***
AYES:	*Ian Oglesby, Dave Pacheco, Jason Campbell, Jon Wizard, Alissa Kispersky*
NOES:	*None*

A. APPROVE MINUTES FROM FEBRUARY 7, 2019

Action: Approved

B. APPROVE AND FILE CITY CHECKS

Mitt Sawhney questioned the payment for forensic audit services which began in October. He questioned when it would be made public and asked if the City is overpaying because of delays.

City Attorney Freeman responded that the City has a complete report, it is currently being reviewed by an outside agency and no additional charges are being incurred for delays. The Accounting firm has completed their tasks in its entirety. Council Member Wizard clarified that the Council has not yet seen the report.

On motion by Council Member Jason Campbell and seconded by Mayor Pro Tem Dave Pacheco and passed by the following vote the City Council approved the item as presented.

RESULT:	***Approved***
AYES:	*Ian Oglesby, Dave Pacheco, Jason Campbell, Jon Wizard, Alissa Kispersky*
NOES:	*None*

C. APPROVE MAYOR'S YOUTH FUND CONTRIBUTION REQUEST FROM SEASIDE HIGH SCHOOL CHEERLEADING TEAM

Action: Approved

D. APPROVE CO-SPONSORSHIP AND WAIVE ALL FEES RELATED TO THE 2019 SUSTAINABLE SEASIDE 8TH ANNUAL SEASIDE EARTH DAY CELEBRATION AT SEASIDE CITY HALL LAWN ON APRIL, 28 2019

Action: Approved

E. APPROVE ANNUAL REPORTING TO THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) AND THE OFFICE OF PLANNING AND RESEARCH (OPR)

Lisa Anne Sawhney questioned why no development has progressed in our city and asked if something that can be done to move development forward to increase the tax base.

Mayor Oglesby first explained his recent meeting with Governor Newsome to discuss the delinquency of our housing element and how to come into compliance. Seaside was delinquent because a third party organization sued one of our water purveyors which required us to re-update our EIRS and delayed the adoption of our housing element.

He then spoke to the fact that the City needs need water for developments to occur. City manager Malin reiterated water has been and continues to be an issue. He reported that on March 21st the City Council will have a housing strategy study session to discuss how to make great gains on providing affordable housing in Seaside. Within the next 90 days, the City Council will be considering approval of the Campus Town and Main Gate projects which proposed 1,500 additional housing units. We are poised to make extraordinary progress on housing. Council Member Campbell clarified that during this reporting period, there were no large development projects so there were no opportunities to make any progress on adding housing.

On motion by Council Member Jason Campbell and seconded by Mayor Pro Tem Dave Pacheco and *passed by the following vote the City Council approved the annual report as presented.*

RESULT:	***Approved***
AYES:	*Ian Oglesby, Dave Pacheco, Jason Campbell, Jon Wizard, Alissa Kispersky*
NOES:	*None*

F. ADOPT A RESOLUTION APPROVING A CONTRACT WITH RINCON CONSULTANTS, INC. TO COMPLETE CEQA REVIEW OF THE FIFTH CYCLE AND FOUR YEAR HOUSING ELEMENT UPDATES IN THE AMOUNT OF $39,589 WITH A 10% CONTINGENCY AND AUTHORIZE THE CITY FINANCE DIRECTOR TO MAKE THE APPROPRIATE BUDGET ADJUSTMENTS.

Action: Adopted Resolution 19-13

G. AUTHORIZE THE RELEASE OF A REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR THE FACILITATION OF EXECUTIVE EVALUATION SERVICES

Action: Authorized

H. AUTHORIZE EXPENDITURES FOR CITY COUNCIL MEMBERS TO ATTEND THE MONTEREY CHAMBER OF COMMERCE ANNUAL AWARDS DINNER

Action: Authorized

9. BUSINESS ITEMS

A. PROVIDE DIRECTION ON SHORT-TERM RENTAL ENFORCEMENT

This item was continued to a future meeting.

B. RECEIVE UPDATE AND DISCUSS POTENTIAL HEAP GRANT APPLICATIONS INCLUDING POTENTIAL HOMELESS SHELTER LOCATION(S)

City Manager Craig Malin presented the report. He started by outlining statistics about homelessness on the peninsula and spoke to the litany of challenges that are identified to attempt to assist with the issue of homelessness. He then explained the idea of the HEAP grant, Homeless Emergency Aid program that has been provided by the State. There is approximately $10 million available for potential targets, and the grant application and funding is being facilitated by the Coalition of Homeless Service Providers. The $10 million is likely to be allocated to items such as Capital projects, service related projects, rental assistance/rapid rehousing, unaccompanied homeless youth and Category 3 homeless youth.

Mr. Malin then explained that this was the first discussion that the City Council has had regarding the HEAP application and there has been only one City Council discussion regarding a potential shelter at which the City Council received the County’s proposal and responded with a letter that said they are interested in exploring the option. He did inform the public that the City Council had approved a change in zoning in May of 2018 which includes this specific location, owned by Monterey County. Mr. Malin summarized the public comments provided at the community town hall meeting hosted by Council Members Wizard and Pacheco and then informed the public that two community organizations have also presented letters of interest proposing to operate a shelter at

that location. Copies of each letter were available for the public, neither of which were vetted by the Council.
In closing, Mr. Malin tried to frame the discussion on a series of questions to get direction from the Council. The questions posed included the following:

- Do something or do nothing
- Do it with partners or do it alone
- Do we consider a shelter; focus on another solution or shelter and another solution including safe parking, rental assistance, housing vouchers, tiny homes, food & clothing etc
- Do we focus on HEAP funds because there is funding or do we focus beyond the HEAP program
- What aspect of the spectrum do we focus on? Full spectrum of services or focus on subgroups (children, women, families, veterans, short term vs long term, addition, etc.)
- Do we undertake them or support them?
- Do we identify funding source or limit? The City of Seaside has budget challenged currently, if he had to, could we? It's not in the budget as we speak.
- Do we accept the county building/not accept the county building / try to block it as a shelter or help or request they move the county building?
- Do we involve the Homeless Committee/ Council only discussion/Joint Homeless Committee Council Meeting/Generate a task force and can it all be done by April 1st?
- Do we choose one of the two organizations at have stepped up or do we establish a process for selection?

In closing, he said that the City cannot stop them from a zoning perspective if they want to. However The County made it clear that if the City does not want it to be used as a shelter, that carries a lot of weight with County officials. He also noted another discussion will be had at the Council level in the near future because the City's ordinance on sleeping in public is not currently enforceable.

The Council discussed the above questions. Council Member Kispersky indicated that she is in favor of doing something yet her concern is that a shelter is a band aid for an underlying problem that people don't have houses to live in and would prefer a long term housing solution . Council Member Wizard asked questions about the calls for service from public safety for the places in the community that currently operate as shelters in Seaside to which the Fire Chief and Police cited statistics verifying there have been very little need to respond to those locations and that calls equate to less than .5% of their calls for services.

Council Member Campbell supported activating the homeless committee but cited challenges due to the timing of the Grant. On question staff responded that the shelter could serve between 35 to 75 people and would be considered an emergency shelter. Council member Pacheco spoke to the City of Seaside's lack of experience operating a shelter. He expressed concern that there was not enough notification about this to the adjacent property owners and businesses.

Council Member Wizard spoke to previous shelters that have relocated to Marina as well as noted that a portion of the current adopted General Plan housing element reads that the City will encourage housing and services to struggling individuals though public private partnerships and local community services.

Mayor Oglesby spoke to the delineation of funding for the HEAP grant and encouraged not leaving any money on the table and asked the Council to establish priorities for this funding, including areas separate from a shelter such as opportunities to help youth in this community including programs targeting youth who are at risk of being homeless, rental assistance , prevention and navigation services or consideration of other capital improvement ideas such as hand washing stations or public toilets.

On question by Council Member Wizard Assistant County Administrator Monterey County Nick Chuilos said that there has not been any staff level discussion of moving the portables off the site. He also answered that currently the site is zoned for the shelter and no decision would be required from the City Council, but that they are seeking the Council support. He clarified the potential capacity at the modular, would be a 35 to 40 person capacity and would depend on the clientele that it caters to. The intentions not for the County to operate the shelter but to contract with a provider to facilitate just as they do in Salinas. Currently, there are no other sites under consideration on the Peninsula.

Mayor Oglesby invited comments from the public.

1. Lisa Berkley City of Marina Council Member spoke to their current offerings and to the City discussion homelessness and the HEAP fund proposals.
2. Kate Daniels Interim executive Directors from Gathering Place for Women and Robin McCray from Community Human Services spoke to their proposal to operate the shelter at the proposed site and to their successful history of providing services.
3. Executive Director Community Homeless Solutions spoke to their current operations offering 175 beds throughout the peninsula and that they operate the Salinas homeless shelter. He stated that the total cost to operate the shelter in Salinas is $800k per year, roughly. He spoke to his proposal for operating a shelter at the site.
4. Erik Johnson, Board Member for Community Homeless Solutions suggested focusing on service to women and children.
5. Ann Marie Pagan spoke in support of taking action but did not support a shelter at the proposed location.
6. Roelf Wijbrandus requested the Council please do something, with partners and to allow the site to be used for services to women and children and to also look at other opportunities to fund other services.
7. Timothy Barrett remarked that those that are homeless are still people and can be good people.
8. Steve McShane stated it is a regional challenge and needs a regional solution, and spoke in support of the Community Homeless Solutions organization and what they have done for the Salinas community, with very little negative impact to the community.
9. A resident indicated that lack of affordable housing is the issue and encouraged focusing on a solution for that.
10. Craig Bramhall expressed frustration with vandalism, petty theft and other crimes that occur where homeless people gather and suggested moving the

modular to another location.

