

**CITY OF SANTA BARBARA
CITY COUNCIL**

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City Administrator

Sarah J. Knecht
City Attorney



City Hall
735 Anacapa Street
<http://www.SantaBarbaraCA.gov>

**JANUARY 24, 2023, 2:00 PM
COUNCIL CHAMBERS, CITY HALL,
735 ANACAPA STREET, SANTA BARBARA, CA 93101;
AND 1030 CACIQUE STREET, SANTA BARBARA, CA 93103
AGENDA**

IN-PERSON PUBLIC COMMENT: At the beginning of each meeting of the City Council, Finance Committee, or Ordinance Committee, any member of the public may address the City Council concerning any item not on the Council's agenda. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that public comment is taken up by the City Council. Each speaker will be given a total of 3 minutes to address the Council. Pooling of time is not allowed during general public comment. The time allotted for general public comment at the beginning of the 2:00 p.m. session is 30 minutes. Any member of the public who did not speak during the 2:00 p.m. session but who submitted a request to do so during the 2:00 p.m. 30 minute session may do so at the end of the meeting when the additional "Public Comment (If Necessary)" is announced. The City Council, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond their jurisdiction.

REMOTE PUBLIC COMMENT: Members of the public wishing to speak must "raise their hand" in the Zoom platform by selecting the virtual hand icon when their item is called. The keyboard shortcut for this is Alt+Y for Windows and Option+Y for Macs. City staff will activate the speaker's microphone when the speaker's name is called. The speaker will then need to unmute themselves. The keyboard shortcut for this is Alt+M for Windows or Command-Shift-A for Macs.

HOW TO REMOTELY OBSERVE AND/OR SPEAK LIVE AT A MEETING

- **Web:** https://santabarbaraca-gov.zoom.us/webinar/register/WN_6qBzhd1OQ_iNFgvfSw-R0Q
(Participation via Zoom)
- **Telephone:** Dial 1-669-900-6833, Enter Webinar ID: 859 7587 0615
(press *9 to raise/lower hand; press *6 to mute/unmute)
- **Online Streaming:** Council meetings are streamed live at www.SantaBarbaraCA.gov/CAP
- **TV:** Each regular City Council meeting is broadcast live in English and Spanish on City TV Channel 18 and rebroadcast in English on Wednesdays and Thursdays at 7:00 p.m. and Saturdays at 8:00 a.m., and in Spanish on Sundays at 3:00 p.m. Each televised Council meeting is closed captioned for the hearing impaired. Check the City TV program guide at www.santabarbaraca.gov/citytv for rebroadcasts of Finance and Ordinance Committee meetings.

(CONTINUED ON NEXT PAGE)

WRITTEN PUBLIC COMMENT: Public comments may also be submitted via email to Clerk@SantaBarbaraCA.gov prior to the beginning of the Council Meeting. All public comments submitted via email will be provided to City Council and will become part of the public record.

ORDER OF BUSINESS: Regular meetings of the Finance Committee and the Ordinance Committee begin at 12:30 p.m. The regular City Council meeting begins at 2:00 p.m. in the Council Chambers at City Hall.

REPORTS: Copies of the reports relating to agenda items are available for review at <http://www.SantaBarbaraCA.gov/CAP>. In accordance with state law requirements, this agenda generally contains only a brief general description of each item of business to be transacted or discussed at the meeting. Should you wish more detailed information regarding any particular agenda item, you are encouraged to obtain a copy of the Council Agenda Report (a "CAR") online at the City's website (<http://www.SantaBarbaraCA.gov/CAP>). Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are posted to the City's website as soon as reasonably feasible.

CONSENT CALENDAR: The Consent Calendar is comprised of items that will not usually require discussion by the City Council. A Consent Calendar item is open for discussion by the City Council upon request of a Councilmember, City staff, or member of the public. Items on the Consent Calendar may be approved by a single motion. Should you wish to comment on an item listed on the Consent Agenda, after turning in your "Request to Speak" form, you should come forward to speak or raise your hand in Zoom at the time the Council considers the Consent Calendar.

SPANISH INTERPRETATION: If you need interpretation of your communications to Council from Spanish into English, please contact the City Clerk's Office at 564-5309 or by email at Clerk@SantaBarbaraCA.gov. If possible, notification of at least 48 hours will usually enable the City to make arrangements.

INTERPRETACIÓN EN ESPAÑOL: Si necesita una interpretación del español al inglés, para sus comunicaciones al Consejo, comuníquese con la Oficina del Secretario Municipal al 564-5309, o por correo electrónico a Clerk@SantaBarbaraCA.gov. Si es posible, la notificación de al menos 48 horas generalmente permitirá a la Ciudad hacer los arreglos.

AMERICANS WITH DISABILITIES ACT: If you need auxiliary aids or services or staff assistance to attend or participate in this meeting, please contact the City Administrator's Office at 564-5305 or by email at Clerk@SantaBarbaraCA.gov. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. For those who need accessibility accommodation in using the "raise hand" function and/or registering to participate in the Zoom session, please contact the Clerk's office by 5:00 p.m. the day before the meeting for assistance. Additionally, a speaker may email Clerk@SantaBarbaraCA.gov by 5:00 p.m. the day before a meeting, stating which item they wish to speak on. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

JANUARY 24, 2023 AGENDA

FINANCE COMMITTEE MEETING - 12:30 P.M. IN THE DAVID GEBHARD PUBLIC MEETING ROOM, 630 GARDEN ST, SANTA BARBARA, CA 93101 AND 1030 CACIQUE ST, SANTA BARBARA, CA 93103 (120.03)

- 1. Subject: Establish Low-Income Homeowner Rehabilitation Pilot Program for City Residents through Habitat for Humanity with \$50,000 Allocation from Inclusionary Housing Reserve Funds (610.04)**

Recommendation: That Finance Committee consider and recommend that City Council:

- A. Approve the establishment of a new Low-Income Homeowner Rehabilitation Pilot Program by providing up to \$50,000 in grant funding to Habitat for Humanity of Southern Santa Barbara County to operate the program, and authorize the Community Development Director to execute such agreements and related documents, subject to approval as to form by the City Attorney, as necessary; and
- B. Adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Amending Resolution No. 22-059, Adopting the Budget for Fiscal Year 2023, to Approve an Increase in Fiscal Year 2023 Expenditure Appropriations in the General Fund in the Amount of \$50,000 Funded by General Fund Inclusionary Housing Reserve Funds to Cover the Requested Grant.

Webinar ID: 838 6521 2035

REGULAR CITY COUNCIL MEETING – 2:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CEREMONIAL ITEMS

1. Subject: Employee Recognition – Service Award Pins (120.04)

Recommendation: That Council authorize the City Administrator to express the City's appreciation to employees who are eligible to receive service award pins for their years of service through January 31, 2023.

CHANGES TO THE AGENDA

PUBLIC COMMENT

CONSENT CALENDAR

2. Subject: Establishment of a Standing Finance Committee [Ordinance Adoption] (120.03)

Recommendation: That Council adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Amending the Santa Barbara Municipal Code to Add Chapter 2.06 to Establish a Standing Finance Committee and Rescind Resolution No. 94-130.

3. Subject: Ordinance Committee Process Revisions [Ordinance Adoption] (120.03)

Recommendation: That Council adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Amending Chapter 2.05 of the Municipal Code Pertaining to the Powers and Duties of the Ordinance Committee.

4. Subject: Authorize Execution of the Clean Water State Revolving Fund Installment Sale Agreement for the Braemar Lift Station Rehabilitation Project [Ordinance Introduction; Agreement] (540.06)

Recommendation: That Council introduce and subsequently adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Authorizing the Execution of the Installment Sale Agreement with the State Water Resources Control Board for the Braemar Lift Station Rehabilitation Project (Project No. C-06-8602-110).

5. Subject: Municipal Code Amendments Pertaining to the Santa Barbara Arts and Crafts Show [Ordinance Introduction] (570.06)

Recommendation: That Council introduce and subsequently adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Amending the Municipal Code by Amending Chapter 15.08 Pertaining to the Santa Barbara Arts and Crafts Show.

6. Subject: Resolution of Intention to Modify the Management District Plan of the Santa Barbara South Coast Tourism Business Improvement District [Resolution] (180.02)

Recommendation: That Council adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Declaring Its Intention to Modify the Existing Santa Barbara South Coast Tourism Business Improvement District.

7. Subject: Contracts for Construction of Fiscal Year 2022B Pavement Maintenance Project and Program Support [Resolution; Agreement] (530.04)

Recommendation: That Council:

- A. Ratify the determination that the Fiscal Year 2022B Pavement Maintenance Project is exempt from the California Environmental Quality Act Section §15301 (Repair and Maintenance of Existing Facilities) and approve the Project and the filing of a notice of exemption in compliance with State California Environmental Quality Act Section §15062;
- B. Award a contract to Lash Construction, Inc., in their low bid amount of \$10,754,120 for construction of the Fiscal Year 2022B Pavement Maintenance Project, Bid No. 4088, and authorize the Public Works Director to execute the contract and approve expenditures up to \$1,075,412 to cover any cost increases that may result from contract change orders for extra work and differences between estimated bid quantities and actual quantities measured for payment;
- C. Authorize the Public Works Director to execute a contract with Flowers & Associates, Inc., in the amount of \$789,034 for construction support services, and approve expenditures of up to \$78,903 for extra services that may result from necessary changes in the scope of work;
- D. Authorize the Public Works Director to execute a contract with Flowers & Associates, Inc., in the amount of \$155,000 to perform limited professional engineering and construction support services to the City's Streets Operations and Infrastructure Management Division relating to the Pavement Maintenance Program and approve expenditures of up to \$15,500 for extra services that may result from necessary changes in the scope of work;
- E. Authorize the Public Works Director to execute a contract with Nichols Consulting Engineers, CHTD in the amount of \$59,380 to perform pavement inspection services, and approve expenditures of up to \$5,938 for extra services that may result from necessary changes in the scope of work; and
- F. Adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Amending Resolution No. 22-059, Adopting the Budget for Fiscal Year 2023, to Appropriate 2023 Local Surface Transportation Program Grant Funds and City Funds for the Fiscal Year 2022B Pavement Maintenance Project and Program Support.

8. **Subject: Third Contract Amendment with Stantec Consulting Services Inc for Permitting Support for the City's Sediment Management Plan [Agreement] (530.03)**

Recommendation: That Council authorize the Public Works Director to execute the Third Contract Amendment to City Professional Services Agreement No. 22100186 with Stantec Consulting Services Inc, formerly Cardno, Inc., in the amount of \$31,415 to provide continued permitting support for the City of Santa Barbara's Sediment Management Plan.

9. **Subject: Amendment to the On-Call Surveying Services Contracts for NV5, Inc. and MNS Engineers, Inc. [Agreement] (230.01)**

Recommendation: That Council:

- A. Authorize an increase in the amount not to exceed with NV5, Inc., for on-call surveying services for various Capital Improvement Program projects and related projects, in the amount of \$50,000, for a total project expenditure authority of \$85,000; and
- B. Authorize an increase in the amount not to exceed with MNS Engineers, Inc., for on-call surveying services for various Capital Improvement Program projects and related projects, in the amount of \$50,000, for a total project expenditure authority of \$150,000.

10. **Subject: Agreement with City Net (\$450,000) to Provide Street Outreach, Case Management, and Housing Navigation Services [Agreement] (660.04)**

Recommendation: That Council authorize the Community Development Director to execute a one year agreement in the amount of \$450,000 with Kingdom Causes, Inc. (City Net), with an option by the City to extend an additional year, to provide homeless outreach, case management, and housing navigation services, as well as evening and weekend street outreach, with funding coming from Permanent Local Housing Allocation (PLHA) funds awarded by the State of California Housing and Community Development Department.

11. **Subject: Waterfront Department Proposed Lease Agreement with Mr. David Villazana, Doing Business As Harbor Mail Center, for the Lease Space Located at 125 Harbor Way, Suite 6 [Agreement] (330.04)**

Recommendation: That Council approve a five-year lease agreement with Mr. David Villazana, doing business as Harbor Mail Center, for the 140 square feet of lease space located at 125 Harbor Way, Suite 6.

12. Subject: Best Interest Waiver for Purchase of Lawn Mowers for Municipal Golf Course (570.02)

Recommendation: That Council approve a Best Interest Waiver under Santa Barbara Municipal Code § 4.52.070, subdivision L authorizing the General Services Manager to issue a Purchase Order in the amount of \$165,317 for the purchase of a Toro Greenmaster 3420 TriFlex Hybrid Diesel Greens Mower and a Reelmaster 5010 Hybrid Diesel Fairway Mower from TurfStar Western.

13. Subject: Set a Date for Public Hearing Regarding Planning Commission's Project Design Approval for 621 W Micheltorena St (640.07)

Recommendation: That Council:

- A. Set the date of March 14, 2023, at 2:00 p.m. for hearing the appeal filed by Auto Fuels, Inc. of the Planning Commission's Approval of a Coastal Development Permit; and
- B. Set the date of March 13, 2023, at 1:30 p.m. for a site visit to the property located at 621 W Micheltorena St.

This concludes the Consent Calendar.

CITY COUNCIL ADMINISTRATIVE AND ATTORNEY REPORTS

CITY ADMINISTRATOR

14. Subject: Appointment of Mayor Pro Tempore, Ordinance Committee, and Finance Committee (120.02)

Recommendation: That Council consider and appoint the Mayor Pro Tempore, Chairs and Members of the Ordinance and Finance Committees.

15. Subject: Council Liaison Appointments to Advisory Groups, Boards and Commissions, Regional Agencies, and National and State Organizations (120.02)

Recommendation: That Council appoint liaisons to the Advisory Groups, Boards and Commissions, Regional Agencies, and National and State Organizations listed on the attachment.

COMMUNITY DEVELOPMENT DEPARTMENT

16. Subject: State Street “Create State” Master Plan Update (610.04)

Recommendation: That Council receive a progress report for the State Street “Create State” Master Plan.

MAYOR AND COUNCIL REPORTS

17. Subject: Interviews for City Advisory Groups (140.05)

Recommendation: That Council hold interviews of applicants to various City Advisory Groups (Est. time 4:00 p.m.).

COUNCIL AND STAFF COMMUNICATIONS

COUNCILMEMBER COMMITTEE ASSIGNMENT REPORTS

PUBLIC COMMENT (IF NECESSARY)

ADJOURNMENT

CITY OF SANTA BARBARA
FINANCE COMMITTEE MEETING
MEETING AGENDA

DATE: January 24, 2023

Eric Friedman, Chair

TIME: 12:30 PM

Alejandra Gutierrez

PLACE: David Gebhard Public Meeting Room
630 Garden St, Santa Barbara, CA 93101
and 1030 Cacique Street, Santa Barbara, CA 93103

Meagan Harmon

Rebecca Bjork
City Administrator

Keith DeMartini
Finance Director

Members of the public may participate in person or via Zoom. Zoom instructions are below.

- **Web:** (Participation via Zoom)
Register in advance for this webinar:
https://santabarbaraca.gov.zoom.us/webinar/register/WN_RbDZL3VeThKi2Z27BpIGqw

Webinar ID: 838 6521 2035
Passcode: 706542

After registering, you will receive a confirmation email containing information about joining the webinar.

- **Telephone:** Dial 1-669-900-6833, Enter Webinar ID: 838 6521 2035
(press *9 to raise/lower hand; press *6 to mute/unmute)

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ITEM FOR CONSIDERATION:

Subject: Establish Low-Income Homeowner Rehabilitation Pilot Program for City Residents through Habitat for Humanity with \$50,000 Allocation from Inclusionary Housing Reserve Funds

Recommendation: That Finance Committee consider and recommend that City Council:

- A. Approve the establishment of a new Low-Income Homeowner Rehabilitation Pilot Program by providing up to \$50,000 in grant funding to Habitat for Humanity of Southern Santa Barbara County to operate the program, and authorize the Community Development Director to execute such agreements and related documents, subject to approval as to form by the City Attorney, as necessary; and
- B. Adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Amending Resolution No. 22-059, Adopting the Budget for Fiscal Year 2023, to Approve an Increase in Fiscal Year 2023 Expenditure Appropriations in the General Fund in the Amount of \$50,000 Funded by General Fund Inclusionary Housing Reserve Funds to Cover the Requested Grant.



CITY OF SANTA BARBARA

FINANCE COMMITTEE AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Finance Committee

FROM: Housing and Human Services Division, Community Development

SUBJECT: Establish Low-Income Homeowner Rehabilitation Pilot Program for City Residents through Habitat for Humanity with \$50,000 Allocation from Inclusionary Housing Reserve Funds

RECOMMENDATION:

That Finance Committee consider and recommend that City Council:

- A. Approve the establishment of a new Low-Income Homeowner Rehabilitation Pilot Program by providing up to \$50,000 in grant funding to Habitat for Humanity of Southern Santa Barbara County to operate the program, and authorize the Community Development Director to execute such agreements and related documents, subject to approval as to form by the City Attorney, as necessary; and
- B. Adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Amending Resolution No. 22-059, Adopting the Budget for Fiscal Year 2023, to Approve an Increase in Fiscal Year 2023 Expenditure Appropriations in the General Fund in the Amount of \$50,000 Funded by General Fund Inclusionary Housing Reserve Funds to Cover the Requested Grant.

DISCUSSION:

Background

Established in 2000, Habitat for Humanity of Southern Santa Barbara County (Habitat) is a local nonprofit committed to building strength, stability, and self-reliance through shelter. Habitat partners with low-income individuals and families in Southern Santa Barbara County to build or improve a place to call home. Homeowners build alongside volunteers and purchase their home, paying an affordable mortgage. Habitat has built 22 new homes for 84 people (half of whom are children) and led efforts to rebuild and repair 180 homes across Santa Barbara's south county. Habitat has also contributed to more than 430 new homes constructed internationally. Habitat is an equal housing agency.

Proposal

Habitat's Neighborhood Revitalization Homeowner Rehabilitation Programs assists Low-Income individuals, families, and seniors living in the City of Santa Barbara with necessary home repairs, accessibility modifications, and aging-in-place adaptations to remain safely in their homes. Home repairs are confirmed for applicants who own their home, earn an income below 80 percent of the area median income (AMI), live within city limits, and demonstrate urgent need based on other criteria.

Funding Request

Habitat is requesting grant funding totaling up to \$50,000 to operate a pilot program that will help Low-Income owners make needed repairs on their residences. Habitat staff will manage the pilot program from the initial application solicitations, through application submissions, evaluations, and qualifications. Habitat will work directly with both homeowners and contractors and subcontractors to develop the necessary scope of work, obtain any required permits, and oversee the construction process to successful completion. This work will include payment of funds to contractors and subcontractors for completed work. No funding will be paid directly to homeowners.

Program Need

Investment in the Homeowner Rehabilitation Pilot Program is beneficial for several reasons:

- A one-time investment in a home repair can greatly extend the life of the home and is far more cost-effective than new construction. The average cost of a home repair is approximately \$5,000 while new construction costs can be as high as \$500/square foot (ref: SIMA Corp).
- It is critical that Santa Barbara retains its current affordable housing stock through rehabilitations that ensure decent and sustainable housing.
- Safe, decent, and affordable housing creates an environment of safety and security for all residents.
- The vast majority of government funding targets rental housing exclusively. While this is important, Santa Barbara has a vast array of affordable housing needs, including low- and very low-income households who own their home but have scarce resources for needed repairs.

Program Statistics

Habitat Program data captured since the beginning of the COVID pandemic in 2020 indicates as follows:

- Habitat's home repair clients are 78 years old, on average.
- Seventy percent of households served include homeowners who have a disability.
- Average annual income of homeowner repair clients is below \$30,000 annually.

- All homeowners served are at or below 80 percent of the AMI for Santa Barbara County.

Conclusion

Staff supports Habitat's request to establish and operate a pilot program in order to assist Low-Income homeowners with needed home repairs. Attending to repair and rehabilitation needs will ensure preservation of housing, enabling Low-Income households to remain in their homes. This effort will also contribute to the City's goals as outlined in the City's General Plan Housing Element, Housing Opportunities Policy, Section H2, which states: "*Promote equal housing opportunities for all segments of the community, with special emphasis given to extremely low, very low, low, moderate, middle income and special needs households.*" Looking forward, this new program will address the City's updated 2023 Housing Element Goal 5 – Preserve Housing Policy 5.1, which states: "*Encourage the maintenance and repair of existing owner-occupied housing to prevent deterioration and assist property owners that can demonstrate financial need in upgrading substandard units.*"

Habitat has operated the same program for the County of Santa Barbara for the past year and has an excellent record of providing successful rehabilitation projects that address the needs of several households in the community. By offering a one-year pilot program, the City can assess the success of the program before committing to supporting an ongoing Program.

Staff requests that the Finance Committee recommend that City Council approve the \$50,000 pilot program in order to provide Low-Income households residing in the City with the resources needed to repair and preserve their housing.

BUDGET/FINANCIAL INFORMATION:

There are sufficient funds available in the General Fund Inclusionary Housing Reserve to fully fund the proposed \$50,000 Pilot Program. The Inclusionary Housing Reserve has approximately \$717,000 in available reserve funds. If the proposed \$50,000 grant is approved, the Inclusionary Housing Reserve will be left with approximately \$667,000 in available reserve funds. Any funds that are not used during the initial Pilot Program will remain in the Inclusionary Housing Reserve. If the pilot program is deemed successful and Council supports continued funding, the unexpended funds will be used to fund the next program year.

ATTACHMENTS:

1. Habitat's Request Letter
2. Habitat's Repair Policy and Operating Manual

Finance Committee Agenda Report
Establish Low-Income Homeowner Rehabilitation Pilot Program for City Residents
through Habitat for Humanity with \$50,000 Allocation from Inclusionary Housing
Reserve Funds
January 24, 2023
Page 4

PREPARED BY: Laura Dubbels, Housing and Human Services Manager

SUBMITTED BY: Elias Isaacson, Community Development Director

APPROVED BY: City Administrator's Office



City of Santa Barbara Request for Funding for Homeowner Rehabilitation Program

Submitted by: Jessica de L'Arbre, December 16, 2022

About Habitat Santa Barbara:

Established in 2000, Habitat for Humanity of Southern Santa Barbara County is a local nonprofit committed to building strength, stability and self-reliance through shelter. We partner with low-income individuals and families in Southern Santa Barbara County to build or improve a place to call home. Homeowners build alongside volunteers and purchase their home, paying an affordable mortgage. Habitat for Humanity of Southern Santa Barbara County has built 22 new homes for 84 people, 50% of which are children, led efforts to rebuild and repair 180 homes across Santa Barbara's south county, and contributed to 430+ new homes constructed internationally. Habitat Santa Barbara is an equal housing agency.

About Neighborhood Revitalization & Home Repair Program:

Habitat for Humanity's Neighborhood Revitalization Homeowner Rehabilitation Programs assist low-income individuals, families and seniors with necessary home repairs, accessibility modifications and aging-in-place adaptations to remain safely in their homes. Home repairs are confirmed for applicants who own their home, are income verified below 80% AMI, and demonstrate an urgent need among other selection criteria.

Under the Neighborhood Revitalization program, we operate the A Brush with Kindness program which provides external home repairs which may include stair repairs, wheelchair ramps, clearing pathways, etc. and the Critical Home Repair program which provides larger interior kitchen and bathroom accessibility modifications, roof replacement, partial or whole-home repairs in critical need safety areas.

We leverage all grants with donated volunteer labor, in-kind donations of appliances and building materials and in-kind donations of professional labor. A typical home repair will include a few of these home repair examples, depending upon the needs of the home and the age and ability of the household.

All home repair recipients complete an eligibility screening and extensive application process that includes income verifications and homeowner status at minimum. Home repairs are a grant to the homeowner, not a loan. There is no repayment back to Habitat and the program grant is currently in compliance with CDBG funds from the county already in-place for other areas of Santa Barbara. The homes we support are not deed restricted but rather are naturally affordable and we aim to preserve them as such.

The importance of the Habitat Santa Barbara Home Repair Program:

- **A one-time investment in a home repair can often last a lifetime** – and is far more cost-efficient than new construction. The average cost of a home repair may range from \$5,000 to \$25,000 while new construction costs can be as high as \$500/sq foot (ref: SIMA Corp).
- **Our community must maintain the *naturally* affordable housing we already have** – otherwise a sale of that home is lost as affordable to the community's housing continuum (homes without an affordability covenant).
- Exacerbated by the pandemic, **home is a form of health care and a route to stability** – as a community, we must ensure that safe, decent, and affordable housing can create an environment of safety and security for all.



- A vast majority of available government funding is available exclusively to rental housing. While this is important, our Santa Barbara community has a vast array of affordable housing needs, including low and very low income homeownership households who may own their home but have essentially no resources.

Program Data (Captured since beginning of Pandemic in 2020):

- Since the start of the pandemic, the average of a home repair client is 78 years old. • 70% of households served since the pandemic include homeowners who have a disability • Average annual income of homeowner repair clients is below \$30,000 annually.
- All homeowners served are at or below 80% of the Area Median Income (AMI) for Santa Barbara County.

Leverage / Strength of Habitat Home Repair Model:

- Donated Services - Many times, professional construction/trade services are donated or given at a discount, and our volunteer model is implemented wherever appropriate. Support of households is managed by trained leadership volunteers via a Family Services Committee.
- Donated Materials - Community members donate construction materials in-kind (ex: flooring, heaters, and more!).
- Sweat Equity - Homeowners and their families contribute “sweat equity” as a part of our self-sufficiency model.
- Government funding is leveraged with private monetary donations, strengthening the program outcomes.

Program Benefits of PRESERVING affordable homeownership:

- Preservation of naturally affordable housing stock
- Aging in Place and health and safety improvements.
- Accessibility Modifications
- Addressing issues that are out of compliance with local building codes.
- Program complies with fair and equal housing and addresses a critical, unmet community need.
- Homelessness prevention

Examples of past home repairs completed:

- Widening doorways to support aging in place.
- Bathroom remodels to accommodate for accessibility needs.
- Fixing / replacing a heater for individuals with health conditions.
- Installation of ADA ramps for home entries.
- Roof repairs and replacements.
- Repairing plumbing issues where running water previously did not exist.
- Repairing holes in flooring.
- Addressing infestation issues.
- Tree trimming and brush removal in dangerous circumstances and/or high-risk to fire neighborhoods.



