1. City Council Agenda April 13, 2015

   Documents: CITY COUNCIL AGENDA 2015-4-13.PDF

2. City Council Packet April 13, 2015

   Documents: CITY COUNCIL PACKET 2015-4-13.PDF
REGULAR MEETING OF THE SOLVANG CITY COUNCIL
COUNCIL CHAMBERS
1644 OAK STREET
April 13, 2015
6:30pm

Please be advised that, pursuant to State Law, any member of the public may address the Council concerning any item on the Agenda. Please be aware that Items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the Council. 
If you wish to speak on Items 3, 4, or 5 please do so during Public Communications. Regular City Council meetings are broadcast live on Channel 23 in the Santa Ynez Valley

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATION

Mayor Richardson acknowledged proclamations had been presented at the Valley Foundation Dinner on March 28th honoring Kathleen Campbell as Woman of the Year, Ken Andersen as Man of the Year and Walt and Kay Alves with the Lifetime Achievement Award.

Mayor Richardson will be presenting a proclamation to Jill Ater, recognizing April 2015 as Parkinson’s Disease Awareness Month.

CITY MANAGERS REPORT

1. PUBLIC COMMUNICATIONS – WRITTEN OR VERBAL

At this time, please direct comments to the City Council regarding Consent Calendar Items or matters NOT on the agenda but within the jurisdiction of the Council. (Speakers are limited to five (5) minutes).

2. COUNCIL COMMENTS AND REQUESTS

Comments and requests from City Council Members. No action will be taken at this meeting.
3. APPROVAL OF AGENDA AS PRESENTED

4. CITY COUNCIL MINUTES OF MARCH 23, 2015

Approval of minutes.

5. CONSENT AGENDA

   a. Approval of warrant register
   b. Approval of Animal Control contract with County of Santa Barbara
   c. Notice of Completion Sewer Line Rehabilitation Project
   d. Adopt Resolution authorizing the City Manager to execute and file a claim with the Santa Barbara County Association of Governments for allocation of Transportation
   e. Receive and file Santa Barbara County Fire Department update for 1st quarter of 2015
   f. Scada & Telemetry System Engineering Services for Upland Wells Project:
      1. Approve Amendment 1 to the Professional Services Agreement with Carollo Engineers in the amount of $18,500
      2. Authorize execution of the Amendment by the Mayor

PUBLIC HEARING

6. REQUEST TO RENEW THE LICENSE WITH SOLVANG TROLLEY AND CARRIAGE COMPANY TO ALLOW CONTINUED USE OF THE HORSE-DRAWN CONVEYANCE, AND TWO DIESEL TROLLEYS FOR TOURS IN SOLVANG

Hold Public Hearing and discuss and provide direction regarding:

   1. Renewal of the horse drawn conveyance license for Solvang Trolley for a two year term
   2. Renewal of the diesel trolley license for a two year term
   3. Applicant’s request to allow duplicative BAR approved signage

REGULAR AGENDA

7. PARKING IN LIEU AGREEMENT AND PROMISSORY NOTE

   1. Approve and execute the Parking In Lieu Agreement with South Coast Property Development Company for the financing of 17 parking spaces at $12,376 each for a total of $210,392
   2. Approve and authorize City Manager to execute the Promissory Note for the Parking In Lieu fees for the project located at 425 First Street known as the Solvang Suites Hotel

8. CITY OF SOLVANG GOALS-UPDATE

   1. Review the City Council goals/visions
   2. Discuss and provide staff direction on potential additions or modifications to the goals
9. CREDIT CARD ACCEPTANCE AND FEE OPTIONS

1. Review and accept recommendation for a new fee structure for credit card acceptance that provides for recovering all costs associated with accepting credit cards
2. Authorize the City Manager, in coordination with the Director of Administrative Services, to increase or decrease customer fees for accepting credit cards as appropriate in order to maintain total cost recovery, unless the average transaction amount does not warrant the need to recover the cost
3. Accept recommendation to allow for credit card payment for other City transactions (retail only), such as Transit Occupancy Tax or Planning and Building Fees

10. COUNCIL MEMBER REPORTS (Oral reports: Each Council Member will give oral reports on their activities in relation to the following committee or agencies. In addition, each member may report on items that will be included on the agenda for such committee or agency and seek guidance from the Council as a whole on such items, including on what position to take on behalf of the City)
   - Santa Barbara County Association of Governments
   - Air Pollution Control Board
   - Joint Wastewater Committee
   - Finance Committee
   - Water Committee
   - Indian Gaming Benefit Committee
   - California Joint Powers Insurance Authority
   - Other Committees/meetings

11. ADVANCE CALENDAR

   Informational calendar – no action.

12. CLOSED SESSION

   GC54957  Personnel Evaluation – City Manager
   GC 54957.6  Conference with Labor Negotiators – Agency designated representative – Brad Vidro, City Manager – Employee organization Teamsters Local 986

13. ADJOURNMENT

Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1644 Oak Street, Solvang, during regular business hours and on the City’s website www.cityofsolvang.com, in addition, any writings relating to an open session agenda item provided to a majority of the Council that is distributed within 72 hours of the meeting, after the posting of the agenda, will be identified and available separately at City Hall and may be posted to the website.

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of Administrative Services at 688-5575 or the California Relay Service. Notification 48 hours prior to the meeting would enable the City to make reasonable arrangements to ensure accessibility to this meeting.
CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATION

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3. **APPROVAL OF AGENDA AS PRESENTED**

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   Approval of minutes.

5. **CONSENT AGENDA**

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**REGULAR AGENDA**

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GC54957 Personnel Evaluation – City Manager

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CALL TO ORDER  Mayor Richardson called the meeting to order at 6:30pm.

ROLL CALL

PRESENT: Mayor Richardson, Council Members Duus, Jamieson, Skytt and Zimmerman

STAFF: Brad Vidro, City Manager, Roy Hanley, City Attorney, Sandra Featherson, Administrative Services Director, Arleen Pelster, Planning/Community Development Director, Matt van der Linden, Public Works Director/City Engineer, Charlie Uhrig, Community Resource Officer, Mary Ellen Rio, City Clerk

PLEDGE OF ALLEGIANCE  Led by Council Member Jamieson.

PRESENTATION

Mayor Richardson read a proclamation recognizing the retirement of Craig Martin, who was unable to attend.

Mayor Richardson presented a proclamation to Joe Darga recognizing April 2015 as National Donate Life California Month.

CITY MANAGERS REPORT

Information report only.

1. PUBLIC COMMUNICATIONS – WRITTEN OR VERBAL

Tracy Farhad

➢ Reported on the very successful Taste of Solvang event and thanked the sponsors
➢ Shared a few stories about the attendees
2. COUNCIL REQUESTS

Mayor Richardson read into the record a letter received from the Ambassador of Denmark regarding his recent visit.

No requests.

3. APPROVAL OF AGENDA AS PRESENTED

No changes.

4. CITY COUNCIL MINUTES OF MARCH 9, 2015

**Motion** was made by Council Member Duus, seconded by Council Member Jamieson to approve the minutes as presented. **Motion carried** with a verbal response of 5 ayes.

5. CONSENT AGENDA

Consent agenda read by City Clerk.

a. Approval of pre-issues and warrant register dated March 23, 2015
b. Adopt on second reading, by title only Ordinance No. 15-____, an Ordinance of the City Council of the City of Solvang amending the Solvang Municipal Code TITLE 6 CHAPTER 4 relating to use of vaporized cigarettes in public areas
c. New Warrant Register process and revised check signing policy:
   1. Approve the revised Check Signing Policy to reflect changes related to signatures needed and distribution of the Warrant Register
   2. Approve changes to the Warrant Register process
d. Adopt Resolution No. 15-____, A Resolution of the City Council of the City of Solvang initiating the preparation of an engineer’s report, approving the Preliminary Engineer’s Report, and setting a public hearing for April 27, 2015
e. Receive and file Santa Barbara County Sheriff’s report for February 2015

Mayor Richardson pulled item 5c for further discussion.

**Motion** was made by Council Member Duus, seconded by Council Member Skytt to approve Consent Agenda items 5a, 5b, 5d and 5e as presented. **Motion carried** with a roll call vote of 5 ayes.

Mayor Richardson expressed concern in item 5c that no limit amounts on the checks are allowed for a stamped signature and requested that Mayor Pro Tem be included in paragraph 5 and only if the Mayor Pro Tem was unavailable that a stamped signature could be used with the one wet signature.

**Motion** was made by Council Member Duus, seconded by Council Member Skytt to include Mayor Richardson’s suggestion for item 5c. **Motion carried** with a verbal response of 5 ayes.
PUBLIC HEARING

Council Member Skytt reported a conflict of interest and left Council Chambers.

6. **PUBLIC HEARING ON THE RENEWAL OF THE SANTA YNEZ VALLEY TOURISM BUSINESS IMPROVEMENT DISTRICT (SYVTBID)**

   Staff report by City Manager
   - This item has been before Council in the past, first to adopt a Resolution of Intention and then to set the date for a Public Hearing
   - Reviewed the changes that had been made to the original plan
   - No written protests received
   - Looking to Council for direction

   Shelby Sims, Director of VisitSYV
   - Appreciated getting to know Council and working with them on this project
   - Look forward to finalizing and moving forward

   Mayor Richardson stated he was glad to see the educational portion included and asked if they still intended to provide assistance with the Breeze Bus service if needed and if Solvang would be predominately displayed in future publications. Shelby Sims responded that these requests will be honored.

   Public Hearing was opened at 7:19pm and closed due to lack of speakers.

   **Motion** was made by Council Member Duus, seconded by Council Member Jamieson to:
   1. Take public testimony on the establishment of the SYTBID
   2. Record protest votes
   3. Adopt Resolution of Formation
   4. Authorize Mayor to execute contract with SYVHA

   **Motion carried** with a roll call vote of 3 ayes, 1 no, 1 absent with Council Member Zimmerman voting no and Council Member Skytt absent.

   Council Member Skytt returned to Council Chambers.

7. **RESOLUTION - ADOPTING MEASURE A 5-YEAR LOCAL PROGRAM OF PROJECTS FOR FISCAL YEARS 2016 – 2020**

   Staff Report by Public Works Director
   - Measure A was a ½% retail transaction and use tax approved by voters in 2008
   - Its’ use was designated for construction, maintenance and repairs to existing roads and bikeways
   - Provided Solvang’s estimated proportionment for the 5-year period
   - Explained staff’s strategy for planned projects
   - Looking to Council for approval or revisions
Public Hearing was opened at 7:29pm and closed due to lack of speakers.

**Motion** was made by Council Member Duus, seconded by Council Member Zimmerman to:
1. Hold a Public Hearing and take public input on the Measure A 5-Year Local Program of Projects for Fiscal Years 2016-2020
2. Adopt Resolution Adopting the Measure A 5-Year Local Program of Projects for Fiscal Years 2016-2020
**Motion** carried with a roll call vote of 5 ayes.

8. **COUNCIL MEMBER REPORTS** (Oral reports: Each Council Member will give oral reports on their activities in relation to the following committee or agencies. In addition, each member may report on items that will be included on the agenda for such committee or agency and seek guidance from the Council as a whole on such items, including on what position to take on behalf of the City)
   - **Santa Barbara County Association of Governments**
     Mayor Richardson reported that SBCAG has become a member of the Central Valley Coalition and representatives paid a visit to the legislators in Sacramento to discuss the central coast’s transportation needs, discussions included Measure A revenues, approval of Highway 246 sidewalk and streetscape funding for Buellton, as well as informational reports from the Executive Director of Lossan Rail Corridor Agency and Deputy Secretary Chad Edison of California State Transportation Agency as well as a presentation from the advisor, Tony Harris, on the Highway 101 widening project
   - **Air Pollution Control Board**
   - **Joint Wastewater Committee**
   - **Finance Committee**
   - **Water Committee**
   - **Indian Gaming Benefit Committee**
   - **California Joint Powers Insurance Authority**
   - **Other Committees/meetings**

Council Member Duus requested and received consensus of Council to appoint Council Member Jamieson as his replacement on the Water Committee.

9. **ADVANCE CALENDAR**
   
   Informational calendar – no action.

Council Member Jamieson requested and received consensus of Council to have the Council goals brought back at a meeting in the near future.