11. Paula Duncan Adams also requested that they consider storage for personal belongings for homeless individuals.
12. Chris Cook pursuing the option with the County is the right thing to do and encouraged finding programs that also assist the almost homeless such as addressing rent affordability or rent control mechanisms.
13. Robert Rab, Development Director for Community Human Services read a letter from Mary Mitchell in support of the Broadway Noche Buena location.
14. Pastor Harold Lusk encouraged the Council to focus on helping those who need help. If we have the money and we have the means, then move forward.
15. Tom Sullivan spoke to personal experience with homelessness and community programs and the need to use multiple programs and services to assist individuals.
16. Karen Arajo spoke to her own experience with homelessness and explained the services of the I-Help program and spoke in support of the shelter and increasing services in our community.
17. Bob Constant agreed we should go forward with the shelter but also requested the Council to establish priorities and plan so that we can move forward in a coordinated, efficient, cooperative way.
18. Rosemarie Axton, Board Member of I-Help, she has a long career with the County and non profits spoke to her experience working with the Homeless and the service organizations and spoke in support of the Gathering place for Women and CHS. She said that the most vulnerable population are women with children and there are limited services for them.
19. A resident gave her testimony about being homeless and to her effort to assist people. She said that in order to change their situation, you have to meet people where they are at, deal with their immediate stressors, build up from there, then address their series of issues.
20. Reverend Murray advocated for those that are disenfranchised and having a hard time with reentry into the community and encouraged working with the faith based community also.
21. Evangeline Ochoa, Program Director at Gathering For Women outlined services of her organization.
22. Anne Ginette Love, Case Manager from Gathering Place for women read a letter from one of their guests, as a testimonial.
23. Bob Cass requested the Council to please do a collaborative effort, and do not let it return to a time where it was known as "The Pit".
24. Silvia Shee requested the City take action moving forward on the shelter, with partners and widen the vision to other projects.
25. Darryl Choate asked if this project would require an EIR, expressed disappointment that all the neighbors were not notified and also said that the Council should consider not just where to sleep at night, but to consider programs that address day time as well but not try to make Seaside solve all of the Peninsula's homeless problems.
26. A resident requested to add to the consideration of safe parking and allowable

parking for those in motor homes.

27. Lisa Anne Sawhney said that this project does not align with the proposed draft General Plan. She acknowledged the County does have a right to create a shelter, but it does not need to be encouraged, funded or urged by this Council. She stated that Chapter 1 vision is to create a vibrant downtown on both lower and upper Broadway and this action would be inconsistent with the plan and the City instead should focus on local employment, affordable housing and economic development.
28. Helen Rucker urged the Council to do something, whatever it is and to immediately develop a long term plan on how to move forward to address this issue.
29. Brenda Thomas, property manager for low income housing for over 40 years encouraged the Council to reach out to the citizens for assistance in finding solutions to this problem.
30. Guada Perez shared some feedback she gathered from homeless individuals including the following: they want to be treated respectfully, the location does not matter as long as they have transportation to and from the site, they want a safe storage place for their belongings and bikes, they want a way to get training to become employable, hygienic provisions, supplies, showers , the ability to wash their clothes, a safe place for parking of vehicles and mental health counseling.
31. Lisa Mitchell assured the public and the Council that people are not afraid of homeless individuals, but they just disagree with the location or the process.
32. Michelle Horne expressed concerns about the location, but in support of allocating money for needed services and questioned the grant funding deadline.
33. Dennis Volk did express concern and examples of illegal and challenging behavior of homeless individuals and requested to have a conversation with the Police Department about the responses and how to work together with the community to ensure it is safe as some people are impacting people's ability to feel safe.
34. Gracie Rubio reiterated that residents are not afraid of homeless and that they have empathy, but the concern is the timing and the urgency of it and she does not think the location is appropriate.
35. Mitt Sawhney also requested that there be a detailed plan adopted about how to address the issue. The matter is too preliminary to know all of the impacts and encouraged instead on focusing on economic development and increasing employment opportunities in the area.
36. Sam Raskin urged the Council not to spend a lot of money on a broken building on a location that can be better utilized. Use it as an interim use until your find a better location. Please fight for every single dollar from the county and from FORA.
37. Wes Weise President of the Salinas Monterey County Homeless Solution said that effective programming is great but will not eliminate the problem as some people want to remain homeless. He encouraged opening up public spaces, add

washing stations, toiletries, and congregation areas and suggested partnering with private owners for safe parking. People deserve to be in their neighborhoods but they need a safe place at night, and a continuous routine.

38. Wanda Parrot spoke to represent the voice of the homeless that are not present.

The City Council began their discussion and they answered comments regarding the re-zoning. It was clarified that the deadline for first round of funding will be a April 1st, and after which there will be a second round if funds remain. The Council discussed the mandatory pre bid meeting, additional opportunities that are possible, not exclusively a shelter. They all supported getting the assistance of the Homeless Committee.

Council Member Kisperskey spoke in support of the shelter operated with a partner, focusing on serving women and children but also supported encouraging ADUS to add housing units to the housing stock, and to explore the viability of tiny homes. Council Member Wizard also spoke in support of the proposed shelter operated by a service provider and emphatically encouraged the Council and the City to design a program that allows Seaside to dictate the conditions and not to be dictated to. He suggested adding a condition to get a status report every month on the program. Council Member Campbell also agreed and spoke to the urgency of the matter which is why it is being pushed through quickly and spoke to the proven financial benefit to cities to provide shelters and services to community members in need. He supported serving women and children and offering more than just shelter but daytime services as well. Council Member Pacheco expressed that many residents feel they have been taken advantage of by other cities and understands the scars from past issues, but acknowledged that the City has to play a role in the solution. He spoke in support of having a plan that is viable prior to moving forward. He didn't think there was enough information to consider moving forward at this time.

Mayor Oglesby announced that the Council will continue the Short Term Rental item to another meeting. He clarified that Community Human Services was proposing an emergency shelter as opposed to a temporary shelter and spoke to the quick turnaround time for the grant applications. He reiterated that there are more opportunities out there than just shelters and wanted to explore ways to maximize getting the largest sum of money to expand services.

The Council directed staff to moving forward with the possibility that there would be a shelter at Broadway for women and children. The Council also agreed to call a special meeting on February 27th to receive a presentation from both of the service providers that submitted operating proposal s and to discuss other opportunities for HEAP grant funding applications.

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

There were no reports, due to the late hour of the meeting.

11. ADJOURNMENT

On motion, the meeting was adjourned at 11:38 PM.

Respectfully submitted,

Lesley Milton-Rerig, City Clerk	**Ian N. Oglesby, Mayor**

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Lori Merwin, Finance Assistant
Kimberly Drabner, Finance Director

DATE: March 7, 2019

SUBJECT: **APPROVE AND FILE CITY CHECKS**

PURPOSE & RECOMMENDATION

Approve and file the accounts payable and wired payments made during the period of February 12, 2019 through February 22, 2019 including the payroll and benefits checks, direct deposits and wired payments related to the pay period of February 14, 2019. Total Accounts Payable and Payroll for the above referenced period is $1,508,044.96.

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:

- $598,540.77 for Payroll and benefits.
- $14,355.00 to County of Monterey for Quarter 3 FY2018/19 NGEN (Next Generation) Operations & Maintenance.

- $255,810.28 to Granite Rock Company for Cutino Park - Phase I work through 1/31/2019. Services include mobilization, SWPPP, demo/clear & grub, hardscape paving, electrical, and skate park.
- $16,399.35 to Monterey County Convention & Visitor's Bureau for TID (Tourism Improvement District) remittance for the 13 Seaside motels/hotels for the reporting period of December, 2018.
- $38,496.27 to U.S. Bank - Calcard for the City of Seaside employees' purchase card transactions for the billing period of 10/23/2018 - 11/23/2018.
- $40,895.38 to U.S. Bank - Calcard for the City of Seaside employees' purchase card transactions for the billing period of 11/23/2018 - 12/24/2018.
- $30,627.75 to E2 Consulting Engineers for the lift station upgrade/sewer replacement project (Del Monte Rosita Military). Billing period: 7/28/2018 - 8/24/2018. Task 001 - Detail design.
- $11,181.29 to Action Council of Monterey County for Palenke Arts program services for Quarter 1 FY2018/19.
- $10,441.06 to Verde Design, Inc. for Cutino Park improvement services for 12/26/2018 - 1/25/2019. Services include ADA improvement, construction documents, bid and construction support, skate park construction documents, bid support.
- $16,000.00 to Del Monte Manor for Quarter 1 FY2018/19 CDBG reimbursement for playground installation expenses.
- $20,796.58 to Rincon Consultants, Inc. for Fort Ord Main Gate specific plan amendment and CEQA compliance services for January, 2019.
- $30,475.00 to Project Dimensions, Inc. for Cutino Park project - Phase I construction management/inspection services for January, 2019.
- $10,096.72 to Rodney Craig Goodman, Jr. for financial management consulting services for 2/4/2019 - 2/8/2019 (in preparation for the City audit). This includes travel time and housing costs.
- $23,557.22 to Sanact, Inc. for payment #3 for sewer cleaning (low water usage) and video inspection at Highway 1.
- $26,100.09 to Dude Solutions, Inc. for (5) SmartGov connectors, (1) SmartGov public portal, and (1) SmartGov user license.

The remaining checks, totaling $364,272.20 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

There are no additional fiscal impacts

ATTACHMENTS

None

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 Superintendent

DATE: March 7, 2019

SUBJECT: **APPROVE A FEE WAIVER REQUEST FROM THE VILLAGE PROJECT INC FOR THE USE OF LAGUNA GRANDE HALL FOR THEIR MAE C. JOHNSON AFTER-SCHOOL ACADEMY CELEBRATION OF EXCELLENCE EVENT**

PURPOSE & RECOMMENDATION

Approve a fee waiver by The Village Project in the amount of Seven Hundred Eighty Two Dollars and Thirty One Cents ($782.31) for the use of Laguna Grande Hall for their Mae C. Johnson After-School Academy Celebration of Excellence Event.

BACKGROUND

The Village Project is requesting a fee waiver for the use of Laguna Grande Hall for their 9th Annual Celebration of Excellence for the students in its Mae C. Johnson After-School Academy. At the end of each school year since its beginning, the After-School Academy has hosted an event that honors the achievements of the students who finish their program. The vast majority of these students become academic achievers for the first time as a result of this program. They are rewarded each year with certificates from all elected officials from our Mayor, our State Senator and our Representative.

This event has 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 the event. 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 the event, the approximate fiscal impact is as follows:

Laguna Grande Hall Rental Fee	6 Hours @ $105.75	$634.50
Non-Refundable Deposit		$147.81
Total		**$782.31**

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 $634.50.

ATTACHMENTS

1. Fee Waiver Village Project - Mae C. Johnson After-School Academy Celebration of Excellence 2019

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

City of Seaside

FEE WAIVER REQUEST

Name of Applicant MELVIN T. MASON Organization THE VILLAGE PROJECT, INC.