City of Santa Barbara Funding Request:

Habitat for Humanity of Southern Santa Barbara County respectfully requests \$50,000 from the City of Santa Barbara to support an initial start-up, pilot program in support of Neighborhood Revitalization, Home Repairs & Housing Preservation. Depending upon the needs and scope of the work, projects can range from \$2,000 - \$25,000 to complete work at each household which includes permits, qualifying applicants, project management, professional labor and building materials at minimum. These home repairs will be limited to within the City of Santa Barbara and all repairs will benefit individuals/families with a total annual income below 80% AMI. We anticipate being able to

repair 3 homes for local, low-income residents with the possibility of a maximum of 6 households served with this initial funding.

In addition to providing safe housing for households in need of repairs to their home, this program's outcomes may include aging-in-place solutions, fall prevention, housing stability, retaining affordable housing and maintaining a healthy place to live. The broader community impact is homelessness prevention, fall prevention for seniors, community revitalization through blighted homes repaired, building code improvements, the maintenance of our local affordable housing stock and a decrease in expensive emergency community services. Improved exteriors also add to healthier, safer and more walkable neighborhoods as a whole.

Habitat Santa Barbara is the recipient of funding from the County of Santa Barbara for a CDBG program, and other Habitat affiliates across California partner with cities to successfully implement these programs. Our local organization has more than a decade of experience in operating its home repair and neighborhood revitalization program locally.

Habitat continues to focus on housing as the foundation for health, wellness, and education. We anticipate the need for home repairs to not just continue but to grow as a result of the challenges created by the COVID-19 pandemic.

City of Santa Barbara 2021 Home Repair Success Story:

Barbara, a homeowner partner of Habitat Santa Barbara, is 87 and owns a home in the Hidden Valley neighborhood, but as her physical mobility deteriorated, she couldn't afford to make the accommodations that would allow her to stay there safely and with self-sufficiency.

Barbara uses a walker to get around her house. Her severe arthritis makes it hard to move and to drive. She had an urgent surgery coming up, and bathing in a renovated bathroom was essential for her recovery. That's when her daughter, Kim, reached out to Habitat Santa Barbara. "As a homeowner, you're usually excluded from so many housing resources," Kim told Habitat Santa Barbara. "But my mom is low-income. When we saw that Habitat for Humanity might be a resource for her as a homeowner on a small, fixed income, we thought it could be our only hope to keep Mom in her home."

A crew skilled at plumbing replaced the bathtub with a walk-in shower, changed built-in fixtures that blocked Barbara's walker, and installed a new toilet that was easier to use and reduced the risk of falls. Her adult children agreed to paint the walls and complete the finishings in the bathroom –the kind of work the nonprofit refers to as "sweat equity." When the repair was completed, Barbara had a completely remodeled bathroom that improved her self-sufficiency, housing stability and safety.



When her bathtub became impossible to use, Barbara was in a bad spot.

She was too frail to climb in and out of the tub and was unable to bathe at her home. To stay safely at home, a tub-to-shower conversion became critical.



BEFORE



AFTER

2022 Project Needs for a home in the City of Santa Barbara:



Home owner

Needs:



*Team Walk-through,
August 2022*

- * Windows - Sliding Glass Door (broken by paramedics)
 - * Blinds - install black-out shades (to prevent migraines)
 - * Sink - kitchen sink leaks; currently unable to use
 - * Shower - shower leaks and is not accessible (widen doorway)
 - * Landscaping - gopher infestation due to ivy (remove)
 - !!! caused gophers to tunnel into Ann's bathroom !!!
- [Note: volunteers can assist]*
- Priority Health & Safety*

sbhabitat.org



Home Repair Program

Habitat for Humanity of Southern Santa Barbara County

Selection Policy & Operating Manual

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Introduction

Established in 2000, Habitat for Humanity of Southern Santa Barbara County (Habitat Santa Barbara) is a local nonprofit that helps individuals and families build and improve a place to call home. We work towards our vision by building strength, stability, and self-reliance in partnership with families in need of decent and affordable housing. Habitat Santa Barbara eliminates substandard housing through constructing, rehabilitating, and preserving homes; by advocating for fair and just housing policies; and by providing access to resources and training to help families improve their housing conditions.

Habitat's Home Repair Program invests in the stability of our community by way of partnering with local income-qualifying homeowners. The following document outlines the Policies and Procedures related to this program to ensure that our selection processes maintain fairness, consistency, and clarity as we evaluate and partner with individuals and families. This document may be updated regularly with board approval, to support the continued improvement as needed.

Home Repair Selection Policy

(INTERNAL DOCUMENT ONLY)

Approved on 9/30/2021

Application & Eligibility

Eligibility for Habitat for Humanity's Home Repair Program is determined according to the following principles, which are outlined below:

1. Must own a home within the Habitat Santa Barbara service area (between Carpinteria and Gaviota)
2. Property must be owner-occupied and the primary residence of all owners on title and/or qualifying household member(s).
3. The property must be an eligible property. Eligible properties are owner-occupied Single Family Residences (SFR), manufactured homes, condominiums, townhomes and duplexes.
 - a. The following are not eligible: multi-family dwellings that are larger than two units (apartment buildings, tri-plex, etc.) homes used as rental units, boats and recreational vehicles (RV's) will not be considered..
4. Property must be inhabitable and without any unpermitted or illegal additions.
 - a. Homes that are "red tagged", condemned, uninhabitable and/or with extensive damages over the program limit are not eligible.
5. Property cannot be in a state of incomplete construction, renovation or remodeling activity.
6. Homeowner must be current with the following:
 - a. Mortgage loan payment (if homeowner is still making payments)
 - b. Homeowner's insurance policy ·
 - c. Property taxes
7. Household income must be below 80% of the Area Median Income.
8. Household income will be determined by totaling income for all adult members residing in the home.
9. Homeowners must be willing to partner with Habitat Santa Barbara, volunteers and the community.
10. Home must demonstrate a need for repair. This will be determined by a property assessment conducted by Habitat Santa Barbara.
11. Household must commit to being a good Habitat for Humanity ambassador in the community.
12. Homeowners that have received assistance from Habitat Santa Barbara's Home Repair Program may not reapply for assistance for 5 years after the completion of their repairs. Restricted funding sources may be considered in these cases.

Habitat for Humanity of Southern Santa Barbara County will not determine eligibility according to race, color, religion, sex, national origin, sexual orientation, gender identity, marital status, or familial status/size.

Verify Homeownership (Required Documentation)

- A. Deed of trust for the property or title to the manufactured home
- B. Proof of Mortgage Payment, if applicable
- C. Proof of valid Homeowner's Insurance and current in premium payments
 - i. With written approval by the CEO, Habitat Santa Barbara may make an exception to move forward with a home that does not have insurance after evaluation but **not** for government funded projects.
 - ii. With written approval by CEO, Habitat Santa Barbara may cover up to \$1,500 of administrative costs including homeowners' insurance for one year, updating trust documents, etc. especially as it relates to reducing liability or helping a homeowner become eligible for Habitat's Home Repair Program.
 - iii. If property is in a FEMA flood zone, proof of Flood Insurance will also be required
- D. Proof of Paid Property Tax, if applicable

Define Financial & Structural Need (Income & Home Condition)

- A. Identifying need according to Income
 - i. Verify homeowner total household income to be at or below 80% AMI
 - i. Income documentation must be verified for all homeowners (i.e. those listed on the title to the home or the deed to the property).
 - ii. Room renters' income is not included in household income. However, the rental income the homeowner(s) receive(s) would be included in their total household income.
 - iii. Required documentation, as applicable:
 - 1. Earned Income
 - a. Two recent, consecutive paystubs
 - b. Previous two years federal and state income tax returns
 - c. Self-Employment Income
 - i. Year-to-Date profit/loss statement
 - ii. Previous two years federal and state tax returns
 - d. Statement of no income
 - 2. Unearned Income:
 - a. Social security award letter
 - b. Retirement benefit statement
 - c. Veteran's benefit statement
 - d. Unemployment insurance award letter
 - e. State disability benefit statement
 - f. CalWorks/CalFresh award letter
 - g. Final divorce decree
 - h. Child Support
 - 3. Assets
 - a. Three months of consecutive checking and savings bank account statements showing transactions

- b. Total liquid assets cannot exceed \$50,000 for a household of two people. Liquid assets are defined as assets easily converted into cash, such as Treasury Bills, money market funds, certificates of deposits, bank deposits, and stocks. No retirement accounts, automobiles or primary residences shall be included in the computation of liquid assets.
 - c. Based on evaluation of assets, additional information may be needed.
 - d. On a very limited case-by-case basis, CEO may approve project as an exception to extenuating circumstances. Written approval must be obtained.
- B. Identifying need according to home condition, whereby the home's condition may negatively impact an individual or household's overall health and wellness due to living conditions:
 - i. Structural deficiencies
 - ii. Code violations
 - iii. Safety hazards
 - iv. Accessibility / livability challenges
 - v. Individual or household unable to perform repairs themselves
 - vi. Neighborhood blight

Define Willingness to Partner

- A. Interacting honestly with Habitat Santa Barbara staff members & volunteers
- B. Maintaining a respectful and agreeable attitude while working with Habitat Santa Barbara staff & volunteers
- C. Meeting deadlines for submission of paperwork
- D. Homeowner(s) agree to and sign Homeowner Agreement, Subcontractor's Agreement (as needed) and scope of work prior to beginning improvements or repairs.
- E. Homeowner(s) will sign "Certificate of Completion" document once services rendered are fulfilled
- F. Homeowner(s) partners with Habitat Santa Barbara by way of performing sweat equity to the extent that is appropriate (immediate family member may also perform this requirement)
- G. Homeowner(s) agrees to communicate promptly with Habitat staff throughout the project.
- H. Homeowner(s) agrees to the Scope of Work defined by Habitat staff. There will be no expectations of additional work unless otherwise stated in writing.
- I. Homeowner(s) agrees and intends to live in the repaired home for a minimum of 5 years after completion, or longer depending on cost. Habitat Santa Barbara aims to avoid placenta Deed of Trust on a property and so set a maximum spend limit per home as outlined below, and prioritized by funders accordingly:
 - a. Projects will not exceed \$20,000 per household for funding provided by contracts with the County of Santa Barbara.

- b. Projects will not exceed \$25,000 per household for funding provided by private funding as well as the City of Santa Barbara.
- c. A property may be required to be owner-occupied for more than five years if more than \$10,000 is spent on repairs.

Define Appropriate Scope of Work

- A. Scope of Work must be reasonable to accomplish according to the affiliate's personnel and financial resources
- B. Scope of Work and selection of projects will be determined according to affiliate financial ability and grant structures supporting project focus areas which may influence specific geographic regions. Scope, budgets & procedures may change according to private or public funding and grant requirements.
- C. Scope of Work may vary based on available funds, type of funds and partner's willingness to stay in the home; private dollars versus government funding influence these parameters
- D. Scope of Work may not include the following activities as it is in violation of safety policies. The following projects are prohibited, unless the work can be done using a licensed and insured subcontractor:
 - i. Roofing projects
 - ii. Projects pertaining to hazardous substances including, but not limited to, mold, asbestos, lead paint, etc.
 - iii. Projects that may be a threat to volunteer health and/or safety.
- E. Scope of Work may not displace individuals and/or household or cause them unnecessary hardship during the construction process. If the repairs needed cause displacement, Habitat Santa Barbara will find lodging/hotel for the duration of construction.
- F. Maximum cumulative spending on one home is \$25,000. On rare instances, exceptions may be made on a case-by-case basis depending on funding. Exceptions will be approved by the CEO.
- G. Any questions regarding scope of work can be managed on a case-by-case basis in accordance with all policies and considered for approval by Habitat Santa Barbara's CEO.
- H. Habitat may proceed with an expedited approval process when home repairs for an individual and/or household is anticipated to total to less than \$ 1,000 per home.
 - i. Expedited approval process may include limited income and asset verification.

Application Status

- A. Acceptance
 - i. If homeowners are determined to fulfill Habitat Santa Barbara's Objective Criteria- financial need, willingness to partner, and appropriate scope of work- they will be internally approved as eligible as a Habitat Santa Barbara partner Individual and/or household. Confirmation and external approval are dependent upon budget / project scope approval by Habitat Santa Barbara's CEO & Finance Department. All necessary documents must be submitted to Habitat for review and approval of program eligibility.

- ii. Following internal approval based on selection policy guidelines, Habitat Santa Barbara staff may decide the cadence of scheduling of projects, in accordance with homeowner need, program calendar, volunteer availability, availability of specialized/professional labor, and project appropriateness.
 - iii. Per HFHI Policy 19 and Policy 33, a Sex Offender Registry Check is required on all homeowners and any other adult household members of the home to be repaired
 - a. Habitat Santa Barbara reserves the right to recheck sex offender status throughout the home repair service. Any person who does not consent to a sex offender registry check will not be permitted to become a partner individual and/or household
 - b. A sex offender registry finding may disqualify an applicant from service with Habitat Santa Barbara. However, homeowners and/or households will not be barred from home repairs based solely on a sex offender finding. Each application will be handled on an individual basis to determine if the information on the report calls for disqualification based on the following criteria:
 - 1. Nature of the conviction and whether children were involved
 - 2. Time elapsed since the offense
 - iv. Confirmation will be extended by way of homeowner phone call and formal acceptance letter on organization letterhead. A site visit/home inspection is not reflective of an approved application.
- B. Denial**
- i. Should a homeowner neglect to comply with the following conditions for approval: financial need, willingness to partner, or reasonable scope of work, they may be denied by the affiliate.
 - ii. An eligibility denial letter will be sent to the individual and/or household on organization letterhead acknowledging the reasons for denial and, if possible, alternative resources to fulfilling their needs
- C. Deselection**
- i. Throughout the process of being confirmed as a Habitat Santa Barbara Partner individual and/or household, it is possible that an individual and/or household may need to be deselected. This may occur if an Individual and/or household violates any of the conditions of approval (financial need, willingness to partner, or reasonable scope of work) or refuses to comply with Habitat Santa Barbara's due diligence practices (i.e. Homeownership Agreement, Sweat Equity agreement, etc.).
 - ii. Deselection of a partner individual or household will be notified by way of a call from Habitat staff and a formal letter on organization letterhead.
- D. Inactive Status**
- i. Should a homeowner be unresponsive to communications by the affiliate, the affiliate must take the following actions to identify homeowner intent:
 - a. Phone Call
 - b. E-mail (if no response to phone call)
 - c. Letter (if no response from phone call/ email)
 - ii. If communication is unsuccessful, the homeowners will be categorized as inactive, and this information (with communication log) will be kept in their file.

Application Management

A review of applicants will be completed on an ongoing basis, and site visits made when resources allow; preferences may be made as a combination of application date as well as life safety urgency. Confirmation or decline may be influenced by volume of waitlist, and available resources to address the needs.

There are several factors which influence how long a person may have to wait before receiving repair assistance:

1. Date & time application is submitted: Applications are prioritized according to date and time
2. Eligibility principles including life/safety urgency of request.
3. Funding Availability, including geography related to funding criteria.
4. Availability of licensed contractor/subcontractor, when needed, to perform the required scope of work.

The combination of these factors determines how long it will take, and who is next, to receive home repair assistance. It is important to remember that while an applicant may have an urgent need for housing and may qualify for eligibility, they will still have to wait until their name is reached and resources are available to provide the support.

All Personal Identifiable Information (PII) about applicants and homeowners is kept in a locked filing cabinet. All staff and volunteers who review PII pass a criminal background check. Organization will constantly monitor security of IT systems electronic data safety.

Home Repair Operating Manual

Internal Operational Procedures

Inquiry

- A. Phone screening:
 - i. Habitat staff or Family Services Committee (FSC) volunteer will conduct phone screening with interested candidates to determine program eligibility
 - i. Financial eligibility
 - ii. Geographical eligibility
 - iii. Owner-occupied property
 - iv. Willingness to partner
 - v. Scope of work requested
 - ii. If phone candidate is deemed eligible, candidates will be asked to submit full Home Repair Application including all requested supporting documents.
 - iii. If phone candidate is deemed ineligible, candidates will be informed as to why they are not eligible.
 - iv. All inquiries are tracking on the _Home Repair Master Data spreadsheet
- B. And / or Home Repair Application:
 - i. Candidates may start with the full application on Habitat Santa Barbara's website instead of having an initial phone screening.
 - ii. Candidate to submit complete Home Repair Application including all requested supporting documents.

Note: Support and resources regarding requests for reasonable accommodation may be made available to any individuals who experience barriers in completing an application.

Eligibility and Project Approval

- A. Initial Application Review
 - i. Using the [Home Repair Selection Policy](#), Habitat staff or Family Services Committee volunteers determine whether an applicant is deemed eligible or ineligible using the Home Repair [Application Checklist & Review](#) form.
 - ii. Use the following website to perform Sex Offender Registry Check <https://www.meganslaw.ca.gov/mobile/Disclaimer.aspx>
 - iii. If at any point in the application process an applicant is deemed ineligible, the applicant will be notified via Denial Letter with an appropriate reason and/or explanation for denial per Habitat Santa Barbara's Home Repair Selection Policy.
- B. Home Visit / Walkthrough Inspection
 - i. If basic qualifications are met, a home walkthrough will be scheduled with the homeowner where the [COVID Risk Agreement](#) is signed with a minimum of two Habitat Santa Barbara Representatives (representatives can include qualified

- volunteers). The COVID Risk Agreement must be signed prior to **all** entries into applicant or Habitat Santa Barbara Partner homes indefinitely.
- ii. These two representatives will meet the homeowner, clarify program details and expectations, and perform a walkthrough of the home using the Home Repair [Walkthrough Inspection Form](#) to assess need, scope of work, permits and budget.
 - iii. Goal of Home Inspection:
 - a. Identify Scope of Work & accompanying measurements / plans.
 - b. Identify potential volunteer hazards.
 - c. Identify anything that must be addressed prior to approval of project.
 - d. Identify irregularities between application and onsite inspection.
 - e. Determine life/safety urgency.
 - iv. Representatives should take pictures of any areas that may be eligible for the Home Repairs Program.
- C. Create Scope of Work & Budget
- i. If an applicant is still eligible for the program, a scope of work and project budget is created using the [Home Repair Project Spreadsheet](#).
 - ii. If a permit/licensed work is needed:
 - a. Habitat will receive or request three bids from qualified licensed and insured subcontractors who will provide a current W9 form, and a certificate of insurance listing “Habitat for Humanity of Southern Santa Barbara County” as additionally insured.
 - b. After the competitive bidding process takes place, Habitat may move forward with previously selected subcontractors from the Request for Qualifications or may use subcontractors who is listed on Habitat’s preferred vendor list.
 - c. Three bids from potential subcontractors are not necessary if the total repair cost is less than \$ 1,000 for reasons of efficiency and execution. Projects at \$500 or less will not be government subsidized.
 - iii. Schedule home visit with the chosen contractor/subcontractor to get final bid, if not already provided.
 - iv. Hazardous Substances: Mold, Asbestos, lead-based paint
 - a. Ongoing monitoring and collaboration with experts will be performed to ensure compliance with laws and standards set in place by the California Department of Public Health, Habitat for Humanity International, California State Licensing Board, Occupational Safety & Health Administration, U.S. Department of Housing & Urban Development, and the California Department of Industrial Relations regarding mold, asbestos and lead-based paint.
 1. Resources include but are not limited to the following:
 - a. <https://www.cdph.ca.gov/Programs/CCDCPHP/DEODC/CLP/PB/Pages/LRCRegs.aspx>
 - b. https://admin.publichealth.lacounty.gov/eh/TEA/ToxicEpi/ToxicEpi_Docs/Mold%20In%20My%20Home_2009.pdf

c. <https://www.dir.ca.gov/dosh/acru/acruinfo.htm>

D. Approval of Project

- i. If applicant scope of work and project budget is within the Home Repairs Program parameters, the internal Approval Form must be submitted to Director of Finance and CEO for review and approval.
- ii. If Approval Form showing budget, applicable bids, and scope of work is approved, Habitat will officially confirm homeowner as a Habitat Santa Barbara Partner individual and/or household by notifying them.
- iii. All repairs will be performed in compliance with laws and standards set in place by the California Department of Public Health, Habitat for Humanity International, California State Licensing Board, Occupational Safety & Health Administration, U.S. Department of Housing & Urban Development, and the California Department of Industrial Relations.
- iv. CDBG Funding Approvals
 - a. Eligible homes include those located in Habitat for Humanity of Southern Santa Barbara County's service area, which is defined as the area in Santa Barbara County south of the Santa Ynez Mountains; however, homes within the city of Santa Barbara city limits and homes within the city of Goleta city limits are ineligible to receive County funding.
 - b. Submit reports to the County on completed homes and include each address, description of work completed, funding amount, and sample before and after photos.
 - c. Submit payment requests on County's form of Expenditure Summary and Payment Request (ESPR) for homes for which the work has been completed. County will not accept payment requests for a home until the work is complete.
 - d. National Environmental Policy Act, (NEPA) Review by County HCD.
 1. Completion of Tier I NEPA review for the broad level program area (45 days) - Signed September 6 and effective until September 2027 via County advice.
 2. Tier II – Site Specific NEPA Reviews
 - a. Habitat staff to provide pictures of each property and scope of work to HCD to complete the Tier II environmental review
 - b. Habitat cannot move forward with project until receipt of "Notice to Proceed" for submitted properties for Tier II environmental review
 - c. Santa Barbara County to consult with State Historic Preservation Office (SHPO) prior to the start of repair work (may take up to 30 days for a SHPO response).
- v. PLHA Funding Approval
 - a. The program falls under Eligible Activity No. 301(a) (2) of the State of California Permanent Local Housing Allocation Program.

- b. Eligible homes include those located in Habitat for Humanity of Southern Santa Barbara County's service area; however, homes within the city of Santa Barbara city limits are ineligible to receive County funding.
- c. Homes located in the City of Goleta shall first utilize PLHA funds allocated to the City of Goleta for which the County is the PLHA Consortium lead entity and responsible for administering the funds. After Goleta funds are exhausted, Habitat may use County PLHA funds for homes located in the City of Goleta.
- d. Submit reports to the County on completed homes. Report separately on homes completed within the city of Goleta in order that HCD may report to the city of Goleta on the use of its allocation of PLHA funds. Each report must include a description of the work completed, funding amount, and several before and after photos.
- e. Submit payment requests on County's form of Expenditure Summary and Payment Request (ESPR) for homes for which the work has been completed. County will not accept payment requests for a home until the work is complete.
- f. Submittal of Reports and Payment Requests identified and required under subsections (d) and (e) above, shall indicate whether the report and funding are related to eligible homes located in unincorporated Santa Barbara County or within the city of Carpinteria, OR if in the City of Goleta for its respective allocation of PLHA funds, which the County administers as lead entity.

Project Preparation

- A. Before any work is performed, Habitat Santa Barbara and the homeowner must sign the [Homeowner Agreement & Scope of Work](#). If subcontractor is being used, they must sign Habitat Santa Barbara's [Home Repair Contract for Subs](#) prior to any work beginning. Additional Scope of Works may be added to Homeowner Agreements.
 - a. If an adjustment to the Scope of Work is needed, the existing Scope of Work can be voided and replaced with a new one with Habitat Santa Barbara and Homeowner's signatures. If subcontractor is being used, they must sign Habitat Santa Barbara's Home Repair Contract for Subs prior to any work beginning
- B. Project Manager to work with Director of Finance and Operations to ensure coverage of project.
- C. Habitat staff will gather marketing materials: people photos, description of repair needs and testimony from the homeowner about why they want to be a Habitat Santa Barbara partner. "Before" photos of the home are taken in detail and saved electronically.
- D. As needed, have Project Manager and/or licensed and insured subcontractor review all testing per EPA standards to ensure home is safe to begin work.
- E. Timeline

- a. Project Manager will identify the appropriate scheduling of approved projects based on need and available resources.
 - b. Project Manager will then coordinate with subcontractors, and homeowner to create a timeline for the project. Ops/Vol Coordinator will coordinate with volunteers.
- F. Technical improvements to the homes will be conducted by licensed professionals while beautification work and unprofessional labor may be improved with support of volunteers. No subcontractors will be responsible for supervising volunteers – Habitat will supervise.
- G. Fund Development Plan
 - a. If relevant, develop a fund development plan to support any projects not underwritten with government funding.

Project Execution

- A. Execute Project within agreed upon timeline and within agreed upon Scope of Work & Budget unless written approval is granted by CEO (in conjunction with the Director of Finance).
- B. Project must be executed in adherence to all standard building codes & permitting requirements.
- C. All contractors and subcontractors must be licensed and insured.
 - a. To check license status, visit CSLB.CA.gov.
 - i. Print/Save a PDF of the results page
 - b. All contractors and subcontractors must not be listed as “Excluded Parties,” on the federal System for Award Management (SAM.gov) website.
 - i. Print/Save a PDF of the results page
- D. Update [Home Repairs Project Budget spreadsheet](#) as the project continues.
- E. Capture program through photos, quotes, and written summaries; publicize work in community to promote funding for current and future projects.

Project Closeout

- A. Homeowner to sign Certificate of Completion (included in [Homeowner's Agreement](#)) once Scope of Work has been completed
- B. Submit project review and final expense reports to CEO and Director of Finance for final review.
- C. For marketing, request an “after” statement reflecting improved quality of life from homeowner(s) and take “after” pictures.

Project Management

- A. All inquiries are added to [Home Repairs Master Data](#) spreadsheet with all information to track candidate and applicant data, including demographics information for reporting.
- B. Save all materials in appropriate electronic and hard copy files.
- C. Update Conversation Log as Habitat staff communicates with applicant.
- D. Develop realistic timelines that the homeowner can understand, and that, as needed, can be supported by a volunteer recruitment plan created by the Ops/Vol Coordinator. For scheduling purposes, utilize corporate groups as much as possible, with ongoing volunteers positioned as Crew Leaders when it is safe and appropriate to do so.
- E. All engagement and activities at all levels will adhere to relevant COVID-19 safety protocols and in compliance with health standards.