10. **ADJOURNMENT** Mayor Richardson adjourned the meeting at 7:35pm.
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<td>Lunde’s Solvang Auto Repair</td>
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<td>Rebuild Digester Blower Motor #1</td>
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<td>03/20/2015</td>
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<td>10004</td>
<td>Santa Barbara Co. Sheriff Dept</td>
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<td>Vendor Number</td>
<td>Vendor DBA Name</td>
<td>Payable #</td>
<td>Payable Type</td>
<td>Payable Date</td>
<td>Payable Description</td>
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<td>1265 3/15</td>
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<td>03/13/2015</td>
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### Bank Code APBNK Summary

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<td>EFT's</td>
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| Total           | 48            | 40            | 0.00     | 377,873.19 |
# Fund Summary

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<td><strong>377,873.19</strong></td>
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</table>
I. **RECOMMENDATION:**

Approve Amendment No. 4 to Agreement for Animal Control Services between City of Solvang and County of Santa Barbara for $38,463.

II. **DISCUSSION:**

Santa Barbara County has provided Animal Control services for the City of Solvang since 1995. This amendment will provide for continuation of those services for fiscal year 2015/16 with an increase in the annual charge of $2,044. The charge is based on a per capita charge utilizing the Solvang current population.

III. **ALTERNATIVES:**

The Council could choose not to continue to utilize Santa Barbara County for animal control services. This would require the City to either hire in-house staff to perform the duties or to contract with some other business or entity to perform the duties. Either alternative would most likely be an increase in costs.
IV. **FISCAL IMPACT:**

Adequate funding will be budgeted in the Contract Services budget for the increase of $2,044 to fund this agreement (Acct. No.100-1000-130-56011).

V. **ATTACHMENT**

- Amendment No. 4 to Agreement
March 12, 2015

Brad Vidro, City Manager
City of Solvang
1644 Oak Street
Solvang, California 93463

Re: Animal Services Agreement Amendment FY 2015-2016

Dear Brad:

I hope things are going well in Solvang. The purpose of this letter is to update you on current events with County Animal Services and to discuss and propose the city contract fee for animal control services for Fiscal Year 2015-2016.

The Public Health Department has utilized a per capita methodology to calculate the fee for contracts with the cities for animal control services. Most of the cities had contracted for a two year agreement beginning in FY 2013-2014, which will be expiring June 30, 2015.

In FY 2014-2015 two new positions were approved for Animal Services. In addition to the costs associated with the new positions, expenditures have increased in the areas of salaries, retirement, workers compensation and utilities. Consumer fee revenue increases were also approved by the Board of Supervisors which helped offset increased costs in the formula used to calculate the city contract fees.

In early January, 2015, the Public Health Department had a site visit from the American Humane Association (AHA) to provide a comprehensive program assessment of our Animal Services program. The purpose of the assessment is to provide a review of operations, facilities, policies and procedures and to identify program strengths and provide clear and realistic recommendations for improvements. We expect to receive the American Humane Association report in the near future and will be prioritizing the recommendations and developing an implementation plan in the following months. It is anticipated that the report will help us chart our priorities, operations and planning for the next five years.

We anticipate that the AHA report will result in operational changes over the next year which will affect program costs and the way we do business. As such, we are planning
one year contract renewals for the upcoming Fiscal Year 2015-2016. Since we do not know what will be recommended, it makes the most sense to contract for one year amendments with all our cities and re-evaluate after we have received the report and made plans for implementation.

The Public Health Department has proposed an amendment for the animal services contract with the City of Solvang for the upcoming Fiscal Year 2015-2016. The amended contract amount is $38,463. The calculation is based on a 4% increase to the current per capita, and an adjustment for the increase in city population. The detail of both your current contract and proposed contract amendment is shown below:

Current FY 2014-2015 of $36,419 = $6.896 per capita * 5,281 population

Proposed FY 2015-2016 of $38,463 = $7.172 per capita (+4%) * 5,363 population

To keep 2015-2016 rates at a manageable change, the per capita increase was capped at 4%. If we had not identified one-time funding to subsidize the two additional staff, and costs above the 4% cap, the calculated increase would have been 15.2% or $41,939.

We truly value the partnerships with the cities for animal control services and want to provide the best service possible. We look forward to working with the City of Solvang in the upcoming year. I will forward an original amendment and three original signature pages for the City to execute.

Feel free to call me at 681-5284, to discuss the contract renewal, any questions or any other animal related issues. If you would like more information on your city’s calculation, I will do my best to provide that. If you would like for me to attend the Council meeting when this amendment is on the agenda, let me know and I will be sure to get it on my calendar.

Best Regards,

Jan E. Glick, MS
Animal Services Director
FOURTH AMENDMENT TO AGREEMENT
between
COUNTY OF SANTA BARBARA
and
CITY OF SOLVANG
for
ANIMAL CONTROL SERVICES

Effective July 1, 2015

THIS IS THE FOURTH AMENDMENT TO THE AGREEMENT (hereafter Fourth Amendment) for Animal Control Services (hereafter Agreement), made by and between the County of Santa Barbara, a political subdivision of the State of California (hereafter COUNTY), and the City of Solvang, a municipal corporation in Santa Barbara County (hereafter CITY).

WHEREAS, the parties desire to amend the Agreement to extend the term and to adjust the compensation payable to COUNTY for services performed under the Agreement; and

WHEREAS, this Fourth Amendment incorporates the terms and conditions set forth in the Agreement and the First Amendment, Second Amendment, Third Amendment except as modified by this Fourth Amendment.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, COUNTY and CITY hereby agree to amend the Agreement as follows:

1. **Definitions.** Capitalized terms used in this Fourth Amendment, to the extent not otherwise defined herein shall have the same meanings as in the Agreement.

2. **Amendments.**

   The Agreement is amended as follows:

   5. **TERM.** The term of this Agreement shall be from July 1, 2014 **2015** through June 30, 2015 **2016**.

   6. **COMPENSATION OF COUNTY.** For services rendered from the COUNTY operated shelter in Lompoc between July 1, 2014 **2015** and June 30, 2015, 2016 **2016** CITY shall pay COUNTY $36,419, **$38,463** billed in four equal quarterly payments of: $9,615.75 **$9,615.75**. Quarterly payments to COUNTY shall be made within thirty (30) days of receipt of invoice. Invoices shall be delivered to the CITY address specified in Section 3, NOTICES of Agreement.

3. **Counterparts.** This Fourth Amendment may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.
Fourth Amendment to Agreement for Animal Control Services between the County of Santa Barbara and the City of Solvang.

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to be effective July 1, 2015.

COUNTY OF SANTA BARBARA

MONA MIYASATO
COUNTY EXECUTIVE OFFICER

By: ______________________________

Date: _____________

APPROVED AS TO FORM: APPROVED AS TO ACCOUNTING FORM:
MICHAEL C. GHIZZONI ROBERT W GEIS, CPA
COUNTY COUNSEL AUDITOR-CONTROLLER

By: ______________________________ By: ______________________________
Deputy County Counsel Deputy

APPROVED TAKASHI WADA, MD, MPH APPROVED AS TO FORM:
RAY AROMATORIO, ARM, AIC
DIRECTOR/HEALTH OFFICER RISK MANAGER
PUBLIC HEALTH DEPARTMENT

By: ______________________________ By: ______________________________
Director Risk Manager

APPROVED:
JAN E. GLICK, MS
DIRECTOR OF ANIMAL SERVICES
PUBLIC HEALTH DEPARTMENT

By: ______________________________
Fourth Amendment to Agreement for Animal Control Services between the County of Santa Barbara and the City of Solvang.

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to be effective July 1, 2015.

CITY OF SOLVANG

By: ________________________________
Brad Vidro, City Manager

Date: ________________

ATTEST:

By: ________________________________
Mary Ellen Rio, City Clerk

APPROVED AS TO FORM:

By: ________________________________
Roy Hanley, City Attorney
TO:  SOLVANG CITY COUNCIL MEMBERS

FROM:  Frank Saunders, Engineering Technician, and
        Matt van der Linden, Public Works Director/City Engineer

MEETING DATE:  April 13, 2015

DATE PREPARED:  April 2, 2015

SUBJECT:  NOTICE OF COMPLETION FOR THE SEWER LINE
          REHABILITATION PROJECT, PW 041

I.  RECOMMENDATION:

Accept the Sewer Line Rehabilitation Project, PW 041, and direct the City
Manager to execute the Notice of Completion for recordation.

II.  DISCUSSION:

At the July 14, 2014 Regular Meeting, the Solvang City Council awarded a
contract for the Sewer Line Rehabilitation Project, PW 041, to Hanly General
Engineering, Corp. in the amount of $619,231.60. The City Council also
approved a construction contingency of $30,000, and authorized the City Manager
to execute any change orders up to that amount. The contractor has now
successfully completed this project.

The Sewer Line Rehabilitation Project included the rehabilitation, repair, and
replacement of sewer lines at 31 locations throughout the City by open cut and
trenchless methods; traffic control; pavement replacement; and related work.
A cost summary associated with this project is as follows:

- Original Contract $619,231.60
- Change Orders for additional manhole, and sewer line repair work. $29,350.00
- Total $648,581.60

In summary, this project has repaired, replaced, and improved deteriorated and failing sewer lines in the City’s sewer collection system as well as improved the functionality and sustainability of the entire sewer system.

At the October 13, 2014 City Council meeting the City Council approved a change order for the emergency waterline repair at Alamo Pintado Creek. This was done at a cost of $69,280 and was funded from the Water Fund. The final contract total was $717,861.60.

III. **FISCAL IMPACT:**

There is no fiscal impact with the Notice of Completion. However, the Notice of Completion starts the clock on the warranty period, and provides a period of time during which potential lien holders may address any non-payment issues with the general contractor. The total construction cost of the Sewer Line Rehabilitation Project, PW 041 was $648,581.60. The Fiscal Year 2014-15 budget included funding for this project in account number 501-5200-502-70931.

IV. **ATTACHMENTS:**

- Notice of Completion, Sewer Line Rehabilitation Project, PW 041.
- Project Location Map
NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described

2. The full name of the owner is City of Solvang

3. The full address of the owner is 1644 Oak Street, Solvang CA 93463

4. The nature of the interest or estate of the owner is; in fee

5. A work of improvement on the property hereinafter described was substantially completed on March 31, 2015. The work done was the Sewer Line Rehabilitation Project, PW 041.

6. The name of the contractor, if any, for such work of improvement was Hanly General Engineering, Corp.

7. The property on which said work of improvement was completed is in the City of Solvang, County of Santa Barbara, State of California, and is described as follows:

   Rehabilitation, repair, and replacement of sewer lines, at various locations, throughout the City of Solvang by open cut and trenchless methods.

Dated: April 13, 2015

Marti van der Linden, PE, Public Works Director

VERIFICATION

I, the undersigned say: I am the City Manager of the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on ______________________, 2015, at ______________________, California

(Date of Signature) (City where signed)

Brad Vidro, City Manager

Accepted by The Solvang City Council on ______________________

(Date Accepted)
CITY COUNCIL
STAFF REPORT/CONSENT AGENDA

TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Sandra Featherson, Administrative Services Director

MEETING DATE: April 13, 2015

DATE PREPARED: April 1, 2015

SUBJECT: ADOPT RESOLUTION NO. 15-___, AUTHORIZING EXECUTION OF 2015/2016 TRANSPORTATION DEVELOPMENT ACT CLAIM FORM

I. RECOMMENDATION:

Adopt Resolution No. 15-___, A Resolution of the City Council of the City of Solvang authorizing the City Manager to execute and file a claim with the Santa Barbara County Association of Governments for allocation of Transportation Development Act (TDA) funds for the Fiscal Year 2015/2016.

II. DISCUSSION:

Each year the City must submit a claim for Transportation Development Act (TDA) Funds to the Santa Barbara County Association of Governments (SBCAG). This year the total claim is for $536,996. This includes funds for Regional Transportation Planning in the amount of $6,251, Pedestrian and Bikeway Facility funds of $4,252 and Transit funds totaling $526,493. The Transit funds include amounts claimed on behalf of Buellton ($184,391) and Santa Barbara County ($140,000). The transit funds will be used for capital costs and the operation of the Santa Ynez Valley Transit system.
III. **ALTERNATIVES:**

City Council could choose not to approve the resolution, however, this would result in significant loss of funding for the Santa Ynez Valley Transit which could jeopardize future operation of this transit service.