Address 1069 BROADWAY AVENUE, STES. 200-201 SEASIDE CA 93955-

Street City State Zip

Home Phone (831) 392-1500 Cell Phone (831) 601-0014 Email Address MEL@VILLAGEPROJECTINC.ORG

Room(s) Requested LAGUNA GRANDE HALL

Day(s) and Date(s) Requested FRIDAY, MAY 24, 2019

Hours Requested (include set-up time) 2:00 PM - 8:00 PM Estimated Attendance 110

(2:00PM IS BEGINNING OF DECORATIONS, PROGRAM STARTS AT 6:00PM AND OVER AT 8:00PM

Description of Event MAE C. JOHNSON AFTERSCHOOL ACADEMY CELEBRATION OF EXCELLENCE

Special Instructions or Equipment to Be Brought In PODIUM AND MICROPHONE

Reason for Requesting Fee Waiver

WHILE THE PROGRAM HAS BEEN FUNDED RELATIVELY ADEQUATELY TO RUN THROUGH THE SCHOOL YEAR, THERE HAS NOT BEEN FUNDING TO COVER OTHER ACTIVITIES SUCH AS YEARLY OUTINGS AND THIS MUCH WAITED FOR ANNUAL EVENT. OUR OUTINGS WERE DONE WITH INTERNAL DONATIONS AND VOLUNTEER EFFORTS. THERE IS NO FUNDING TO COVER THIS EVENT.

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

If so, what was the date of your event? MAY 2018 CELEBRATION OF EXCELLENCE

Is your organization based in Seaside? Yes ☑ No ☐

What percentage of your members or participants resides in Seaside? 100%

What is your organization's tax identification number? 61-1562515

Is organization able to provide liability insurance? YES

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

Applicant Signature Melvin T. Mason, EXECUTIVE DIRECTOR Date 2-5-2019

FOR OFFICE USE ONLY

Approved:		Security Required? Yes ☐ No ☐		Notes:	
Denied:		Staff Approval:			
Appealed:		Date:			

Revised 5/12

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.**

Revised 5/12

Received 2/14/19

SEASIDE CALIFORNIA

Facility Rental Request Form

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

2019

CONTACT INFORMATION:

Organization: THE VILLAGE PROJECT, INC.

Name of Applicant: MELVIN T. MASON

Address: 1069 BROADWAY AVE., STES. 200-201 City: SEASIDE State: CA

Phone: (831) 392-1500 Email: MEL@VILLAGEPROJECTINC.ORG

Day of Event Contact Name and Phone: FRIDAY, MAY 24, 2019 CONTACT: MEL MASON PHONE: (831) 392-1500

☑ Resident ☐ Non-Resident

EVENT INFORMATION:

Event Title: MAE C. JOHNSON AFTERSCHOOL ACADEMY CELEBRATION OF EXCELLENCE

Event Description: CELEBRATION OF THE ACHIEVEMENTS OF AFTERSCHOOL ACADEMY STUDENTS

Event Date: 5/24/19 Approximate Number of Guests: 110

Start Time: 2pm End Time: 8pm Set Up/Break Down Time: ____

Special Instructions: Podium & MicroPhone

Request to use the City's: ☑ Podium ☑ Microphone ☐ Projector Screen
*Subject to availability
**Projectors and other electronic equipment will not be provided

	Yes	No
Are you a non-profit organization?	☑	☐
Is the event open to the public?	☑	☐
Will admission be charged?	☐	☑
Will there be music?	☐	☐
Will there be live music and/or DJ?	☐	☐

Name of band or DJ: ____

	Yes	No
Will refreshments be served?	☑	☐
Will refreshments be sold?	☐	☑
Will you be using the kitchen?	☑	☐
Will alcohol be served?	☐	☑
Will alcohol be sold?	☐	☑

Alcohol is prohibited at youth oriented events

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)

SEASIDE CALIFORNIA

Facility Rental Request Form

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

RULES, REGULATIONS & CONDITIONS OF USE

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 cancelation 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 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 cancelation, please notify the Oldemeyer Center Front Office as soon as possible. Refund requests made 48 hours in advance will receive a full credit towards future use, or a full refund less a $7 surcharge. Refunds will not be given less than 48 hours in advance.
- ✓ *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.

SEASIDE CALIFORNIA

Facility 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	$105.75	$131.50
Deposit	$591.25	$738.75
(Non Refundable)	*($147.81)*	*($184.68)*
Alcohol Deposit	$575.50	$719.50
(Non Refundable)	*($143.87)*	*($179.87)*

Liability Insurance: $81-$207
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
Rate 0-3 hr	$43.75 /hr	$55 /hr
After 3 hrs	$20 /hr	$24.50 /hr

☐ BLACKHORSE MEETING ROOM

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

	Resident	Non-Res
Rate 0-3 hrs	$54.50 /hr	$68 /hr
After 3 hrs	$24 /hr	$29.75 /hr

☐ DANCE STUDIO

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

	Resident	Non-Res
Rate 0-3 hr	$68 /hr	$84.75 /hr
After 3 hrs	$31.25 /hr	$39.25 /hr

☐ SEAHORSE MEETING ROOM

Capacity: 20 / Dimensions: 28' X 16'

	Resident	Non-Res
Rate 0-3 hrs	$43.75 /hr	$55 /hr
After 3 hrs	$20 /hr	$24.50 /hr

☐ SEASIDE MEETING ROOM

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

	Resident	Non-Res
Rate 0-3 hr	$43.75 /hr	$55 /hr
After 3 hrs	$20 /hr	$24.50 /hr

☐ SEASIDE COMMUNITY CENTER

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

	Resident	Non-Res
Hourly Rate	$56	$70.25
Deposit	$314	$392.50
(Non Refundable)	*($78.50)*	*($98.25)*
Alcohol Deposit	$575.50	$719.50
(Non Refundable)	*($143.87)*	*($179.87)*

Liability Insurance: $81-$207
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)	*($61)*	*(26)*
0-25 Guests	$172	$215
26-50 Guests	$188.50	$235
51-75 Guests	$223	$278.50
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 $31.75. Proof of 501(c)(3) required.*

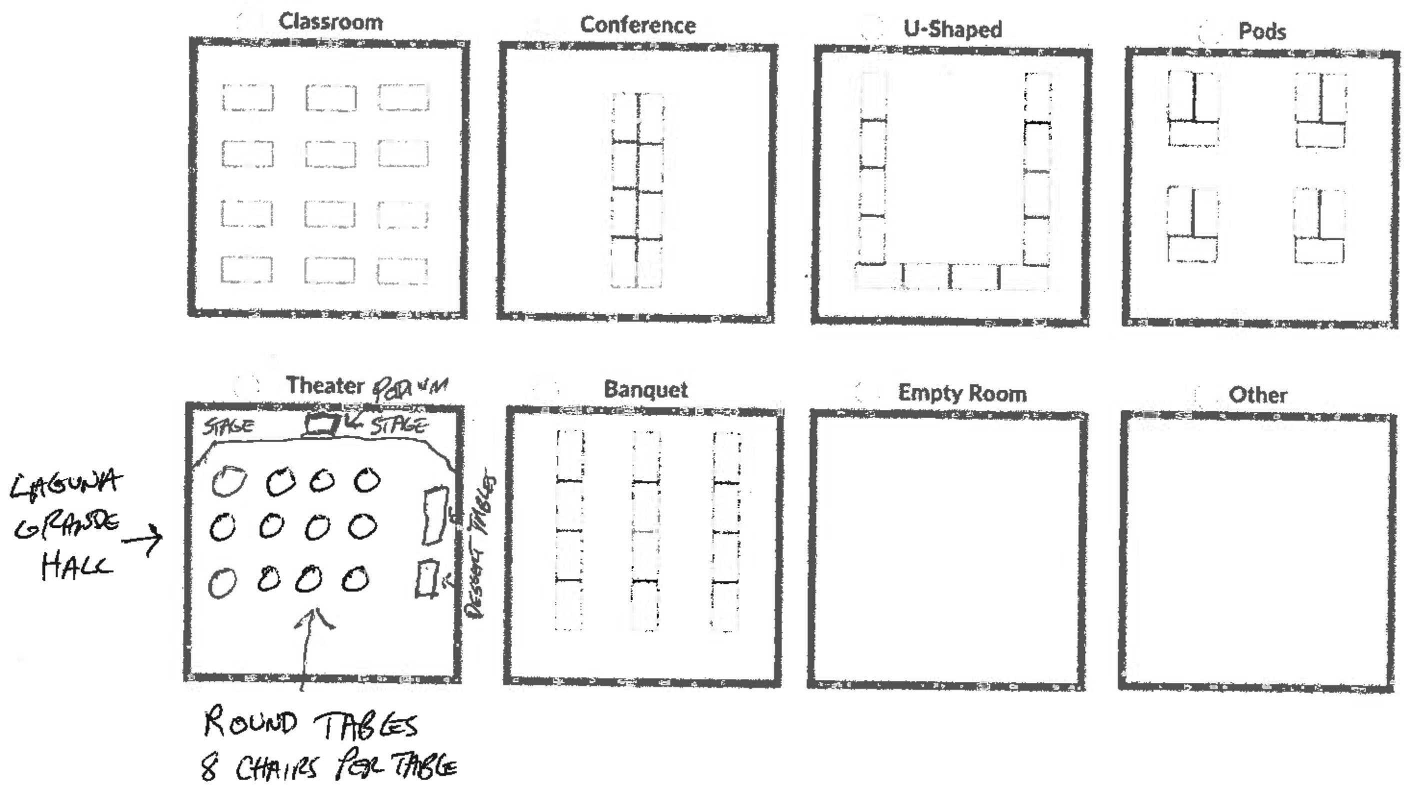
SEASIDE CALIFORNIA

Facility Rental Request Form

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

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.