Role of Family Services Committee:

- A. Family Services Committee volunteers play a supplemental role to improve capacity and relationship building with homeowners, including assessment, screening, and referrals to partner agencies.
 - a. For a full list of FSC duties and responsibilities, see [Family Services Committee Job Description](#) document.

External Operational Procedures

Application Inquiries

- A. Habitat Santa Barbara shall respond to applicants within a reasonable window of time to provide quality customer service.
- B. All communication will be kept up to date and comply with HUD's Fair and Equal Housing Act, protecting people from discrimination, including use of Equal Housing Lender insignia.

Outreach & Marketing

- A. When possible, outreach should be conducted in partnership with local non-profit agencies (spanning our service area) as a referral system for applicants across Southern Santa Barbara County.
- B. Outreach to prospective home repair applicants is conducted in alignment with the [Fair Housing Marketing Plan](#) for the Home Repair Program. See the plan for additional details.
- C. Outreach & marketing is tracked using the [Outreach, Advertising, Vendors, Etc.](#) spreadsheet.

Request for Qualifications for Licensed & Insured Subcontractors

- A. Habitat Santa Barbara will secure at least three subcontractors using the Request for Qualifications (RFQ) document in areas of construction where it is needed most frequently.
- B. Habitat Santa Barbara will prioritize outreach to Minority / Women-owned and small businesses.
- C. All vendors will go through a competitive bid process.
- D. If CDBG funding will be used, Habitat Santa Barbara must submit County documents with RFQ to the candidate subcontractors, and Habitat Santa Barbara must receive written confirmation that the subcontractor is aware of federal requirements and will comply.

Other Program Parameters

All standards and procedures will be in compliance with the Repairs AOM, U.S. Affiliated Organization Policy Handbook, Human Resources Manual, OSHA Standards, HFHI Policies, Competent Person Training, and other operational guidance provided by Habitat for Humanity of Southern Santa Barbara County and Habitat for Humanity International. The Repairs Affiliate Operations Manual (referenced above) is one of a series of 10 volumes outlining the core operations for U.S. Habitat affiliates. The other titles in this series are Advocacy, Construction, Construction Safety, Financial Policies and Procedures, Homeowner Selection, Homeowner Support, ReStores, Resource Development, and Volunteer Management. The full collection is available at my.habitat.org/kc/aom.

* This document is subject to change as needed to support the effective running of the HFHSSBC's Home Repair Program. Changes must be approved by CEO & Board of Directors.



Equal Housing Opportunity Statement: We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.

Policy Update Log

- I. Spending cap updated on 09/12/2022 from \$20,000 to \$25,000 shown on pages 6 & 7.
- II. Program eligibility requirements updated on 09/12/2022 shown on page 4.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: City Administrator's Office

SUBJECT: Employee Recognition – Service Award Pins

RECOMMENDATION:

That Council authorize the City Administrator to express the City's appreciation to employees who are eligible to receive service award pins for their years of service through January 31, 2023.

DISCUSSION:

The City appreciates the loyalty to the community and the dedication to public service that are demonstrated by City employees throughout the organization every day. Since 1980, the City Employees' Recognition Program has recognized length of City Service. Service award pins are presented to employees for every five years of service. Those employees achieving 25 years of service or more are eligible to receive their pins in front of the City Council.

Attached is a list of those employees who will be awarded pins for their service through January 31, 2023.

ATTACHMENT(S): January 2023 Service Awards

PREPARED BY: Talhia Dorado, Administrative Specialist

SUBMITTED BY: Rebecca Bjork, City Administrator

APPROVED BY: City Administrator's Office

January 2023 SERVICE AWARDS

January 24, 2023 Council Meeting

5 Years

Kristen Sneddon, Councilmember, City Administrator's Office Department

Eric Friedman, Councilmember, City Administrator's Office Department

Matthew Niro, Associate Planner, Community Development Department

Ellen Kokinda, Senior Planner I, Community Development Department

Jason Ramirez, Streets Maintenance Crew Leader, Public Works Department

Julio Gamino, Harbor Operations Assistant, Waterfront Department

10 YEARS

Richard Stokes, Maintenance Worker II, Public Works Department

Christopher Hevesy, Wastewater Treatment Plant Operator III, Public Works Department

15 YEARS

Benjamin Ahrens, Police Sergeant, Police Department

Thomas Van Eyck, Police Officer, Police Department

Robert Blackstone, Senior Airport Operations Specialist, Airport Department

25 YEARS

Susan Segura, Police Records Supervisor, Police Department

Keld Hove, Police Officer, Police Department

Jeffrey James, Electronics Technician II, Public Works Department

30 Years

Christopher Mailes, Fire Chief, Fire Department

Christopher Auringer, Fire Captain, Fire Department

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SANTA BARBARA AMENDING THE SANTA BARBARA
MUNICIPAL CODE TO ADD CHAPTER 2.06 TO ESTABLISH
A STANDING FINANCE COMMITTEE AND TO RESCIND
RESOLUTION NO. 94-130

THE CITY COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS
FOLLOWS:

SECTION 1. Chapter 2.06 of Title 2 of the Santa Barbara Municipal Code is added
to read as follows:

2.06.010 Finance Committee Established.

A standing Finance Committee composed of three members of the City Council is
established.

2.06.020 Appointment and Term of Office.

The members of the Finance Committee shall be appointed by the City Council for
a specific or indefinite term. The City Council shall designate one of its members as the
chairperson of said Committee. The City Council may remove or reassign members of
the Finance Committee by motion, with or without cause.

2.06.030 Duties of the Committee.

The Finance Committee shall receive reports from the City Administrator and
Finance Director, and make recommendations to the City Council, upon matters that
have a substantial budgetary or financial impact on the City. These matters will include,
but shall not be limited to, the following:

- A. Debt financing;
- B. Affordable housing loans;
- C. New, or changes to existing, department fees and charges;
- D. Consideration of tax or other revenue generating measures;
- E. Significant appropriation requests where (1) multiple funding options may exist
and should be considered, and/or (2) the request requires the use of reserves, which
would reduce the fund's reserve level below the City Council policy target;

- F. Budget development topics;
- G. Annual Comprehensive Financial Report (ACFR);
- H. Quarterly financial update reports; and
- I. Annual investment report.

2.06.040 Public Meetings.

Meetings of the Finance Committee shall be open and public pursuant to City Charter Section 510 and the Ralph M. Brown Act, Government Code Sections 54950, et seq., as it may be amended from time to time.

2.06.050 Duties of the City Administrator and Finance Director.

The City Administrator or Finance Director shall report the recommendations of the Finance Committee to the City Council.

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SANTA BARBARA AMENDING CHAPTER 2.05 OF THE
MUNICIPAL CODE PERTAINING TO THE POWERS AND
DUTIES OF THE ORDINANCE COMMITTEE

THE CITY COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS
FOLLOWS:

SECTION 1. Chapter 2.05 of Title 2 of the Santa Barbara Municipal Code is
amended to read as follows:

2.05.010 Ordinance Committee Established.

A standing Ordinance Committee composed of three members of the City Council
is established.

2.05.020 Appointment and Term of Office.

The members of the Ordinance Committee shall be appointed by the City Council
for a specific or indefinite term as determined by the City Council at the time of the
appointment. The City Council shall designate one of its members as the Chairperson of
the Committee. The City Council may remove or reassign members of the Ordinance
Committee by motion, with or without cause.

2.05.030 Duties of the Committee.

The Ordinance Committee shall review, and may make recommendations to the
City Council, on all ordinances adding, amending or repealing sections of the Municipal
Code of the City, except as provided in this Chapter.

2.05.040 Public Meetings.

Meetings of the Ordinance Committee shall be open and public pursuant to City
Charter Section 510 and the Ralph M. Brown Act, Government Code Sections 54950, et
seq., as it may be amended from time to time.

2.05.050 Exempt Ordinances.

The following categories of ordinances shall be exempt from Ordinance Committee
review, and may be introduced as ordered by the City Council:

- A. ordinances calling or otherwise relating to an election;

- B. ordinances relating to improvement or assessment proceedings which are adopted pursuant to state or federal law or an ordinance;
- C. unless directed by City Council, urgency or interim ordinances as authorized by law;
- D. emergency ordinances as provided in City Charter Section 511;
- E. ordinances subject to referendum which approve the sale, transfer, disposition or encumbrance of City land;
- F. ordinances subject to referendum which approve a contract or lease or extension thereof by which the City is bound for a longer period than five years;
- G. ordinances awarding a franchise;
- H. ordinances establishing position control or salary scales or amounts;
- I. unless directed by City Council, ordinances which, in the opinion of the City Attorney, do not involve substantive revision or establishment of City legislation;
- J. ordinances which the City Council determines, in its sole discretion, not to refer to the Ordinance Committee.

2.05.060 Presentation of Draft Ordinances and Ordinance Concepts to Ordinance Committee.

The Ordinance Committee shall consider proposed ordinances or ordinance concepts that are referred to it by the City Council, the City Attorney, or the City Administrator.

2.05.070 Duties of the City Attorney for Drafting.

After review of a proposed ordinance or ordinance concept, the Ordinance Committee may direct the City Attorney to revise the proposed ordinance or draft an ordinance based upon Ordinance Committee direction.

2.05.080 Further Action by Ordinance Committee.

The City Attorney shall draft the proposed ordinance as requested by the Committee and send copies to the City Administrator and to the Committee. The Ordinance Committee shall by majority vote determine to submit the subject ordinance with or without revision to the City Council, or shall determine to table the ordinance without submission. If to be submitted, the ordinance shall be introduced at the next regular meeting of the City Council feasible to allow such final redrafting by the City Attorney as may be required.

2.05.090 Ordinances Tabled by Ordinance Committee.

An ordinance tabled by the Ordinance Committee, may be brought to City Council for introduction if a majority of the City Council, following the procedures to place the matter on a City Council agenda, affirmatively vote to pass the ordinance out of Ordinance Committee and submit the subject ordinance to City Council. If submitted, the ordinance shall be introduced at the next regular meeting of the Council.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Water Resources Division, Public Works Department

SUBJECT: Authorize Execution of the Clean Water State Revolving Fund Installment Sale Agreement for the Braemar Lift Station Rehabilitation Project [Ordinance Introduction; Agreement]

RECOMMENDATION:

That Council introduce and subsequently adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Authorizing the Execution of the Installment Sale Agreement with the State Water Resources Control Board for the Braemar Lift Station Rehabilitation Project (Project No. C-06-8602-110).

DISCUSSION:

Background

The City of Santa Barbara's (City) Braemar Lift Station was constructed in 1962. It is the largest and most critical lift station within the collection system, with a pumping capacity of 1,000 gallons per minute. It is located at the corner of Alan Road and Cliff Drive, adjacent to Arroyo Burro Creek, and serves parts of the Hope Ranch, Campanil, and Alan Road neighborhoods, as well as Arroyo Burro Beach. This lift station pumps wastewater from the sewer collection system through 3,200 linear feet of force main along Cliff Drive, where it transitions to gravity at the corner of Cliff Drive and Mesa Lane.

Council previously awarded contracts to Carollo Engineers and Kasraie Consulting to prepare the planning and preliminary design reports as well as the floodplain evaluation for the final design of the Braemar Lift Station Rehabilitation Project (Braemar Project).

This Braemar Project will replace and update the mechanical and electrical equipment of the lift station, which was most recently renovated in 1991. After 31 years of service, the aging mechanical and electrical equipment is nearing the end of its functional life. City staff entered contract 25,866 with Carollo Engineers in March 2017 to design the rehabilitation of the station.

Council Agenda Report

Authorize Execution of the Clean Water State Revolving Fund Installment Sale Agreement for the Braemar Lift Station Rehabilitation Project [Ordinance Introduction; Agreement]

January 24, 2023

Page 2

Installment Sale Agreement

City Council declared the following Resolutions prior to this sales agreement:

- On December 8, 2020, City Council Resolution No. 20-085 authorized the Public Works Director to apply for State Revolving Funds for the Braemar Project.
- On December 8, 2020, City Council adopted Resolution No. 20-086, declaring official intent to reimburse capital expenditures paid prior to the approval of the installment agreement.
- On December 8, 2020, City Council adopted Resolution No. 20-087, pledging the Wastewater Fund Net System Revenue and Wastewater Fund to pay the Clean Water State Revolving Fund loan for the Braemar Project.

BUDGET/FINANCIAL INFORMATION:

On January 5, 2023, the City received the final installment sale agreement for a 20-year loan in the maximum amount of \$7,430,411, with an interest rate of 1.75%. The construction contract has been noticed for bid. The bid deadline is in early February. The proposed ordinance authorizes execution of the installment sale agreement in the maximum amount of \$7,430,411 or such higher amount as necessary based upon the contract price of the competitively bid construction contract.

The City must establish rates and charges in amounts sufficient to generate net revenues equal to at least 1.20 times the total annual debt service. The City must establish a restricted reserve fund, held in the Wastewater Fund, equal to one year's debt service funded over the course of ten years. The restricted reserve fund must be maintained for the full term of the loan and is subject to lien and pledge as security for the obligation. This loan is structured as an installment sale agreement. In this transaction, the City "sells" the project asset to the State, and in exchange, the State pays the City for the Braemar Project with the loan proceeds. The State then "sells" the Braemar Project back to the City and the City repays the State through debt service.

City staff has reviewed installment sale agreement documentation provided by the State and recommends that Council approve the introduction and subsequent adoption of this Ordinance.

Council's approval and authorization for the execution of the installment sale agreement will provide the funding source needed to successfully complete the design and construction of the Braemar Project. Annual installment payments for the loan have already been accounted for in the current wastewater rates.

SUSTAINABILITY IMPACT:

The Braemar Project is confirmed consistent with the City's Sea Level Rise program through hydrologic modeling of the site and will provide continued environmental sustainability and reliability to the Arroyo Burro area. The Braemar Project will improve energy efficiency for the largest lift station in the collection system through the modernization of mechanical and electrical equipment combined with control modifications that meet current best practices. In addition, the Braemar Project has been reviewed and approved for California Environmental Quality Act compliance.

The public may request a copy of the agreement for review from the Public Works Department at PWInfo@SantaBarbaraCA.gov.

PREPARED BY: Amanda Flesse, P.E., Wastewater System Manager/GC/Im

SUBMITTED BY: Clifford M. Maurer, P.E., Public Works Director

APPROVED BY: City Administrator's Office

ORDINANCE NO. ____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA BARBARA AUTHORIZING THE EXECUTION OF THE INSTALLMENT SALE AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD FOR THE BRAEMAR LIFT STATION REHABILITATION PROJECT (PROJECT NO. C-06-8602-110)

WHEREAS, the City of Santa Barbara (City) intends to construct certain capital improvement projects for the operation of the City's wastewater treatment system and to finance the construction costs through an installment sale agreement with the California State Water Resources Control Board (State Water Board);

WHEREAS, the State Water Board is authorized, and implements its authority, to provide financial assistance to the City through installment sales agreements pursuant to California Water Code Section 13475 et seq. and implementing resolutions;

WHEREAS, the Public Works Director has reviewed, has on file in the Public Works Department, and recommends approval of an installment sale agreement that will provide the funds necessary to construct the Braemar Lift Station Rehabilitation Project, with 1.75 percent interest accruing thereon, to be repaid by the City in equal annual installments from the Wastewater Fund Net System Revenues for 20 years, beginning one year after completion of construction; and

WHEREAS, the Project is categorically exempt from the California Environmental Quality Act (CEQA) under Santa Barbara Municipal Code Section 22.100.070 C and State CEQA Guidelines Section 15301 (operation, maintenance, repair of existing facilities).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS FOLLOWS:

Section 1. The recitals are true and correct.

Section 2. The form of the Installment Sale Agreement, on file with the City Clerk, is approved. The Public Works Director and any such other officer or employee of the City as the Public Works Director may designate (the "Authorized Officers"), are each hereby authorized and directed, for and in the name and on behalf of the City, to execute and deliver the Installment Sale Agreement in substantially the form with such changes therein as the Authorized Officer executing the same may require or approve, and as approved as to form by the City Attorney, such approval to be conclusively evidenced by the execution and delivery thereof; provided, however, that the principal amount of the Braemar Lift Station Rehabilitation Installment Payments shall not exceed \$7,430,411 or such higher amount as necessary for the project based upon the competitively bid construction contract price awarded after introduction of this Ordinance, and the final Installment Payments shall be payable no later than twenty years following the notice of

completion of construction of the Project, and the true interest cost of the interest on the Installment Payments shall not exceed 1.75 percent per annum.

Section 3. The Authorized Officers are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable in order to consummate the transactions herein authorized and otherwise to carry out the Project and give effect to and comply with the terms and intent of this Ordinance. All actions heretofore taken by the officers, employees, and agents of the City with respect to the transactions set forth above are hereby approved, confirmed, and ratified.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Council Members

FROM: Recreation Division, Parks and Recreation Department
City Attorney's Office

SUBJECT: Municipal Code Amendments Pertaining to the Santa Barbara Arts and Crafts Show [Ordinance Introduction]

RECOMMENDATION:

That Council introduce and subsequently adopt, by reading of title only, an Ordinance of the Council of the City of Santa Barbara Amending the Municipal Code by Amending Chapter 15.08 Pertaining to the Santa Barbara Arts and Crafts Show.

DISCUSSION:

The Santa Barbara Arts and Crafts Show (Show) is managed by the Parks and Recreation Department (Department). Municipal Code Chapter 15.08 provides the framework for the Department to manage the Show. Municipal Code Chapter 15.08 has not been amended since 1999; it refers to staff positions that no longer exist, has outdated language, and does not reflect recent changes approved by the Santa Barbara Arts and Crafts Show Committee (Committee) and Parks and Recreation Commission (Commission) through a lengthy review process. The proposed amendments address all these issues.

Background

On January 27, 2021, the Commission received a presentation that included an overview of the Show, key issues, and outlined considerations for improving the Show to ensure its successful longevity. Staff worked with the Committee through 14 regular, 2 special, and 5 ad-hoc meetings to reach consensus and approval to address the following:

- Unifying the Show by eliminating separate arts and crafts sections;
- Updating procedures and regulations;
- Standardizing the Committee appointment process;
- Providing opportunities for other events in the waterfront on Show days; and
- Standardizing enforcement procedures with the Department's Code of Conduct

Over the course of 21 meetings the following milestones and recommendations were approved by the Committee.

Milestones

Unifying the Show by Eliminating Separate Arts and Crafts Sections

The Committee unanimously approved a process for integrating the show to allow all members to compete for open spaces regardless of prior section assignment. Quarterly space assignment meetings that began in January 2022 started the process of slowly integrating the Show through a process of attrition, where vacant spaces held by former Arts section members who left the Show were filled.

Updating Procedures and Regulations

Allowing prints of original artwork was one of the more significant updates to the Show. This change was achieved by mirroring the same rules used for photography that require members to produce prints using their own equipment. Multiple members who create paintings and illustrations using traditional methods are now selling prints in the show.

Community and Special Events in the Waterfront Area on a Limited Number of Sundays

The Committee worked with staff to develop an approach for supporting multiple events in the waterfront area on Show days. The Santa Barbara Half Marathon, Children's Fiesta Parade, and Pacific Pride Festival are three recent events that were successfully coordinated to expand the community's access to the waterfront.

Advisory Committee Appointment Process

The Committee worked with staff to develop a system that balanced representation between members primarily producing decorative fine arts and members producing functional crafts. The Committee also approved changing terms from 18 to 24 months.

Based on experience from two elections using electronic ballots, the Committee approved continued use of online voting. The Committee election held in July 2022 resulted in an impressive 62% of members participating in the election.

Standardize with the Department's Code of Conduct

The Committee reviewed standardizing the violation procedure with the Department Code of Conduct several times. The Department recommends that members continue to have the opportunity to appeal penalties of suspensions or expulsions to the Commission, but make the Commission's decision final, without the opportunity to further appeal to City Council.

Municipal Code 15.08

The proposed amendments to Chapter 15.08 update the content to reflect changes to the Department and the new procedures approved by the Committee.

Summary of Municipal Code 15.08 revisions

- Update titles and language;
- Allow rain-out makeup days that have been in practice since 2015;
- Prohibit vending from vehicles on the south side of Cabrillo Boulevard in front of the Show; and
- Increase Committee member terms from 18 to 24 months, with the Committee chairperson serving one-year terms.

Parks and Recreation Commission Review

Department staff presented an update to the Commission on September 28, 2022, outlining the progress made on Show operations. The Commission unanimously approved forwarding draft changes to Municipal Code Section 15.08 to the Ordinance Committee.

Ordinance Committee Review

The Ordinance Committee reviewed the recommended changes to Municipal Code Section 15.08 on December 13, 2022. The Ordinance Committee voted unanimously to forward staff recommendations to City Council for adoption, but to retain the ability for appeals to the City Council of enforcement actions for violation of Show rules and regulations.

PREPARED BY: Jason Bryan, Senior Recreation Supervisor
Rich Hanna, Recreation Manager

SUBMITTED BY: Jill E. Zachary, Parks and Recreation Director

APPROVED BY: City Administrator's Office

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY
OF SANTA BARBARA AMENDING THE MUNICIPAL
CODE BY AMENDING CHAPTER 15.08
PERTAINING TO THE SANTA BARBARA ARTS
AND CRAFTS SHOW

THE CITY COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS
FOLLOWS:

SECTION 1. Chapter 15.08 of Title 15 of the Santa Barbara Municipal Code is
amended to read as follows:

15.08.010 Arts and Crafts Show Ordinance.

This Chapter shall be known as the Arts and Crafts Show Ordinance.

15.08.020 Declaration of Policy.

The Council of the City of Santa Barbara finds and declares that the public welfare
and interest will be served by the establishment of a public arts and crafts show at an
area in a beachfront park in the City to provide, among other things, recreational and
cultural encouragement to artists and craftsmen, recreational and cultural advantages to
the public at large, and the encouragement of tourist interest and trade to the economic
benefit of the community at large.

15.08.030 Show Established.

A public arts and crafts show is hereby established and entitled the "Santa
Barbara Arts and Crafts Show."

15.08.040 Time, Dates and Location.

The Arts and Crafts Show shall ~~only~~ take place from 10:00 a.m. to dusk on the

following days:

- A. Sunday of each week;
- B. Saturday during Fiesta week;
- C. The ~~third~~ Saturday before the second Sunday in May, to commemorate the anniversary of the show;
- D. Saturday following Thanksgiving Day (but not Friday following Thanksgiving Day);
- E. Saturday before each of the dates identified for City recognized observation of the following legal holidays: Martin Luther King Jr. Day, Presidents Day, Memorial Day, Labor Day and Christmas Day; Saturday before any July 4 falling on a Sunday, Monday, Tuesday or Wednesday; and the Saturday after any July 4 falling on a Thursday or Friday; and July 4 if July 4 falls on a Saturday, to commemorate Independence Day; and
- F. The specific days identified for City recognized observation of New Year's Day.
- G. Additional Saturdays as determined appropriate by the Parks and Recreation Director.

The Arts and Crafts Show shall only take place on Cabrillo Boulevard at the ~~specific location designated by the City Council~~ Parks and Recreation Director.

15.08.045 Prohibition of Vending from Vehicles.

It is unlawful to stand, stop or park any vehicle, from which merchandise, food, or other items are sold or displayed or offered for sale, barter, or exchange along the south side of Cabrillo Boulevard from State Street to end of the area designated as the location

of the Santa Barbara Arts and Crafts Show on any day designated under Section 15.08.040 of this Code.

15.08.050 Administration.

The Parks and Recreation Director shall administer the Arts and Crafts Show, subject to the provisions of this Chapter. The Parks and Recreation Director may delegate administrative responsibility to one or more members of the Parks and Recreation Department.

15.08.060 Advisory Committee.

A. An Arts and Crafts Show Advisory Committee shall be established to advise the Parks and Recreation Director-Department concerning the administration of the Arts and Crafts Show. To provide for overlapping terms of office, the Parks and Recreation Commission-Director may establish terms varying in length from six months to ~~18~~24 months. The Advisory Committee shall consist of ~~six~~five appointed members and ~~six alternate members,~~a Parks and Recreation Department employee designated by the Parks and Recreation Director as an ex-officio, non-voting member.

B. ~~One member at large; two permitted artists; two permitted craftsmen; three permitted artists and three permitted craftsmen as alternates who shall serve in the absence of any member; and the Cultural Recreation Supervisor of the Recreation Department who shall be an ex-officio, non-voting member. The permitted artists and craftsmen who are~~ shall be appointed tofrom the Committeecommunity at large. Four members shall be elected by the permitted artists and crafts men respectively. members of the Santa Barbara Arts and Crafts Show according to rules established by the Parks and Recreation Director. All members shall be residents of the City or County of Santa

Barbara. In addition, the Advisory Committee may have up to six alternate members elected by the permitted members of the Santa Barbara Arts and Crafts Show, who may serve in the absence of any member.

C. The appointed Advisory Committee members shall serve a term of ~~one year~~24 months unless appointed for a shorter ~~or longer~~ term as provided above. Members shall not serve more than two consecutive terms. Four of the six members of the Committee shall constitute a quorum for the purposes of transacting all business. The Parks and Recreation Department shall schedule the Advisory Committee ~~shall~~to meet monthly, subject to an available quorum ~~requirements, to transact business at least once a month.~~ Officers shall be elected annually. The ex-officio member may fully participate, but not vote, on all Committee matters.

15.08.070 Rules and Regulations.

The Parks and Recreation ~~Superintendent~~Director shall promulgate ~~rules~~procedures and regulations for the administration of the Arts and Crafts Show in addition to the provisions of this Chapter, not inconsistent therewith, as are reasonably necessary to implement its objectives. In promulgating these rules and regulations, the Parks and Recreation ~~Superintendent~~Director shall consider any advice or suggestions made by the Advisory Committee, but shall not be bound by them.