IV. **FISCAL IMPACT:**

City of Solvang will claim $536,996 of TDA Funding for FY 2015/2016.

V. **ATTACHMENT:**

- Resolution
RESOLUTION No. 15 -____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLVANG
AUTHORIZING THE FILING OF A CLAIM AND/OR AMENDED CLAIM WITH
THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS FOR
ALLOCATION OF
TRANSPORTATION DEVELOPMENT ACT FUNDS FOR FISCAL YEAR 2015-16

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities
Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation
Fund and the State Transit Assistance Fund, for use by eligible claimants for various
transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the
applicable rules and regulations there under (21 Cal. Code of Regulations Sections 6600 et seq.)
a prospective claimant wishing to receive an allocation from the Local Transportation Fund or
the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association
of Governments; and

NOW, THEREFORE, BE IT RESOLVED, that the City Manager is authorized to
execute and file an appropriate claim and/or amended claim pursuant to the terms of the
Transportation Development Act, as amended, and pursuant to applicable rules and regulations
promulgated there under, together with all necessary supporting documents, with the Santa
Barbara County Association of Governments for an allocation of TDA funds in F.Y. 2015-16.

BE IT FURTHER RESOLVED that the authorized claim include funding for regional
transportation planning, pedestrian and bicycle facilities, and transit or paratransit purposes as
indicated in the claim.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Santa
Barbara County Association of Governments in conjunction with the filing of the claim and/or
amended claim.
Resolution No. 15 -

PASSED, APPROVED AND ADOPTED by the City Council of the City of Solvang on April 13, 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

________________________
Jim Richardson, Mayor

ATTEST:

________________________
Mary Ellen Rio, City Clerk
This Quarterly Report is provided to the City of Solvang by the Santa Barbara County Fire Department. It is a summary of emergency responses and calls for service as well as Fire Prevention activities.

**EMERGENCY RESPONSES AND CALLS FOR SERVICE**

The statistics below document the 102 calls for service for the City of Solvang for January – March 2015

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<td>Chemical hazard (no spill or leak)</td>
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<td>Cooking fire, confined to container</td>
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<td>Dispatched and cancelled en route</td>
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<td>EMS call, excluding vehicle accident with injury</td>
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<td>False alarm or false call, other</td>
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<td>Motor vehicle accident with injuries</td>
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<tr>
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<td>Count</td>
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<tr>
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<tr>
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<tr>
<td>Person in distress, other</td>
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<tr>
<td>Public service</td>
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<tr>
<td>Service Call, other</td>
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<td></td>
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<tr>
<td>Smoke or odor removal</td>
<td>1</td>
<td></td>
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<tr>
<td>Smoke scare, odor of smoke</td>
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<td></td>
</tr>
<tr>
<td>Unintentional transmission of alarm, other</td>
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<td></td>
</tr>
<tr>
<td>Water or steam leak</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>102</strong></td>
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</table>

**Total:** 102
INCIDENTS BY UNIT AND DISTRICT

The statistics below document the 216 calls for service by unit and district for Station 30 January – March 2015.

<table>
<thead>
<tr>
<th>Apparatus ID: E230</th>
<th>Incident District</th>
<th>Incident District</th>
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<tbody>
<tr>
<td>Incident District/Zone</td>
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<table>
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<tr>
<th>Apparatus ID: E30</th>
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<tr>
<td>13</td>
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</table>
The Fire Prevention Division recorded the following activity for the months of January – March 2015.

<table>
<thead>
<tr>
<th>Fire Prevention Activities</th>
<th>January</th>
<th>February</th>
<th>March</th>
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</thead>
<tbody>
<tr>
<td>Fire Protection Certificates</td>
<td>0</td>
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<td>Plan Checks</td>
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<tr>
<td>Development Reviews</td>
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</tbody>
</table>

If you have questions or comments regarding this report, please contact Captain Dave Zaniboni at (805) 681-5531.
<table>
<thead>
<tr>
<th>Incident Date (FD1.3)</th>
<th>Incident Primary Station (FD1.4)</th>
<th>Fire Incident Type</th>
<th>Response Mode To Scene</th>
<th>Response Time</th>
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<tbody>
<tr>
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<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
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</tr>
<tr>
<td>1/9/15</td>
<td>30</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>1/25/15</td>
<td>30</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>2/16/15</td>
<td>31</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>2/21/15</td>
<td>30</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>3/3/15</td>
<td>30</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>3/11/15</td>
<td>30</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td></td>
</tr>
<tr>
<td>3/27/15</td>
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<td></td>
</tr>
<tr>
<td>2/13/15</td>
<td>30</td>
<td>EMS call, excluding vehicle accident with injury</td>
<td>Emergency</td>
<td>0:00:54</td>
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<tr>
<td>2/9/15</td>
<td>30</td>
<td>False alarm or false call, other</td>
<td>Non-Emergency</td>
<td>0:01:11</td>
</tr>
<tr>
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<td>Date</td>
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<td>Water or steam leak</td>
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<td>0:03:24</td>
<td></td>
</tr>
<tr>
<td>2/7/15</td>
<td>EMS call</td>
<td>excluding vehicle accident with injury</td>
<td>0:03:26</td>
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<td>other</td>
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<td>0:04:05</td>
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<td>2/28/15</td>
<td>Cooking fire</td>
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<td>0:04:36</td>
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<td>Call Type</td>
<td>Response Time</td>
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<tr>
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<td>2/5/15</td>
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<td>0:05:12</td>
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<td>0:05:24</td>
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<td>Time</td>
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<td>Emergency</td>
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<td>Emergency</td>
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<td>Emergency</td>
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<tr>
<td>2/21/15</td>
<td>30</td>
<td>False alarm or false call, other</td>
<td>Emergency</td>
<td>0:06:26</td>
</tr>
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<td>2/14/15</td>
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<td>EMS call, excluding vehicle accident with injury</td>
<td>Emergency</td>
<td>0:06:26</td>
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<tr>
<td>3/28/15</td>
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<td>EMS call, excluding vehicle accident with injury</td>
<td>Emergency</td>
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<td>0:06:33</td>
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<tr>
<td>2/28/15</td>
<td>30</td>
<td>EMS call, excluding vehicle accident with injury</td>
<td>Emergency</td>
<td>0:06:36</td>
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<td>Emergency</td>
<td>0:06:59</td>
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<td>Non-Emergency</td>
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<td>2/6/15</td>
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<td>Category</td>
<td>Time</td>
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</tr>
<tr>
<td>2/18/15</td>
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<td>Person in distress, other</td>
<td>Emergency</td>
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<td>Emergency</td>
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<td>False alarm or false call, other</td>
<td>Emergency</td>
<td>0:07:36</td>
</tr>
<tr>
<td>2/14/15</td>
<td>30</td>
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<td>Non-Emergency</td>
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<tr>
<td>1/22/15</td>
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<td>Non-Emergency</td>
<td>0:08:07</td>
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<td>1/3/15</td>
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<td>Emergency</td>
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<td>1/7/15</td>
<td>30</td>
<td>Person in distress, other</td>
<td>Non-Emergency</td>
<td>0:08:26</td>
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<td>EMS call, excluding vehicle accident with injury</td>
<td>Emergency</td>
<td>0:08:37</td>
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<td>Emergency</td>
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<td>30</td>
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<td>Non-Emergency</td>
<td>0:10:26</td>
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<tr>
<td>1/10/15</td>
<td>31</td>
<td>Dispatched and cancelled en route</td>
<td>Emergency</td>
<td>0:10:29</td>
</tr>
<tr>
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<td>30</td>
<td>Assist invalid</td>
<td>Non-Emergency</td>
<td>0:11:38</td>
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<tr>
<td>1/9/15</td>
<td>30</td>
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<td>Non-Emergency</td>
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<tr>
<td>1/22/15</td>
<td>30</td>
<td>Building fire</td>
<td>Emergency</td>
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<tr>
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<td>Emergency</td>
<td>0:12:40</td>
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<tr>
<td>1/19/15</td>
<td>31</td>
<td>Motor vehicle accident with injuries</td>
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Report Filters

Incident Date (Fcl.3): is between '1/1/2015' and '3/31/2015'

Report Criteria

Incident District/Zone: Is In 30
### City of Solvang January – March 2015

Response time greater than 8 minutes

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TO:   SOLVANG CITY COUNCIL MEMBERS

FROM:  Matt van der Linden, Public Works Director/City Engineer

MEETING DATE:  April 13, 2015

DATE PREPARED:  April 3, 2015

SUBJECT:   SCADA & TELEMETRY SYSTEM ENGINEERING SERVICES
FOR UPLAND WELLS PROJECT

I.   RECOMMENDATION:

Approve Amendment 1 to the Professional Services Agreement with Carollo Engineers in the amount of $18,500, and authorize execution of the Amendment by the Mayor.

II.   DISCUSSION:

In the Fiscal Year 2014-15 Budget, funding was approved to drill and case several new upland wells, and install wellhead facilities and piping for one well to be placed in service in 2015.  To that end, at its regular meeting of October 13, 2014 the Solvang City Council awarded a Professional Services Agreement to Carollo Engineers in the amount of $68,200 for wellhead facilities design services for the Upland Wells Project.

At that time, it was envisioned that the required SCADA and telemetry system engineering services would be included in the construction contract and performed by the specialty subcontractor who would be installing the radio and telemetry equipment and performing the SCADA programming.  However, as we have progressed through the wellhead facilities design, it has been determined that performing some of the necessary SCADA and telemetry engineering now and including this in the plans and specifications will result in lower construction cost
and better quality control to ensure the constructed facilities are fully compatible with our existing SCADA system.

Therefore, staff recommends that the City Council approve Amendment 1 with Carollo Engineers in the amount of $18,500, and authorize execution of Amendment 1 by the Mayor.

III. ALTERNATIVES:

The City Council could choose to direct staff to include the SCADA and telemetry engineering services as part of the wellhead facilities construction contract, or delay adding the new HCA South Well to our existing SCADA system until some future date. However, delay in incorporating the new well into our existing SCADA system will result in the need to manually operate the new well, reduce supply reliability, and increase operating costs.

IV. FISCAL IMPACT:

Funding for the Upland Wells Project is approved in the City’s Fiscal Year 2014-15 Budget in Account No. 500-5100-501-70852. The cost of these engineering services is included in the approved project budget. Therefore, funding for the recommended Amendment 1 is available. Furthermore, the cost of the proposed consultant services is considered reasonable and should result in an equivalent or greater reduction in the construction cost.

V. ATTACHMENTS:

- Amendment 1
AMENDMENT NO. 1

PROFESSIONAL SERVICES AGREEMENT

THIS AMENDMENT is made and entered into this 13th day of April 2015, between the CITY OF SOLVANG, a municipal corporation, and Carollo Engineers. In consideration of the mutual covenants and conditions set forth in the original Agreement dated, October 13, 2014, the parties agree to an expanded scope of services and fee for additional SCADA and telemetry system engineering services.

Carollo Engineers has submitted its proposal to provide such additional services as set forth in Exhibit “D” for a fee not to exceed $18,500.00. The parties have agreed to add Exhibit “D” to the original Agreement. All remaining portions of the original Agreement shall remain in full force and effect.

“CONSULTANT”

CAROLLO ENGINEERS

_____________________________  ______________________________
Print Name and Title  Attest: Mary Ellen Rio, City Clerk

Date  Date

“The City”

CITY OF SOLVANG

_____________________________
Jim Richardson, Mayor
April 1, 2015

Mr. Matt van der Linden  
Public Works Director/City Engineer  
411 Second Street  
Solvang, CA 93463

Subject: Proposal for Hans Christian Andersen (HCA) Telemetry and SCADA Engineering Services

Dear Mr. van der Linden:

Thank you for the opportunity to propose on HCA Telemetry and SCADA Engineering Services. The scope of work is as follows:

Task 1. Field survey and meeting: Conduct field visit to review as-built equipment and design. Meet with City staff to discuss changes to equipment, proposed layout/design of new equipment and integration with current design package (Wellhead Facilities – Upland Wells Project). Fee: $1,500.