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

Applicant Signature: Melvin L. Mason Date: 2-5-19

(For Office Use Only)

Permit Fee: ____________________

Authorized Agent: ______________________________ Date: ____________

Note: - Original to Resource Management/Recreation Department
- Copy to Police Department - Copy to Parks Division

ACORD

VILLA02 OP ID: GR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 408-510-5440
Suhr Risk Services
5300 Stevens Creek Blvd.
San Jose, CA 95129
Select Accounts Department

CONTACT NAME: Select Accounts Department
PHONE (A/C, No, Ext): 408-510-5440 FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Philadelphia Indemnity Ins.	18058
INSURER B : State Compensation Ins. Fund	35076
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED Village Project, Inc
1069 Broadway Avenue, Ste 201
Seaside, CA 93955

COVERAGES

CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE [ ] X OCCUR; X PROF LIAB $1M/3M; GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [ ] LOC [ ]; OTHER:	Y		PHPK1891704	10/07/2018	10/07/2019	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 3,000,000
							PRODUCTS - COMP/OP AGG	$ 3,000,000
							Emp Ben.	$ 1M/3M
A	AUTOMOBILE LIABILITY; X ANY AUTO; OWNED AUTOS ONLY; SCHEDULED AUTOS; HIRED AUTOS ONLY; NON-OWNED AUTOS ONLY			PHPK1891704	10/07/2018	10/07/2019	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR; EXCESS LIAB CLAIMS-MADE; DED X RETENTION $ 10,000			PHUB650341	10/07/2018	10/07/2019	EACH OCCURRENCE	$ 1,000,000
							AGGREGATE	$ 1,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [ ] N/A; If yes, describe under DESCRIPTION OF OPERATIONS below			190947118	10/01/2018	10/01/2019	X PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PROOF OF INSURANCE

CERTIFICATE HOLDER

CITYOF5

City of Seaside
Recreation Services
986 Hilby Ave
Seaside, CA 93955

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Panza

ACORD 25 (2016/03)

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 Superintendent

DATE: March 7, 2019

SUBJECT: **APPROVE A MAYOR'S YOUTH FUND CONTRIBUTION REQUEST FROM SEASIDE HIGH SCHOOL BOYS AND GIRLS SWIM TEAM**

PURPOSE & RECOMMENDATION

Approve the request from the Seaside High School Swim Team for a donation of Three Thousand Dollars ($3,000.00) from the Mayor's Youth Fund for the costs associated with purchasing replacement swim equipment, parkas, fins, kick boards and other safety equipment for the team.

BACKGROUND

The Seaside High School Swim Team is requesting a donation of Three Thousand Dollar ($3,000.00) from the Mayor's Youth Fund to help cover the cost of purchasing replacement swim equipment, parkas, fins, kick boards and other safety equipment for the team. The swim team is available to any Seaside High School student regardless of their ability to swim. They provide free swim instruction before the swim season starts to any student who may
not have the confidence in their ability to swim and compete. All Members of the swim team help in fundraising activities to enable to swimmers to travel to local swim meets to compete with local High Schools.

The Swim Team are strong recyclers and have recycle bins located at the pool for recycling water bottles and cans and all swimmers help with the maintenance and cleanup of the pool area after practice and each swim meet. They participate in the State Beach Cleanup's each year.

Based on the information provided in the application, the request meets the criteria for the Mayor's Youth Fund Policy.

FISCAL IMPACT

This request would be funded by a donation from Green Waste Recovery Inc. to the Mayor's Youth Fund.

ATTACHMENTS

1. MYF SHS Swim Team 2019

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

March 2018

MAYOR'S YOUTH FUND POLICY

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 Applicants: 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 worship, Sunday School, or religious instruction. 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/or 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 organizations status (not a taxpayer's I.D> number) and a current W-9 form.

Evaluation Process and 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 below.)
- 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.

Individuals*	25% of total cost of activity (not to exceed $1,000.00)
Groups up to 20	up to $1,500.00
Groups 21+	up to $3,000.00

In addition, funding will be limited to one contribution per year (every 12 months).

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.

###

Mayor's Youth Fund Contribution Request

Prior to completing this request please review the attached contribution policy. All requests will be considered before the City Council and you will be notified of the specific date your item is placed on the agenda. Please return this completed form with necessary attachments to N. Towne, Recreation Services, City of Seaside, 440 Harcourt Avenue, Seaside, CA 93955.

Name of Organization: Seaside High School Swim Team

Address: 2200 Noche Buena, Seaside, CA 93955

Email: molly.fittro@aol.com

Phone Number: Cell 831 917-7111

Name of Individual: Team

% Residents or Students of Seaside: 100%

# of Participants: 50 +

Ages: High School Ages – Freshmen to Senior-Varsity and Jr. Varsity

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:

SPARTANS
Seaside High School

Swimming 2019

DAY	DATE	OPPONENT	GAME TIME
Wednesday*	**Feb 20**	**Monterey @Seaside**	**1:30 w-u 3:00 start**
Wednesday	Feb 27	Watsonville Invitational (6 Teams)	3:00 w-u
Friday*	**March 1**	**Watsonville @Seaside-Marina**	**3:00 w-u**
Friday*	**March 8**	**Soledad @ Seaside-Marina**	**3:00 w-u**
Friday*	**March 15**	**North Salinas @ Seaside-Marina**	**3:00 w-u**
Thursday*	**April 4**	**Alisal @ Seaside-Marina**	**3:00 w-u**
Friday*	**April 12**	**King City @ Seaside-Marina**	**3:00 w-u**
Sunday	**April 21**	**PCAL ENTRIES ARE DUE**	**6:00PM**
Wed	April 24	PCAL Diving Championships @ Salinas (Hartnell)	**11:00am W-u 12:00 Start**
Fri	April 26	PCAL JV League Finals @Salinas (Hartnell)	**2:00pm W-up 3:00pm Start**
Sat	April 27	PCAL Varsity League Finals @ Salinas (Hartnell)	**7:30am W-up 9:00am Start**
Sun	**April 28**	**CCS Entries Due**	**6:00PM**
Fri	May 3	CCS Preliminaries (Warm-Up Noon)	**12:30pm**
Sat	May 4	CCS Championships Finals	**12:30pm**
Fri	May 10	CIF State Championships Prelims	**Clovis**
Sat	May 11	CIF State Championships Finals	**Clovis**

Principal: Carlos Moran 392-3530 ex: 2099

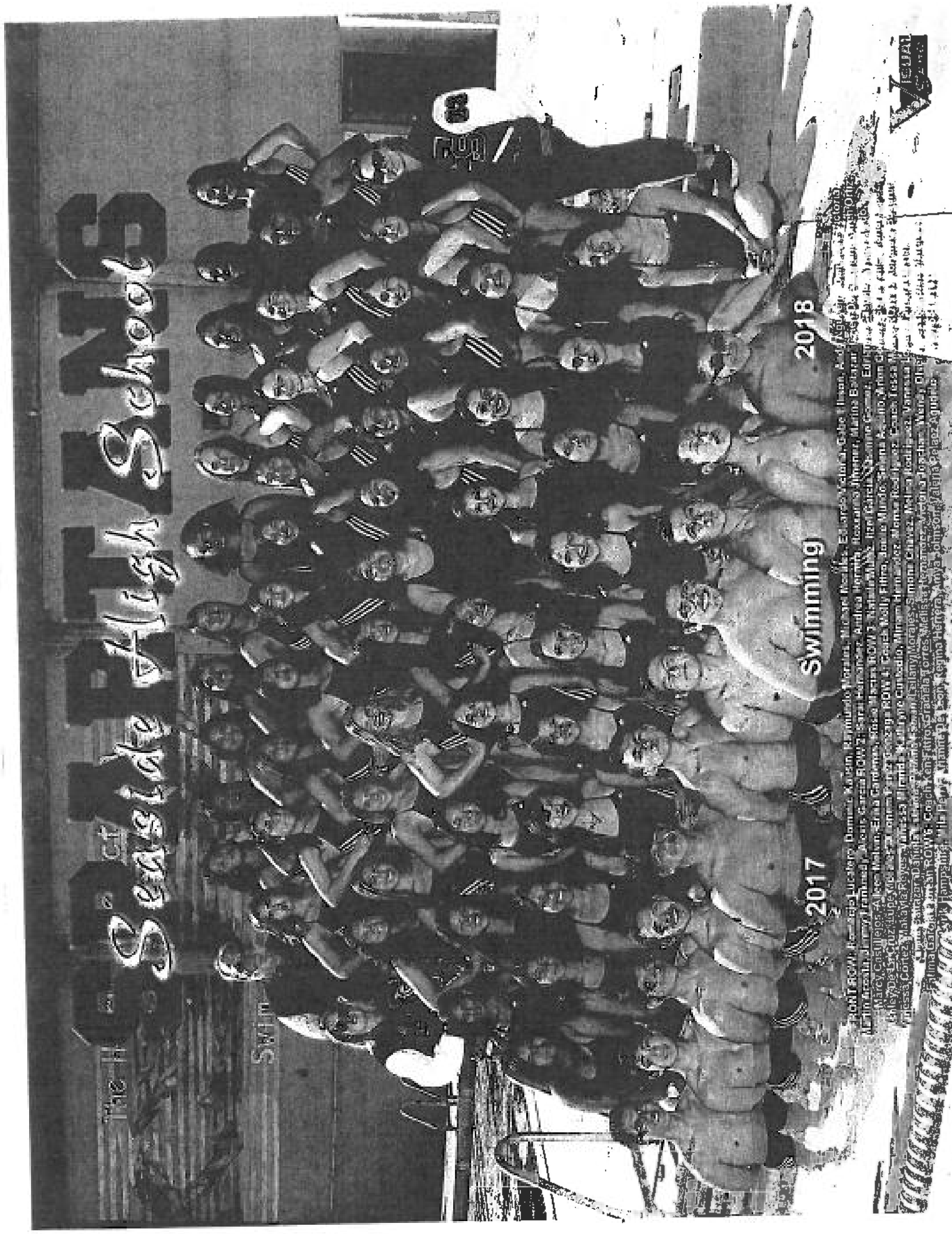
Vice- Principal: Andrew Aguinga 392-3530 ex: 2098

Athletic Director: Alex Jennings 392-3530 ext: 2079

Head-Coaches: Ken Fittro: 402-0312
Molly Fittro: 917-7111

Assistant Coaches: Kay Lee: 392-3530 ext. 2011
Nancy Towne: 233-4463

Colors: Red, White & Black ***Home Game** **Mascot:** Spartans


Seaside High School
2017
Swimming
2018

SPARTANS Seaside High School

SEASIDE HIGH SCHOOL SWIM TEAM
2200 NOCHE BUENA AVE.
SEASIDE, CA 93955

To Whom it May Concern:

Attached is our application for a donation from the Mayor's Youth Fund for the Seaside High School Swim Team. We are hopeful you will consider our request for a donation to help pay for some of the costs associated with this year's team.