15.08.080 Permitted Exhibits.

All works exhibited at the Arts and Crafts Show shall be individually hand produced by the exhibitors and ~~shall~~meet the requirements set forth in the ~~“Standards~~Arts and Guidelines for Permit Applications”~~Crafts Show Procedures and Regulations~~ promulgated ~~by the Recreation Superintendent~~under Section 15.08.070.

15.08.090 Free Admission of Public.

Admission of non-exhibiting members of the public to the Arts and Crafts Show shall be free.

15.08.100 Residence of Exhibitors.

All exhibitors shall be residents of the County of Santa Barbara.

15.08.110 Maximum Number of Exhibitors.

The ~~City Council~~Parks and Recreation Director shall set the maximum number of exhibitors based on recommendations from the ~~Recreation Superintendent~~Advisory Committee consistent with adequate display of works exhibited and the safety and convenience of pedestrian traffic within the area designated for the Arts and Crafts Show.

15.08.120 Application to Exhibit.

Any person desiring to exhibit any arts and crafts at the Arts and Crafts Show shall first submit an application to the Parks and Recreation Superintendent~~Department~~. The ~~Recreation Superintendent~~ application will be referred to the Advisory Committee for a recommendation. The committee shall approve all applications~~recommend approval~~ if the applicant shows to his or her satisfaction that the applicant's arts or crafts meet demonstrates compliance with the requirements ~~set forth in~~ of Section 15.08.080. ~~If~~ the event that the ~~Recreation Superintendent~~Advisory Committee denies an application, the applicant can appeal ~~said~~the denial to the Parks and Recreation Commission~~Director~~. The decision of the Parks and Recreation Commission~~Director~~ shall be final.

15.08.130 Requirement and Payment of Fees.

A. Upon approval of the application as provided in Section 15.08.120, the applicant shall apply to the ~~City Tax~~Parks and Permit Inspector, in the manner Recreation

Department will issue a permit to exhibit upon such terms and conditions as prescribed by the Parks and Recreation Director, for a permit to exhibit, and shall furnish a photograph of applicant, of passport size, to affix to said permit. In the event that. If permits for the maximum number of exhibitors as provided in Section 15.08.110 have already been issued and remain in effect, no a permit shallwill not be issued and the applicant shall be placed on a waiting list. If a permit is issued, itIssued permits shall be displayed by exhibitor in athe manner prescribed by the Recreation Directorprocedures and requirements adopted under Section 15.08.080.

B. The applicant shall pay the fees ~~required by this chapter as established by City Council resolution before issuance of the City Council permit.~~

C. ~~Permits issued pursuant to this chapter~~ may be renewed, at expiration, for additional one year periods, upon repayment of the fee provided in this Section.

15.08.140 State Board of Equalization Permits.

Prior to exhibiting any art or craft at the Arts and Crafts Show, all exhibitors shall first obtain a "~~Sellers~~Seller's Permit" from the California ~~State Board~~Department of Equalization, Tax and Fee Administration. Said permit shall be displayed by exhibitor in a manner ~~pre-scribed~~required by the Parks and Recreation Superintendent~~Director.~~

15.08.150 Revocation of Permit.

Any violation of the provisions of this chapter or of the rules and regulations promulgated pursuant to this chapter shall be grounds for the suspension or revocation by the Parks and Recreation Director of the permit issued to the exhibitor without refund of the permit fee. Such action may be appealed ~~to~~by filing written notice with the Parks and Recreation Commission within 10 days of the decision. The Commission shall either

affirm, modify, or rescind the decision of the Parks and Recreation Director and may elect to hold an informal hearing on the appeal. The decision of the Parks and Recreation Commission may be appealed to the City Council pursuant to the provisions of Section 1.30.050 of this code.

15.08.160 Exemption from Business Tax.

Exhibitors having valid and current permits pursuant to this chapter shall be exempt from the provisions of Chapter 5.04 of this code, Business Tax, with respect to activities conducted at the Santa Barbara Arts and Crafts Show.

15.08.170 Administration by the Advisory Committee.

The Parks and Recreation Superintendent~~Director~~, with the approval of the City Administrator, may delegate to the Advisory Committee, any of the administrative functions given him or her in this chapter. Any such delegation may be terminated by the Parks and Recreation Superintendent~~Director~~ at any time. Upon such termination, the Parks and Recreation Superintendent~~Director~~ shall again perform these administrative functions.

15.08.180 Penalty for Violations.

A violation of any provision of ~~Chapter 15.08 shall constitute~~ this Chapter constitutes an infraction.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: City Administrator's Office

SUBJECT: Resolution of Intention to Modify the Management District Plan of the Santa Barbara South Coast Tourism Business Improvement District [Resolution]

RECOMMENDATION:

That Council: adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Declaring Its Intention to Modify the Existing Santa Barbara South Coast Tourism Business Improvement District.

DISCUSSION:

On September 28, 2010, the Santa Barbara City Council established the Santa Barbara South Coast Tourism Business Improvement District (SBSCTBID) and approved the Management District Plan. The SBSCTBID is a benefit assessment district proposed to continue a revenue source to help fund destination marketing, sales, and destination improvement programs, and related administration and policy development programs, and related administration and policy development programs for Santa Barbara South Coast lodging businesses. It was renewed by Council for a six-year term on January 1, 2015, and then on December 10, 2019, Council modified the term to end on December 31, 2024, pursuant to the Parking and Business Improvement District Law of 1994 (California Streets and Highway Code § 36600 et seq.) ("94 Law"). On May 17, 2022, the City Council took action to renew with a new term, beginning July 1, 2022, through June 30, 2032.

The 94 law allows City Council to modify the SBSCTBID's Management District Plan in accordance with Section §36600. To initiate the modification process, Visit Santa Barbara ("VSB") has requested that City Council modify the current SBSCTBID's Management District Plan ("MDP"). The proposed modification of the SBSCTBID MDP will modify the definition of "gross short-term rental revenue." This modification will ensure clarity when collecting the assessment from lodging businesses. Please see the revised definition below:

The term “gross short-term rental revenue” as used herein means: the consideration charged on the room rate for the occupancy of space in a lodging business valued in money, not including other charges such as destination fees, resort fees, reservation fees, forfeited deposits, cancelation fees, attrition fees, no-show fees, parking fees, internet fees, roll-a-way beds fees, early and/or late checkout fees, or any other charges or fees (existing or in the future).

DISTRICT MODIFICATION PROCESS

This process was initially started in December of 2022, however due to the storm events in January of 2023 the public hearing was cancelled. Therefore, this is the re-noticing of that same process.

January 24, 2023 - RESOLUTION OF INTENTION TO MODIFY HEARING

Upon the written request of the District’s Owners’ Association, the City Council may modify the SBSCTBID’s Management District Plan.

VSB provided a letter (Attachment 2) requesting modification of the SBSCTBID. This written request allows the Council to initiate proceedings for District modification at the January 24, 2023, meeting.

On or before February 4, 2023 - NOTICE

A copy of the Resolution of Intention to Modify shall be mailed, by first class mail to the owners of all businesses proposed to be within the SBSCTBID. The notice must be mailed at least 10 days before the Public Hearing is held.

A copy of the Resolution of Intention to Modify also must be published in a newspaper of general circulation at least 7 days before the Public Hearings is held.

February 14, 2023 - PUBLIC HEARING

Hold public hearing on the proposed modification to the SBSCTBID Management District Plan. At the conclusion of the hearing Council may adopt a Resolution to Modify the existing SBSCTBID Management District Plan.

BUDGET/FINANCIAL INFORMATION:

The City will receive a fee of three percent (3%) of the amount collected to cover its costs of administration.

ATTACHMENTS:

1. Modified 2022 Santa Barbara South Coast Tourism Business Improvement District Management District Plan
2. Visit Santa Barbara Letter to City

Council Agenda Report

Resolution of Intention to Modify the Management District Plan of the Santa Barbara South
Coast Tourism Business Improvement District [Resolution]

January 24, 2023

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PREPARED BY: Brandon Beaudette, Senior Assistant to the City Administrator

SUBMITTED BY: Rebecca Bjork, City Administrator

APPROVED BY: City Administrator's Office

2022-2032



SANTA BARBARA SOUTH COAST TOURISM BUSINESS IMPROVEMENT DISTRICT MANAGEMENT DISTRICT PLAN

*Prepared pursuant to the Property and Business Improvement District Law of
1994, Streets and Highways Code section 36600 et seq.*

**March 3,
2022 November 18,**

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I. OVERVIEW

Developed by Visit Santa Barbara (VSB), a non-profit public benefit corporation whose members are individuals and entities with an interest in promoting convention and visitor businesses in Santa Barbara County, and Santa Barbara South Coast lodging businesses, the Santa Barbara South Coast Tourism Business Improvement District (SBSTBID) is an assessment district proposed to continue providing specific benefits to payors, by funding programs that specifically benefit assessed businesses. The SBSTBID was created in 2011 and renewed in 2014 and 2019; lodging businesses now wish to renew it for an additional ten (10) years.

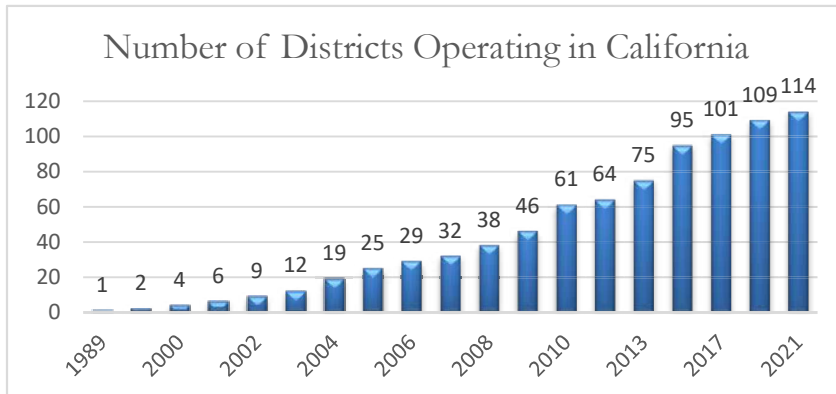
- Location:** The SBSTBID includes the cities of Santa Barbara and Goleta, and portions of unincorporated southern Santa Barbara County, as shown on the map in Section III. Only lodging businesses within the SBSTBID boundary will be subject to the SBSTBID assessment.
- Services:** The SBSTBID is designed to provide specific benefits directly to payors by increasing room night sales. Destination marketing, sales and destination improvement programs and related administration and policy development programs will increase room night sales.
- Budget:** The total SBSTBID annual assessment budget for the first twelve months of its ten (10) year operation is anticipated to be approximately \$8,239,702. A similar budget is expected to apply to subsequent years, but this budget is expected to fluctuate as room sales do, and if the assessment rate is increased pursuant to this plan.
- Cost:** The initial assessment rate is two percent (2%) of gross short term room rental revenue. The assessment rate may be subject to increases during the ten (10) year term if initiated by the TBID Committee and approved by assessees who pay more than fifty percent (50%) of the total annual assessment. If the TBID Committee wishes to increase the assessment rate, VSB shall provide a notice and ballot to assessed lodging businesses of the proposed increase. The assessment rate may be increased up to a maximum rate of three percent (3%) of gross short-term room rental revenue. Any increase authorized by the TBID Committee and weighted vote of the payors based on how much they pay in assessment, shall be reflected in the annual report described in Section V. Assessments pursuant to the SBSTBID shall not include prepaid contracts executed prior to June 30, 2022.
- Collection:** The cities and County will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business located in the boundaries of the SBSTBID, within their respective jurisdictions. The cities and County will take all reasonable efforts to collect the assessments from each assessed lodging business subject to reimbursement of collection costs by SBSTBID..
- Duration:** The SBSTBID will have a ten (10) year renewal period, beginning July 1, 2022 or as soon as possible thereafter, and end ten (10) years from its start date. Once per year, beginning on the anniversary of SBSTBID renewal, there is a thirty (30) day period

in which owners paying fifty percent (50%) or more of the assessment may protest and initiate a Santa Barbara City Council hearing on SBSCTBID termination.

Management: Visit Santa Barbara will continue to serve as the SBSCTBID's Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this Plan and must provide annual reports to the Santa Barbara City Council.

II. BACKGROUND

TBIDs are an evolution of the traditional Business Improvement District. The first TBID was formed in West Hollywood, California in 1989. Since then, over 110 California destinations have followed suit. In recent years, other states have begun adopting the California model – Montana, South Dakota, Washington, Colorado, Texas and Louisiana have adopted TBID laws. Several other states are in the process of adopting their own legislation. The cities of Wichita, Kansas and Newark, New Jersey used an existing business improvement district law to form a TBID. And, some cities, like Portland, Oregon and Memphis, Tennessee have utilized their home rule powers to create TBIDs without a state law.



California's TBIDs collectively raise over \$300 million annually for local destination marketing. With competitors raising their budgets, and increasing rivalry for visitor dollars, it is important that Santa Barbara South Coast lodging businesses continue to invest in stable, lodging-specific marketing programs.

TBIDs utilize the efficiencies of private sector operation in the market-based promotion of tourism districts. TBIDs allow lodging business owners to organize their efforts to increase demand for room night sales. Lodging business owners within the TBID pay an assessment and those funds are used to provide services that increase demand for room night sales.

In California, most TBIDs are formed pursuant to the Property and Business Improvement District Law of 1994. This law allows for the creation of a benefit assessment district to raise funds within a specific geographic area. *The key difference between TBIDs and other benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the district.*

There are many benefits to TBIDs:

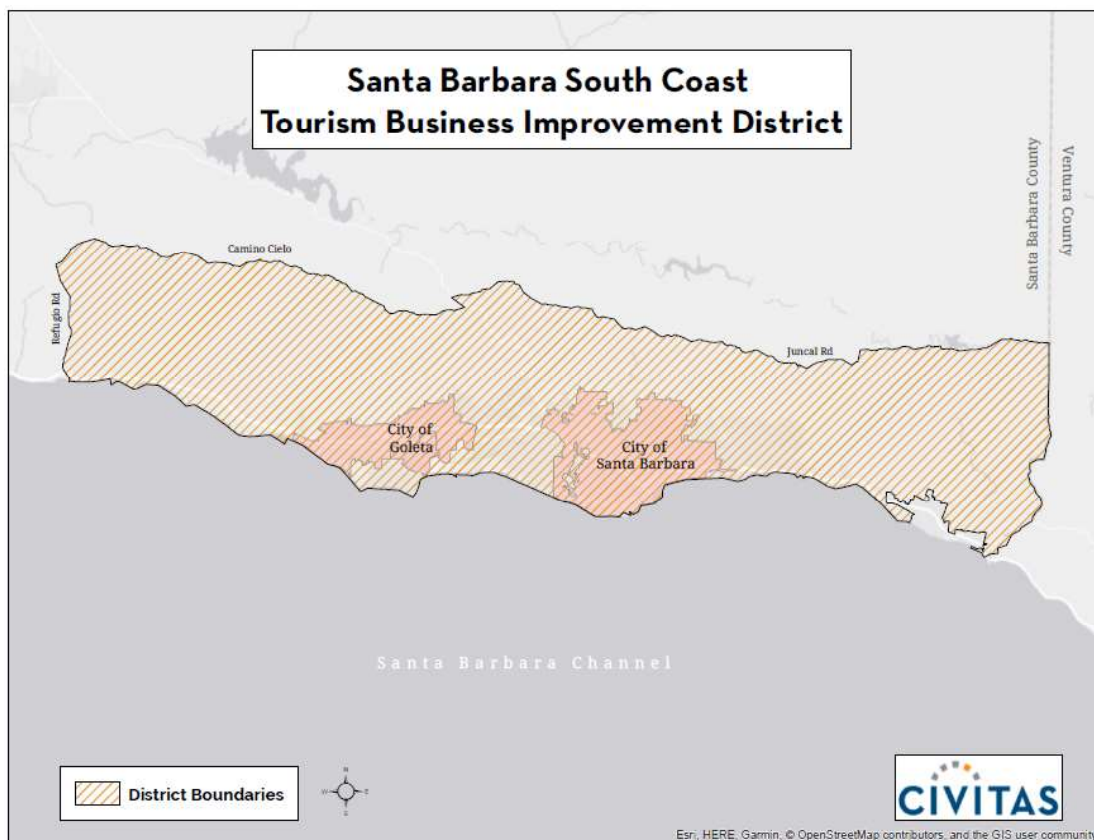
- Funds must be spent on services and improvements that provide a specific benefit only to those who pay;
- Funds cannot be diverted to general government programs;
- They are customized to fit the needs of payors in each destination;
- They allow for a wide range of services;
- They are ***designed, created and governed by those who will pay*** the assessment; and
- They provide a stable, long-term funding source for tourism promotion.

III. BOUNDARY

The SBSCTBID encompasses all territory within the boundaries of cities of Santa Barbara and Goleta, and portions of unincorporated southern Santa Barbara County. In connection with the SBSCTBID, an assessment is levied against all lodging businesses, including both existing lodging businesses and lodging businesses that open during the existence of the SBSCTBID.

Lodging business means: any structure, or any portion of any structure, which is occupied or intended for occupancy by transients for dwelling, lodging, or sleeping purposes, and includes and hotel, inn, tourist home or house, short term vacation rental, motel, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure or portion thereof. As used herein, the term “transient” means: any person who exercises occupancy or is entitled to occupancy by reason of concession, permit, right of access, license or other agreement for a period of thirty (30) consecutive calendar days or less, counting portions of calendar days as full days. Any such person so occupying space in a lodging business will be deemed a transient until the period of thirty (30) days has expired unless there is an agreement in writing between the lodging business operator and the occupant providing for a longer period of occupancy; provided that the occupant of an apartment unit, constructed under a building permit as such, or in building which have been legally converted into apartments, will not be deemed to be a transient if his or her occupancy is for a period of more than thirty (30) days and with or without such written agreement.

The boundary, as shown in the map below, currently includes 343 lodging businesses. A complete listing of lodging businesses within the SBSCTBID can be found in Appendix 2.

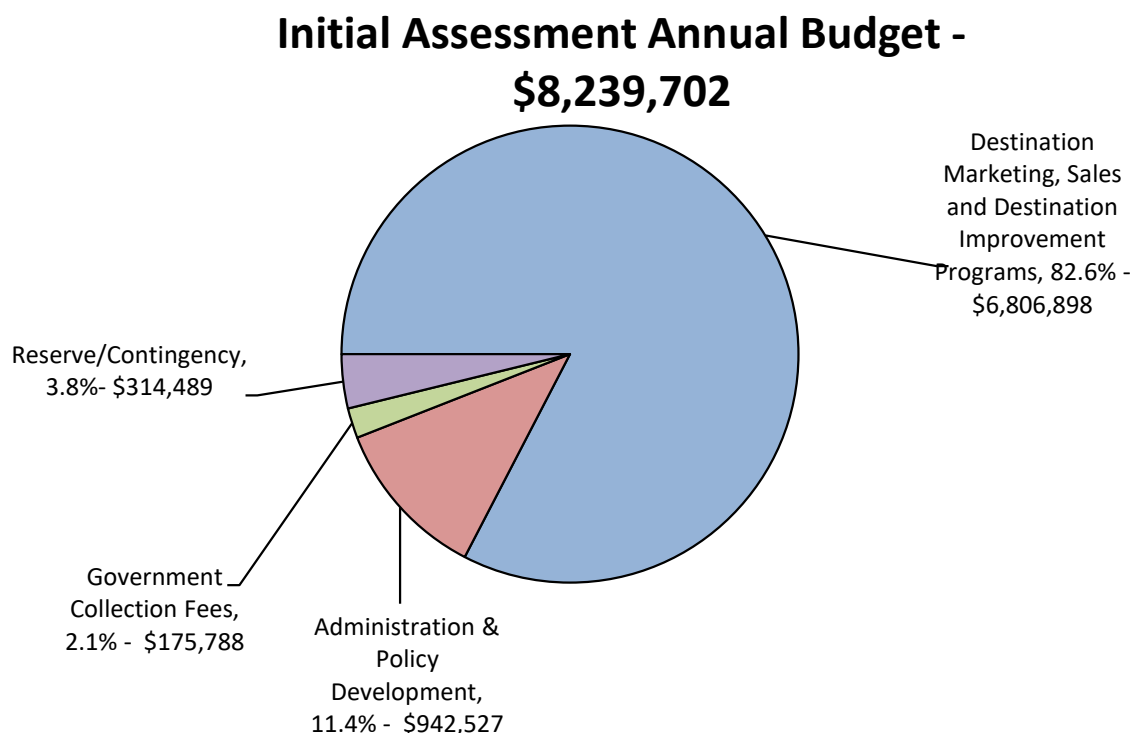


IV. BUDGET AND SERVICES

A. Annual Service Plan

Assessment funds will be spent to provide specific benefits conferred, and services provided, directly to the payors that are not provided to those not charged, and which do not exceed the reasonable cost to the City of conferring the benefits. The services provided with the SBSCTBID funds are destination marketing, sales and destination improvement programs and related administration and policy development programs available only to assessed businesses. These expenditures generate the specific benefit of increased room night bookings at assessed lodging businesses.

A service plan budget, set forth below, has been developed to deliver services that benefit the assessed businesses. A detailed annual budget will be developed and approved by VSB. The table below illustrates the initial annual assessment budget allocations. The total initial assessment budget is \$8,239,702.



Although actual revenues will fluctuate due to market conditions, the proportional allocations of the budget will remain the same. However, the VSB Board of Directors will have the authority to adjust budget allocations between the categories by no more than twenty-five percent (25%) of the total budget per year. For example if the total budget was \$8,239,702, then up to \$2,059,925.50 can be moved between service categories after the initial year of the district ($0.25 \times \$8,239,702 = \$2,059,925.50$). A description of the proposed improvements and activities for the initial year of operation is below. The same activities are proposed for subsequent years. In the event of a legal challenge against the SBSCTBID, all assessment funds may be used for the costs of defending the SBSCTBID.

Each budget category includes all costs related to providing that service. For example, the sales budget includes the cost of staff time dedicated to overseeing and implementing the sales program. Staff time dedicated purely to administrative tasks is allocated to the administrative portion of the budget. The

costs of an individual staff member may be allocated to multiple budget categories. The staffing levels necessary to provide the services below will be determined by VSB on an as-needed basis.

DESTINATION MARKETING, SALES, AND DESTINATION IMPROVEMENT PROGRAMS

Develop an annual destination marketing, sales and management programs strategy to generate demand for the assessed businesses targeting leisure, meetings and events. Develop marketing programs to attract overnight visitors. The destination marketing, sales and management programs may include, with limitation, the following activities:

Marketing & Public Relations

Marketing promotes Santa Barbara South Coast lodging businesses through paid media including digital and print. This includes paid brand marketing campaigns, retail promotions that highlight special offers, co-op marketing campaigns between VSB and local lodging businesses, air carriers that service Santa Barbara and/or tour operators that promote Santa Barbara, and direct response marketing that generate requests for visitor magazines and email newsletter subscriptions.

Content marketing amplifies lodging businesses through storytelling on owned media channels including SantaBarbaraCA.com, social media accounts, consumer databases and third-party websites. This includes the production of our website, visitor magazine, social media content and community management, consumer newsletters and cooperative partnerships.

Public relations generate earned media coverage that excites and inspires travelers to choose the Santa Barbara South Coast over other competing destinations, while elevating lodging business awareness and reinforcing key motivators for overnight travel to the Santa Barbara South Coast.

The marketing and public relations program will build greater awareness of assessed lodging businesses in an effort to drive room night sales. The following list includes examples of the marketing and public relations activities that may be provided:

- Hosting journalist familiarization trips, bringing key media influencers in-market to experience the Santa Barbara South Coast first-hand in an effort to generate overnight visitation and room sales to assessed businesses.
- Managing SantaBarbaraCA.com, and Visit Santa Barbara social media channels to showcase the breadth of reasons to visit the destination to generate overnight visitation and room sales to assessed businesses.
- Conducting research to drive overnight visitation and room sales to assessed businesses.
- Media programs providing targeted reach of growth markets to generate overnight visitation and room sales to assessed businesses.
- Maintaining a robust library of fresh photos, videos other digital assets to be used by VSB and assessed businesses to generate overnight visitation and room sales to assessed businesses.
- Local destination marketing may be used for programs which drive room night sales to assessed lodging businesses in Santa Barbara, Goleta, Montecito and/or Summerland. Programs included in this service may include content marketing via specialized websites and visitor magazines, visitor centers, and support for community events that generate overnight visitation and room sales to assessed businesses. These services do not preclude assessed businesses from the benefits conveyed through their inclusion within programs promoting the broader Santa Barbara brand. These activities may be conducted directly by VSB, or through

grants from VSB to other organizations such as the Santa Barbara South Coast Chamber of Commerce, or others.

Sales

Group sales strategies convert leads to hotel contracts from clients looking to hold conferences, meetings, retreats and other programs in the Santa Barbara South Coast. Leads are converted from meeting planners in corporate, incentive, social, wedding, regional, state, and national association markets. Sales efforts are direct and indirect through research, sales call prospecting, in-person client appointments, tradeshow, organized client events, local site inspections, and destination familiarization tours. Separately, travel trade sales generate individual and group bookings through selling Santa Barbara South Coast lodging businesses to domestic and international travel agents, wholesaler operators, receptive operators, and tour operators.

The sales program will promote the Santa Barbara South Coast area as a destination and will work to attract overnight groups and individual travelers. The following list includes examples of the sales activities that may be provided:

- Maintaining an experienced sales staff to target the meeting and conference market to generate overnight visitation and room sales to assessed businesses.
- Maximizing alliances with professional organizations that target group business, or database services that track group opportunities to develop new leads for assessed businesses.
- Incentivizing conferences and meetings to book at Santa Barbara South Coast.

Destination Improvement

In order to maximize the benefit of VSB's marketing, public relations and sales programs, funds may be used in limited ways to increase the appeal and accessibility of the destination for overnight visitors. Such services, if budgeted by the TBID Committee and VSB Board of Directors, will focus on items that are critical to the local lodging industry. These services are not intended to supplant government services or provide direct benefit to the general public or to non-assessed businesses. Programs may include, but are not limited to:

- Visitors center operations that provide visitors with information designed to improve the visitor experience and encourage overnight visitation and future room sales to assessed businesses.
- Incentives to attract and promote new air service to increase inbound visitation and room sales to assessed businesses.
- Developing a cruise itinerary program designed to attract repeat visitation at assessed businesses.
- Local workforce development that positions the hospitality industry as an attractive career option for residents and local students. Service may include job fairs, outreach to improve vocational instruction/internships through high schools and colleges, local marketing and public relations campaigns to encourage job seekers to consider professions in the lodging industry and relevant industry employment research.
- Services to improve the visitor's experience.
- Hospitality education and training support aimed at improving the visitor experience leading to increased demand for overnight visitation and room sales to assessed businesses.