Task 2. Add radio and antenna system at HCA South Well Site for communication with City’s SCADA system. This will include electrical and instrumentation, civil and structural engineering services. Preliminary siting for the radio and antenna are within the City easement across the Skytt Mesa Development. City will provide additional details regarding type of antenna and mast height based on a radio survey study (separate study by the City). Review existing SCADA system for integration with new well input/output data. Update cost estimate, plans and specifications (100% and Final) for Wellhead Facilities – Upland Wells Project.

Panel drawings will be included as part of the plans. Loop drawings will be developed by the contractor based on the Process & Instrumentation Diagram (P&ID) Drawings and schematics developed by Carollo. Based on an initial review of the SCADA system, there are no anticipated areas of upgrade within the SCADA system so there will not be an updated SCADA block diagram. The existing wireless network (dated October 2011) will be updated to reflect the new communication equipment at HCA South Well. City will provide CAD files to Carollo for making this update. Any software upgrades to the SCADA software (FactoryTalk) would be addressed by the City at a later date.

Plans and/or specifications will be revised to show Cannon Corps as the named SCADA integrator for the project. Carollo will coordinate their scope of work for the project and integrate this scope into the plans and/or specifications. Fee: $15,000.

Task 3. Review submittals (Qty=2) and RFIs (Qty=1) during construction. Fee: $1,000.

Task 4. Update construction drawings to reflect as-built conditions. Fee: $1,000.
A total fee of $18,500 represents a not-to-exceed total and will be billed on a percent complete basis. Work can start immediately and the schedule will follow the existing Wellhead Facilities – Upland Wells Project schedule.

Thank you for considering Carollo Engineers for this project. If you have any questions on our proposed fee, please contact me at (714) 376-7298.

Sincerely,

CAROLLO ENGINEERS, INC.

James A. Meyerhofer
Jim Meyerhofer, P.E.
Project Manager
TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Arleen T. Pelster, AICP, Planning & Economic Development Director

MEETING DATE: April 13, 2015

DATE PREPARED: March 23, 2015

SUBJECT: REQUEST TO RENEW THE LICENSE WITH SOLVANG TROLLEY AND CARRIAGE COMPANY TO ALLOW CONTINUED USE OF THE HORSE-DRAWN CONVEYANCE, AND TWO DIESEL TROLLEYS FOR TOURS IN SOLVANG

I. RECOMMENDATION:

Hold Public Hearing and discuss and provide direction regarding;

1. Renewal of the horse drawn conveyance license for Solvang Trolley for a two year term
2. Renewal of the diesel trolley license for a two year term
3. Applicant’s request to allow duplicative BAR approved signage

II. BACKGROUND:

The City Council currently has a license agreement with Solvang Trolley, which is owned and operated by Salvador Orona and his family, for operation of a horse drawn trolley and carriage. In accordance with City Code Section 4-1-7(B), a public hearing must be held before renewing the license annually. The agreement expired March 24, 2015. The current license agreement provides for a daily service based near the Visitor Center on Copenhagen Drive and the ability to provide a hospitality or livery service with smaller horse drawn conveyances. The license makes the operator responsible for the cost associated with publishing for the annual public hearing. The cost is approximately $45.

The City Council also has a license with Solvang Trolley for operation of a diesel trolley bus for tours. That license has also expired.
III. **DISCUSSION:**

**Horse Drawn Conveyance:**

Staff feels that the current operator has provided excellent service and would recommend that the City Council approve the agreement for two years. Staff will continue to monitor the operation and its effects on traffic in the downtown area. Since the Orona family began operating the business in November 2007 there has been a greatly reduced amount of staff time required to monitor the operation. They have always cooperated with any requests made by City staff relative to their operation.

**Diesel Trolley Bus:**

The City Council approved the addition of one (1) diesel trolley bus to Solvang Trolley’s fleet in 2013, to provide tours within Solvang. On most days, either the Honen or the diesel trolley are in use, however, both may be used during the summer months. Pick-up and drop off of passenger occurs at the existing Honen locations. The trolley is stored on the lot west of City Hall where the Honen is stored.

The applicant is requesting the use of two (2) diesel trolleys for the upcoming license period. Because the diesel trolley service utilizes the same pick-up and drop off locations, and the route is very similar to the Honen’s hospitality route, staff has not observed any noticeable impact to the Village traffic. Staff will continue to monitor the operation of the trolleys as done for the Honen.

**Advertising/Signage:**

The current licenses for both conveyances contain the following provisions regarding advertising:

“Signage: The applicant must submit a sign plan for BAR approval. This will include portable signs to be used at drop-off/pick-up locations, as well as vehicle signage. All signage indicating location of stopping points and advertising will be required to meet all of the provisions of the City’s Sign Ordinance. Street signage must be located seven feet above the sidewalk and will include a warning of caution for streetcar loading. No permanent street signs shall be permitted. Signs, which advertise businesses within the City limits, may be located on the outside of the Honen. Signs advertising businesses within the Santa Ynez Valley may be located on the inside of the Honen. Signs advertising businesses within the Santa Ynez Valley may be located on the outside of the Honen, with approval of the BAR. The Board of Architectural Review must approve all signage. Fees for BAR review should be paid by the business requesting the sign permit.”

The applicant requests amendment of this provision in his renewal request letter. In April of 2009, the BAR provided the following direction to staff regarding signage on the Honen:
“The BAR has directed staff to review and approve any proposed trolley signage for businesses that already have BAR-approved signage for their specific business location within the City, and the fee that was originally collected for the business location’s signage would also include the sign for the exterior of the trolley.”

Because the Honen license is approved by the City Council, this provision would need to be included in the license and approved by the City Council. It appears this was not done in 2009 or subsequently. Staff requests Council direction regarding this request.

IV. ALTERNATIVES:

The City Council could make modifications to licenses, choose not to renew the horse drawn conveyance license, and/or choose not to renew the trolley tours license. Changes could also be made to the routes or loading areas.

V. FISCAL IMPACT:

The permit fee revenue gained from animal drawn conveyances and trolley tours is minimal. The renewal fee is $75 per conveyance. The benefits of a well run operation should include increased tourism related revenue for the City of Solvang.

VI. ATTACHMENTS:

- Request Letter
- Horse Drawn Conveyance License & Route Maps
- Diesel Trolley Tours License & Route Maps
Solvang, CA March 19th, 2015

To: City of Solvang  
C.c: Brad Vidro, City Manager

As our license to operate Solvang Trolley in the city of Solvang as come up for renewal, we kindly request that our permit to operate be granted again. We look forward to continuing to work with our community to provide the historical tours of the city, as well as to pick up and drop off passengers from the Tour of the Valley on the designated areas, as approved by the City Council.

We also ask the City Council to please revise the clause that authorizes the advertising of businesses on the horse drawn trolleys, which operate exclusively in the city of Solvang. In 2009, the B.A.R agreed to allow existing businesses to place ads on the trolley that based on their approved signage, as to avoid going through the same approval process, paying the same fees twice, and taking longer to place ads on the trolley. The revenue collected for advertising is used directly for hay and feed of the horses for the year. We depend on this revenue, as the price of feed has increased over 400% over the last few years. The arrangement worked well over the last few years, and it's only been recently that we have been asked for our signs to be revised by the BAR again.

We want to thank you for your attention and we reiterate our disposition to continue our collaboration to provide a good image for the City of Solvang, and a good service to its visitors.

ATT:

Horzes entertainment LLC  
DBA Solvang trolley & carriages Co

Hector Salvador Orona  
General manager
CITY OF SOLVANG
HORSE DRAWN CONVEYANCE LICENSE

GENERAL INFORMATION:
Business Name: Solvang Trolley
Owner: Salvador Orona

LICENSE REQUIREMENTS:

1. This Horse Drawn Conveyance License is issued pursuant to Solvang City Council Ordinance No. 85-23. The Horse Drawn Conveyance shall be operated in accordance with said provisions of the Solvang Municipal Code and any additional provisions as listed pursuant to the issuance of this license. Failure to comply with the provisions of the Municipal Code and listed conditions will result in immediate suspension of this license to operate.

2. The following conditions are required for the operation of the Conveyances:
   a. **Annual License Fee:** An annual license fee of $150 per conveyance – new or revised $150. Annual License Fee of existing license $75 per conveyance, plus the cost of publishing for the renewal public hearing.
   b. **Business Certificate:** Operator must obtain a City Business Permit annually.
   c. **Term:** This license renewal is for two years, expiring on April 13 2017, with additional two year renewals subject to the same notice and requirements as the original application.
   d. **Operation:** This license shall be limited to a horse-drawn conveyance or the double streetcar for the routes outlined in Attachment 1. The conveyances may be used from time to time for weddings at the discretion of the conveyance operator, and special holiday requests, both of which shall be filed with the City at least thirty (30) days in advance of the event. Shorter advance noticed may be approved the City Manager. A hospitality service (door to door service) shall be allowed, but limited to the area shown on Attachment 2.
   e. **Conveyances:** The Conveyances approved for operation shall be limited to the carriage, Danish “Vis-a-Vis”, wagonette, and the “Honen Street Car”, and one additional horse drawn conveyance with capacity for 20 passengers. The Honen Colors shall be a pale yellow body with brown trim. Any changes to the colors must be approved by the City of Solvang’s Board of Architectural Review (BAR).
f. **Operator:** All operators shall be of at least 18 years of age and shall not operate the conveyance without adequate training. Drivers not operating the conveyance in a safe manner shall be replaced immediately by the owner.

g. **Attire:** Drivers shall be attired in Danish costume, as approved by the City Manager, in consultation with the BAR. Currently that requires that the costume be Red or white shirt, preferably with long sleeves, with logo and suspenders, blue jeans, boots, and a vest in colder weather. Approved logo may be on shirts and vests.

h. **Traffic Laws and Regulations:** Operators shall further scrupulously obey and comply with all applicable traffic laws and regulations and shall observe the state laws regarding alcohol beverages and taking of drugs as though they were operators of motor vehicles.

i. **Signage:** The applicant must submit a sign plan for BAR approval. This will include portable signs to be used at drop-off/pick-up locations, as well as vehicle signage. All signage indicating location of stopping points and advertising will be required to meet all of the provisions of the City’s Sign Ordinance. Street signage must be located seven feet above the sidewalk and will include a warning of caution for streetcar loading. No permanent street signs shall be permitted. Signs, which advertise businesses within the City limits, may be located on the outside of the Honen. Signs advertising businesses within the Santa Ynez Valley may be located on the inside of the Honen. Signs advertising businesses within the Santa Ynez Valley may be located on the outside of the Honen, with approval of the BAR. The Board of Architectural Review must approve all signage. Fees for BAR review should be paid by the business requesting the sign permit.

j. **Droppings and Urine:** Animal urine and droppings shall be contained at all times in proper containers on the Conveyances. A proper container may be provided at the approved stop. Such container shall be approved as to design, appearance and location by the City Manager. All droppings and animal urine shall be disposed of outside the City in a manner which is consistent with County regulations.

k. **Shoes:** Draft animals shall be shod, as approved by the City Manager, making sure that the shoes used are appropriate to both the safety and condition of the roadway as well as proper protection of the horse's hooves.

l. **Transport:** Transport vehicles and trailers shall be in good working order and in compliance with all State laws and regulations concerning vehicle condition and maintenance. A large (visible at a distance of at least ten feet) thermometer shall be mounted on the streetcar during summer months.
m. **Storage:** The conveyances and all related equipment shall be stored on private property in a location approved by the City. A location for such storage shall be secured with private property owners through separate agreement. Such vehicles shall be stored in the approved location only during the times of operation of the Conveyance or in the case of the streetcar itself, when non-operational.

n. **Inspections:** The City shall be provided with copies of the veterinarian’s health inspection fitness reports for each draft animal as well as inspection of stable facilities. Such reports shall be provided annually or with any change in horses or stable facilities.

o. **Temperature:** Horses may not be worked at any time the ambient temperature, as measured on the streetcar thermometer reaches 95 degrees Fahrenheit. Horses shall be retired and remain in a shaded location until such time as the temperature drops below 95. A thermometer that is visible at a distance of at least ten feet shall be mounted on the conveyance during summer months.