Our members raise funds each year but it is not enough to replace our equipment and to help pay for additional transportation costs for away meets. A donation of $3,000.00 would be very helpful to us and we appreciate any amount the City of Seaside can afford.

Thank you for considering our request. Attached is a copy of this year's swim team events.

Sincerely,

Coach Molly, Ken and Kay

mollyfittro@aol.com
(831) 917-7111
Seaside High School

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.E.

TO: City Council

FROM: Craig Malin, City Manager

BY: Lesley Milton-Rerig, Public Affairs Officer/City Clerk

DATE: March 7, 2019

SUBJECT: **AUTHORIZE COUNCIL MEMBER WIZARD'S ATTENDANCE AT THE LEAGUE OF CALIFORNIA CITIES POLICY COMMITTEE MEETINGS**

PURPOSE & RECOMMENDATION

Authorize Council Member Wizard's attendance at the League of California Cities March Policy Committee Meeting in Costa Mesa, CA and June Policy Committee Meeting in Sacramento, CA.

BACKGROUND

Council Member Wizard was appointed to the Public Safety Policy Committee of the League of California Cities. Meetings are held in from 10:00 a.m. to 3:00 p.m. on March 28, 2019 in Costa Mesa and June 13, 2019 in Sacramento (Schedule attached).

FISCAL IMPACT

Each Council Member has an annual travel expenditure budget of $1,500. Council Member Wizard's hotel, travel, and other allowable costs as listed in the Expense and Use of Public Resources Policy will not exceed the current allocated budget.

ATTACHMENTS

1. Policy Committee Schedule

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

2019 POLICY COMMITTEE SCHEDULE

Meetings begin at 10:00 a.m. and end by 3:00 p.m.

January 17 & 18

Sacramento Convention Center, 1400 J Street, Sacramento
*Committee meeting at League Office, 1400 K Street, Sacramento

Thursday, January 17
Enviromental Quality [1]
Housing, Community & Economic Dev.
Public Safety

Friday, January 18
*Community Services
Governance, Transparency & Labor
Revenue and Taxation
Transp.,Comm. & Public Works

March 28 & 29

Hilton Orange County/Costa Mesa
3050 Bristol Street, Costa Mesa, California

Thursday, March 28
Environmental Quality
Housing, Community & Economic Dev.
Public Safety

Friday, March 29
*Community Services
Governance, Transparency & Labor
Revenue and Taxation
Transp., Comm. & Public Works

June 13 & 14

Sacramento Convention Center, 1400 J Street, Sacramento 95814
*Committee meeting at League Office, 1400 K Street, Sacramento 95814

Thursday, June 13
Environmental Quality
Housing, Community & Economic Dev.
Public Safety

Friday, June 14
*Community Services
Governance, Transparency & Labor
Revenue and Taxation
Transp., Comm. & Public Works

Deadline for Submitting Annual Conference Resolutions
Midnight on Saturday, August 17, 2019 – E-mail, regular mail, or fax

ANNUAL CONFERENCE

October 16 – 18, 2019, Long Beach, California

NOTE: *Policy committee members should be aware that lunch is usually served at these meetings. The state's Fair Political Practices Commission takes the position that the value of the lunch should be reported on city officials' statement of economic interests form. Because of the service you provide at these meetings, the League takes the position that the value of the lunch should be reported as income (in return for your service to the committee) as opposed to a gift (note that this is not income for state or federal income tax purposes—just Political Reform Act reporting purposes). The League has been persistent, but unsuccessful, in attempting to change the FPPC's mind about this interpretation. As such, we feel we need to let you know about the issue so you can determine your course of action.*

If you would prefer not to have to report the value of the lunches as income, we will let you know the amount so you can reimburse the League. The lunches tend to run in the $30 to $45 range.

[1] Due to heavy attendance over the last two years at the Leaque's Environmental Quality Committee, the members of the committee have repeatedly raised concerns that the League's conference room is unable to adequately accommodate the committee. For those reasons, we have switched this committee to Thursday so it can meet at the convention center in a larger space.

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.F.

TO: City Council

FROM: Craig Malin, City Manager

BY: Rick Riedl, City Engineer
Misty Bradshaw, Associate Engineer

DATE: March 7, 2019

SUBJECT: **APPROVE A RESOLUTION AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR THE DESIGN OF ROADWAY IMPROVEMENTS TO INCLUDE TWO ADDITIONAL STREETS FOR AN AMOUNT NOT TO EXCEED $71,416.**

PURPOSE & RECOMMENDATION

Award a contract amendment to the professional service agreement with Harris & Associates (Harris) to provide professional services related to the design of Roadway Improvements for an amount not to exceed $71,416.

BACKGROUND

The City Council, on a regularly scheduled meeting on November 1, 2018, awarded a professional services agreement to Harris & Associates for the design of roadway improvements. Two funding sources, Measure X in Monterey County and the Road Maintenance and Rehabilitation Act (RMRA or SB1) in the state, are estimated to contribute about $1.5 million per year to the City of Seaside to be used for the proposed pavement upgrades.

The City Council held meetings on April 19, 2018, June 7, 2018, and July 10, 2018 at which programming of these funds for the proposed pavement upgrades was determined. Based upon Council direction to focus on upgrading major streets, staff developed preferred treatment scenarios identifying the City's ability to improve the conditions of these roads using Measure X and SB1 revenues. These scenarios were provided to Harris for use in preparation of their design.

Following initial discussions with Harris, and review of the most recent Measure X and SB1 funding data, staff determined that it was feasible to include design of two additional streets into Harris's Scope of Work. On November 15, 2018, City Council directed staff to proceed with incorporating two additional streets, Kimball Ave. from Fremont Blvd. to Wheeler St. and Yosemite St. from Mingo Ave. to la Salle Ave. into the Arterial and Collector Resurfacing Project. Harris provided a proposal, dated January 2, 2019, to include both Kimball Ave. and Yosemite Dr. to the second phase of the roadway rehabilitation project. Staff reviewed the proposal and determined the scope to be in conformance to the requirements of the original contract, and recommends Council award the Amendment to Harris to include the additional two streets.

ENVIRONMENTAL COMPLIANCE

Per Title 14 of the California Code of Regulations, Chapter 3, "Guidelines for Implementation of California Environmental Quality Act (CEQA)," Article 19, "Categorical Exemptions," Section 15301.c, "Existing Facilities" the following actions are categorically exempt;

"Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety)."

FISCAL IMPACT

The City adopted the FY 2018/2019 Capital Improvement Program (CIP) on June 21, 2018. The CIP provides authorization for the proposed project using Bond funds secured through Measure X and funds from SB1.

ATTACHMENTS

1. Resolution
2. Project Location Map
3. PSA Amendment 1_Harris

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

RESOLUTION NO. 19-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

AWARDING CONTRACT AMENDMENT #1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR THE DESIGN OF ROADWAY IMPROVEMENTS TO INCLUDE ADDITIONAL STREETS FOR AN AMOUNT NOT TO EXCEED $71,416

WHEREAS, The City of Seaside owns and maintains the roadways and pavement networks, which are often the most valuable asset an agency owns; and

WHEREAS, the passage of Measure X in Monterey County and the Road Maintenance and Rehabilitation Act (RMRA or SB1) in the State of California have made available an estimated $1.5 million per year to the City of Seaside for improvements to the pavement networks; and

WHEREAS, the City Council approved the issuance of a bond of approximately $10 Million for the design and construction of road improvements using the Measure X revenues; and

WHEREAS, on November 1, 2018, Council Awarded the contract for the Design of Roadway Improvements to Harris & Associates; and

WHEREAS, it was determined feasible with the available funding sources to include design of two additional streets; and

WHEREAS, Harris & Associates provided the City a proposal, dated January 2, 2019 to include two additional streets within their design scope; and

WHEREAS, in accordance with Title 14, California Code of Regulations, Section 15301.c, "Existing Facilities" the following actions are categorically exempt;

> "Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety)", and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside awards a contract amendment to the professional services agreement with Harris & Associates for an amount not to exceed seventy one thousand four hundred sixteen dollars ($71,416) for the design of two additional streets to the Pavement Rehabilitation Project attached hereto as Attachment A.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of

Seaside duly held on the 7th day of March 2019 by the following vote:

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

____
Ian N. Oglesby, Mayor

ATTEST:

____
Lesley Milton-Rerig, City Clerk

Arterial and Collector Resurfacing Project

T:\Projects\CurrentProjects\StreetSaver_180628\Arterial_Collector_Resurfacing_Project_2019\Maps\Resurface_Project_190222

CONTRACT AMENDMENT #1
PROFESSIONAL SERVICES
City of Seaside

Date: January 8, 2019 Change Requested by: _X_ City/District __ Consultant

Contract Date	Project Name
11/2/2018	Pavement Design Services

To (Consultant): Harris & Associates, Inc. 2 Salinas Street, Suite B, Salinas, CA 93901

You are directed to make the following changes to the Contract Documents or amend the following described work not included in the contract documents for this project.

The purpose of this addendum is to provide additional professional services related to the project named above. The contract terms and conditions shall not be modified except for as stated herein.

MODIFY the following text in **Section 2, "Services."**

> Consultant shall perform the tasks described and set forth in Exhibit A and Exhibit A1 attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit E and E1.

MODIFY the following text in **Section 22, "Contents of Request for Proposal and Proposal."**

> Consultant is bound by the contents of City's Request for Proposal, Exhibit "D" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the Consultant, Exhibit E and E1 attached hereto.