ADMINISTRATION AND POLICY DEVELOPMENT

The administrative and operations portion of the budget will be utilized for administrative staffing costs, all office costs, board and committee meeting support, policy development, and other general administrative costs such as telecommunications, information technology, insurance, legal and accounting fees.

RESERVE/CONTINGENCY

Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund will be set by the VSB Board of Directors. Policies relating to the contributions to the reserve fund, the target amount of the reserve fund, and expenditures of monies from the reserve fund shall be set by the VSB Board. The reserve fund may also be used for the costs of renewing the TBID or debt service.

COLLECTION COSTS

The County of Santa Barbara and the City of Goleta, if they collect District assessments, will each be paid one percent (1%) of the amount collected in their respective jurisdictions to cover the costs of collection and administration. The City of Santa Barbara will be paid three percent (3%) of the amount collected to cover the costs of collection and administration. The City of Santa Barbara shall have the right to audit the SBSCTBID.

B. Annual Assessment Budget

The total ten (10) years) improvement and service plan assessment budget is projected at approximately \$8,239,702 annually, or \$137,568,573 through 2032 if the maximum assessment rate increases are implemented. This amount may fluctuate as sales increase or decrease at assessed businesses and if assessment rate increases are implemented. If the maximum assessment rate increases are implemented, the annual assessment budget will increase as estimated in the following table. The table below demonstrates the estimated maximum budget with the assumption that the assessment rates will be increased in 2022 as it is a required disclosure, it is not the anticipated course of action. Additionally, a three percent (3%) annual increase in the total budget is shown to account for anticipated room rate inflation.

**Estimated Annual Budget if Maximum Assessment Rates
are Implemented 2022-2032**

Year	Destination Marketing, Sales and Destination Improvement Programs	Administration & Policy Development	Government Collection Fees	Contingency/ Reserve	Total
2022-23	\$6,806,898	\$942,527	\$175,788	\$314,489	\$8,239,702
2023-24	\$ 10,516,657	\$1,456,204	\$271,593	\$485,885	\$12,730,340
2024-25	\$ 10,832,157	\$1,499,890	\$279,740	\$500,462	\$13,112,250
2025-26	\$ 11,157,122	\$1,544,887	\$288,132	\$515,476	\$13,505,617
2026-27	\$ 11,491,835	\$1,591,234	\$296,776	\$530,940	\$13,910,786

2027-28	\$ 11,836,591	\$1,638,971	\$305,680	\$546,868	\$14,328,109
2028-29	\$ 12,191,688	\$1,688,140	\$314,850	\$563,274	\$14,757,953
2029-30	\$ 12,557,439	\$1,738,784	\$324,296	\$580,173	\$15,200,691
2030-31	\$ 12,934,162	\$1,790,947	\$334,025	\$597,578	\$15,656,712
2031-32	\$ 13,322,187	\$1,844,676	\$344,045	\$615,505	\$16,126,413
Total	\$ 113,646,737	\$15,736,260	\$2,934,925	\$5,250,651	\$137,568,573

The table below demonstrates the annual improvement and service plan budget with the assumption that the rates will not be increased during the SBSCTBID's ten (10) year term. Additionally, a three percent (3%) annual increase in the total budget is shown, to account for estimated increased room night sales as a result of SBSCTBID efforts.

**Estimated Annual Budget If Maximum Assessment Rates Are Not Adopted
2023-2032**

Year	Destination Marketing, Sales and Destination Improvement Programs	Administration & Policy Development	Government Collection Fees	Contingency/ Reserve	Total
2022-23	\$6,806,898	\$942,527	\$175,788	\$314,489	\$8,239,702
2023-24	\$7,011,105	\$970,803	\$181,062	\$323,924	\$8,486,893
2024-25	\$7,221,438	\$999,927	\$186,494	\$333,641	\$8,741,500
2025-26	\$7,438,081	\$1,029,925	\$192,088	\$343,651	\$9,003,745
2026-27	\$7,661,224	\$1,060,822	\$197,851	\$353,960	\$9,273,857
2027-28	\$7,891,060	\$1,092,647	\$203,787	\$364,579	\$9,552,073
2028-29	\$8,127,792	\$1,125,427	\$209,900	\$375,516	\$9,838,635
2029-30	\$8,371,626	\$1,159,189	\$216,197	\$386,782	\$ 10,133,794
2030-31	\$8,622,775	\$1,193,965	\$222,683	\$398,385	\$ 10,437,808
2031-32	\$8,881,458	\$1,229,784	\$229,364	\$410,337	\$ 10,750,942
Total	\$ 78,033,457	\$10,805,016	\$2,015,213	\$3,605,264	\$94,458,949

C. California Constitutional Compliance

The SBSCTBID assessment is not a property-based assessment subject to the requirements of Proposition 218. Rather, the SBSCTBID assessment is a business-based assessment, and is subject to Proposition 26. Pursuant to Proposition 26 levies are taxes unless they fit one of seven exceptions. Two of these exceptions apply to the SBSCTBID, a “specific benefit” and a “specific government service.” Both require that the costs of benefits or services do not exceed the reasonable costs to the City of conferring the benefits or providing the services.

1. Specific Benefit

Proposition 26 permits that assessment funds be expended on “a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the

privilege.”¹ The services in this Plan are designed to provide targeted benefits directly to assessed businesses, and are intended only to provide benefits and services directly to those businesses paying the assessment. These services are designed and intended not to serve the general public, businesses in general, or parcels of land, but rather to serve the specific assessed lodging businesses within the SBSCTBID. The activities described in this Plan are specifically targeted to increase room night sales for assessed lodging businesses within the boundaries of the SBSCTBID. SBSCTBID funds will be used exclusively to provide the specific benefit of increased room night sales directly to the assessed lodging businesses. Assessment funds will not be used to feature non-assessed lodging businesses in SBSCTBID programs, or to directly generate sales for non-assessed businesses. The activities paid for from assessment revenues are services to businesses that constitute and provide specific benefits to the assessed businesses.

The assessment imposed by this SBSCTBID is for a specific benefit conferred to the payors that is not provided to those not charged. The specific benefit conferred to the payors is an increase in room night sales. The specific benefit of an increase in room night sales for assessed lodging businesses will be provided only to lodging businesses paying the SBSCTBID assessment, with SBSCTBID programs promoting lodging businesses paying the SBSCTBID assessment. The SBSCTBID programs will be designed to increase room night sales at each assessed lodging business. Because they are necessary to provide the destination marketing, sales and destination improvement programs that specifically benefit the assessed lodging businesses, the administration and policy development and contingency / reserve services also provide the specific benefit of increased room night sales to the assessed lodging businesses.

Although the SBSCTBID, in providing specific benefits to payors, may produce incidental benefits to non-paying businesses, the incidental benefit does not preclude the services from being considered a specific benefit. The legislature has found that, “A specific benefit is not excluded from classification as a ‘specific benefit’ merely because an indirect benefit to a nonpayor occurs incidentally and without cost to the payor as a consequence of providing the specific benefit to the payor.”²

2. Specific Government Service

Pursuant to Proposition 26, an assessment may also be utilized to provide, “a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.”³ SBSCTBID destination marketing, sales and destination improvement programs are designed and intended to increase overnight stays and direct visitors to assessed lodging businesses, sales programs are designed and intended to attract group businesses to assessed lodging businesses, and local destination marketing programs are designed and intended to increase overnight visitation and direct visitors to assessed lodging businesses. The legislature has recognized that marketing and promotions services like those to be provided by the SBSCTBID are government services within the meaning of Proposition 26⁴. Further, the legislature has determined that “a specific government service is not excluded from classification as a ‘specific government service’ merely because an indirect benefit to a nonpayor occurs incidentally and without cost to the payor as a consequence of providing the specific government service to the payor.”⁵

¹ Cal. Const. art XIII C § 1(e)(1)

² Government Code § 53758(a)

³ Cal. Const. art XIII C § 1(e)(2)

⁴ Government Code § 53758(b)

⁵ Government Code § 53758(b)

3. *Reasonable Cost*

SBSCTBID services will be implemented carefully to ensure they do not exceed the reasonable cost of such services. The full amount assessed will be used to provide the services described herein. Funds will be managed by VSB, and reports submitted on an annual basis to the City of Santa Barbara pursuant to a contract between VSB and the City of Santa Barbara. Only assessed lodging businesses will be featured in marketing materials, receive sales leads generated from SBSCTBID-funded activities, be featured in destination marketing and sales campaigns, and benefit from other SBSCTBID-funded services. Non-assessed lodging businesses will not receive these, nor any other, SBSCTBID-funded services and benefits.

The TBID-funded programs are all targeted directly at, and feature only assessed businesses. It is, however, possible that there will be a spill over benefit to non-assessed businesses. If non-assessed businesses receive incremental room nights, that portion of the promotion or program generating those room nights shall be paid with non-TBID funds. TBID funds shall only be spent to benefit the assessed businesses and shall not be spent on that portion of any program which directly generates incidental room nights for non-assessed businesses.

D. Assessment

The initial assessment rate is two percent (2%) of gross short term room rental revenue. The assessment rate may be subject to increases during the ten (10) year term if initiated by the TBID Committee and approved by assesseees who pay more than fifty percent (50%) of the total annual assessment. If the TBID Committee wishes to increase the assessment rate, VSB shall provide a notice and ballot to assessed lodging businesses of the proposed increase. The assessment rate may be increased up to a maximum rate of three percent (3%) of gross short-term room rental revenue. Any increase authorized by the TBID Committee and weighted vote of the payors based on how much they pay in assessment, shall be reflected in the annual report described in Section V. Assessments pursuant to the SBSCTBID shall not include prepaid contracts executed prior to June 30, 2022.

The term “gross short-term rental revenue” as used herein means: the consideration charged; on the room rate whether or not received, for the occupancy of space in a lodging business valued in money, not including other charges such as destination fees, resort fees, reservation fees, forfeited deposits, cancellation fees, attrition fees, no-show fees, parking fees, internet fees, roll-a-way beds fees, early and/or late checkout fees, internet fees, or any other charges or fees (existing or in the future) or fees (existing or in the future). ~~whether to be received in money, goods, labor or otherwise, including all receipts, cash, credits and property and services of any kind or nature, without any deduction therefrom whatsoever.~~

The assessment is levied upon and a direct obligation of the assessed lodging business. However, the assessed lodging business may, at its discretion, pass the assessment on to transients. The amount of assessment, if passed on to each transient, will be disclosed in advance and separately stated from the amount of rent charged and any other applicable taxes, and each transient will receive a receipt for payment from the business. If the SBSCTBID assessment is identified separately it will be disclosed as the “SBSCTBID Assessment.” As an alternative, the disclosure may include the amount of the SBSCTBID assessment and the amount of the assessment imposed pursuant to the California Tourism Marketing Act, Government Code §13995 et seq. and will be disclosed as the “Tourism Assessment.” The assessment is imposed solely upon and is the sole obligation of the assessed lodging

business even if it is passed on to transients. The assessment will not be considered revenue for any purpose, including calculation of transient occupancy taxes.

Bonds will not be issued.

E. Penalties and Interest

The SBSCTBID will reimburse the cities and County for any costs associated with collecting unpaid assessments. If other delinquent obligations owed to the cities and County are sought to be recovered in the same collection action by the cities or County, the SBSCTBID will bear its pro rata share of such collection costs. Assessed businesses which are delinquent in paying the assessment will be responsible for paying:

1. *Original Delinquency:* Any assessed lodging business that fails to remit any assessment imposed within the time required will pay a penalty of ten percent (10%) of the amount of the assessment in addition to the amount of the assessment.
2. *Continued Delinquency:* Any assessed lodging business that fails to remit any delinquent remittance on or before a period of thirty (30) days following the date on which the remittance first became delinquent will pay a second delinquency penalty of ten percent (10%) of the amount of the assessment in addition to the amount of the assessment and the ten percent (10%) penalty first imposed.
3. *Fraud:* If the cities or County determines that the non-payment of any remittance due is due to fraud, a penalty of twenty-five percent (25%) of the amount of the assessment will be added thereto in addition to the penalties stated in subparagraphs 1 and 2 of this subsection E.
4. *Interest:* In addition to the penalties imposed, any assessed lodging business that fails to remit any assessment imposed will pay interest at the rate of one-half of one percent (0.5%) per month, or fraction thereof, on the amount of the assessment, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
5. *Penalties and Interest Merged with Assessment:* Every penalty imposed and such interest as accrues under the provisions of this subsection E will become part of the assessment herein required to be paid.

F. Time and Manner for Collecting Assessments

The SBSCTBID assessment will be implemented beginning July 1, 2022, or as soon as possible thereafter, and end ten (10) years from its start date. The cities and County will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business located in the boundaries of the SBSCTBID, within their respective jurisdictions. The cities and County will forward the assessments collected to the Owners' Association pursuant to contracts between VSB and the cities and County. The cities and County may retain penalties and interest collected on delinquent assessments to cover their actual costs associated with collecting the delinquent assessments.

V. GOVERNANCE

A. Owners' Association

The City Council, through adoption of this Management District Plan, has the right, pursuant to Streets and Highways Code §36651, to identify the body that will implement the proposed program, which will be the Owners' Association of the SBSCTBID as defined in Streets and Highways Code §36612. Funds will be paid by the cities and County to VSB as a contractor, and only pursuant to agreements between VSB and the cities and County.

Within the SBSCTBID, the President and CEO of VSB will continue to be charged with the day-to-day operations of the SBSCTBID. The VSB TBID committee will continue to be charged with developing budgets and priorities for the SBSCTBID. The TBID committee will continue to be comprised of a diverse group taking into consideration the size of lodging businesses and geographic area. Members of the TBID committee are selected by the vote of assessed lodging businesses in accordance with VSB's bylaws. The criteria for the membership of the TBID committee, as set forth in the VSB bylaws, is shown in the table below. The TBID committee criteria may be revised during the SBSCTBID's term, as modified by an amendment to the VSB bylaws. These classifications will be based on hotel class as defined by STR, a division of CoStar Group Inc.⁶

<u>Representation</u>	<u>Number of Seats</u>
Short Term Rentals Economy Class Midscale Class Upper Midscale Class Upscale Class Upper Upscale Class	9-11 Seats
Luxury Class	6-8 Seats

B. Brown Act and California Public Records Act Compliance

VSB is a private entity. Under state law, an Owner's Association is not "considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. [However], an owners' association shall comply with the Ralph M. Brown Act [regarding open meetings], at all times when matters within the subject matter of the district are heard, discussed, or deliberated, and with the California Public Records Act, for all records relating to activities of the district."

C. Annual Report

VSB will present an annual report at the end of each year of operation to the Santa Barbara City Council pursuant to Streets and Highways Code §36650 (see Appendix 1). A copy of the annual report will also be provided to the City of Goleta and the County of Santa Barbara. The annual report will include:

- Any proposed changes in the boundaries of the improvement district or in any benefit zones or classification of businesses within the district.
- The improvements and activities to be provided for that fiscal year.
- An estimate of the cost of providing the improvements and the activities for that fiscal year.

⁶ **Class Segments**

Hotels are categorized by STR, a division of CoStar, Inc. into the following class segments: Luxury, Upper Upscale, Upscale, Upper Midscale, Midscale and Economy. Short-term vacation rentals are classified as short term rentals class for the purpose of this plan. The the most current class segment assigned will be used for new hotels, rebranded hotels or hotels otherwise reclassified by STR/CoStar Inc. for the duration of this plan.

- The method and basis of levying the assessment in sufficient detail to allow each business owner to estimate the amount of the assessment to be levied against his or her business for that fiscal year.
- The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

APPENDIX 1 – LAW

*** THIS DOCUMENT IS CURRENT THROUGH THE 2022 SUPPLEMENT ***
(ALL 2021 LEGISLATION)

STREETS AND HIGHWAYS CODE DIVISION 18. PARKING PART 7. PROPERTY AND BUSINESS IMPROVEMENT DISTRICT LAW OF 1994

CHAPTER 1. General Provisions

ARTICLE 1. Declarations

36600. Citation of part

This part shall be known and may be cited as the “Property and Business Improvement District Law of 1994.”

36601. Legislative findings and declarations; Legislative guidance

The Legislature finds and declares all of the following:

- (a) Businesses located and operating within business districts in some of this state’s communities are economically disadvantaged, are underutilized, and are unable to attract customers due to inadequate facilities, services, and activities in the business districts.
- (b) It is in the public interest to promote the economic revitalization and physical maintenance of business districts in order to create jobs, attract new businesses, and prevent the erosion of the business districts.
- (c) It is of particular local benefit to allow business districts to fund business related improvements, maintenance, and activities through the levy of assessments upon the businesses or real property that receive benefits from those improvements.
- (d) Assessments levied for the purpose of conferring special benefit upon the real property or a specific benefit upon the businesses in a business district are not taxes for the general benefit of a city, even if property, businesses, or persons not assessed receive incidental or collateral effects that benefit them.
- (e) Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts and have made those properties and businesses more useful by providing the following benefits:
 - (1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied.
 - (2) Job creation.
 - (3) Business attraction.
 - (4) Business retention.
 - (5) Economic growth.
 - (6) New investments.
- (f) With the dissolution of redevelopment agencies throughout the state, property and business improvement districts have become even more important tools with which communities can combat blight, promote economic opportunities, and create a clean and safe environment.
- (g) Since the enactment of this act, the people of California have adopted Proposition 218, which added Article XIII D to the Constitution in order to place certain requirements and restrictions on the formation of, and activities, expenditures, and assessments by property-based districts. Article XIII D of the Constitution provides that property-based districts may only levy assessments for special benefits.
- (h) The act amending this section is intended to provide the Legislature’s guidance with regard to this act, its interaction with the provisions of Article XIII D of the Constitution, and the determination of special benefits in property-based districts.
 - (1) The lack of legislative guidance has resulted in uncertainty and inconsistent application of this act, which discourages the use of assessments to fund needed improvements, maintenance, and activities in property-based districts, contributing to blight and other underutilization of property.
 - (2) Activities undertaken for the purpose of conferring special benefits upon property to be assessed inherently produce incidental or collateral effects that benefit property or persons not assessed.

Therefore, for special benefits to exist as a separate and distinct category from general benefits, the incidental or collateral effects of those special benefits are inherently part of those special benefits. The mere fact that special benefits produce incidental or collateral effects that benefit property or persons not assessed does not convert any portion of those special benefits or their incidental or collateral effects into general benefits.

(3) It is of the utmost importance that property-based districts created under this act have clarity regarding restrictions on assessments they may levy and the proper determination of special benefits. Legislative clarity with regard to this act will provide districts with clear instructions and courts with legislative intent regarding restrictions on property-based assessments, and the manner in which special benefits should be determined.

36602. Purpose of part

The purpose of this part is to supplement previously enacted provisions of law that authorize cities to levy assessments within property and business improvement districts, to ensure that those assessments conform to all constitutional requirements and are determined and assessed in accordance with the guidance set forth in this act. This part does not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes.

36603. Preemption of authority or charter city to adopt ordinances levying assessments

Nothing in this part is intended to preempt the authority of a charter city to adopt ordinances providing for a different method of levying assessments for similar or additional purposes from those set forth in this part. A property and business improvement district created pursuant to this part is expressly exempt from the provisions of the Special Assessment Investigation, Limitation and Majority Protest Act of 1931 (Division 4 (commencing with Section 2800)).

36603.5. Part prevails over conflicting provisions

Any provision of this part that conflicts with any other provision of law shall prevail over the other provision of law, as to districts created under this part.

36604. Severability

This part is intended to be construed liberally and, if any provision is held invalid, the remaining provisions shall remain in full force and effect. Assessments levied under this part are not special taxes.

ARTICLE 2. Definitions

36606. “Activities”

“Activities” means, but is not limited to, all of the following that benefit businesses or real property in the district:

- (a) Promotion of public events.
- (b) Furnishing of music in any public place.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Other services provided for the purpose of conferring special benefit upon assessed real property or specific benefits upon assessed businesses located in the district.

36606.5. “Assessment”

“Assessment” means a levy for the purpose of acquiring, constructing, installing, or maintaining improvements and providing activities that will provide certain benefits to properties or businesses located within a property and business improvement district.

36607. “Business”

“Business” means all types of businesses and includes financial institutions and professions.

36608. “City”

“City” means a city, county, city and county, or an agency or entity created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code, the public member agencies of which includes only cities, counties, or a city and county, or the State of California.

36609. “City council”

“City council” means the city council of a city or the board of supervisors of a county, or the agency, commission, or board created pursuant to a joint powers agreement and which is a city within the meaning of this part.

36609.4. “Clerk”

“Clerk” means the clerk of the legislative body.

36609.5. “General benefit”

“General benefit” means, for purposes of a property-based district, any benefit that is not a “special benefit” as defined in Section 36615.5.

36610. “Improvement”

“Improvement” means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- (a) Parking facilities.
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs.
- (c) Trash receptacles and public restrooms.
- (d) Lighting and heating facilities.
- (e) Decorations.
- (f) Parks.
- (g) Fountains.
- (h) Planting areas.
- (i) Closing, opening, widening, or narrowing of existing streets.
- (j) Facilities or equipment, or both, to enhance security of persons and property within the district.
- (k) Ramps, sidewalks, plazas, and pedestrian malls.
- (l) Rehabilitation or removal of existing structures.

36611. “Management district plan”; “Plan”

“Management district plan” or “plan” means a proposal as defined in Section 36622.

36612. “Owners’ association”

“Owners’ association” means a private nonprofit entity that is under contract with a city to administer or implement improvements, maintenance, and activities specified in the management district plan. An owners’ association may be an existing nonprofit entity or a newly formed nonprofit entity. An owners’ association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. Notwithstanding this section, an owners’ association shall comply with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), at all times when matters within the subject matter of the district are heard, discussed, or deliberated, and with the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1 of the Government Code), for all records relating to activities of the district.

36614. “Property”

“Property” means real property situated within a district.

36614.5. “Property and business improvement district”; “District”

“Property and business improvement district,” or “district,” means a property and business improvement district established pursuant to this part.

36614.6. “Property-based assessment”

“Property-based assessment” means any assessment made pursuant to this part upon real property.

36614.7. “Property-based district”

“Property-based district” means any district in which a city levies a property-based assessment.

36615. “Property owner”; “Business owner”; “Owner”

“Property owner” means any person shown as the owner of land on the last equalized assessment roll or otherwise known to be the owner of land by the city council. “Business owner” means any person recognized by the city as the owner of the business. “Owner” means either a business owner or a property owner. The city council has no obligation to obtain other information as to the ownership of land or businesses, and its determination of ownership shall be final and conclusive for the purposes of this part. Wherever this part requires the signature of the property owner, the signature of the authorized agent of the property owner shall be sufficient. Wherever this part requires the signature of the business owner, the signature of the authorized agent of the business owner shall be sufficient.

36615.5. “Special benefit”

“Special benefit” means, for purposes of a property-based district, a particular and distinct benefit over and above general benefits conferred on real property located in a district or to the public at large. Special benefit includes incidental or collateral effects that arise from the improvements, maintenance, or activities of property-based districts even if those incidental or collateral effects benefit property or persons not assessed. Special benefit excludes general enhancement of property value.

36616. “Tenant”

“Tenant” means an occupant pursuant to a lease of commercial space or a dwelling unit, other than an owner.

ARTICLE 3. Prior Law

36617. Alternate method of financing certain improvements and activities; Effect on other provisions

This part provides an alternative method of financing certain improvements and activities. The provisions of this part shall not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes. Every improvement area established pursuant to the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500) of this division) is valid and effective and is unaffected by this part.

CHAPTER 2. Establishment

36620. Establishment of property and business improvement district

A property and business improvement district may be established as provided in this chapter.

36620.5. Requirement of consent of city council

A county may not form a district within the territorial jurisdiction of a city without the consent of the city council of that city. A city may not form a district within the unincorporated territory of a county without the consent of the board of supervisors of that county. A city may not form a district within the territorial jurisdiction of another city without the consent of the city council of the other city.

36621. Initiation of proceedings; Petition of property or business owners in proposed district

- (a) Upon the submission of a written petition, signed by the property or business owners in the proposed district who will pay more than 50 percent of the assessments proposed to be levied, the city council may initiate proceedings to form a district by the adoption of a resolution expressing its intention to form a district. The amount of assessment attributable to property or a business owned by the same property or business owner that is in excess of 40 percent of the amount of all assessments proposed to be levied, shall not be included in determining whether the petition is signed by property or business owners who will pay more than 50 percent of the total amount of assessments proposed to be levied.
- (b) The petition of property or business owners required under subdivision (a) shall include a summary of the management district plan. That summary shall include all of the following:
 - (1) A map showing the boundaries of the district.
 - (2) Information specifying where the complete management district plan can be obtained.
 - (3) Information specifying that the complete management district plan shall be furnished upon request.
- (c) The resolution of intention described in subdivision (a) shall contain all of the following:
 - (1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property or businesses within the district, a statement as to whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements do not need to be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities, and the location and extent of the proposed district.
 - (2) A time and place for a public hearing on the establishment of the property and business improvement district and the levy of assessments, which shall be consistent with the requirements of Section 36623.