p. **Resting:** Horses shall be rested a minimum of ten minutes between engagements and shall be offered water after every route circuit.

q. **Fire Extinguisher:** Each conveyance shall be equipped with a fire extinguisher approved by the Santa Barbara County Fire Department.

r. **Indemnity Insurance:** Licensee agrees to save and hold harmless the City, its officers, employees, and agents from all claims, loss and liability arising out of or connected in any way with the operation or use of its animal-drawn vehicles. In this regard, licensee agrees to take out and keep in force during the entire term of its license hereunder and any extension thereof, personal liability insurance covering personal injury or property damage in an amount of not less than one million ($1,000,000) single limit or equivalent. Said insurance shall specifically provide that the insurance shall be primary and any other insurance that the City carries shall be deemed excess insurance. Before a license is issued hereunder, a certificate showing such insurance and naming the City as coinsured, together with an agreement to notify the City in writing of any cancellation of coverage thirty days in advance, shall be delivered to the city clerk.

s. **Pickup Locations:** The designated pick-up and drop-off location for either the single or double street cars shall be located on the north side of Copenhagen Drive, immediately west of the Visitor’s Information Center, except when the temperature exceeds 85 degrees when the horses must be rested in a shady location. The location shall be within the public right-of-way and it is the responsibility of the operator to find a suitable location, acceptable to the City and to make all necessary arrangements (early morning coning off of the street etc.) to be assured that it is available should weather conditions exist which
will require that location to be used. An alternate pick-up and drop off location for the single two horse drawn conveyances street car shall be on Fourth Place - adjacent to Mission Drive on the west side of Alisal Road, just south of Molle Way. Pickup and drop off for livery service shall occur in safe locations, such as parking lots or curbside.

t. **Route:** The route of travel for either the single or double streetcar shall be restricted to the areas described in Attachment 1 and 2, attached hereto. No other city streets may be used.

u. **Relinquishment:** If the applicant does not use his/her approved route(s) on a regular basis (at least twice per week) for a period of ninety (90) days in a row, written notice must be submitted to the City and the designated loading area and associated route must be relinquished so that other licensed applicants, who wish to provide this community service, can utilize the approved routes.

v. **Ordinance 85-23:** Failure to comply with all of the conditions of the Horse Drawn Conveyance License, as set forth by Ordinance 85-23, may invalidate an applicant’s existing license.

w. **Alternate Routes:** Alternate routes can be approved during times of special events and road construction. The City Manager may approve alternate route(s).

x. **Conveyance Inspection:** The applicant shall have the subject conveyances inspected annually to meet all applicable sections of the vehicle code.

y. **Post Sunset Operations:** Conveyances may operate in early evening hours with appropriate lighting.

z. **Merchandise:** Promotional items with the operator’s logo can be sold from inside the conveyance, but may not be displayed on the outside of the conveyance.

aa. **Photography:** Danish costumes may be utilized for souvenir photographic purposes, but costumes cannot be displayed outside of the conveyance.

I hereby agree to the terms and conditions of this license. I understand that noncompliance with the provisions of this license is subject to immediate termination of the license and agreement. Issuance of this license is subject to terms and conditions in City of Solvang Ordinance No. 85-23 and as stipulated on this agreement.
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CITY OF SOLVANG

MOTORIZED TROLLEY TOURS LICENSE

GENERAL INFORMATION:

Business Name: Solvang Trolley and Carriage Company
Owner: Sal Orona

LICENSE REQUIREMENTS:

1. The Trolley Tours shall be operated in accordance with the provisions of the Solvang Municipal Code and any additional provisions as listed pursuant to the issuance of this license. Failure to comply with the provisions of the Municipal Code and listed conditions will result in immediate suspension of this license to operate.

2. The following conditions are required for the operation of the Motorized Trolley Tours:

   a. **Annual Fee**: Annual License Fee new $150. Annual License Fee for Renewal of existing license $75.
   b. 
   c. **Business Certificate**: Operator must obtain a City Business Permit annually.
   d. **Term**: This license renewal is for two years with additional renewals subject to the same requirements as the original application.
   e. **Operation**: This license shall be limited to Motorized Trolley Tours for the routes outlined in Attachment 1.
   f. **Conveyances**: The Motorized Trolleys approved for operation shall be limited to the model Ford 1993 Trolley style bus and the 1991 SVMC/Spartan.
   g. **Tour Operators**: All tour operators shall be of at least 18 years of age and shall not operate the conveyance without adequate training. Tour operators not operating the conveyance in a safe manner shall be replaced immediately by the owner.
h. **Attire:** Drivers shall be attired in Danish costume, as approved by the City Manager, in consultation with the BAR.

i. **Traffic Laws and Regulations:** Tour operators shall further scrupulously obey and comply with all applicable traffic laws and regulations and shall observe the state laws regarding alcohol beverages and taking of drugs as though they were operators of motor vehicles.

j. **Signage:** The applicant must submit a sign plan for BAR approval. This will include portable signs to be used at drop-off/pick-up locations, as well as vehicle signage. All signage indicating location of stopping points and advertising will be required to meet all of the provisions of the City’s Sign Ordinance. Street signage must be located seven feet above the sidewalk and will include a warning of caution for streetcar loading. No permanent street signs shall be permitted. Signs, which advertise businesses **within** the City limits, may be located on the **outside** of the Motorized trolley. Signs advertising businesses **within** the Santa Ynez Valley may be located on the **inside** of the Motorized trolley. Signs advertising businesses **within** the Santa Ynez Valley may be located on the **outside** of the Motorized trolley, with approval of the BAR. The Board of Architectural Review must approve all signage. Fees for BAR review should be paid by the business requesting the sign permit.

k. **Transport:** Motorized Trolleys shall be in good working order and in compliance with all State laws and regulations concerning vehicle condition and maintenance.

l. **Storage:** The Motorized Trolleys and all related equipment shall be stored on private property in a location approved by the City.

m. **Indemnity Insurance:** Licensee agrees to save and hold harmless the City, its officers, employees, and agents from all claims, loss and liability arising out of or connected in any way with the operation or use of its vehicles. In this regard, licensee agrees to take out and keep in force during the entire term of its license hereunder and any extension thereof, personal liability insurance covering personal injury or property damage in an amount of not less than one million ($1,000,000) single limit or equivalent. Said insurance shall specifically provide that the insurance shall be primary and any other insurance that the city carries shall be deemed excess insurance. Before a license is issued hereunder, a certificate showing such insurance and naming the City as coinsured, together with an agreement to notify the city in writing of any cancellation of coverage thirty days in advance, shall be delivered to the city clerk.
n. **Route:** The route of travel for the Diesel Trolleys Tours shall be restricted to the areas described in Attachment 1, attached hereto. No other city streets may be used.

o. **Alternate Routes:** Alternate routes can be approved during times of special events and road construction. The City Manager may approve alternate route(s) for special events.

p. **Post Sunset Operations:** Trolleys may operate in early evening hours with appropriate lighting.

q. **License Is Provisional:** Operator understands that this license is issued on a provisional basis. City will monitor the operations to see if there is any nuisance created for traffic flow or otherwise in the City and may revoke this license in such case upon two weeks’ notice. If the operation is successful for one year it may be renewed without inclusion of this provision and will only be subject to suspension as stated in paragraph 1, above.

I hereby agree to the terms and conditions of this license. I understand that noncompliance with the provisions of this license is subject to immediate termination of the license.

________________________________________
Signature – Salvador Orona
Owner/Operator

Date

________________________________________
Signature – Brad Vidro
City Manager

Date

Attachments:

1. Tour Routes
TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Julie Glendinning, Finance Supervisor

MEETING DATE: April 13, 2015

DATE PREPARED: March 24, 2015

SUBJECT: PARKING IN LIEU AGREEMENT AND PROMISSORY NOTE

I. RECOMMENDATION:

1) Approve and execute the Parking In Lieu Agreement with South Coast Property Development Company for the financing of 17 parking spaces at $12,376 each for a total of $210,392.

2) Approve and authorize City Manager to execute the Promissory Note for the Parking In Lieu fees for the project located at 425 First Street known as the Solvang Suites Hotel.

II. DISCUSSION:

South Coast Property Company is developing the Solvang Suites Hotel at 425 First Street and per the Conditions of Approval, item C-7(d) Parking In Lieu fees for 17 spaces are required in the amount of $210,392. They have requested several components for a loan to pay the required amount which have not typically been included in previous Parking In Lieu Agreements:

A.) 30 year assumable loan
B.) A non-recourse loan directly to my company or in a second position to future financing on the property
C.) Annual payments starting 1 year after a certification of occupancy is issued.
D.) A fixed interest rate calculated by today’s 10-year treasury yield.
E.) The right to swap principal reduction for each obtained parking spaces within 500ft of the property throughout the duration of the loan.

South Coast Property Company desires to finance the Parking In Lieu fees over a 30 year period. Staff is recommending the note be for 20 years, at 4.25% fixed rate, which is 1% over the prime rate, currently at 3.25%.

III. ALTERNATIVES:

The City Council could require the applicant to pay the $210,392 for Parking in Lieu fees prior to the certificate of occupancy and not fund it over time. The Council could allow any of the components that the applicant is requesting, but that would be a change from previous agreements.

IV. FISCAL IMPACT:

With the execution of a 20-year promissory note, the AB1600 Impact Fee fund would realize principal and interest payments totaling $308,341 over the course of the note. The initial payment of $7,653.96, would be due one month after the Certificate of Occupancy is issued and $15,825.65 would be due annually for the remaining 19 years. This calculation is based on the prime rate plus 1%, as reported by the Wall Street Journal (WSJ). These funds will be restricted for parking lot use only.

V. ATTACHMENTS:

- Letter from South Coast Property Company
- In-Lieu Parking Fee Financing Agreement
- Conditions of Approval from as approved by the Planning Commission on June 2, 2014
- Promissory Note
- Loan Amortization schedule
I want to thank the Planning & Building Department, The BAR, and the City for working with me on the Solvang Suites project thus far. Progress has been going well on my end of the project, and the structural and mechanical aspects of the plans are coming to a complete. My next major step will be to obtain financing for the project. In order to ensure that this project has adequate funding, I am kindly asking that the City Council will approve a plan to have the City of Solvang finance the 17 in lieu of parking space requirements that the Planning Department collectively determined the project needed. During the meeting, it was stated: the Planning Department was going to recommend that the City Council would approve financing for these in lieu of parking fees. The cost of each parking space is $12,376.00, therefore the total City financed amount to be $210,392.00.

Though the city, schools, businesses, and the community will all benefit from this development, I want to clarify that I understand I am asking for a favor and for your help. With the loan structured as hereunder described, it will ensure that the project gets built in a timely manor and at a level of luxury that will benefit the all parties the most.

In regards to the terms of the financing, I kindly ask that the City grant me the following:
A.) 30 year assumable loan
B.) A non-recourse loan directly to my company or in a second position to future financing on the property
C.) Annual payments starting 1 year after a certification of occupancy is issued.
D.) No pre payment penalty
E.) A fixed interest rate calculated by today’s 10-year treasury yield.
F.) The right to swap principal reduction for each obtained parking spaces within 500ft of the property throughout the duration of the loan.

Thank you very much for your time and consideration. This property truly will be a wonderful asset to the city of Solvang!

Sincerely,

Brian Raschiatore
THIS IN-LIEU PARKING FEE FINANCING AGREEMENT (the “Agreement”) is entered into on the date set forth below between the CITY OF SOLVANG (the “City) and South Coast Property Company (“developer”) and is made with reference to the following facts:

A. Developer has applied for permits to construct a resort hotel with twenty one (21) guest suites, restaurant, bar, fitness room and roof-top pool, in the City of Solvang.

B. The City has enacted Section 11-11-7-9 of the Solvang Municipal Code requiring developers of retail and general commercial projects to mitigate adverse parking impacts caused by those projects by either (a) providing 3.6 on-site parking spaces per 1,000 square feet of gross floor area of development, or (b) providing two parking spaces per 1,000 square feet of development on-site and paying a parking development fee (the “In-Lieu Parking Fee”) in lieu of providing 1.6 additional parking spaces per 1,000 square feet of gross floor area that, as of July 1990, was used for storage purposes, to retail and/or commercial uses, pay an In-Lieu Parking Fee in lieu of providing any parking on-site.