Original Contract Amount	Previous CCO Total (Not including this Amendment)	This Amendment Total	Revised Contract Amount
$1,058,180	$0.00	$71,416	$1,129,596
Original Contract Time	**Original Completion Date**	**Days To Date (Including This Amendment)**	**Revised Completion Date**
44 Months	June, 30, 2022	1,337	June, 30, 2022

CONTRACT AMENDMENT #1
PROFESSIONAL SERVICES
City of Seaside

SUBMITTED BY:		
	Rick Riedl City Engineer / Public Works Director	Jan. 8, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin City Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Frank S. Lopez Director, Engineering Services	Jan 9, 2019
Signature	Name and Title	Date

Harris & Associates℠

January 2, 2019 Harris Project No. 180-0189

Misty Bradshaw, PE
Associate Engineer
City of Seaside
440 Harcourt Drive
Seaside, CA 93955

Subject: Amendment-1 to include two additional streets to the Seaside 2019-20 Pavement Rehabilitation Project

Dear Misty,

Harris & Associates is pleased to present our proposal to provide additional design services to include two new streets noted below, to the Seaside 2019-20 Pavement Rehabilitation Project. The following is a suggested scope of work and fee estimate based on our review of the project information and discussions regarding the scope and work activities with you.

Project Description

The purpose of this project is to improve the existing pavement condition and perform related ADA improvements on the following streets:

Street Name	Beg Location	End Location	Length (ft)	Area (sf)	PCI Prior to Treatment	Recommended Treatment
KIMBALL AVENUE	FREMONT BOULEVARD	WHEELER STREET	1291	46,476	14	RECONSTRUCTION (FULL DEPTH 6" HMA)
YOSEMITE STREET	MINGO AVENUE	LA SALLE AVENUE	1777	63,972	33	RECONSTRUCTION (FULL DEPTH 6" HMA)

Based on the preliminary recommendations, it is anticipated that these two streets will require reconstruction, such as a 6inch full depth HMA section or Full Depth Reclamation; reconstruction of damaged curb, gutter, dikes, sidewalks, and curb ramps. Storm drain facilities within the project limits will also be studied to determine if any improvements will be necessary.

Harris will incorporate the design of these additional streets into the City of Seaside's 2019-20 pavement rehabilitation project Plans, Specifications and Estimate.

Scope of Work

Design tasks for this effort will be similar to the work plan that was submitted for the current contract with City. For this reason, we have maintained the same phases and tasks for this effort, which include the following:

OUR APPROACH	DELIVERABLES
1.0 PROJECT MANAGEMENT	
1.1 Project Management	
Project Management responsibilities will involve preparation and maintenance of the scope, budget, schedule, resource management (including subconsultants).	Monthly progress report.
2.0 PRELIMINARY DESIGN PHASE	
2.1 Information Gathering and Evaluation	
We will gather existing background information about the project with assistance from City staff.	List of requested documents
2.2 Utility Coordination	
We will coordinate with the various utility agencies about any upgrades or construction that they are planning within the project limits so that they can work ahead of the street rehabilitation.	Draft Letter to utility companies.
2.3 Field Investigation	
We will conduct a field investigation to identify potential constraints to the proposed construction and gather existing information.	N/A
2.4 Pavement Testing & Analysis	
Our subconsultant, Pavement Engineering Inc. (PEI), will evaluate the pavement for multiple pavement rehabilitation alternatives as detailed in **Attachment B**.	A report with recommend pavement rehabilitation alternatives.
2.5 Basis of Design Report	
Harris will perform a life cycle cost analysis to determine if the more costly treatment would provide a higher benefit over the design of the street rather than using an inferior treatment that would require more frequent maintenance.	Cost analysis matrix
2.7 Supplemental Topographic Survey	
Our subconsultant Whitson will provide supplemental survey on as-needed basis, if deemed necessary during the project design.	Topographic Survey in CAD format
2.8 Right-of-way Mapping	
We will gather available survey maps, corner records, subdivision maps, assessor parcel maps and identify approximate right of way lines where work is expected to extend beyond back of existing sidewalk.	N/A
2.9 Utility Locating and Potholing	
Our subconsultant, Subtronic, will locate the existing utilities using electronic detection and pothole on as needed basis, if deemed necessary during the project design.	Locating and Pothole data
2.10 Storm Drain Analysis and Report	
Harris team will study the existing drainage conditions on these two streets and provide recommendations to improve drainage facilities.	A report with recommended storm drain improvements.

3.0 PRELIMINARY DESIGN (60% & 90% PS&E)	
Due to the nature of work recommended in the preliminary investigations, these streets will require pavement testing, possible utility locating and adjustments etc. Due to these reasons, both these streets will be incorporated into the 2020 design package. All sub tasks under this Task 3.0 as described in the original work plan are also applicable to this addendum.	60% & 90% Plans, Specifications and Engineer's Estimate
4.0 FINAL PS&E DESIGN	
All sub tasks under this Task 4.0 as described in the original work plan are also applicable to this addendum.	Final Plans, Specifications and Engineer's Estimate
5.0 BID PERIOD SUPPORT	
All sub tasks under this Task 5.0 as described in the original work plan are also applicable to this addendum.	•Response to RFI •Addenda assistance

Fee Estimate

Our estimated additional fee to include the two streets noted above, for the work as described herein, is **$71,416**. Please refer to **Attachment A,** for the detail and assumptions of our estimated fee.

The intent is to amend the existing contract to add these two streets, scope of which include rehabilitating many other streets throughout the City. As a result, some of the common design efforts is being absorbed by the existing scope and related fee. In addition, the City requested to remove 5 Streets (5,400 Linear Feet), which were included in the original scope to receive slurry seal rehabilitation treatment because that work has already been completed by the City in 2018. Level of effort allocated to perform field reconnaissance on these streets has been credited back, as noted in Attachment A.

Thank you for providing us this opportunity and we look forward to start work soon after receiving authorization to proceed. Please contact me at Siva.Natarajan@WeAreHarris.com or via phone at (927) 969-8030 should you have any questions.

Sincerely,

HARRIS & ASSOCIATES

Sivakumar Natarajan, PE, QSD
Project Manager

HARRIS & ASSOCIATES

Frank Lopez, PE, CFM, QSD
Project Director

Attachments:

A Level of Effort
B PEI Pavement Testing scope and fee

ATTACHMENT A

Harris & Associates

City of Seaside
Pavement Design Services

FEE ESTIMATE - Amendment No. 1

		Harris & Associates						Sub consultants			Subtotals
		Director QA/QC *Frank Lopez*	**Project Manager** *Siva Natarajan*	**Project Engineer** *Daniel Wilkins*	**Design Engineer** *Christian Mercado, Ka Chow*	**ENV Lead** *Wendy Young*	**B & C Review** *Dana Van Horn*	**Pavement Testing** *PEI*	**Survey** *Whitson*	**Utility Locating** Subtronic	
	Task/Subtask	$230.00	$190.00	$165.00	$150.00	$150.00	$190.00	Allowance	Allowance	Allowance	
PACKAGE 2: 2020 Pavement Design - Amendment 1											
Task 1	**Project Management**										
1.1	Project Management										$0
1.2	Kick-off Meeting										$0
1.3	Outreach Meeting (2 assumed)										$0
1.4	Design Coordination and Review Meetings (5 assumed)										$0
	Subtotal Hours =	0	0	0	0	0	0				0
	Subtotal ($) =	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Task 2	**Preliminary Engineering**										
2.1	Information Gathering and Evaluation		2	4	4						$1,640
2.2	Utility Coordination		2	4	4						$1,640
2.3	Field Investigation		12	40	40						$14,880
2.3A	Field Investigation (Slurry Seal streets removed form original scope)		-4	-16	-16						-$5,800
2.4	Pavement Testing and Analysis		2	8				$12,805			$14,505
2.5	Basis of Design report		2	4	4						$1,640
2.6	Environmental Support										$0
2.7	Supplemental Topographic Survey (As-needed)										$0
2.8	Right -Of-Way Mapping (No boundary survey)										$0
2.9	Utility Locating and Potholing (As-needed)										$0
2.10	Storm Drain Analysis and Report		4	8	8						$3,280
	Subtotal Hours =	0	20	52	44	0	0				116
	Subtotal ($) =	$0	$3,800	$8,580	$6,600	$0	$0	$12,805	$0	$0	**$31,785**
Task 3	**Preliminary Design (60% & 90% PS&E)**										
3.1	60% Plans, Specifications & Estimate										
3.1.1	Plans		12	24	40						$12,240
3.1.2	Specifications										$0
3.1.3	Quantity takeoff and Engineer's Estimate		4	8	16						$4,480
3.1.4	Internal Quality Review	4									$920
3.1.5	Bidability & Constructability Review						2				$380
3.2	90% Plans, Specifications & Estimate										
3.21	Plans		8	16	32						$8,960
3.2.2	Specifications										$0
3.2.3	Quantity takeoff and Engineer's Estimate		2	4	12						$2,840
3.2.4	Internal Quality Review	4									$920
	Subtotal Hours =	8	26	52	100	0	2				188
	Subtotal ($) =	$1,840	$4,940	$8,580	$15,000	$0	$380	$0	$0	$0	**$30,740**
Task 4	**Final PS&E Design**										
4.1	Plans		4	6	16						$4,150
4.2	Specifications										$0
4.3	Quantity takeoff and Engineer's Estimate		2	4	10						$2,540
4.4	Internal Quality Review	4									$920
	Subtotal Hours =	4	6	10	26	0	0				46
	Subtotal ($) =	$920	$1,140	$1,650	$3,900	$0	$0	$0	$0	$0	**$7,610**
Task 5	**Bid Period Support**										
5.1	Pre-Bid Meeting										$0
5.2	Respond to RFI (5 assumed)										$0
5.3	Addenda Assistance (2 assumed)										$0
	Subtotal Hours =	0	0	0	0	0	0				0
	Subtotal ($) =	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
	Total Hours by Classification =	**12**	**52**	**114**	**170**	**0**	**2**				**350**
	Total ($) by Classification =	**2,760**	**9,880**	**18,810**	**25,500**	**0**	**380**	**12,805**	**0**	**0**	**$70,135**
	Direct Expenses =			**$0**				**$0**	**$0**	**$0**	**$0**
	Total ($) =			**$57,330**				**$12,805**	**$0**	**$0**	**$70,135**
										Total Harris	**$57,330**
										Total Subs	**$12,805**
										Sub Markup (10%)	**$1,281**
										Total =	**$71,416**

ASSUMPTIONS UPON WHICH COST PROPOSAL IS BASED:

1 The following estimated Sheet count

DWG NO.	DESCRIPTION	SCALE	2019 SHEETS	2020 SHEETS
T-01	Title sheet & Notes	-	0	0
K-01	Key map	-	0	0
P-01 to P-XX	Plan sheets	40	0	5
SS-01	Surface Treatment Plan	-	0	0
SD-01 to SD-XX	Drainage Plan and Profile	20/40	0	2
CR-01 to CR-XX	Curb ramp and ADA Details	-	0	2
CD-01 to CD-XX	Construction Details	-	0	0
ST-01 to ST-XX	Signing & Striping Plans	40	0	5
		TOTAL:	**0**	**14**

2 Hours and fee for individual tasks are an estimate; the total hours and cost for the project takes precedence.
3 Hours and fee may be renegotiated if the project is delayed by factors beyond Harris' control.
4 City will provide front end specifications in word format, and any other available data such as as-built plans, subdivision maps, survey maps, corner records etc.
5 Utility Companies will design their relocations, if any are needed.
6 The number of budgeted meetings is indicated on the spreadsheet.
7 City comments will be presented to Harris in one consolidated set of marked-up documents and/or letter form.
8 Redesign required due to changes made by Agency after 90% design approval are subject to additional fee to Harris & Associates
9 The budget for topographic survey, right of way mapping and utility locating is an allowance and will only be used if supplemental information is needed.
10 It is assumed that construction staging/traffic control plans will not be required at this time.
11 Detailed Environmental studies are not included. This project is anticipated to be categorically exempt.
12 City to provide permissions to enter private property for Harris and Subs.
13 All assumptions applicable to the existing contract are also applicable to this additional work.
14 Scope and effort for Topographic survey and Utility locating will be determined following field investigations and pavement testing results. No allowance is included in this estimate the allowance from the original scope of work will be utilized first prior to requesting any additional authorization.