36622. Contents of management district plan

The management district plan shall include, but is not limited to, all of the following:

- (a) If the assessment will be levied on property, a map of the district in sufficient detail to locate each parcel of property and, if businesses are to be assessed, each business within the district. If the assessment will be levied on businesses, a map that identifies the district boundaries in sufficient detail to allow a business owner to reasonably determine whether a business is located within the district boundaries. If the assessment will be levied on property and businesses, a map of the district in sufficient detail to locate each parcel of property and to allow a business owner to reasonably determine whether a business is located within the district boundaries.
- (b) The name of the proposed district.
- (c) A description of the boundaries of the district, including the boundaries of benefit zones, proposed for establishment or extension in a manner sufficient to identify the affected property and businesses included, which may be made by reference to any plan or map that is on file with the clerk. The boundaries of a proposed property assessment district shall not overlap with the boundaries of another existing property assessment district created pursuant to this part. This part does not prohibit the boundaries of a district created pursuant to this part to overlap with other assessment districts established pursuant to other provisions of law, including, but not limited to, the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500)). This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with another business assessment district created pursuant to this part. This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with a property assessment district created pursuant to this part.
- (d) The improvements, maintenance, and activities proposed for each year of operation of the district and the maximum cost thereof. If the improvements, maintenance, and activities proposed for each year of operation are the same, a description of the first year's proposed improvements, maintenance, and activities and a

statement that the same improvements, maintenance, and activities are proposed for subsequent years shall satisfy the requirements of this subdivision.

(e) The total annual amount proposed to be expended for improvements, maintenance, or activities, and debt service in each year of operation of the district. If the assessment is levied on businesses, this amount may be estimated based upon the assessment rate. If the total annual amount proposed to be expended in each year of operation of the district is not significantly different, the amount proposed to be expended in the initial year and a statement that a similar amount applies to subsequent years shall satisfy the requirements of this subdivision.

(f) The proposed source or sources of financing, including the proposed method and basis of levying the assessment in sufficient detail to allow each property or business owner to calculate the amount of the assessment to be levied against his or her property or business. The plan also shall state whether bonds will be issued to finance improvements.

(g) The time and manner of collecting the assessments.

(h) The specific number of years in which assessments will be levied. In a new district, the maximum number of years shall be five. Upon renewal, a district shall have a term not to exceed 10 years. Notwithstanding these limitations, a district created pursuant to this part to finance capital improvements with bonds may levy assessments until the maximum maturity of the bonds. The management district plan may set forth specific increases in assessments for each year of operation of the district.

(i) The proposed time for implementation and completion of the management district plan.

(j) Any proposed rules and regulations to be applicable to the district.

(k) (1) A list of the properties or businesses to be assessed, including the assessor's parcel numbers for properties to be assessed, and a statement of the method or methods by which the expenses of a district will be imposed upon benefited real property or businesses, in proportion to the benefit received by the property or business, to defray the cost thereof.

(2) In a property-based district, the proportionate special benefit derived by each identified parcel shall be determined exclusively in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the activities. An assessment shall not be imposed on any parcel that exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and a property-based district shall separate the general benefits, if any, from the special benefits conferred on a parcel. Parcels within a property-based district that are owned or used by any city, public agency, the State of California, or the United States shall not be exempt from assessment unless the governmental entity can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit. The value of any incidental, secondary, or collateral effects that arise from the improvements, maintenance, or activities of a property-based district and that benefit property or persons not assessed shall not be deducted from the entirety of the cost of any special benefit or affect the proportionate special benefit derived by each identified parcel.

(l) In a property-based district, the total amount of all special benefits to be conferred upon the properties located within the property-based district.

(m) In a property-based district, the total amount of general benefits, if any.

(n) In a property-based district, a detailed engineer's report prepared by a registered professional engineer certified by the State of California supporting all assessments contemplated by the management district plan.

(o) Any other item or matter required to be incorporated therein by the city council.

36623. Procedure to levy assessment

(a) If a city council proposes to levy a new or increased property assessment, the notice and protest and hearing procedure shall comply with Section 53753 of the Government Code.

(b) If a city council proposes to levy a new or increased business assessment, the notice and protest and hearing procedure shall comply with Section 54954.6 of the Government Code, except that notice shall be mailed to the owners of the businesses proposed to be assessed. A protest may be made orally or in writing by any interested person. Every written protest shall be filed with the clerk at or before the time fixed for the public hearing. The city council may waive any irregularity in the form or content of any written protest. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing. Each written protest shall contain a description of the business in which the person subscribing the protest is interested sufficient to identify the business and, if a person subscribing is not shown on the official records

of the city as the owner of the business, the protest shall contain or be accompanied by written evidence that the person subscribing is the owner of the business or the authorized representative. A written protest that does not comply with this section shall not be counted in determining a majority protest. If written protests are received from the owners or authorized representatives of businesses in the proposed district that will pay 50 percent or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50 percent, no further proceedings to levy the proposed assessment against such businesses, as contained in the resolution of intention, shall be taken for a period of one year from the date of the finding of a majority protest by the city council.

(c) If a city council proposes to conduct a single proceeding to levy both a new or increased property assessment and a new or increased business assessment, the notice and protest and hearing procedure for the property assessment shall comply with subdivision (a), and the notice and protest and hearing procedure for the business assessment shall comply with subdivision (b). If a majority protest is received from either the property or business owners, that respective portion of the assessment shall not be levied. The remaining portion of the assessment may be levied unless the improvement or other special benefit was proposed to be funded by assessing both property and business owners.

36624. Changes to proposed assessments

At the conclusion of the public hearing to establish the district, the city council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements, maintenance, and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them. At the public hearing, the city council may only make changes in, to, or from the boundaries of the proposed property and business improvement district that will exclude territory that will not benefit from the proposed improvements, maintenance, and activities. Any modifications, revisions, reductions, or changes to the proposed assessment district shall be reflected in the notice and map recorded pursuant to Section 36627.

36625. Resolution of formation

(a) If the city council, following the public hearing, decides to establish a proposed property and business improvement district, the city council shall adopt a resolution of formation that shall include, but is not limited to, all of the following:

- (1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property, businesses, or both within the district, a statement on whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements need not be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities and the location and extent of the proposed district.
- (2) The number, date of adoption, and title of the resolution of intention.
- (3) The time and place where the public hearing was held concerning the establishment of the district.
- (4) A determination regarding any protests received. The city shall not establish the district or levy assessments if a majority protest was received.
- (5) A statement that the properties, businesses, or properties and businesses in the district established by the resolution shall be subject to any amendments to this part.
- (6) A statement that the improvements, maintenance, and activities to be conferred on businesses and properties in the district will be funded by the levy of the assessments. The revenue from the levy of assessments within a district shall not be used to provide improvements, maintenance, or activities outside the district or for any purpose other than the purposes specified in the resolution of intention, as modified by the city council at the hearing concerning establishment of the district. Notwithstanding the foregoing, improvements and activities that must be provided outside the district boundaries to create a special or specific benefit to the assessed parcels or businesses may be provided, but shall be limited to marketing or signage pointing to the district.
- (7) A finding that the property or businesses within the area of the property and business improvement district will be benefited by the improvements, maintenance, and activities funded by the proposed assessments, and, for a property-based district, that property within the district will receive a special benefit.

- (8) In a property-based district, the total amount of all special benefits to be conferred on the properties within the property-based district.
- (b) The adoption of the resolution of formation and, if required, recordation of the notice and map pursuant to Section 36627 shall constitute the levy of an assessment in each of the fiscal years referred to in the management district plan.

36627. Notice and assessment diagram

Following adoption of the resolution establishing district assessments on properties pursuant to Section 36625, the clerk shall record a notice and an assessment diagram pursuant to Section 3114. No other provision of Division 4.5 (commencing with Section 3100) applies to an assessment district created pursuant to this part.

36628. Establishment of separate benefit zones within district; Categories of businesses

The city council may establish one or more separate benefit zones within the district based upon the degree of benefit derived from the improvements or activities to be provided within the benefit zone and may impose a different assessment within each benefit zone. If the assessment is to be levied on businesses, the city council may also define categories of businesses based upon the degree of benefit that each will derive from the improvements or activities to be provided within the district and may impose a different assessment or rate of assessment on each category of business, or on each category of business within each zone.

36628.5. Assessments on businesses or property owners

The city council may levy assessments on businesses or on property owners, or a combination of the two, pursuant to this part. The city council shall structure the assessments in whatever manner it determines corresponds with the distribution of benefits from the proposed improvements, maintenance, and activities, provided that any property-based assessment conforms with the requirements set forth in paragraph (2) of subdivision (k) of Section 36622.

36629. Provisions and procedures applicable to benefit zones and business categories

All provisions of this part applicable to the establishment, modification, or disestablishment of a property and business improvement district apply to the establishment, modification, or disestablishment of benefit zones or categories of business. The city council shall, to establish, modify, or disestablish a benefit zone or category of business, follow the procedure to establish, modify, or disestablish a property and business improvement district.

36630. Expiration of district; Creation of new district

If a property and business improvement district expires due to the time limit set pursuant to subdivision (h) of Section 36622, a new management district plan may be created and the district may be renewed pursuant to this part.

CHAPTER 3. Assessments

36631. Time and manner of collection of assessments; Delinquent payments

The collection of the assessments levied pursuant to this part shall be made at the time and in the manner set forth by the city council in the resolution levying the assessment. Assessments levied on real property may be collected at the same time and in the same manner as for the ad valorem property tax, and may provide for the same lien priority and penalties for delinquent payment. All delinquent payments for assessments levied pursuant to this part may be charged interest and penalties.

36632. Assessments to be based on estimated benefit; Classification of real property and businesses; Exclusion of residential and agricultural property

- (a) The assessments levied on real property pursuant to this part shall be levied on the basis of the estimated benefit to the real property within the property and business improvement district. The city council may

classify properties for purposes of determining the benefit to property of the improvements and activities provided pursuant to this part.

(b) Assessments levied on businesses pursuant to this part shall be levied on the basis of the estimated benefit to the businesses within the property and business improvement district. The city council may classify businesses for purposes of determining the benefit to the businesses of the improvements and activities provided pursuant to this part.

(c) Properties zoned solely for residential use, or that are zoned for agricultural use, are conclusively presumed not to benefit from the improvements and service funded through these assessments, and shall not be subject to any assessment pursuant to this part.

36633. Time for contesting validity of assessment

The validity of an assessment levied under this part shall not be contested in an action or proceeding unless the action or proceeding is commenced within 30 days after the resolution levying the assessment is adopted pursuant to Section 36625. An appeal from a final judgment in an action or proceeding shall be perfected within 30 days after the entry of judgment.

36634. Service contracts authorized to establish levels of city services

The city council may execute baseline service contracts that would establish levels of city services that would continue after a property and business improvement district has been formed.

36635. Request to modify management district plan

The owners' association may, at any time, request that the city council modify the management district plan. Any modification of the management district plan shall be made pursuant to this chapter.

36636. Modification of plan by resolution after public hearing; Adoption of resolution of intention

(a) Upon the written request of the owners' association, the city council may modify the management district plan after conducting one public hearing on the proposed modifications. The city council may modify the improvements and activities to be funded with the revenue derived from the levy of the assessments by adopting a resolution determining to make the modifications after holding a public hearing on the proposed modifications. If the modification includes the levy of a new or increased assessment, the city council shall comply with Section 36623. Notice of all other public hearings pursuant to this section shall comply with both of the following:

- (1) The resolution of intention shall be published in a newspaper of general circulation in the city once at least seven days before the public hearing.
- (2) A complete copy of the resolution of intention shall be mailed by first class mail, at least 10 days before the public hearing, to each business owner or property owner affected by the proposed modification.

(b) The city council shall adopt a resolution of intention which states the proposed modification prior to the public hearing required by this section. The public hearing shall be held not more than 90 days after the adoption of the resolution of intention.

36637. Reflection of modification in notices recorded and maps

Any subsequent modification of the resolution shall be reflected in subsequent notices and maps recorded pursuant to Division 4.5 (commencing with Section 3100), in a manner consistent with the provisions of Section 36627.

CHAPTER 3.5. Financing

36640. Bonds authorized; Procedure; Restriction on reduction or termination of assessments

(a) The city council may, by resolution, determine and declare that bonds shall be issued to finance the estimated cost of some or all of the proposed improvements described in the resolution of formation adopted

pursuant to Section 36625, if the resolution of formation adopted pursuant to that section provides for the issuance of bonds, under the Improvement Bond Act of 1915 (Division 10 (commencing with Section 8500)) or in conjunction with Marks-Roos Local Bond Pooling Act of 1985 (Article 4 (commencing with Section 6584) of Chapter 5 of Division 7 of Title 1 of the Government Code). Either act, as the case may be, shall govern the proceedings relating to the issuance of bonds, although proceedings under the Bond Act of 1915 may be modified by the city council as necessary to accommodate assessments levied upon business pursuant to this part.

(b) The resolution adopted pursuant to subdivision (a) shall generally describe the proposed improvements specified in the resolution of formation adopted pursuant to Section 36625, set forth the estimated cost of those improvements, specify the number of annual installments and the fiscal years during which they are to be collected. The amount of debt service to retire the bonds shall not exceed the amount of revenue estimated to be raised from assessments over 30 years.

(c) Notwithstanding any other provision of this part, assessments levied to pay the principal and interest on any bond issued pursuant to this section shall not be reduced or terminated if doing so would interfere with the timely retirement of the debt.

CHAPTER 4. Governance

36650. Report by owners' association; Approval or modification by city council

(a) The owners' association shall cause to be prepared a report for each fiscal year, except the first year, for which assessments are to be levied and collected to pay the costs of the improvements, maintenance, and activities described in the report. The owners' association's first report shall be due after the first year of operation of the district. The report may propose changes, including, but not limited to, the boundaries of the property and business improvement district or any benefit zones within the district, the basis and method of levying the assessments, and any changes in the classification of property, including any categories of business, if a classification is used.

(b) The report shall be filed with the clerk and shall refer to the property and business improvement district by name, specify the fiscal year to which the report applies, and, with respect to that fiscal year, shall contain all of the following information:

- (1) Any proposed changes in the boundaries of the property and business improvement district or in any benefit zones or classification of property or businesses within the district.
- (2) The improvements, maintenance, and activities to be provided for that fiscal year.
- (3) An estimate of the cost of providing the improvements, maintenance, and activities for that fiscal year.
- (4) The method and basis of levying the assessment in sufficient detail to allow each real property or business owner, as appropriate, to estimate the amount of the assessment to be levied against his or her property or business for that fiscal year.
- (5) The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- (6) The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

(c) The city council may approve the report as filed by the owners' association or may modify any particular contained in the report and approve it as modified. Any modification shall be made pursuant to Sections 36635 and 36636.

The city council shall not approve a change in the basis and method of levying assessments that would impair an authorized or executed contract to be paid from the revenues derived from the levy of assessments, including any commitment to pay principal and interest on any bonds issued on behalf of the district.

36651. Designation of owners' association to provide improvements, maintenance, and activities

The management district plan may, but is not required to, state that an owners' association will provide the improvements, maintenance, and activities described in the management district plan. If the management district plan designates an owners' association, the city shall contract with the designated nonprofit corporation to provide services.

CHAPTER 5. Renewal

36660. Renewal of district; Transfer or refund of remaining revenues; District term limit

- (a) Any district previously established whose term has expired, or will expire, may be renewed by following the procedures for establishment as provided in this chapter.
- (b) Upon renewal, any remaining revenues derived from the levy of assessments, or any revenues derived from the sale of assets acquired with the revenues, shall be transferred to the renewed district. If the renewed district includes additional parcels or businesses not included in the prior district, the remaining revenues shall be spent to benefit only the parcels or businesses in the prior district. If the renewed district does not include parcels or businesses included in the prior district, the remaining revenues attributable to these parcels shall be refunded to the owners of these parcels or businesses.
- (c) Upon renewal, a district shall have a term not to exceed 10 years, or, if the district is authorized to issue bonds, until the maximum maturity of those bonds. There is no requirement that the boundaries, assessments, improvements, or activities of a renewed district be the same as the original or prior district.

CHAPTER 6. Disestablishment**36670. Circumstances permitting disestablishment of district; Procedure**

- (a) Any district established or extended pursuant to the provisions of this part, where there is no indebtedness, outstanding and unpaid, incurred to accomplish any of the purposes of the district, may be disestablished by resolution by the city council in either of the following circumstances:
 - (1) If the city council finds there has been misappropriation of funds, malfeasance, or a violation of law in connection with the management of the district, it shall notice a hearing on disestablishment.
 - (2) During the operation of the district, there shall be a 30-day period each year in which assesseses may request disestablishment of the district. The first such period shall begin one year after the date of establishment of the district and shall continue for 30 days. The next such 30-day period shall begin two years after the date of the establishment of the district. Each successive year of operation of the district shall have such a 30-day period. Upon the written petition of the owners or authorized representatives of real property or the owners or authorized representatives of businesses in the district who pay 50 percent or more of the assessments levied, the city council shall pass a resolution of intention to disestablish the district. The city council shall notice a hearing on disestablishment.
- (b) The city council shall adopt a resolution of intention to disestablish the district prior to the public hearing required by this section. The resolution shall state the reason for the disestablishment, shall state the time and place of the public hearing, and shall contain a proposal to dispose of any assets acquired with the revenues of the assessments levied within the property and business improvement district. The notice of the hearing on disestablishment required by this section shall be given by mail to the property owner of each parcel or to the owner of each business subject to assessment in the district, as appropriate. The city shall conduct the public hearing not less than 30 days after mailing the notice to the property or business owners. The public hearing shall be held not more than 60 days after the adoption of the resolution of intention.

36671. Refund of remaining revenues upon disestablishment or expiration without renewal of district; Calculation of refund; Use of outstanding revenue collected after disestablishment of district

- (a) Upon the disestablishment or expiration without renewal of a district, any remaining revenues, after all outstanding debts are paid, derived from the levy of assessments, or derived from the sale of assets acquired with the revenues, or from bond reserve or construction funds, shall be refunded to the owners of the property or businesses then located and operating within the district in which assessments were levied by applying the same method and basis that was used to calculate the assessments levied in the fiscal year in which the district is disestablished or expires. All outstanding assessment revenue collected after disestablishment shall be spent on improvements and activities specified in the management district plan.
- (b) If the disestablishment occurs before an assessment is levied for the fiscal year, the method and basis that was used to calculate the assessments levied in the immediate prior fiscal year shall be used to calculate the amount of any refund.

APPENDIX 2 – ASSESSED BUSINESSES

Name of Establishment	Jurisdiction	Class	Mailing Address	City/State/Zip
The Leta	City of Goleta	Upper Upscale Class	5650 Calle Real	Goleta, CA 93117
1005 Monte Cristo	County Of Santa Barbara	Short Term Rental	1005 Monte Cristo Lane	Santa Barbara CA 93108
Gretchen Zee	City Of Goleta	Short Term Rental	1011 Via Bolzano	Goleta, CA 93124
The Palace	County Of Santa Barbara	Short Term Rental	1015 Debra Drive	Santa Barbara CA 93110
Ala Mar Motel	City Of Santa Barbara	Midscale Class	102 W Cabrillo Blvd	Santa Barbara, CA 93101-3505
Alamar Motel	City Of Santa Barbara	Midscale Class	102 W Cabrillo Blvd	Santa Barbara, CA 93101-3505
1508 Miramar Beach	County Of Santa Barbara	Short Term Rental	10250 Constellation Blvd 5th Fl	Los Angeles CA 90067
Harbor House Inn	City Of Santa Barbara	Midscale Class	104 Bath St	Santa Barbara, CA 93101-3805
Gledhill, David	County Of Santa Barbara	Short Term Rental	1040 Mission Canyon Road	Santa Barbara CA 93105
Casa Del Sol	County Of Santa Barbara	Short Term Rental	1043 Via Chaparral	Santa Barbara CA 93105
David & Janette Delorie	City Of Santa Barbara	Short Term Rental	1052 Vereda Del Ciervo	Goleta, CA 93117-5304
Damron, Bonnie	County Of Santa Barbara	Short Term Rental	1076 Fairway Rd	Santa Barbara CA 93108
Coastal Properties	County Of Santa Barbara	Short Term Rental	1086 Coast Village Rd	Santa Barbara CA 93108
Franciscan Inn & Suites	City Of Santa Barbara	Upscale Class	109 Bath St	Santa Barbara, CA 93101-3804
Bb Pacific Llc	City Of Santa Barbara	Short Term Rental	1103 Portesuello Av	Santa Barbara, CA 93105
Christine Chavez	City Of Santa Barbara	Short Term Rental	1107 5th St	Davis, CA 95616-3920
Duris, Maureen	County Of Santa Barbara	Short Term Rental	111 Crestview Lane	Santa Barbara CA 93108
Young, David & Kristen	County Of Santa Barbara	Short Term Rental	1110 Oriole Rd	Santa Barbara CA 93108
Mar Monte Hotel (Formerly Hyatt Centric)	City Of Santa Barbara	Luxury Class	1111 E Cabrillo Blvd	Santa Barbara, CA 93103-3701

Santa Barbara House	City Of Santa Barbara	Luxury Class	1111 E Cabrillo Blvd	Santa Barbara, CA 93103-3701
Riven Rock Management, LLC	County Of Santa Barbara	Short Term Rental	1114 State St, Ste 250	Santa Barbara CA 93101
La Maison Santa Barbara	City Of Santa Barbara	Short Term Rental	112 E Ortega St Ste 301	Santa Barbara, CA 93101-1631
Tres Perros Beach House	County Of Santa Barbara	Short Term Rental	1130 Iliff St	Pacific Palisades CA 90272
Butterfly Homestay	County Of Santa Barbara	Short Term Rental	1132 Hill Rd	Santa Barbara CA 93108
Brace, Kyle	County Of Santa Barbara	Short Term Rental	116 Hermosillo Rd	Santa Barbara CA 93108
Bryan R Smith	City Of Santa Barbara	Short Term Rental	116 San Rafael Ave	Santa Barbara, CA 93109-2077
Donald Campbell/Joy Kelly	City Of Santa Barbara	Short Term Rental	118 Chapala St Apt 1	Santa Barbara, CA 93101-5224
Dominic, Andrea	County Of Santa Barbara	Short Term Rental	1187 Coast Village Rd #413	Santa Barbara CA 93108
Inn On Summer Hill & Spa	County Of Santa Barbara	Upper Midscale Class	1187 Coast Village Rd #508	Santa Barbara, CA 93108
Coast Village Inn	City Of Santa Barbara	Upper Midscale Class	1188 Coast Village Rd	Santa Barbara, CA 93108-2717
The Wayfarer	City Of Santa Barbara	Upper Midscale Class	12 E Montecito St	Santa Barbara, CA 93101-2323
Loon Point Cottages	County Of Santa Barbara	Short Term Rental	120 Morgan Lane	Carpinteria CA 93013
Simpson House Inn	City Of Santa Barbara	Luxury Class	121 E Arrellaga St	Santa Barbara, CA 93101-1903
Riviera Beach House (Formerly Hotel Indigo Santa Barbara)	City Of Santa Barbara	Upper Upscale Class	121 State St	Santa Barbara, CA 93101-3529
Sapphire Land & Development	County Of Santa Barbara	Short Term Rental	1212 Mark Ave	Carpinteria CA 93013
Mission Canyon Peace	County Of Santa Barbara	Short Term Rental	1220 Mission Canyon Pl	Santa Barbara CA 93105
124 Rincon Point Road	County Of Santa Barbara	Short Term Rental	124 Rincon Point	Carpinteria CA 93013
De La Vina Inn	City Of Santa Barbara	Upper Upscale Class	1246 Hoover St	Menlo Park, CA 94025-4217
Rincon Seaside Retreat	County Of Santa Barbara	Short Term Rental	126 Montecello Ave	Piedmont CA 94611
Four Seasons Resort The Biltmore Santa Barbara	County Of Santa Barbara	Luxury Class	1260 Channel Drive	Santa Barbara, CA 93108

Montecito Inn	City Of Santa Barbara	Upscale Class	1295 Coast Village Rd	Santa Barbara, CA 93108-2748
Presidio Motel	City Of Santa Barbara	Economy Class	1304 Portesuello Ave	Santa Barbara, CA 93105-4623
Palm Tree Properties	County Of Santa Barbara	Short Term Rental	131 Hermosillo Rd	Santa Barbara CA 93108
3081 Via Real Llc	County Of Santa Barbara	Short Term Rental	1310 San Antonio Creek Rd	Santa Barbara CA 93111
Kimberly & John Bianchi	City Of Santa Barbara	Short Term Rental	1311 Suffield Ln	Bakersfield, CA 93312-4681
Mike Rosie Rental	City Of Santa Barbara	Short Term Rental	1333 Cliff Dr	Santa Barbara, CA 93109-1729
Pape, Nancy	County Of Santa Barbara	Short Term Rental	1335 40th Street	Sacramento CA 95819
Peterson Rentals	County Of Santa Barbara	Short Term Rental	1342 Virginia Rd	Santa Barbara CA 93108
Arneson, Pamela & Eric	County Of Santa Barbara	Short Term Rental	1345 Virginia Rd	Santa Barbara CA 93108
Montecito Cottage	County Of Santa Barbara	Short Term Rental	1355 Danielson Rd	Santa Barbara CA 93108
Sea Steppe	County Of Santa Barbara	Short Term Rental	1363 Danielson Rd	Santa Barbara CA 93108
The Beach Loft	County Of Santa Barbara	Short Term Rental	1371 Santa Clara Way	Santa Barbara CA 93108
The Beach Cottage	County Of Santa Barbara	Short Term Rental	1371 Santa Clara Way	Santa Barbara CA 93108
Montecito Vacation Home	County Of Santa Barbara	Short Term Rental	1371 Santa Clara Way	Santa Barbara CA 93108
Rutherford, John & Lynn	County Of Santa Barbara	Short Term Rental	1374 Danielson Rd #B	Santa Barbara CA 93108
Cottage By The Sea	County Of Santa Barbara	Short Term Rental	1390 Virginia Road	Santa Barbara CA 93108
Upham Hotel	City Of Santa Barbara	Upper Upscale Class	1404 De La Vina St	Santa Barbara, CA 93101-3027
Montecito, LLC	County Of Santa Barbara	Short Term Rental	1410 N Jameson Lane	Santa Barbara CA 93108
East Beach Cottages	City Of Santa Barbara	Short Term Rental	1415 Cantera Ave	Santa Barbara, CA 93110-2402
Mid-Century Hideaway	County Of Santa Barbara	Short Term Rental	1418 N Jameson Lane	Santa Barbara CA 93108
Eric & Amy Ryan	City Of Santa Barbara	Short Term Rental	1424 San Miguel Ave	Santa Barbara, CA 93109-2045