C. The purpose of the In-Lieu Parking Fee is to finance the construction of the parking facility (the “Parking Facility”) on property owned by the City on Oak Street and identified as Assessor’s Parcel Nos. 139-174-030 and 139-174-034 to accommodate additional parking demand generated by new retail and commercial development within the City.

D. The City has determined that the In-Lieu Parking Fee shall equal $12,376 for each parking space that is not provided on-site.

E. The City has further determined that the in-lieu fee shall be payable either (1) in full prior to the issuance of the building permit(s) for the project, or (2) in twenty (20) annual installments with interest at 4.25% per annum, with the first payment due 30 days after the Certificate of Occupancy then annual installments thereafter.

F. The City and the Developer desire to enter into this Financing Agreement for the payment of the In-Lieu Parking Fee on an installment basis.

NOW, THEREFORE, the parties hereto intending to be legally bound, agree as follows:

I. IN-LIEU PARKING FEE
Developer shall pay an In-Lieu Parking Fee of $210,392.00, plus interest, to the City of Solvang in satisfaction of Developer’s responsibility to mitigate adverse parking impacts by contributing to the cost of construction of certain public parking facilities in the City as provided for in Section 11-11-79 of the Solvang Municipal Code.

2. USE OF FEE

The fee to be paid pursuant to this Agreement shall be used to finance the construction of the Parking Facility constructed by the City in order to increase the City’s parking capacity, or to reimburse the City for the Developer’s share of constructing the parking facilities already constructed by the City.

3. INSTALLMENT PAYMENT

The Developer shall pay the In-Lieu Parking Fee in twenty (20) annual installments with interest at a rate 4.25% per annum—adjusted annually to prime. The Developer shall tender to the City a promissory note of even date with this Agreement for the total amount of fees plus interest. The promissory note shall be secured by a deed of trust encumbering the property that is developed.

4. TERMS AND CONDITIONS

This Agreement shall be subject to all terms and conditions contained within Section 11-11-79 of the Solvang Municipal Code; Resolution No. 94-326 adopted by the City Council of the City of Solvang on October 10, 1994, authorizing collection and payment of In-Lieu Parking Fees; and the Promissory Note and Deed of Trust executed by Developer concurrently with this Agreement.

5. TERMS AND CONDITIONS

This Agreement shall automatically terminate upon full payment of the In-Lieu Parking Fee provided for herein.

6. GENERAL PROVISIONS

6.1 Binding Effect. All rights and duties of Developer and City hereunder shall inure to the benefit of and be binding upon Developer and the City, respectively, and their respective successors and assigns.

6.2 Attorney’s Fees. Should any action or proceeding be necessary to construe or enforce the terms or provisions of this Agreement or
the rights of the parties hereunder, then the prevailing party in any such action or proceeding shall be entitled to recover all court costs and reasonable attorney’s fees.

6.3 Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed on the date(s) set forth opposite their respective names.

“CITY”

CITY OF SOLVANG, a Municipal Corporation

By___________________________

Date

“DEVELOPER”

By___________________________

Date
The following conditions shall be imposed on the use, possession and enjoyment of the Real Property and shall be recorded with the Development Plan on an “Agreement Relating to Conditions Imposed on Real Property” which shall be reviewed as to form and content by the City Attorney.

A. PROJECT DESCRIPTION

A-1. This Development Plan is based upon and limited to compliance with the project description, the hearing exhibits marked “Planning Commission Exhibit”, dated 2/03/2014 and Conditions of Approval set forth below. Any deviations from the project description, exhibits or conditions must be reviewed and approved by the City for conformity with this approval. Deviations may require approved changes to the permit and/or further environmental review. Deviations without the above-described approval will constitute a violation of permit approval.

The project description is as follows:

The applicant requests approval of a Revision to a Development Plan [application filed April 11, 2014] for the renovation and change of use of an existing café, museum, retail, and office complex to a resort hotel with twenty-one (21) guest suites. The existing 2,737 sq. ft. café/museum building (Building A) would be demolished and a new 10,526 sq. ft. building with a restaurant, hotel lobby, fitness room, roof-top pool deck and bar, and basement storage would be constructed. Buildings B and C would undergo interior and exterior renovations to create the guestrooms and an expanded spa facility for use of the hotel guests as well as the public. The project would not require grading or tree removal. Parking lot upgrades are proposed to include a new permeable surface, re-stripping, landscaping, adding to the height of the wall along the southerly property boundary to the 6’-0” height limit, a new entry pergola, and a valet kiosk. The revised project would require forty-four (44) parking spaces. A Modification as to parking requirements would be required to allow twenty-four (24) spaces on site.

The grading, development, use, and maintenance of the property, the size, shape, arrangement, and location of structures, parking areas and landscape areas, and the protection and preservation of resources shall conform to the project description above and the hearing exhibits and conditions of approval below. The property and any portions thereof shall be sold, leased or financed in compliance with this project description and the approved hearing exhibits and conditions of approval hereto.

All plans must be submitted for review and approval and shall be implemented as
approved by the City of Solvang.

A-2. **Compliance with the Law:** The applicant shall ascertain and comply with all Federal, State, County and City requirements as are applicable to this project.

**B. PROJECT SPECIFIC CONDITIONS:**

B-1. **Water Efficient Landscaping:** To improve water conservation, the Owner/Applicant shall include the following in Landscape and Irrigation Plans to be approved by the Planning Department and BAR:

A. Landscaping that reduces water use:
   1. Landscape with a minimum of 20% native and low water demand plant species;
   2. Group plant material by water needs;
   3. Extensive mulching shall be used in all landscaped areas to reduce evaporation.

B. Install drip irrigation or other water-conserving irrigation.

C. Use permeable surfaces for hardscape to the maximum extent feasible.

B-2. **Landscape Maintenance.** Approved landscaping shall be maintained for the life of the project.

B-3. **Signage.** No signs of any type are approved with this action unless otherwise specified. All signs require a separate Land Use Clearance and Board of Architectural Review approval and shall comply with the City’s Sign Regulations.

B-4. **Additional Permits Required:** Before using any land or structure, or commencing any work pertaining to the erection, moving, alteration, enlarging, or rebuilding of any building, structure, or improvement, the applicant shall obtain a Land Use and Building and/or Grading Permit from the Solvang City Planning and Building Department. These Permits are required by ordinance and are necessary to ensure implementation of the conditions required by the Planning Commission. Before the City will issue any permit, the applicant must obtain written clearance from all departments having conditions; such clearance shall indicate that the applicant has satisfied all pre-construction conditions.

B-5. **Exterior Lighting.** The Owner/Applicant shall ensure any exterior night lighting installed on the project site is dark sky compliant, of low intensity, low glare design, minimum height, and shall be hooded to direct light downward onto the subject lot and prevent spill-over onto adjacent lots. Exterior light fixtures shall be approved by the Board of Architectural Review.

B-6. **Board of Architectural Review.** The Owner/Applicant shall obtain BAR Final Approval of the project which must include the Landscape Plan, all Exterior
Lighting, and Colors and Materials. The project shall be in conformance with all aspects of the BAR approval, including landscaping.

B-7. **Archaeological Discovery.** In the event archaeological remains are encountered during grading or construction, work shall be stopped immediately and redirected until a City-approved archaeologist and Native-American representative are retained by the applicant to evaluate the significance of the find pursuant to further investigation. If the resources are found to be significant, the applicant shall be subject to further recommendations for mitigation as determined by the archaeologist in consultation with Native Americans and the Planning Director.

B-8. **Departmental Conditions.** Project must comply with the following departmental condition letters (attached):

1. City of Solvang Public Works Department memo dated 12-19-13; and
2. County of Santa Barbara Fire Department letter dated 1-13-14.

B-9. **Agreement to Comply.** The owner/applicant shall sign and record an agreement to comply with the project description and all conditions of approval on a form acceptable to the Planning Department. Such form may be obtained from the Planning Department office prior to issuance of the Land Use Clearance. The owner/applicant shall provide evidence that he/she has recorded the Agreement to Comply with Conditions.

B-10. **Hours of Construction.** Hours of construction shall be limited to 7:30 a.m. to 5:30 p.m. weekdays. No construction shall be allowed on Saturday, Sunday or State holidays except as approved in writing by the Public Works Director, or his designee, or in the case of an emergency for the immediate preservation of life, health, or property.

B-11. **Interpretations and Exceptions.** The Planning Director is authorized to render decisions as to the applicability or interpretation of the conditions set forth herein, limited to minor changes, when the strict application of the conditions conflicts with the underlying purpose of the conditions or creates undue hardship or administrative burden. Any administrative change granted shall be subject to such conditions as will: (i) assure that the adjustment thereby authorized shall appropriately implement purposes and objectives of the original conditions; and (ii) not change or compromise the effectiveness of the original conditions. As an example, and for illustrative purposes only, the Planning Director may modify the implementation timing of specific conditions at the mutual convenience of the City and Applicant. Minor changes authorized pursuant to this condition shall not require separate processing of a formal amendment.

B-12. **Indemnity.** Applicant agrees, at its sole cost and expense, to defend, indemnify, and hold harmless the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its
officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul all, or any part, of the approval, decision or action of the City Council, Planning Commission, or other decision-making body, or staff action concerning the Project.

B-13. **Legal Challenge.** In the event that any condition imposing a fee, exaction, dedication or other mitigation measure is challenged by the Applicant in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided for by law, this approval shall be suspended pending dismissal of such action, the expiration of the limitation period applicable to such action, or final resolution of such action.

B-14. **Expiration.** This Development Plan shall expire three (3) years after the date of final approval unless substantial physical construction has been completed on the development or unless a time extension has been applied for by the applicant in compliance with City rules and regulations.

C. **PRIOR TO ISSUANCE OF ANY LAND USE PERMIT, GRADING OR BUILDING PERMIT,** whichever is applicable, the applicant shall complete the following:

C-1. **Asbestos Demolition Notification.** The applicant is required to complete and submit an Asbestos Demolition/Renovation Notification (APCD Form ENF-28) for each regulated structure to be demolished or renovated. Demolition notifications are required regardless of whether asbestos is present or not. The completed notification should be presented or mailed to the Santa Barbara County Air Pollution Control District with a minimum of 10 working days advance notice prior to disturbing asbestos in a renovation or starting work on a demolition.

C-2. **Construction Wash-Out Area.** The Owner/Applicant shall designate a washout area(s) for the washing of concrete, stucco, paint, equipment, tools, etc., to prevent wash water from discharging to the storm drains, streets, drainages, or creeks. Polluted water and materials from the washout area(s) shall be contained within this area and removed from the site at least once a week or more often as needed to prevent spillage. The area shall be located at least 100 feet from any storm drain to the extent feasible. The construction wash-out area shall be depicted on project plans submitted for land use clearances and grading permits.

C-3. **Best Management Practices (BMPs) to control the discharge of material from the site and into the creeks and local storm drains shall be utilized.** At a minimum, the following BMPs designed to reduce or eliminate construction site pollutants shall be incorporated into all project plans as a condition of approval and be implemented during construction:

*Construction Site Planning BMPs, including but not limited to:*

a) Concrete, asphalt, and seal coat shall be applied during dry weather only;
storm drains and manholes within the construction area shall be covered when paving or applying seal coat, slurry, fog seal, etc.

_Good Housekeeping BMPs, including but not limited to:_

a) Storm drain inlets shall be protected from sediment-laden waters for the duration of the grading period and until graded areas have been stabilized by structures, long-term erosion control measures, or landscaping.

b) All leaks, spills, drips shall be immediately cleaned up and properly disposed of.

c) One or more emergency spill containment kits shall be placed on-site in easily visible locations and personnel will be trained in proper use and disposal methods.

d) Vehicles and heavy equipment shall be refueled and serviced in one designated location; vehicles and heavy equipment that are leaking fuel, oil, hydraulic fluid or other pollutants shall be immediately contained and either repaired immediately or removed from the site.

e) Trash cans and recycling bins shall be placed liberally around the site and properly maintained.

f) Dry clean-up methods shall be used whenever possible.

g) Construction material and waste management practices shall be identified, including temporary borrow and waste disposal areas, temporary debris and garbage disposal, and chemical/fuel storage areas.

h) All subcontractors and laborers shall be educated about proper site maintenance and storm water pollution control measures through periodic site “tailgate” meetings.