December 24, 2018 MP18-635

Sivakumar Natarajan, PE QSD
Project Manager
Harris & Associates
1401 Willow Pass Road, Suite 500
Concord, CA 94520

Subject: Pavement Evaluation Services – City of Seaside – Pavement Design and Construction Management Services – Additional Streets

- Kimball Avenue from Fremont Boulevard to Wheeler Street
- Yosemite Street from Mingo Avenue to La Salle Avenue

Dear Siva:

Per your request, we are submitting our proposal for pavement evaluation services. Our work will include assisting with site review and treatment confirmation; pavement evaluation, including deflection testing and coring; and providing design and construction support services. Our scope of work is broken down into the four tasks outlined below.

Scope of Work

Additional Pavement Evaluation Services

PEI will perform pavement evaluation services for the subject streets. The field testing portion of our work consists of deflection testing and coring the pavement to determine the asphalt layer thickness. Deflection tests will be performed at 100-foot maximum intervals in each travel lane. Coring will be performed at 500-foot maximum intervals over the street segment. The deflection analysis will be performed in general accordance with CTM 356. Traffic control will be provided by a licensed traffic control company. Harris & Associates will provide the traffic index.

To assist us with the evaluation of the streets identified for reconstruction, we will measure the full structural section (AC & AB) at each core location. We will also collect native soil samples that will be used to determine the R-value.

The engineering report summarizes our deflection analysis and contains rehabilitation and reconstruction options for the street segment tested. We will explore all possible rehabilitation options, including pulverization and resurfacing, milling and filling, conventional AC overlay and ARHM overlays, as well as recycling options such as FDR and CIR. Included with the report are deflection summary sheets, photos and a visual description of the street segment.

Our lump sum fee for completing the work is $12,805. If Harris & Associates can approve the work by January 4, 2019, then PEI can reduce the price to $8,905 because we will be able to combine it with the other work.

The attached proposal conditions will apply. Please feel free to contact me at (805)781-2265 with any questions.

Very truly yours,
PAVEMENT ENGINEERING INC.

Joseph L. Ririe, P.E.
Principal Engineer

Attachments: Proposal Conditions

pc: C File, M File, MP Files

PROPOSAL CONDITIONS

1. Proposal is valid for thirty days from the date of the proposal.

2. All work shall be performed utilizing common methods and practices of the civil engineering profession. Reports and construction documents will be signed by a registered civil engineer.

3. Fees for Lump-Sum or Unit Price Proposals will be charged at the quoted price. The quoted prices include all laboratory testing costs. Fees for Engineering and Technical Services on a Time and Materials Basis will be charged at the applicable hourly rates of the current PEI Fee Schedule.

4. The proposal is based upon providing liability insurance with limits up to $2,000,000.

5. Payment: Invoices will be submitted at the completion of the work for Engineering Reports. Inspection fees will be invoiced on a monthly basis. All invoices are due upon receipt. Interest of 1-1/2% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Attorneys' fees or other costs incurred in collecting any delinquent amount shall be paid by the client.

CITY OF SEASIDE
STAFF REPORT

Item No.: 8.G.

TO: City Council

FROM: Craig Malin, City Manager

BY: Rick Riedl, City Engineer
Misty Bradshaw, Associate Engineer

DATE: March 7, 2019

SUBJECT: **APPROVE A RESOLUTION AUTHORIZING FISCAL YEAR 2019-20 STREET REPAIR PROJECT LIST TO BE FUNDED IN PART WITH SB1 ROAD MAINTENANCE AND REHABILITATION ACCOUNT REVENUES AND AUTHORIZING STAFF TO SUBMIT TO THE CALIFORNIA TRANSPORTATION COMMISSION**

PURPOSE & RECOMMENDATION

Approve the resolution authorizing staff to submit a SB 1 Project List to the California Transportation Commission (CTC), and authorizing the SB1 Project List (Exhibit A) to be funded in part with fiscal year (FY) 2019-20 Road Maintenance and Rehabilitation Account Revenues.

BACKGROUND

Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide.

City Council previously held study sessions on the Pavement Management Program on April 19, 2018, June 7, 2018, and July 10, 2018. Based upon Council direction to focus on upgrading major streets, staff developed preferred scenarios identifying the City's ability to upgrade these roads using Measure X and SB1 funds. The locations were combined into a single Arterial and Collector Resurfacing Project, which will be completed over multiple phases projected over the next two to three years.

SB1 places accountability and compliance requirements on jurisdictions in order to exhibit effectiveness of the program. The City must annually adopt by resolution a list of projects proposed to receive FY funding in part from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1. On April 19, 2018, the City adopted a project list for Road to be funded by SB1 (Reso 18-26). Staff submitted to the CTC the Arterial and Collector Resurfacing Project based on Reso 18-26. As part of this year's project list update, staff is recommending that the City re-submit the same project for FY 2019-20.

It is recommended that the City Council adopt a resolution approving the attached SB1 Project List in order to update the project list with the CTC for continuation of SB1 funding.

ENVIRONMENTAL COMPLIANCE

Per Title 14 of the California Code of Regulations, Chapter 3, "Guidelines for Implementation of California Environmental Quality Act (CEQA)," Article 19, "Categorical Exemptions," Section 15301.c, "Existing Facilities" the following actions are categorically exempt;

"Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety)."

FISCAL IMPACT

The City of Seaside revenues generated from SB1 are budgeted to be $567,225 in FY 2019-20. The proposed project list (Exhibit A) will be funded from the budgeted SB1 revenues.

ATTACHMENTS

1. Resolution
2. Exhibit A: SB1 Project List

Reviewed for Submission to the
City Council by:

____
Craig Malin, City Manager

RESOLUTION NO. 19-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE

APROVE A RESOLUTION AUTHORIZING FISCAL YEAR 2019-20 STREET REPAIR PROJECT LIST TO BE FUNDED IN PART WITH SB1 ROAD MAINTENANCE AND REHABILITATION ACCOUNT REVENUES AND AUTHORIZING STAFF TO SUBMIT TO THE CALIFORNIA TRANSPORTATION COMMISSION

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, attached hereto as Exhibit A, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement, as ; and

WHEREAS, the City could receive an estimated $567,225 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

WHEREAS, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into our community's transportation priorities, including City Council Study Sessions, and Council's direction to focus on upgrading major streets and roads; and.

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate approximately four streets and roads throughout the City as part of the Arterial and

Collector Resurfacing Project this year and approximately nine streets in the future phases of the Arterial and Collector Resurfacing Project; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "at risk" condition and this revenue will help us improve the overall quality of our road system; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside approves a resolution authorizing the SB1 Project List (Exhibit A) to be funded with fiscal year 2019-20 Road Maintenance and Rehabilitation Account Revenues and authorizing staff to submit to the California Transportation Commission;

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 7th day of March 2019 by the following vote:

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

____
Ian N. Oglesby, Mayor

ATTEST:

____
Lesley Milton-Rerig, City Clerk

Exhibit A: Senate Bill (SB) 1 Proposed Project List for Fiscal Year 2019/2020

Title	Description	New or Carried Over Project for SB1 Reporting	Location	Estimated Project Completion	Est Useful Life Min	Est Useful Life Max	FY19/20 Estimated SB1 Funding
Arterial and Collector Resurafacing Project (Design)	Design for the removal & replacement of failed road sections. This is a multi-phase project spanning upwards of two years for Design, with a design phase spanning the from FY 18/19 through FY 19/20.	Carried Over - Combined Project in FY18/19 and Carried over from FY 18/19 to FY 19/20	Various arterial and collector roadways around the City	July 2020	5	30	**$ 30,000.00**
Arterial and Collector Resurafacing Project (Construction)	Remove & Replace failed road sections utilzing various treatment types selected as the best applicable treatment. This is a multi-phase project spanning upwards of three years for Construction, with a construction phase spanning from FY18/19 through FY20/21.	Carried Over - Combined Project in FY18/19 and Carried over from FY 18/19 to FY 19/21	Various arterial and collector roadways around the City	November 2021	5	30	**$ 537,225.00**
				Total Estimated Budget:			**$ 567,225.00**

CITY OF SEASIDE
STAFF REPORT

Item No.: 9.A.

TO: City Council

BY: Craig Malin, City Manager

DATE: March 7, 2019

SUBJECT: **PROVIDE DIRECTION ON SHORT-TERM RENTAL ENFORCEMENT**

PURPOSE & RECOMMENDATION

Direct the City Attorney to initiate enforcement of suspected short-term rentals operating without a license, and authorize the City Attorney to establish payment plans for any past-due short-term rental transient occupancy taxes.

BACKGROUND

After months of discussion, the City Council adopted an ordinance allowing and regulating short-term rentals of homes on July 5, 2018. The ordinance took effect in August. As the ordinance took effect, the City initiated a paper-based application and permitting system while working toward placing applications for short-term rental licenses on-line. Through use of the paper-based application process, the first short-term rental license was issued on September 1, 2018, and the first transient occupancy tax (TOT) payment was made on August 31, 2018.