Chambers Homestay	County Of Santa Barbara	Short Term Rental	145 Walnut St	Santa Barbara CA 93111
Connors Properties LLC	City Of Santa Barbara	Short Term Rental	1475 Cougar Ridge Rd	Buellton, CA 93427-9414
Epstein, Seth & Monica	County Of Santa Barbara	Short Term Rental	1482 E Valley Rd Suite #234	Santa Barbara CA 93108
Dealy, Catherine & Peter	County Of Santa Barbara	Short Term Rental	1482 East Valley Rd #245	Santa Barbara CA 93108
Scott C Boydston Trust	County Of Santa Barbara	Short Term Rental	1485 S Jameson Lane	Santa Barbara CA 93108
Cota Lane Properties	County Of Santa Barbara	Short Term Rental	1490 Wyant Road	Santa Barbara CA 93108
Villa Rosa	City Of Santa Barbara	Upper Midscale Class	15 Chapala St	Santa Barbara, CA 93101-3507
Hyatt Place Santa Barbara	County Of Santa Barbara	Upscale Class	150 W Harris Ave	South San Francisco, CA 94030
7490 Magnolia, LLC	County Of Santa Barbara	Short Term Rental	151 Kalmus Dr, M-4	Costa Mesa CA 92626
Hamilton, Justine	County Of Santa Barbara	Short Term Rental	1521 Sinaloa Dr	Santa Barbara CA 93108
Patricia Woodruff	City Of Santa Barbara	Short Term Rental	1529 San Miguel Ave	Santa Barbara, CA 93109-2046
Signature Rentals - California, Inc	County Of Santa Barbara	Short Term Rental	15475 N Greenway Hayden Loop Ste B2	Scottsdale AZ 85260
Casa Valerio	City Of Santa Barbara	Short Term Rental	1550 Tiburon Blvd # G-343	Tiburon, CA 94920-2564
Villa Malaga	City Of Santa Barbara	Short Term Rental	1557 La Cresta Cir	Santa Barbara, CA 93109-1741
Villa Flora	County Of Santa Barbara	Short Term Rental	1581 Green Lane	Santa Barbara CA 93108
Paradise Retreats	County Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara CA 93101
Breakaway Retreat	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-0000
Sea Glass Cottage	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Cottages At West Beach	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Mesa Bliss	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502

The Sea Captain's House	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Tropical Retreat	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Mesa Life	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Sandwaves	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Downtown Villa	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Happy Place	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
West Beach Oasis	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
East Beach Sophisticate	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Bluewater Retreat	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Harbor Retreat	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Surfer's Paradise	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Sea Change	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
Juniper Cottage	City Of Santa Barbara	Short Term Rental	16 E Arrellaga St	Santa Barbara, CA 93101-2502
1608 Bath St Vacation Rental	City Of Santa Barbara	Short Term Rental	1608 Bath St	Santa Barbara, CA 93101-2908
Blaser Living Trust	County Of Santa Barbara	Short Term Rental	1639 Posilipo Lane	Santa Barbara CA 93108
Rh Management Inc	City Of Santa Barbara	Short Term Rental	1650 Veteran Ave Apt 307	Los Angeles, CA 90024-5555
David Sullins	City Of Santa Barbara	Short Term Rental	1683 Manor Rd	Englewood, FL 34223-4929
David Sullins Vacation Rental	City Of Santa Barbara	Short Term Rental	1683 Manor Rd	Englewood, FL 34223-4929
Holiday Inn Express Santa Barbara	City Of Santa Barbara	Upper Midscale Class	17 W Haley St	Santa Barbara, CA 93101-3428
Holiday Inn Express Hotel Virginia	City Of Santa Barbara	Upper Midscale Class	17 W Haley St	Santa Barbara, CA 93101-3428
Magic Retreat Home	County Of Santa Barbara	Short Term Rental	1705 San Marcos Pass Rd	Santa Barbara CA 93105
Perfect Surf	City Of Santa Barbara	Short Term Rental	1717 Sunset Ave	Santa Monica, CA 90405-5919

Alex & Erik Funke	City Of Santa Barbara	Short Term Rental	1718 Se Mulberry Ave	Portland, Or 97214-4764
Sunset Inn	City Of Santa Barbara	Economy Class	1787 E Thompson Blvd	Ventura, CA 93001-3326
Casa Del Mar Inn	City Of Santa Barbara	Upper Midscale Class	18 Bath St	Santa Barbara, CA 93101-3803
Circle Bar B	County Of Santa Barbara	Upper Upscale Class	1800 Refugio Rd	Goleta, CA 93117
718 Castillo Street LLC	City Of Santa Barbara	Short Term Rental	1815 State St Ste A	Santa Barbara, CA 93101-8405
Stan Krome	City Of Santa Barbara	Short Term Rental	1843 El Camino De La Luz	Santa Barbara, CA 93109-1924
Winthrop, Stuart & Elizabeth	County Of Santa Barbara	Short Term Rental	1959 Las Tunas Rd	Santa Barbara CA 93103
The Whale House	County Of Santa Barbara	Short Term Rental	1979 N Refugio Rd	Santa Ynez CA 93460
Strand Hus Unit A	County Of Santa Barbara	Short Term Rental	2 Desilva Island Ct	Mill Valley CA 94941
8 Rincon Point, LLC	County Of Santa Barbara	Short Term Rental	2006 Palisades Dr	Pacific Palisades CA 90272
Crawford Wilson Rentals	City Of Santa Barbara	Short Term Rental	2016 Edgewater Way	Santa Barbara, CA 93109-1917
Ocean View Cottage	County Of Santa Barbara	Short Term Rental	2018 Foothill Rd	Santa Barbara CA 93105
Fiesta Inn And Suites	City Of Santa Barbara	Economy Class	2019 State St	Santa Barbara, CA 93105-3553
A J & Stephanie Castagnola	City Of Santa Barbara	Short Term Rental	206 Bath St	Santa Barbara, CA 93101-3807
Lavender Inn By The Sea	City Of Santa Barbara	Upper Upscale Class	206 Castillo St	Santa Barbara, CA 93101-3812
Marina Beach Motel	City Of Santa Barbara	Upper Midscale Class	21 Bath St	Santa Barbara, CA 93101-3802
Wimberly, Ed & Joan	County Of Santa Barbara	Short Term Rental	211 Ocean View Rd	Carpinteria CA 93013
Goena-Welch, Mina	County Of Santa Barbara	Short Term Rental	2115 Anacapa Street	Santa Barbara CA 93105
Eberwein, Kristin & William	County Of Santa Barbara	Short Term Rental	2121 Manzanita Ave	Menlo Park CA 94025
Castillo Inn	City Of Santa Barbara	Economy Class	22 Castillo St	Santa Barbara, CA 93101-3809
1031 Del Sol LLC	City Of Santa Barbara	Short Term Rental	22046 Martinez St	Woodland Hills, CA 91364-1611

Best Western Plus Santa Barbara (Formerly Bw Encina)	City Of Santa Barbara	Upper Midscale Class	2220 Bath St	Santa Barbara, CA 93105-4322
Stay Sb Luxury Vacation Rentals	County Of Santa Barbara	Short Term Rental	2229 State St	Santa Barbara CA 93105
Brisas Del Mar Inn At The Beach	City Of Santa Barbara	Upper Upscale Class	223 Castillo St	Santa Barbara, CA 93101-3811
Inn By The Harbor	City Of Santa Barbara	Upscale Class	223 Castillo St	Santa Barbara, CA 93101-3811
Dolphin Inn Vacation Rentals	City Of Santa Barbara	Short Term Rental	223 W Mason St	Santa Barbara, CA 93101-3598
Anderson, Michael & Hilary	County Of Santa Barbara	Short Term Rental	2255 Las Canoas Road	Santa Barbara CA 93105
The Hill House, By The Sea	County Of Santa Barbara	Short Term Rental	2274 Whitney Ave	Summerland CA 93067
The Eagle Inn	City Of Santa Barbara	Upper Upscale Class	232 Natoma Ave	Santa Barbara, CA 93101-3522
La Quinta Inns & Suites Santa Barbara Downtown	City Of Santa Barbara	Upper Midscale Class	2333 Nw Vaughn St	Portland, OR 97210-2311
Calle Culebra	County Of Santa Barbara	Short Term Rental	23460 Camino Hermoso	Los Altos Hills CA 94024
1350 Virginia Road	County Of Santa Barbara	Short Term Rental	23460 Camino Hermoso Dr	Los Altos Hills CA 94024
Bingham, Wendy	County Of Santa Barbara	Short Term Rental	238 Toro Canyon Rd	Carpinteria CA 93013
Gottlieb, Susan	County Of Santa Barbara	Short Term Rental	240 Toro Canyon Rd	Carpinteria CA 93013
Bryce, Frank & Ian Anderson	City Of Santa Barbara	Short Term Rental	2410 State St	Santa Barbara, CA 93105-3562
Wanderlust Luxury Rentals	County Of Santa Barbara	Short Term Rental	2429 Bath St	Santa Barbara CA 93105
Ron & Dana Macksoud	City Of Santa Barbara	Short Term Rental	2507 Honolulu Ave	Montrose, CA 91020-1805
Stephen Thompson	City Of Goleta	Short Term Rental	253 Calle Serrento	Goleta, CA 93125
Haley Hotel	City Of Santa Barbara	Upscale Class	26 E Haley St	Santa Barbara, CA 93101-2316
Grand Welcome	County Of Santa Barbara	Short Term Rental	2601 Airport Dr, Suite 270	Torrance CA 90505
Hudson, David Lamont	County Of Santa Barbara	Short Term Rental	2620 Dorking Pl	Santa Barbara CA 93105
Pied-A-Terre	County Of Santa Barbara	Short Term Rental	2660 Dorking Pl	Santa Barbara CA 93105

Nelson, Thomas	County Of Santa Barbara	Short Term Rental	2676 Glendessary Lane	Santa Barbara CA 93105
103 Chapala LLC	City Of Santa Barbara	Short Term Rental	27 W Anapamu St # 228	Santa Barbara, CA 93101-3107
Adventures At Arroyo Burro	City Of Santa Barbara	Short Term Rental	27 W Anapamu St # 228	Santa Barbara, CA 93101-3107
Villa Portofino LLC	City Of Santa Barbara	Short Term Rental	27 W Anapamu St # 228	Santa Barbara, CA 93101-3107
Santa Barbara Vacation Rentals, LLC	County Of Santa Barbara	Short Term Rental	27 W Anapamu St #228	Santa Barbara CA 93101
Rosenblatt, Mindy	County Of Santa Barbara	Short Term Rental	2709 Foothill Rd	Santa Barbara CA 93105
Under The Oaks Homestay	County Of Santa Barbara	Short Term Rental	2720 Puesta Del Sol	Santa Barbara CA 93105
Sun El Capitan Canyon	County Of Santa Barbara	Luxury Class	27777 Franklin Rd Ste 200	Southfield MI 48034
El Capitan Canyon	County Of Santa Barbara	Luxury Class	27777 Franklin Rd Ste 200	Southfield, MI 48034
Harbor View Inn	City Of Santa Barbara	Upscale Class	28 W Cabrillo Blvd	Santa Barbara, CA 93101-3504
Town & Country Inn	City Of Santa Barbara	Economy Class	2800 State St	Santa Barbara, CA 93105-3416
Lemon Tree Inn	City Of Santa Barbara	Upscale Class	2819 State St	Santa Barbara, CA 93105-3415
Secret Garden Inn	City Of Santa Barbara	Upper Upscale Class	2821 Ben Lomond Dr	Santa Barbara, CA 93105-2204
Holiday Lodge	City Of Santa Barbara	Economy Class	2825 State St	Santa Barbara, CA 93105-3424
Humphreys, Crystal	County Of Santa Barbara	Short Term Rental	2835 Ivory Ave	Simi Valley CA 93063
Weisbart, Harry & Judith	County Of Santa Barbara	Short Term Rental	2879 Exeter Place	Santa Barbara CA 93105
Brown Credit Trust	City Of Santa Barbara	Short Term Rental	2973 Glen Albyn Dr	Santa Barbara, CA 93105-2219
Pacific Time Management LLC	City Of Santa Barbara	Short Term Rental	30 W Quinto St	Santa Barbara, CA 93105-3923
Blue Sands Inn	City Of Santa Barbara	Upper Upscale Class	301 N Canon Dr Ste 302	Beverly Hills, CA 90210-4724
Hideaway Santa Barbara	City Of Santa Barbara	Luxury Class	301 N Canon Dr Ste 302	Beverly Hills, CA 90210-4724
Best Western Plus Pepper Tree Inn	City Of Santa Barbara	Upper Midscale Class	301 N Canon Dr Ste 305	Beverly Hills, CA 90210-4726

Quality Inn Santa Barbara	City Of Santa Barbara	Midscale Class	3055 De La Vina St	Santa Barbara, CA 93105-3351
Canary Hotel	City Of Santa Barbara	Upper Upscale Class	31 W Carrillo St	Santa Barbara, CA 93101-3212
John Sharkey	City Of Goleta	Short Term Rental	312 Pebble Beach Dr	Goleta, CA 93126
Perry, Rosario	County Of Santa Barbara	Short Term Rental	312 Pico Blvd	Santa Monica CA 90405
Caird Family Revocable Trust	City Of Santa Barbara	Short Term Rental	315 Meigs Rd # A284	Santa Barbara, CA 93109-1900
Caird Family Trust	City Of Santa Barbara	Short Term Rental	315 Meigs Rd # A284	Santa Barbara, CA 93109-1900
Caird Family Revocable Trust	City Of Santa Barbara	Short Term Rental	315 Meigs Rd # A284	Santa Barbara, CA 93109-1900
Humphrey Road Retreat	County Of Santa Barbara	Short Term Rental	315 Meigs Rd #A284	Santa Barbara CA 93109
228 W Yanonali St	City Of Santa Barbara	Short Term Rental	315 Meigs Rd Ste A284	Santa Barbara, CA 93109-1900
Kurt & Amy Chambliss	City Of Santa Barbara	Short Term Rental	315 Meigs Rd Ste A284	Santa Barbara, CA 93109-1900
Dorwin Lane Rental	County Of Santa Barbara	Short Term Rental	315 Meigs Rd Suite A284	Santa Barbara CA 93109
Theilmann, Theodore & Mary Anne	County Of Santa Barbara	Short Term Rental	3198 Via Real	Carpinteria CA 93013
Linker, Gary & Victoria	County Of Santa Barbara	Short Term Rental	320 Malaga Drive	Santa Barbara CA 93108
Bath Street Inn Bed & Breakfast	City Of Santa Barbara	Upper Upscale Class	3222 State St	Santa Barbara, CA 93105-3329
Agave Inn	City Of Santa Barbara	Economy Class	3222 State St # 13	Santa Barbara, CA 93105-3329
Levet, Benoit & Vinita Srinivas	County Of Santa Barbara	Short Term Rental	3238 Balboa - A	San Francisco CA 94121
Mason Beach Inn	City Of Santa Barbara	Upscale Class	324 W Mason St	Santa Barbara, CA 93101-3822
Santa Barbara Classic	City Of Santa Barbara	Short Term Rental	330 N Jefferson St Apt 2301	Chicago, IL 60661-1220
Oasis Inn & Suites	City Of Santa Barbara	Economy Class	3344 State St	Santa Barbara, CA 93105-2624
Beachside Inn	City Of Santa Barbara	Upper Upscale Class	336 W Cabrillo Blvd	Santa Barbara, CA 93101-3855
Poolside Home	County Of Santa Barbara	Short Term Rental	3463 State St #531	Santa Barbara CA 93105
Gerlach, Kari Ann	County Of Santa Barbara	Short Term Rental	3475 W Oak Trail Rd #B	Santa Ynez CA 93460

Sandpiper Lodge	City Of Santa Barbara	Economy Class	3525 State St	Santa Barbara, CA 93105-2627
Pure Vida Casas	County Of Santa Barbara	Short Term Rental	3588 La Entrada	Santa Barbara CA 93105
Hotel Californian	City Of Santa Barbara	Luxury Class	36 State St	Santa Barbara, CA 93101-4983
Cheshire Cat Inn	City Of Santa Barbara	Upper Midscale Class	36 W Valerio St	Santa Barbara, CA 93101-2524
Rose Garden Inn	City Of Santa Barbara	Economy Class	3643 State St	Santa Barbara, CA 93105-2521
Ross, Jan	County Of Santa Barbara	Short Term Rental	3671 Berry Dr	Studio City CA 91604
Amy Bankoff	City Of Goleta	Short Term Rental	37 Colusa Dr.	Goleta, CA 93127
Hope Hacienda	County Of Santa Barbara	Short Term Rental	370 N La Cumbre	Santa Barbara CA 93110
Beachin Santa Barbara, LLC	County Of Santa Barbara	Short Term Rental	3719 Santa Claus Ln, Ste C	Carpinteria CA 93013
The Summerland Nest	County Of Santa Barbara	Short Term Rental	3785 Santa Claus Lane	Carpinteria CA 93013
Courtyard Santa Barbara Goleta	City Of Goleta	Upscale Class	401 Stork Rd	Goleta, CA 93118
Jeff & Leann Crosby	City Of Santa Barbara	Short Term Rental	4055 Lake Washington Blvd Ne Ste 200	Kirkland, WA 98033-7871
Pool, Harry	County Of Santa Barbara	Short Term Rental	4138 Vista Clara Rd	Santa Barbara CA 93110
Pierce, Monique	County Of Santa Barbara	Short Term Rental	4156 Vista Clara Rd	Santa Barbara CA 93110
The 3 Dux	City Of Santa Barbara	Short Term Rental	417 Alta Loma Ln	Santa Cruz, CA 95062-3917
Pacific Crest Santa Barbara	City Of Santa Barbara	Upper Midscale Class	433 Corona Del Mar	Santa Barbara, CA 93103-3601
Carlos Noa	City Of Goleta	Short Term Rental	433 Ellwood Beach	Goleta, CA 93128
Yarolsav Prykhitko	City Of Goleta	Short Term Rental	435 Rex Place	Goleta, CA 93129
Hotel Milo	City Of Santa Barbara	Luxury Class	44 Hersha Dr	Harrisburg, PA 17102-2241
Carter Casa	City Of Santa Barbara	Short Term Rental	4449 Hill Ct	Santa Maria, CA 93455-6669
Inn At East Beach	City Of Santa Barbara	Upscale Class	4562 El Captain Pl	Camarillo, CA 93012-0000

Country Getaway	County Of Santa Barbara	Short Term Rental	4610 Vista Buena Rd	Santa Barbara CA 93110
Sollenne, Gregory & Denise	County Of Santa Barbara	Short Term Rental	4643 Puente Plaza	Santa Barbara CA 93110
Ramada Santa Barbara	County Of Santa Barbara	Midscale Class	4770 Calle Real	Santa Barbara, CA 93110
Kalia Rork	City Of Goleta	Short Term Rental	479 N. Kellogg Ave	Goleta, CA 93130
Natures Retreat	County Of Santa Barbara	Short Term Rental	4862 Vieja Dr	Santa Barbara CA 93110
Montecito Beach House	County Of Santa Barbara	Short Term Rental	49 Humphrey Rd	Santa Barbara CA 93108
The Lillie House	County Of Santa Barbara	Short Term Rental	52 Calle Capistrano	Santa Barbara CA 93105
Naumu, Levi & Natalie	County Of Santa Barbara	Short Term Rental	5215 San Vicente Dr	Santa Barbara CA 93111
Drift Hotel	City Of Santa Barbara	Tbd Once Operating	524 State St	Santa Barbara, CA 93101-1602
Uhler, Carey	County Of Santa Barbara	Short Term Rental	5245 James Road	Santa Barbara CA 93111
Hotel Santa Barbara	City Of Santa Barbara	Upper Midscale Class	525 3rd St	Beloit, WI 53511-6221
Private Patio-Master Bedroom Suite	County Of Santa Barbara	Short Term Rental	5250 Califia Court	Santa Barbara CA 93111
Gilkeson, Annette	County Of Santa Barbara	Short Term Rental	5292 Austin Road	Santa Barbara CA 93111
Nimmer Beach House	County Of Santa Barbara	Short Term Rental	5296 El Carro Lane	Carpinteria CA 93013
Pacifica Suites	City Of Goleta	Upper Upscale Class	5490 Hollister Ave	Goleta, CA 93131
Turnkey Vacation Rentals	County Of Santa Barbara	Short Term Rental	5508 Us Hwy 290 West, Ste 300	Austin TX 78735
White, Kristine Mainland	County Of Santa Barbara	Short Term Rental	555 El Sueno Road	Santa Barbara CA 93110
Cul-De-Sac Family Retreat	County Of Santa Barbara	Short Term Rental	557 Dentro Drive	Santa Barbara CA 93111
Best Western Plus South Coast Inn	City Of Goleta	Upper Midscale Class	5620 Calle Real	Goleta, CA 93132
Lizbeth Savage	City Of Goleta	Short Term Rental	5628 Berkeley	Goleta, CA 93133
Rbh Prooperty	County Of Santa Barbara	Short Term Rental	563 Stoney Peak Ct	Simi Valley CA 93065

Hampton By Hilton Inn Santa Barbara/Goleta	City Of Goleta	Upper Midscale Class	5665 Hollister Ave	Goleta, CA 93121
Trysten Mertens	City Of Goleta	Short Term Rental	5670 Cielo Ave.	Goleta, CA 93134
Blackrock Beach House	County Of Santa Barbara	Short Term Rental	5736 Thornwood Dr	Goleta CA 93117
Laxman Perera	City Of Goleta	Short Term Rental	5762 Aguila Ave	Goleta, CA 93135
Motel 6 Santa Barbara - Goleta	City Of Goleta	Economy Class	5897 Calle Real	Goleta, CA 93122
Butterfly Beach House	County Of Santa Barbara	Short Term Rental	60 Butterfly Lane	Santa Barbara CA 93108
West Beach Inn A Coast Hotel	City Of Santa Barbara	Upscale Class	600 Stewart St Ste 1920	Seattle, WA 98101-1238
Mark Lewis	City Of Goleta	Short Term Rental	6004 Berkeley	Goleta, CA 93136
Kirk Evans	City Of Goleta	Short Term Rental	6007 Paseo Palmilla	Goleta, CA 93137
Super 8 Santa Barbara/Goleta	City Of Goleta	Economy Class	6021 Hollister Ave	Goleta, CA 93123
Palihouse Santa Barbara (Formerly Spanish Garden Inn)	City Of Santa Barbara	Luxury Class	615 Hampton Dr Unit A101	Venice, CA 90291-2791
Pali House Santa Barbara	City Of Santa Barbara	Luxury Class	615 Hampton Dr Unit A101	Venice, CA 90291-2791
Sarah Douglas	City Of Goleta	Short Term Rental	6241 Stow Cyn Rd	Goleta, CA 93138
Private Garden Retreat	County Of Santa Barbara	Short Term Rental	626 Tabor Lane	Santa Barbara CA 93108
Hilton Santa Barbara Beachfront Resort	City Of Santa Barbara	Upper Upscale Class	633 E Cabrillo Blvd	Santa Barbara, CA 93103-3611
Residence Inn Santa Barbara Goleta	City Of Goleta	Upscale Class	6350 Hollister Ave	Goleta, CA 93120
John Dematteo	City Of Goleta	Short Term Rental	6526 Calle Koral	Goleta, CA 93139
Hima Sharma	City Of Goleta	Short Term Rental	6536 Camino Venturoso	Goleta, CA 93140
Kevin Ahlers	City Of Goleta	Short Term Rental	655 Windsor Ave	Goleta, CA 93141
Avania Inn	City Of Santa Barbara	Economy Class	656 N Mount Juliet Rd	Mount Juliet, TN 37122-3323
Tropicana Gardens	City Of Goleta	N/A	6585 El Colegio	Goleta CA 93117
Villas At Tropicana	City Of Goleta	N/A	6585 El Colegio Rd	Goleta CA 93117

Tropicana Del Norte	City Of Goleta	N/A	6585 El Colegio Rd	Goleta CA 93117
Jacob & Deborah Atkinson	City Of Goleta	Short Term Rental	6588 Calle Koral	Goleta, CA 93142
Rosewood Miramar Beach	County Of Santa Barbara	Luxury Class	66 Eucalyptus Lane	Montecito CA 93108
Joel Bozekowski	City Of Goleta	Short Term Rental	6607 Calle Koral	Goleta, CA 93143
Mojdeh Sensamici	City Of Goleta	Short Term Rental	6651 Calle Koral	Goleta, CA 93144
Hilton Garden Inn Santa Barbara Goleta	City Of Goleta	Upscale Class	6878 Hollister Ave	Goleta, CA 93119
Thost, Erika	County Of Santa Barbara	Short Term Rental	6895 Sabado Tarde Rd	Goleta CA 93117
Gabriela Ferreria	City Of Goleta	Short Term Rental	71 Cardinal Ave	Goleta, CA 93145
Snellen-Jackson, Judith	County Of Santa Barbara	Short Term Rental	7105 Gobernador Cyn Rd	Carpentaria CA 93013
Beatriz Leon	City Of Goleta	Short Term Rental	7120 Alameda	Goleta, CA 93146
Verano Del Mar	County Of Santa Barbara	Short Term Rental	720 East Mountain Dr	Santa Barbara CA 93108
Santa Claus Lane	County Of Santa Barbara	Short Term Rental	720 East Mountain Dr	Santa Barbara CA 93108
Moriarty, Kerry	County Of Santa Barbara	Short Term Rental	74 Olive Mill Rd	Santa Barbara CA 93108
Designer Perfect	County Of Santa Barbara	Short Term Rental	751 N Fairfax Ave #4	Los Angeles CA 90046
Stever, Virginia	County Of Santa Barbara	Short Term Rental	760 S Orange Grove Blvd	Pasadena CA 91105
Leslie Stephens	City Of Goleta	Short Term Rental	77 Alpine Dr.	Goleta, CA 93147
El Zapato	City Of Santa Barbara	Short Term Rental	77 Spruce Cove Rd	Harpwell, ME 04079-4335
Belmond Hotels El Encanto	City Of Santa Barbara	Luxury Class	800 Alvarado Pl	Santa Barbara, CA 93103-2176
Hiller-Adams, C Page	County Of Santa Barbara	Short Term Rental	811 Poinsettia Way	Santa Barbara CA 93111
Bourbon, Rita & Montino	County Of Santa Barbara	Short Term Rental	825 Rockbridge Road	Santa Barbara CA 93108
Ritz-Carlton Bacara Santa Barbara	City Of Goleta	Luxury Class	8301 Hollister Ave	Goleta, CA 93117