C-4. **Grading and Public Infrastructure Plans.** The owner/applicant shall obtain Public Works Department approval of civil and public improvement plans prior to issuance of Public Works permits.

C-5. **Erosion Control.** Excavation and grading shall be avoided during the rainy season (November through April) unless grading plans approved by the Public Works Department include an acceptable erosion control plan.

C-6. **Sound Wall.** Prior to issuance of the Land Use Clearance, the owner/applicant shall apply for a Conditional Use Permit to raise all or a portion of the existing southerly wall adjacent to the parking lot to address noise concerns.

C-7. **Development Impact Fees.** Payment of necessary fees as follows:

a. Drainage Element Impact fee in the amount of $500.00.

b. Water connection fee as set forth in the Municipal Code, if an upgrade to the size of the water meter is required.

c. Sewer connection fee as set forth in the Municipal Code, if an upgrade to the size of the water meter is required.

d. Parking In-Lieu fees for 17 spaces in the amount of $185,640.00, or execution of an Agreement for financing by the Solvang...
D. **PRIOR TO ISSUANCE OF THE CERTIFICATE OF OCCUPANCY for the proposed Development Plan, the following shall be completed by the owner of the Real Property:**

D-1. **Final Repairs.** Repair any damaged public or private improvement (curbs, gutters, sidewalks, water valves, fire hydrants, manholes, etc) subject to the review and approval of the City Engineer.

D-2. **Landscape Installation.** All landscaping, as shown on the Landscape Plan approved by the Board of Architectural Review, shall be installed prior to Occupancy Clearance.

D-3. **Construction Debris.** The developer shall clear the project site of all excess construction debris. This requirement shall be noted on final building plans. Debris clearance shall occur prior to occupancy clearance.

D-4. **Construction Material Recycling.** All excess construction materials (concrete, wood, etc.) shall be transported to the Foxen Canyon Landfill for separation, reuse/recycling or proper disposal. The Building Inspector will require copies of all dump receipts prior to Final Inspection.

D-5. **Commercial Recycling.** The project shall conform to all requirements of the Mandatory Commercial Recycling Program, if applicable. Businesses can take one or any combination of the following in order to reuse, recycle, compost or otherwise divert solid waste from disposal:

- Self-haul.
- Subscribe to a hauler(s).
- Arrange for the pickup of recyclable materials.
- Subscribe to a recycling service that may include mixed waste processing that yields diversion results comparable to source separation.

D-6. **Swimming Pool Hours.** The owner/applicant shall ensure that the swimming pool and pool deck are closed at 10:00 p.m. every evening. Prior to Final Inspection, signage shall be installed that notifies guests of pool closure time.
PROMISSORY NOTE

Date: April 13, 2015

This promissory note is executed by and between, South Coast Property Company (“Maker”) and the City of Solvang (“Holder”) for payment of parking in lieu fees incurred for a project at 425 First Street in Solvang, California.

Maker promises to pay to Holder, per attached payment schedule, at Solvang, California, or at such place as Holder may from time to time designate in writing, the principal sum of $210,392.00 payable in 20 consecutive annual installments of principal plus interest. Interest to be calculated based on one percent over prime as reported by the Wall Street Journal. Based on 4.25% interest rate the first payment of $7,653.96 to be paid on or before 30 days after the Certificate of Occupancy is issued, $15,825.65 annual payments for 18 years with a final payment of $15,825.72. The entire unpaid principal balance is due and payable in full upon a change in ownership of the project located at 425 First Street, Solvang, California, 93463 or 20 years from the first payment, whichever occurs first.

Default

Should default be made in the payment of any amount due under this Note, or in the performance of any other obligation of Maker provided herein, or should Maker make an assignment for the benefit of creditors, the whole sum of principal shall become immediately due at the option of the Holder. Failure to exercise such option shall not constitute a waiver of the right to exercise it in the event of any subsequent default.

Late Payment Charge

Maker acknowledges and agrees that late payment to the Holder hereof will cause the Holder to incur costs not contemplated by this Note, the exact amount of such costs being difficult and impracticable to assess. Therefore, Maker agrees that, should all or any part of any installment payable hereunder not be paid when due, Maker shall pay holder a late charge equal to ten percent (10%) of any such amount not paid by the due date, and such amount shall be deemed to be the damages of the Holder for the loss suffered by such delinquency in payment. By accepting this Note but without prejudicing any other rights or remedies of Holder hereunder, Holder agrees to accept such amount as liquidated damages on account of any such delinquency payment.
General Provisions

- All sums due hereunder shall be paid in lawful money of the United States of America.

- Maker agrees to pay all court costs and reasonable attorney’s fees of the Holder if counsel is engaged to assist in the collection of this Note after a default hereunder, or if any action is brought to construe or enforce this Note or any of the provisions hereof.

- In this Note, the singular shall include the plural, each gender shall include the other, and this Note shall be the joint and several obligation of each Maker.

- Maker, for itself and its legal representatives, successors and assigns, expressly waives demand, notice of nonpayment, presentment for demand, presentment for the purpose of accelerating maturity, dishonor, notice of dishonor, protest, notice of protest, notice of maturity and diligence in collection.

Date:

“HOLDER”

“MAKER”

__________________________  __________________________
City Manager, Brad Vidro    Principal
### Initial Loan Values

- **Loan Amount:** $210,392.00
- **Annual Interest Rate:** 4.2500%
- **Loan Date:** 05/01/2015
- **Payment Frequency:** Annually
- **Number of Payments:** 20
- **Total Interest Due:** $97,949.39
- **Periodic Payment:** $15,825.65
- **1st Payment Due:** 06/01/2015
- **Last Payment Due:** 06/01/2034
- **Total All Payments:** $308,341.39

### Payment Schedule

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</table>

**Running:**

- **Total:** 308,341.39
- **Interest:** 97,949.39
- **Principal:** 210,392.00

This loan is using the normal amortizing method. Final payment amount adjusted by 0.07 due to rounding.
I. **RECOMMENDATION:**

1. Review the City Council goals/vision
2. Discuss and provide staff direction on potential additions or modifications to the goals.

II. **DISCUSSION:**

The City Council met in a Workshop format on March 22, 2011 and followed up with adopting the following goals on April 11, 2011. A status update was received in April of 2014. At that time it was decided to wait until after the elections to reassess the goals. The Goals are as follows with some suggested edits:

**Goal 1) Work Towards Water Independence**

- Objective i) Provide ongoing education to customers
- Objective ii) Pursue additional water supplies
- Objective iii) Develop additional storage
- Objective iv) Develop equitable rate structure
- Objective v) Establish rates sufficient to cover costs
Goal 2) Improve Traffic Circulation

Objective i) Complete intersection improvement at Alamo Pintado Rd./ State Route 246
Objective ii) Work with Caltrans on speed limits on Mission Dr.
Objective iii) Study Signalization of crosswalks on Mission Dr.

The City Council has voted not to continue with the intersection improvements at Alamo Pintado Road and State Route 246 after Caltrans staff was requiring the City identify funding for the entire project which based on their design standards included full replacement of the roadway bridge over Alamo Pintado Creek making the total project cost in excess of $12,000,000. As such item (i) may be removed from the list.

Caltrans has performed a traffic study and will be amending some of the speed limits on Mission Dr. so item (ii) could be removed.

The Mission Drive Traffic Corridor Study includes pursuit of possible signalization and better lighting at the crosswalks along Mission Drive. A new objective may be to pursue the components of the Mission Drive Corridor Study approved by the City Council.

Goal 3) Enhance the Profitability and Desirability of the TRC/Economic Development

objective i) Consider a long term parking plan
objective ii) Promote more environmentally friendly design in future planning
objective iii) Establish an Economic Development Director as a part of the Community Development Director job description
objective iv) Pursue economic diversity

The City Council established the position of Director of Planning and Economic Development so item (iii) could be eliminated.

Goal 4) Improve Parks and Recreation

objective i) Work with County and City of Buellton on a Valley-wide parks & recreation authority
objective ii) Study possibility of a Youth Center
objective iii) Study possibility of establishing a community center

Goal 5) Maintain and Improve Inter-Governmental and Agency Relations

The City continues to try and maintain positive relationships with other governmental agencies in the Santa Ynez Valley. An ad hoc subcommittee was recently renewed to be available to meet with the Santa Ynez Band of Chumash Indians on items of mutual interests.
Goal 6) Maintain Emergency Plan
   objective i) Stage disaster drills/table top exercises
   objective ii) Provide training
   objective iii) Develop policy for customer service and information to residents during emergencies

Goal 7) Support Tourism Industry
   objective i) Continue funding promotions through the Solvang Conference and Visitors Bureau
   objective ii) Accountability for use of promotion funding

*The SCVB completed an Impact Study to assess the impacts of tourism on the City of Solvang.*

Goal 8) Enhance Quality of Life
   objective i) Increase online availability of services
   objective ii) Establish social media policy
   objective iii) Evaluate transit needs

*A Social Media Policy has been adopted by the City Council so item (ii) could be removed or modified to keep policy current with rapidly expanding social media options.*

Goal 9) Maintain Quality Staff
   objective i) Provide continued education & training

Goal 10) Evaluate Capital Needs
   objective i) Maintain pavement management system
   objective ii) Maintain Capital Improvement Program

Goal 11) Improve Financial Stability
   objective i) Continue to build reserves
   objective ii) Evaluate Pension liability

III. **ALTERNATIVES:**

The City Council could discuss and make updates to its goals or choose to schedule a Goal Setting/Visioning Workshop with a moderator to reconsider the existing goals.
IV. FISCAL IMPACT:

There are no impacts with the establishment of goals, but as items are implemented City Council approval is provided when expenditures are required.

V. ATTACHMENTS:

- Goals
- Staff report from April 14, 2014 with Goals status
<table>
<thead>
<tr>
<th>Goal #1 WORK TOWARD WATER INDEPENDENCE</th>
<th>Goal #5 MAINTAIN AND IMPROVE INTER-GOVERNMENTAL AND INTER-AGENCY RELATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective i) Provide ongoing education to customers</td>
<td>Objective i) Stage disaster drills/table top exercises</td>
</tr>
<tr>
<td>Objective ii) Pursue additional water supplies</td>
<td>Objective ii) Provide training</td>
</tr>
<tr>
<td>Objective iii) Develop additional storage</td>
<td>Objective iii) Develop policy for customer service and information to residents during emergencies</td>
</tr>
<tr>
<td>Objective iv) Develop equitable rate structure</td>
<td></td>
</tr>
<tr>
<td>Objective v) Establish rates sufficient to cover costs</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal #2 IMPROVE TRAFFIC CIRCULATION</th>
<th>Goal #6 MAINTAIN EMERGENCY OPERATIONS PLAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective i) Complete intersection improvement at Alamo Pintado Rd./State Route 246</td>
<td>objective i) Continue funding promotions through the Solvang Conference and Visitors Bureau</td>
</tr>
<tr>
<td>Objective ii) Work with Caltrans on speed limits on Mission Dr.</td>
<td>objective ii) Accountability for use of promotion funding</td>
</tr>
<tr>
<td>Objective iii) Study Signalization of crosswalks on Mission Dr.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal #3 ENHANCE THE PROFITABILITY AND DESIRABILITY OF THE TRC/ ECONOMIC DEVELOPMENT</th>
<th>Goal #7 SUPPORT TOURISM INDUSTRY</th>
</tr>
</thead>
<tbody>
<tr>
<td>objective i) Consider a long term parking plan</td>
<td>objective i) Continue funding promotions through the Solvang Conference and Visitors Bureau</td>
</tr>
<tr>
<td>objective ii) Promote more environmentally friendly design in future planning</td>
<td>objective ii) Accountability for use of promotion funding</td>
</tr>
<tr>
<td>objective iii) Establish an Economic Development Director as a part of the Community Development Director job description</td>
<td></td>
</tr>
<tr>
<td>objective iv) Pursue economic diversity</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Goal #4 IMPROVE PARKS AND RECREATION</th>
<th>Goal #8 ENHANCE QUALITY OF LIFE</th>
</tr>
</thead>
<tbody>
<tr>
<td>objective i) Work with County and City of Buellton on a Valley-wide parks &amp; recreation authority</td>
<td>objective i) Increase online availability of services</td>
</tr>
<tr>
<td>objective ii) Study possibility of a Youth Center</td>
<td>objective ii) Establish social media policy</td>
</tr>
<tr>
<td>objective iii) Study possibility of establishing a community center</td>
<td>objective iii) Evaluate transit needs</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal #5 MAINTAIN AND IMPROVE INTER-GOVERNMENTAL AND INTER-AGENCY RELATIONS</th>
<th>Goal #9 MAINTAIN QUALITY STAFF</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>objective i) Provide continued education &amp; training</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Goal #10 EVALUATE CAPITAL NEEDS</th>
<th>Goal #11 IMPROVE FINANCIAL STABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>objective i) Maintain pavement management system</td>
<td>objective i) Continue to build reserves</td>
</tr>
<tr>
<td>objective ii) Maintain Capital Improvement Program</td>
<td>objective ii) Evaluate Pension liability</td>
</tr>
</tbody>
</table>
I. RECOMMENDATION:

1. Receive an update to the goals that the City Council approved on April 11, 2011
2. Provide staff direction on potential additions or modifications to the goals.