Presently, applications for business and short-term licenses are online, and available by clicking a link on the City's homepage. The City also facilitates payment of TOT online via PayPal and is in process of contracting with AirBnB to automate TOT payments for licensees and their guests. Seventeen different short-term license holders presently operate twenty-nine short-term rental properties, with another twenty-one applicants in process of securing licenses for twenty-eight additional properties. The list of current licensees and applicants is attached.

To date, the City has received just under $27,000 in TOT from short-term rentals, as part of approximately $2.1 million in TOT collected since August of 2018. Some short-term license holders and applicants have expressed concerns with the City's initial implementation of the short-term licensing process and have asked the City Council to establish a new effective date (Jan. 1, 2019 has been suggested) for TOT payments. Establishing a new date carries risk that others who have paid TOT since August of 2018 could have grounds to demand their taxes be repaid. Accordingly, staff recommends compliance with the existing ordinance and direction from the City Council to permit the City Attorney to establish payment plans for any yet unpaid TOT from current and future licensees, dating back to August of 2018. As the goal is compliance, the City Attorney should be granted latitude to arrive at payment plans that meet the individual operator's ability to pay.

In addition to the TOT payment concern, on any given day, approximately 120 short-term rentals within the city are advertised on websites, thus averaging nearly double the amount of current and pending permitted locations. The City and media have publicized the requirement for short-term rental licenses on multiple occasions, and the City has previously mailed multiple letters to suspected short-term rental operators, advising them of the need for licensure.

As the City passes the six-month anniversary of permitting short-term rentals, it is an appropriate time to dedicate legal resources to gaining compliance. Letters, staff and media attention can suggest and encourage compliance, but gaining compliance ultimately requires dedicating legal resources to the effort. Accordingly, it is recommended the City Attorney initiates a compliance program with certified letters and follow-up efforts to bring short-term rentals operating within the city into compliance with Seaside Code.

ATTACHMENTS

1. STR Status

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager

Short Term Rentals (status as of March 1, 2019)

Name	No. of Listings	Status	Date Approved
Murray Wagnon	1	Inspected and Approved	9/1/2018
Emad Ibrahim	2	Inspected and Approved	10/4/2018
Pablo Oliva/Omar Jiminez	1	Inspected and Approved	10/15/2018
Cheri & Olga Collins	1	Inspected and Approved	10/18/2018
Grace Nguyen	2	Inspected and Approved	11/6/2018
Kenneth Jones	1	Inspected and Approved	11/7/2018
Wolfgang Maerker	3	Inspected and Approved	1/4/2019
Donna Kaufman	1	Inspected and Approved	1/10/2019
Daniel Hunt	2	(2) Inspected and Approved	1/14/2019
Dennis Volk	4	Inspected and Approved	1/22/2019
Jasmine Alwill	3	(2) Approved/(1) pending corrections	1/25/2019
Alexandra Burks	1	Inspected and Approved	1/28/2019
Linda Natale/Linda Ciandro	3	Inspected and Approved	1/29/2019
Tarek Elgendy	1	Inspected and Approved	2/6/2019
Robert Booth	1	Inspected and Approved	2/7/2019
Tanya Tarantino	1	Inspected and Approved	2/11/2019
Mark Baerg	1	Inspected and Approved	2/12/2019
Joseph & JoseAnn Tringali	1	Inspection Scheduled 2.21.19	
Suzan Melehani	1	Pending corrections from inspection	
Wenhua Cao	1	Contacted 1/28 - will call back to schedule	
Yen Tran	1	Pending corrections from inspection	
JMA Residentials	4	Pending corrections from inspection	
Korrutai Yujaroen	1	Pending corrections from inspection	
Anthony & Martha Henry	1	Pending corrections from inspection	
Zyad Tabib	1	Pending corrections from inspection	
Yanmei Liu	1	Pending re-inspection	
Luyuan Zhao	3	Pending re-inspection	
Tanesia & Chimyere Paige	1	Pending corrections from inspection	
Pavel Aliotti	3	(2) Pending corrections (1) waiting to schedule inspection	
Jeremiah & Ashley Low	1	Pending corrections from inspection	
Juhan Jwaideh	1	Pending corrections from inspection	
Yaoliang Yan	1	Incomplete submittal -	
Patricia Muniain	1	Pending inspection	
Clementine & Jesse Muson	1	Incomplete submittal -	
Susan Bradley	1	Incomplete submittal -	
Tammy Consoli	1	Incomplete submittal -	
Jenny Hwang	1	Incomplete submittal -	
Michael Garcia	1	Incomplete submittal -	

CITY OF SEASIDE
STAFF REPORT

Item No.: 9.B.

TO: City Council

FROM: Craig Malin, City Manager

BY: Dan Meewis, Recreation Superintendent
Judy Veloz, Deputy Chief

DATE: March 7, 2019

SUBJECT: **RECEIVE A PRESENTATION ON POTENTIAL JULY 4TH FIREWORKS SHOW AND PROVIDE DIRECTION**

PURPOSE & RECOMMENDATION

The purpose of this item is for the City Council to receive a presentation and provide direction on a potential 2019 fireworks event.

BACKGROUND

In 2018, the City of Seaside hosted its first 4th of July Fireworks Event, "Red , White, and Blues," at the Bayonet Blackhorse Golf Course. In addition to City staff, the event was coordinated with the Monterey County Sheriff's Office (MCSO), California Highway Patrol (CHP), Presidio of Monterey Police Department, and golf course staff. The event featured live music, food, fun activities for children, and a professional fireworks sky concert. The event began at 4:30 p.m. and the fireworks sky concert started at 9:30 p.m. Local vendors provided food, arts, and games. This family friendly event was free to the public, and had approximately 20,000 attendees throughout the day.

Event Staffing and Enforcement:

In order to provide adequate support for this event, and the normal July 4th enforcement activities, all Recreation, Police, and Fire Department staff were required to work. In addition, the City contracted with MCSO for event security and parking assistance, and with the CHP for traffic support.

The MCSO provided a total of 29 support personnel which included a commander, two sergeants, 21 deputies (three mounted units on horseback), and 15 explorers. The explorers provided the technical assistance for parking on site at the golf course and the parking area located at Seaside Middle School. The CHP provided a sergeant and six officers to assist with traffic before and after the event.

A total of 71 Recreation Department employees worked the event which included the Director, Superintendent, Youth Center Supervisor, two Coordinators, and 64 part-time employees. Many of the staff that worked the event worked 12 hour shifts, however some staff worked as long as 17 hours. The Recreation Department was primarily responsible for for the set up/breakdown of the event and managing all of the recreational and logistical activities that occurred during the event.

Public Works provided 10 staff who worked from 7:00 a.m. - 1:00 a.m. and were responsible for the setup/breakdown of the event; focusing more on the details that required the use of tools and equipment. They were instrumental in handling all of the logistics related to the stage set up, lighting surrounding the venue, and all of the other heavy lifting that was needed.

The Fire Department provided a Division Chief, three firefighters, and two reserve fire fighters to assist with the command post and any medical emergencies.

Other City staff were invited to work the event and a half dozen or so chose to do so and performed various functions at the event.

Lessons Learned from 2018:

Overall the event was a success. However, there were some challenges that we faced and that need to be addressed if we host an event in 2019. First off, we need to improve our parking and traffic control plan. In order to do this, a site specific traffic plan needs to be in place that adds entrances and exits (similar to the Concorso Italiano) in addition to the main entrance. In conjunction with the traffic plan, staff is developing a revised parking plan that may include charging a fee for all parking that is located on-site. Staff is also evaluating expanding options for off site parking and shuttles.

Second, we would need to increase the number of food vendors and restrooms. Last year's event was well attended and as a result the lines were extremely long. In some cases people had to wait over an hour for food and restrooms. This is a fairly easy fix, as we now know what the potential will be for attendance, and we can plan on doubling or tripling these aspects to cut down on the lines and provide a more enjoyable experience.

Finally, the biggest challenge we face for 2019 is providing adequate security, parking, and traffic support. The MCSO has informed the City that they will be unable to assist with this year's event. The CHP has not officially confirmed that they will assist, but if they do assist the City will need to provide them with a detailed traffic and operation plan prior to the event. Staff is evaluating other options including contracting with a large security company and reaching out to other agencies for support.

It is highly likely that the attendance numbers will increase exponentially for 2019, and providing the community with a safe venue with adequate security is the highest priority. The planning process has begun and the committee is holding regular meetings to plan for an event this year. The police department has reached out to Sand City, Carmel, Monterey, Pacific Grove, Marina, CSUMB, San Jose, and Santa Clara for support. To date we have only heard back from Sand City who is evaluating their staffing and Carmel who has declined.

Alternatives to consider:

As an alternative, staff suggests considering a large event at City Hall. If we obtained authorization to close Canyon Del Rey and Harcourt Avenue, staff could put on a large event with less need for logistical support from other agencies. A smaller sky fireworks show may still be possible and staff can provide options for this after working with the pyrotechnic company. The costs, logistical needs, and staffing for an event at City Hall would be significantly less.

The Council could also consider increasing fees for July 4th activities including vendor fees, and as noted above, charge for event parking.

FISCAL IMPACT

The total cost of the 2018 July 4th event was approximately $112,000. The total cost of all July 4 activities, including Citywide illegal fireworks enforcement was approximately $140,000.

July 4th revenues were approximately $27,200, however only $1,200 of that revenue was associated with the event (vendor fees).

2018 Police Costs:
$18,019 for public safety enforcement throughout the City
$15,732 for event security provided by Monterey County Sheriff
$ 5,213 for traffic control provided by California Highway Patrol

2018 Public Works Costs:
$3,798 for overtime & equipment for Citywide enforcement
$10,901 for staff time at the event

2018 Fire Department Costs:
$6,137 Citywide enforcement costs for additional engine company and overtime
$8,843 for event staffing

2018 Recreation Costs:
$13,823 for staff time
$57,540 for supplies and services at the event

For planning purposes, if we hold an event in 2019 at the same venue, it is anticipated the total cost will increase approximately 15-20%.

ATTACHMENTS

None

Reviewed for Submission to the
City Council by:

Craig Malin, City Manager