II. DISCUSSION:

The City Council met in a Workshop format on March 22, 2011 and followed up with adopting the following goals on April 11, 2011. What follows is listing of the goals and a brief summary of work completed. The City Council may want to readdress the goals or may want to continue with the goals as established in 2011.

Goal 1) Work Towards Water Independence

Objective i) Provide ongoing education to customers
Objective ii) Pursue additional water supplies
Objective iii) Develop additional storage
Objective iv) Develop equitable rate structure
Objective v) Establish rates sufficient to cover costs
Status:
The City Council held a workshop in conjunction with the Certification of the Environmental Impact Report for the Water System Master Plan Update. The Master Plan includes pursuit of increased river wells and increased water storage facilities. As part of the Proposition 218 requirements for rate setting the City Council engaged the services of a rate study consultant and equitably distributed the cost of service across all types of customers for both water and wastewater services. This was then utilized to establish a five year rate increase to meet the demands of the systems.
The City Council Certified the Environmental Impact Report for the Water System Master Plan Update and approved the Update in February of this year.
Several upland well sites are being investigated plans and specifications are in the works for drilling in the most likely to be successful sites.

Goal 2) Improve Traffic Circulation

Objective i) Complete intersection improvement at Alamo Pintado Rd./ State Route 246
Objective ii) Work with Caltrans on speed limits on Mission Dr.
Objective iii) Study Signalization of crosswalks on Mission Dr.

Status:
The City Council decided not to continue with the intersection improvements at Alamo Pintado Road and State Route 246 after Caltrans staff was requiring the City identify funding for the entire project which based on their design standards included full replacement of the roadway bridge over Alamo Pintado Creek making the total project cost in excess of $12,000,000.
Staff continues to request Caltrans address speed limit concerns on both the eastern and western entries into Solvang.
The City Council has funded a study and held two public meetings regarding the Mission Drive Traffic Corridor and will receive final recommendations from the consultant this year.

Goal 3) Enhance the Profitability and Desirability of the TRC/Economic Development

objective i) Consider a long term parking plan
objective ii) Promote more environmentally friendly design in future planning
objective iii) Establish an Economic Development Director as a part of the Community Development Director job description
objective iv) Pursue economic diversity

Status:
The City Council established a position of Director of Planning and Economic Development and a director has been hired. She has worked with the Economic Development Committee and City Council in developing and adopting a Economic
Development Strategic Plan. Portions of the Plan are in process including additional directional signage, a feasibility study for a conference center and creation of a Business and Relocation Guide for Solvang.

Goal 4) Improve Parks and Recreation

objective i) Work with County and City of Buellton on a Valley-wide parks & recreation authority
objective ii) Study possibility of a Youth Center
objective iii) Study possibility of establishing a community center

Status:
The City’s Parks and Recreation Programs continue to be improved and additional programs added. We are experiencing increased attendance across the board in our special events. Their was consideration of the purchase of property adjacent to Sunny Fields Park but their was not a consensus of the City Council to move forward with the purchase. A substantial donation was used to improve Area A in Hans Christian Andersen Park.

Goal 5) Maintain and Improve Inter-Governmental and Agency Relations

Status:
The City continues to try and maintain positive relationships with other governmental agencies in the Santa Ynez Valley. An ad hoc subcommittee was recently formed to be available to meet with the Santa Ynez Band of Chumash Indians on items of mutual interests.

Goal 6) Maintain Emergency Plan

objective i) Stage disaster drills/table top exercises
objective ii) Provide training
objective iii) Develop policy for customer service and information to residents during emergencies

Status:
The City has adopted a revised Emergency Management Plan in accordance with State of California requirements. Working with the Santa Barbara County Fire Department and the City of Buellton, four Community Emergency Response Team (CERT) classes have been completed in the Santa Ynez Valley. Management staff are all current on training requirements necessary for emergency preparation. CERT classes will be offered to the public annually. The City participates in quarterly testing of the satellite telephone conference call communication with the County Office of Emergency Management.

Goal 7) Support Tourism Industry

objective i) Continue funding promotions through the Solvang Conference and Visitors Bureau
objective ii) Accountability for use of promotion funding

Status:
The City continues to increase funding for promotions and successfully passed a 2% increase in the Transient Occupancy Tax to help fund that effort. The SCVB completed an Impact Study to assess the impacts of tourism on the City of Solvang.

Goal 8) Enhance Quality of Life

objective i) Increase online availability of services
objective ii) Establish social media policy
objective iii) Evaluate transit needs

Status:
The City continues to increase online services for residents. A Social Media Policy has been adopted by the City Council. Our transit consultant completed the Short Term Transit Plan for the Santa Ynez Valley Transit System and staff has been participating in the North County Transit Plan being completed by Santa Barbara Council Association of Governments.

Goal 9) Maintain Quality Staff

objective i) Provide continued education & training

Status:
The City continues to fund and encourage staff to maintain training in all aspects of their work. Annually we work with the California Joint Powers Authority to maintain training as recommended by the Authority.

Goal 10) Evaluate Capital Needs

objective i) Maintain pavement management system
objective ii) Maintain Capital Improvement Program

Status:
The City annually reviews and adopts a Ten Year Capital Improvement Program that reflects the capital needs of the City of Solvang. Alternating bi-annually a pavement overlay and pavement slurry seal project is completed.

Goal 11) Improve Financial Stability

objective i) Continue to build reserves
objective ii) Evaluate Pension liability

Status:
The City has continued to increase reserves by utilizing conservative spending practices.
III. **ALTERNATIVES:**

The City Council could choose to hold a Goal Setting/Visioning Workshop to reconsider the existing goals.

IV. **FISCAL IMPACT:**

There are no impacts with the establishment of goals, but as items are implemented City Council approval is provided when expenditures are required.

V. **ATTACHMENTS:**

- Goals
TO: SOLVANG CITY COUNCIL MEMBERS
FROM: Sandra Featherson, Administrative Services Director
MEETING DATE: April 13, 2015
DATE PREPARED: April 1, 2015
SUBJECT: CREDIT CARD ACCEPTANCE AND FEE OPTIONS

I. RECOMMENDATION:

1. Review and accept recommendation for a new fee structure for credit card acceptance.

2. Accept recommendation to allow for credit card payment for other City transactions (retail only), such as Transit Occupancy Tax or Planning and Building Fees.

II. DISCUSSION:

The City currently allows customers to pay for utility bills and Parks and Recreation programs with a credit card. Credit cards are accepted both on the phone and at the counter. The City currently charges a fee of $5.00 for accepting credit cards for utility bill payments, but does not charge fees for Parks and Recreation programs. The Parks and Recreation programs have lower average transactions amounts and as a result the City absorbs those costs as part of doing business. Fees the City pays to accept credit cards currently run about 3-4% per
transaction, and the $5.00 fee we pass on to customers is not enough to cover those fees.

By moving to online utility bill payments, in coordination with our Tyler financial system, we will be setting up two additional merchant accounts – one for online transactions, and one for retail (face to face/phone) transactions. We may need additional merchant accounts in the future in order to better track revenue sources such as Parks and Recreation or Planning fees. We have evaluated several merchant companies and have selected ETS to provide the merchant accounts. Their fees are consistent with other merchant account providers and ETS is integrated with our current financial system.

The card brands such as Visa and MasterCard do allow the following fees to be passed on to customers:

**Retail transactions** (face to face/phone):
*Surcharge Fee*, equal to a percentage of the transaction.

**Online transactions:**
*Convenience Fee*, which is a flat dollar amount.

In discussion with ETS, if the City chose to pass on to credit card customers the fees, ETS recommends setting the following fee amounts based on evaluating our average transaction amount and the costs passed on by the card brands:

<table>
<thead>
<tr>
<th>Customer Fees</th>
<th>Retail</th>
<th>Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surcharge (Retail)</td>
<td>2.25%</td>
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</tr>
<tr>
<td>Convenience Fee (Online)</td>
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<td>$5.00</td>
</tr>
</tbody>
</table>

Staff recommends moving to the Surcharge Fee for retail transactions, at the rate of 2.25% of the transaction amount. As an example, if the utility bill is $200, the customer would pay $4.50, which is slightly less than our current fee of $5.00. For those customers with larger bills, the rate of 2.25% would help to ensure we recover a greater portion of our costs.

Staff does not recommend implementing the convenience fee for online transactions. By doing this, we hope to move more customers to the online option, which would save money by reducing printing and postage costs for distributing bills, as well as reduce staff time needed to open mail and process the payments.
It should be noted that customers using the **online** bill pay option will be assessed a $1.25 fee by Tyler for using the online payment system. This fee is **not** passed on to retail customers.

In the past, the City has not allowed payment of Transient Occupancy Taxes, the TBID, or planning and building fees because of the larger average amount owed, and the existing fee of $5.00 per transaction did not cover the cost. By implementing the Surcharge Fee, the City would be more likely to recover a greater portion of its costs, while at the same time providing more flexibility to our customers in terms of payment options.

**III. ALTERNATIVES:**

The Council could choose not to pass on the credit card acceptance fees to the customer, or the Council could choose to use a lower rate for the surcharge and convenience fees.

**IV. FISCAL IMPACT:**

In calendar year 2014, the City fees for taking credit cards were approximately $3,900. The City collected only $1,435 from the fee charged to customers. We anticipate the number of credit card transactions will go up significantly once customers have the option to pay online. If we do not charge either the “surcharge” fee for retail transactions or the “convenience fee” for online transactions, the City could be looking at an increase in expenses associated with taking credit cards. However, these expenses would be offset in part, by the reduction in postage, printing and staff time associated with manual payments.

**V. ATTACHMENTS:**

None
**ADVANCE CALENDAR ITEMS**

Below is an Advance Calendar of anticipated agenda items. The dates are tentative but will give you an overview of items to come.

<table>
<thead>
<tr>
<th>Tentative Meeting Date</th>
<th>Item</th>
</tr>
</thead>
</table>
| April 27               | Housing Element Update – General Plan  
Reso. confirming and levying assessments Solvang Mesa LLMD |

Future Unscheduled Item

- Award Consultant Contract- River Well Field Project  
- ADA Transition Plan  
- Water Workshop (May)  
- Award contract WWTP Garage Project  
- Building Fee revisions  
- No Parking Resolution – Solvang Park  
- Vikings of Solvang display alternate locations  
- Utility Box Art Program  
- SYV Drug and Alcohol Policy  
- Stage 3 Drought Declaration  
- Ext. of Urgency Ordinance regulating vacation rentals (Aug)  
- Approval of Sewer System Management Plan  
- Annexation Study  
- Can and Will Serve Letter Expiration Code Revision  
- RFP for Recycled water feasibility study  
- Budget Public Hearing (6/8)  
- Adopt Budget (6/22)  
- Ordinance Amendment for Housing Element zoning changes  
- Massage Therapist Regulations  
- Wireless Facilities  
- Solar application processing (July)  
- Resolution of support for SBCAG Regional Bike & Ped Plan

SCVB Report 2nd meeting of month (biennial)  
Sheriff’s Report 2nd meeting each month  
Fire Department Report quarterly

**(C) Consent Agenda**