Jeffus, Monica	County Of Santa Barbara	Short Term Rental	854 Cheltenham Rd	Santa Barbara CA 93105
Donahue, Joseph	County Of Santa Barbara	Short Term Rental	89 Lassen Drive	Santa Barbara CA 93111
Chan, Christine	County Of Santa Barbara	Short Term Rental	897 San Antonio Creek Rd	Santa Barbara CA 93111
Montecito Secluded Serene Retreat	County Of Santa Barbara	Short Term Rental	900 Chelham Way	Santa Barbara CA 93108
San Ysidro Ranch	County Of Santa Barbara	Luxury Class	900 San Ysidro Lane	Montecito CA 93108
Santa Barbara Inn	City Of Santa Barbara	Luxury Class	901 E Cabrillo Blvd	Santa Barbara, CA 93103-3642
205 Natoma LLC	City Of Santa Barbara	Short Term Rental	9206 W Lake Highlands Dr	Dallas, TX 75218-2725
Vacation Rentals Of Santa Barbara	County Of Santa Barbara	Short Term Rental	924 Laguna #B	Santa Barbara CA 93101
Friedman Vacation Rental	City Of Santa Barbara	Short Term Rental	924 Laguna St # B	Santa Barbara, CA 93101-1405
El Jardin	City Of Santa Barbara	Short Term Rental	924 Laguna St Ste B	Santa Barbara, CA 93101-1405
Cabrillo At The Beach	City Of Santa Barbara	Economy Class	931 E Cabrillo Blvd	Santa Barbara, CA 93103-3642
Walk To The More Mesa Beach	County Of Santa Barbara	Short Term Rental	935 Via Nieto	Santa Barbara CA 93110
Montesano, Arlene	County Of Santa Barbara	Short Term Rental	937 Cima Linda Lane	Santa Barbara CA 93108
Vasek, Jeff	County Of Santa Barbara	Short Term Rental	948 Debra Dr	Santa Barbara CA 93110
Westmont College	County Of Santa Barbara	N/A	955 La Paz Rd	Santa Barbara CA 93108
Yanover House	County Of Santa Barbara	Short Term Rental	9563 Lime Orchard Rd	Beverly Hills CA 91210
Raging Tide Exchange, LLC	County Of Santa Barbara	Short Term Rental	9595 Wilshire Blvd Ste 700	Beverly Hills CA 90212
Durelle, Shawn & Dena	County Of Santa Barbara	Short Term Rental	9626 W Electra Lane	Peoria AZ 85383
Mariposa	City Of Santa Barbara	Short Term Rental	980 Debra Dr	Santa Barbara, CA 93110-1261
Gaurav Sharma	City Of Goleta	Short Term Rental	985 Mangrove Ave Apt. A	Sunnyvale, CA 94086
Noel Hughes	City Of Goleta	Short Term Rental	99 Manchester Place	Goleta, CA 93117
Sunny's Santa Barbara	City Of Santa Barbara	Short Term Rental	999 W Main St Ste 300	Boise, ID 83702-9012

Vacasa	County Of Santa Barbara	Short Term Rental	PO Box 10130	Portland OR 97296
Gault, Tim Sr	County Of Santa Barbara	Short Term Rental	PO Box 1019	Summerland CA 93067
La Playa Inn	City Of Santa Barbara	Upscale Class	PO Box 1092	Santa Barbara, CA 93102-1092
Skyview Beach Cottage	County Of Santa Barbara	Short Term Rental	PO Box 1181	Summerland CA 93067
Herschorn Family Trust	County Of Santa Barbara	Short Term Rental	PO Box 1198	Summerland CA 93067
Poppy's Cottage	County Of Santa Barbara	Short Term Rental	PO Box 1312	Summerland CA 93067
Adama	County Of Santa Barbara	Short Term Rental	PO Box 1346	Summerland CA 93067
Parker, Gail	County Of Santa Barbara	Short Term Rental	PO Box 1384	Summerland CA 93067
Christine Sieburg	City Of Santa Barbara	Short Term Rental	PO Box 1388	Boise, ID 83701-1388
Garde House	County Of Santa Barbara	Short Term Rental	PO Box 1392	Summerland CA 93067
Lomonaco, Crescent	County Of Santa Barbara	Short Term Rental	PO Box 1428	Summerland CA 93067
Paradise Cottage	County Of Santa Barbara	Short Term Rental	PO Box 1608	Summerland CA 93067
Cottages At Polo Run	County Of Santa Barbara	Short Term Rental	PO Box 20357	Santa Barbara CA 93120
Summerland Studio 2	County Of Santa Barbara	Short Term Rental	PO Box 205	Summerland CA 93067
Peppers	County Of Santa Barbara	Short Term Rental	PO Box 23101	Santa Barbara CA 93121
La Petite Maison Blanche	City Of Santa Barbara	Short Term Rental	PO Box 23634	Santa Barbara, CA 93121-3634
2225 Lillie	County Of Santa Barbara	Short Term Rental	PO Box 237	Summerland CA 93067
Summerland Studio	County Of Santa Barbara	Short Term Rental	PO Box 294	Summerland CA 93067
Tunberg, Thomas	County Of Santa Barbara	Short Term Rental	PO Box 3089	Greenwood CO 80155
Best Of 52, LLC	County Of Santa Barbara	Short Term Rental	PO Box 3089	Greenwood Village CO 80155
Curry, Jessica Hoyt	County Of Santa Barbara	Short Term Rental	PO Box 3089	Greenwood Village CO 80155
Stalcup, Alan	County Of Santa Barbara	Short Term Rental	PO Box 3089	Greenwood Village CO 80155

Shapiro, Michael	County Of Santa Barbara	Short Term Rental	PO Box 3089	Greenwood Village CO 80155
Summerland Beach House	County Of Santa Barbara	Short Term Rental	PO Box 381	Summerland CA 93067
Phillips, Jacqueline	County Of Santa Barbara	Short Term Rental	PO Box 40238	Santa Barbara CA 93140
Craig, Patricia	County Of Santa Barbara	Short Term Rental	PO Box 413	Summerland CA 93067
Millworks	City Of Santa Barbara	Short Term Rental	PO Box 41459	Santa Barbara, CA 93140-1459
The Beach House Inn	City Of Santa Barbara	Upscale Class	PO Box 427	Summerland, CA 93067-0427
Villa Elegante	City Of Santa Barbara	Short Term Rental	PO Box 4836	Santa Barbara, CA 93140-4836
Extended Stay America Santa Barbara - Calle Real	County Of Santa Barbara	Economy Class	PO Box 49550	Charlotte, NC 28277
Cabana Las Floras	County Of Santa Barbara	Short Term Rental	PO Box 50132	Santa Barbara CA 93150
Wilkinson, Chris	County Of Santa Barbara	Short Term Rental	PO Box 50516	Santa Barbara CA 93150
Petite Retreat	County Of Santa Barbara	Short Term Rental	PO Box 50715	Santa Barbara CA 93150
Toro Canyon	County Of Santa Barbara	Short Term Rental	PO Box 539	Summerland CA 93067
Mainstay Luxury Estates	County Of Santa Barbara	Short Term Rental	PO Box 544	Santa Ynez CA 93460
201 Bath LLC (12 Units)	City Of Santa Barbara	Short Term Rental	PO Box 5457	Santa Barbara, CA 93150-5457
2942 Torito Road	County Of Santa Barbara	Short Term Rental	PO Box 5464	Santa Barbara CA 93150
Babcock Vintner's House	County Of Santa Barbara	Short Term Rental	PO Box 637	Lompoc CA 93438
Casa Tropical Summerland	County Of Santa Barbara	Short Term Rental	PO Box 644	Summerland CA 93067
2280 Varley Street	County Of Santa Barbara	Short Term Rental	PO Box 646	Summerland CA 93067
Mediterranean Guest Quarters	County Of Santa Barbara	Short Term Rental	PO Box 663	Summerland CA 93067
Miller, Jody & Ben	County Of Santa Barbara	Short Term Rental	PO Box 695	Carpinteria CA 93014
2305 Golden Gate	County Of Santa Barbara	Short Term Rental	PO Box 733	Summerland CA 93067

Motel 6 Santa Barbara - Beach	City Of Santa Barbara	Economy Class	PO Box 8000	Monsey, NY 10952-8505
Motel 6 Santa Barbara - State Street	City Of Santa Barbara	Economy Class	PO Box 8000	Monsey, NY 10952-8505
Summer House	County Of Santa Barbara	Short Term Rental	PO Box 811	Summerland CA 93067
Summerland Inn	County Of Santa Barbara	Upper Upscale Class	PO Box 845	Summerland CA 93067
Summerland Double Dolphin	County Of Santa Barbara	Short Term Rental	PO Box 933	Summerland CA 93067

VISIT SANTA BARBARA

November 18, 2022

Honorable Mayor and Councilmembers
City of Santa Barbara
735 Anacapa Street
Santa Barbara, CA 93101

RE: Santa Barbara South Coast Tourism Business Improvement District

Honorable Mayor and Councilmembers:

As the Santa Barbara South Coast Tourism Business Improvement District (SBCTBID) Owners' Association, Visit Santa Barbara, hereby requests modification of the SBCTBID Management District Plan enacted in 2022, pursuant to Streets and Highways Code §36635.

Specifically, we request that the language be modified in the Management District Plan for the definition of "gross short-term rental revenue". Please see attached a redline of the draft modification.

We ask that you consider this item at your December 13, 2022, City Council meeting. It is our understanding that a public hearing will also be necessary to complete the modification; we ask that you set the public hearing for January 10, 2023.

Should you have any questions regarding the SBCTBID or the modification, please feel free to contact me directly at kathyjd@santabarbaraca.com or (805)-966-9222.

Best Regards,



Ms. Kathy Janega-Dykes
President and CEO
Visit Santa Barbara

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SANTA BARBARA DECLARING ITS INTENTION TO MODIFY
THE MANAGEMENT DISTRICT PLAN OF THE SANTA
BARBARA SOUTH COAST TOURISM IMPROVEMENT
DISTRICT.

WHEREAS, on May 17, 2022, the City Council of the City of Santa Barbara ("City Council") adopted Resolution No. 22-038 adopting the Management District Plan and renewing the Santa Barbara South Coast Tourism Improvement District (SBSCTBID); and

WHEREAS, the Property and Business Improvement District Law of 1994, Streets and Highways Code §36600 et seq., allows the City to modify the Management District Plan (MDP) at the request of the owners' association; and

WHEREAS, the SBSCTBID owners' association, Visit Santa Barbara (VSB), has requested modification of the MDP.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA BARBARA THAT:

1. The recitals set forth herein are true and correct.
2. The City Council declares its intention to modify the SBSCTBID MDP.
3. The proposed modification of the SBSCTBID MDP will modify the definition of "gross short-term rental revenue" to read as follows: The term "gross short-term rental revenue" as used herein means: the consideration charged on the room rate for the occupancy of space in a lodging business valued in money, not including other charges such as destination fees, resort fees, reservation fees, forfeited deposits, cancelation fees, attrition fees, no-show fees, parking fees, internet fees, roll-a-way beds fees, early and/or late checkout fees, or any other charges or fees (existing or in the future).
4. The time and place for a public hearing on modification of the SBSCTBID MDP are set for 2:00 PM or as soon thereafter as the matter may be heard on February 14, 2023, at 735 Anacapa Street, Santa Barbara, CA 93101.
5. This resolution shall take effect immediately upon its adoption by the City Council.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Contracts for Construction of Fiscal Year 2022B Pavement Maintenance Project and Program Support [Resolution; Agreement]

RECOMMENDATION: That Council:

- A. Ratify the determination that the Fiscal Year 2022B Pavement Maintenance Project is exempt from the California Environmental Quality Act Section §15301 (Repair and Maintenance of Existing Facilities) and approve the Project and the filing of a notice of exemption in compliance with State California Environmental Quality Act Section §15062;
- B. Award a contract to Lash Construction, Inc., in their low bid amount of \$10,754,120 for construction of the Fiscal Year 2022B Pavement Maintenance Project, Bid No. 4088, and authorize the Public Works Director to execute the contract and approve expenditures up to \$1,075,412 to cover any cost increases that may result from contract change orders for extra work and differences between estimated bid quantities and actual quantities measured for payment;
- C. Authorize the Public Works Director to execute a contract with Flowers & Associates, Inc., in the amount of \$789,034 for construction support services, and approve expenditures of up to \$78,903 for extra services that may result from necessary changes in the scope of work;
- D. Authorize the Public Works Director to execute a contract with Flowers & Associates, Inc., in the amount of \$155,000 to perform limited professional engineering and construction support services to the City's Streets Operations and Infrastructure Management Division relating to the Pavement Maintenance Program and approve expenditures of up to \$15,500 for extra services that may result from necessary changes in the scope of work;
- E. Authorize the Public Works Director to execute a contract with Nichols Consulting Engineers, CHTD in the amount of \$59,380 to perform pavement inspection services, and approve expenditures of up to \$5,938 for extra services that may result from necessary changes in the scope of work; and

- F. Adopt, by reading of title only, a Resolution of the Council of the City of Santa Barbara Amending Resolution No. 22-059, Adopting the Budget for Fiscal Year 2023, to Appropriate 2023 Local Surface Transportation Program Grant Funds and City Funds for the Fiscal Year 2022B Pavement Maintenance Project and Program Support.

EXECUTIVE SUMMARY:

Construction of the Fiscal Year 2022B Pavement Maintenance Project (Project) will rehabilitate high-priority streets throughout the City of Santa Barbara (City) by grinding and overlaying with new asphalt and constructing concrete improvements, such as Americans with Disabilities Act (ADA)-compliant sidewalk access ramps.

Staff recommends approval of the construction contract with Lash Construction, Inc. (Lash) and a contract for construction support services, including inspection and material testing, with Flowers & Associates, Inc. (Flowers) to ensure the successful delivery of this Project.

In addition, to support the City's ongoing Pavement Maintenance Program, staff recommends approval of a contract for limited professional engineering services with Flowers to support the City's Streets Operations and Infrastructure Management Division's in-house paving operations, and approval of a Professional Services Contract with Nichols Consulting Engineers, CHTD (NCE) for pavement inspection services.

DISCUSSION:

Project Description

The Project will address high-priority pavement maintenance needs throughout the City. It consists of grinding off deteriorated asphalt pavement and overlaying with new asphalt, replacing sidewalk, installing ADA-compliant sidewalk access ramps, improving and updating traffic signals, and adding new traffic and pedestrian markings. The Project will eliminate road defects and structural failures and create a smoother road surface, thereby improving roadway safety. Additionally, the Project will construct the final section of the multiuse path on the western City limit of Modoc Road connecting to the County portion of the path. Work is anticipated to begin in February 2023 and be complete in approximately one year. The streets that will be maintained with this Project are listed below and shown in Attachments 1 and 2.

Council Agenda Report

Contracts for Construction of Fiscal Year 2022B Pavement Maintenance Project and Program Support [Resolution; Agreement]

January 24, 2023

Page 3

STREET/LOT	FROM	TO
Anacapa Street	Gutierrez Street	Cota Street
Chapala Street	Haley Street	Sola Street
Garden Street	Los Olivos Street	Anapamu Street
Haley Street	Castillo Street	Alisos Street
Olive Street	Sola Street	Ortega Street
Ortega Street	Olive Street	Salsipuedes Street
Sola Street	Garden Street	Olive Street
Parking Lot #10 Entrance	Anacapa Street	Anacapa Street

A portion of the grind and overlay work on Garden, Ortega, and Sola Streets is along the route of the recently installed Desal Link pipeline. To efficiently restore the pavement along the new pipeline alignment and provide the best end result while minimizing disruption to residents, the Desal Link Project is contributing its share of pavement restoration costs to this Project.

Contract Bids

A total of four bids were received for the work:

BIDDER	BID AMOUNT
1. Lash Construction, Inc. Santa Barbara, CA	\$10,754,120.00
2. Granite Construction Company Santa Barbara, CA	\$11,338,511.00
3. C.A. Rasmussen, Inc. Valencia, CA	\$13,490,962.00
4. Toro Enterprises, Inc. Oxnard, CA	\$15,129,010.08

The low bid of \$10,754,120, submitted by Lash, is an acceptable bid that is responsive to and meets the requirements of the bid specifications. The change order funding recommendation of \$1,075,412, or 10 percent, is typical for this type of work and size of the Project.

Construction Phase Contract Services

Staff recommends that Council authorize the Public Works Director to execute a contract with Flowers in the amount of \$789,034 for construction management, inspection, and

testing services, and authorize the Public Works Director to issue amendments for up to \$78,903 for potential extra services, for a total amount of \$867,937.

In Fiscal Year 2019, Flowers was selected through a competitive Request for Qualifications process to provide design and construction support services for the City's Annual Pavement Maintenance Projects for Fiscal Years 2020 through 2025.

Pavement Maintenance Professional Service Support Contracts

Staff recommends that Council authorize the Public Works Director to execute a contract with Flowers in the amount of \$155,000 for professional engineering and construction support services and authorize the Public Works Director to approve amendments for up to \$15,500 for potential extra services.

Staff recommends that Council authorize the Public Works Director to execute a contract with NCE in the contract amount of \$59,380 for pavement inspection services and authorize the Public Works Director to approve amendments for up to \$5,938 for potential extra services. NCE was selected through a competitive Request for Qualifications process to inspect the City's Pavement Zones 5 and 6 using StreetSaver standard inspection criteria, enter all collected field inspection data into the City's StreetSaver database, and provide on-call trained staff.

Community Outreach

The Project's milestones and tentative schedule will be maintained and updated on the City's Major Projects Map website. Key updates will be posted on City News in Brief. Following the award of the construction contract, staff will send a notification to residents and property owners with detailed information about the upcoming work in their neighborhood. The contractor is required to perform door-to-door outreach with all businesses directly affected by the work at a minimum of two weeks prior to the scheduled work. In addition, the contractor is required to deliver door hangers to each property adjacent to the work area 72 hours in advance of work commencement to notify residents of the planned schedule. The contractor will post No Parking signs 72 hours in advance of work commencement.

BUDGET/FINANCIAL INFORMATION:

Pavement maintenance is typically funded from a variety of sources, primarily Measure C, Measure A, Utility Users' Tax, and State Gas Taxes. Local Surface Transportation Program grant funds are also being appropriated for pavement maintenance.

There are sufficient expenditure appropriations in the Pavement Surface and Paseo Maintenance Project in the Downtown Parking Capital Fund in Fiscal Year 2023 to cover the Parking Lot 10 paving costs of \$104,426.

Inadequate expenditure appropriations exist in the Desal Conveyance Project in the Water Capital Fund in Fiscal Year 2023 to cover the paving costs resulting from the Desal Link Project; however, adequate available reserves exist above Council policy in the Water Operating Fund in Fiscal Year 2023 to fulfill this report's recommendation of funding the Desal Link Project paving costs of \$694,700.

With the recommended appropriations, there will be sufficient expenditure appropriations in the Measure C Capital Fund, Streets Grant Capital Fund, Downtown Parking Capital Fund, and Water Capital Fund to cover the proposed contracts, including extra services, with Lash, Flowers, and NCE for the construction and support costs for the Project.

The following summarizes all Project design costs, construction contract funding, and other Project costs:

**FISCAL YEAR 2022B PAVEMENT MAINTENANCE PROJECT
ESTIMATED TOTAL PROJECT COST**

Flowers Design	\$395,584
City Staff Costs	\$124,941
Design Subtotal	\$520,525
Construction Contract	\$10,754,120
Construction Change Order Allowance	\$1,075,412
Subtotal	\$11,829,532
Flowers Construction Management/Inspection	\$867,937
City Staff Construction Management/Inspection	\$222,476
Subtotal	\$1,090,413
Construction Subtotal	\$12,919,945
TOTAL PROJECT COST	\$13,440,470*

*Cents have been rounded to the nearest dollar in this table.

A copy of the contract agreements are available for public view from the Public Works Department; please contact PWInfo@SantaBarbaraCA.gov to request a copy.

ENVIRONMENTAL REVIEW:

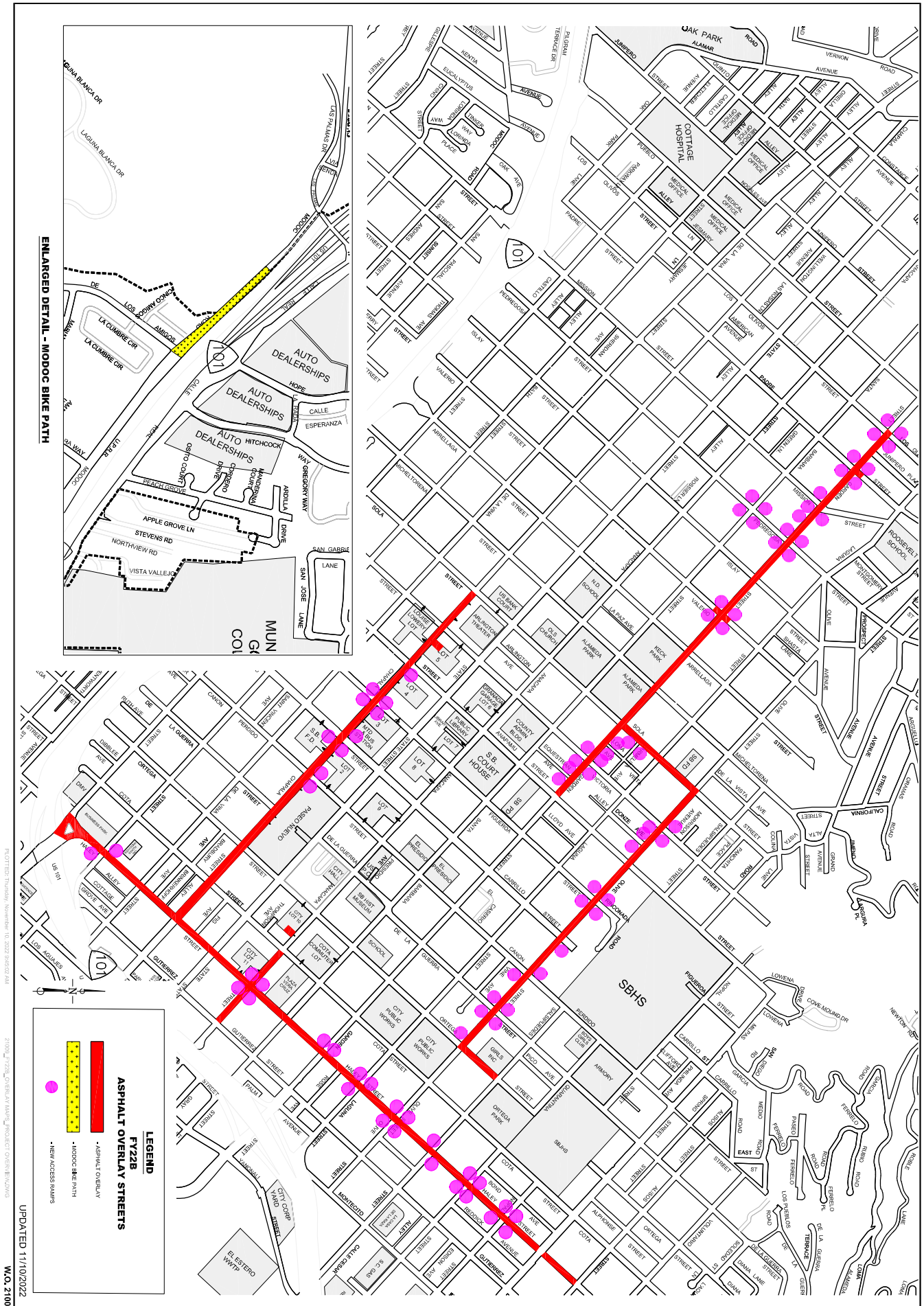
Under Chapter 22.100 of the Santa Barbara Municipal Code, the Public Works Director determined the Project exempt under the California Environmental Quality Act Section §15301 (Existing Facilities) on September 15, 2022.

ATTACHMENTS: 1. Project Location Map
 2. Project Street Listing

PREPARED BY: Brian D'Amour, P.E., City Engineer/AZ/rl

SUBMITTED BY: Clifford M. Maurer, P.E., Public Works Director

APPROVED BY: City Administrator's Office



Fiscal Year 2022- B Pavement Maintenance Project (Overlay)

Street*	From	To
Anacapa Street	Gutierrez Street	Cota Street
Chapala Street	Haley Street	Sola Street
Garden Street	Los Olivos Street	Anapamu Street
Haley Street	Castillo Street	Alisos Street
Olive Street	Sola Street	Ortega Street
Ortega Street	Olive Street	Salsipuedes Street
Sola Street	Garden Street	Olive Street

Parking Lot #10 Entrance	Anacapa Street	Anacapa Street
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RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA BARBARA AMENDING RESOLUTION NO. 22-059, ADOPTING THE BUDGET FOR FISCAL YEAR 2023, TO APPROPRIATE LOCAL SURFACE TRANSPORTATION PROGRAM GRANT FUNDS AND CITY FUNDS FOR THE FISCAL YEAR 2022B PAVEMENT MAINTENANCE PROJECT AND PROGRAM SUPPORT.

WHEREAS, in accordance with the City Charter, the City Administrator filed with the Council a proposed budget for the fiscal year beginning July 1, 2022;

WHEREAS, the City Council is required to adopt a budget before the beginning of the fiscal year on July 1, 2022;

WHEREAS, the City Charter provides that at any public meeting after the adoption of the budget, the City Council may amend or supplement the budget by motion adopted by the affirmative votes of at least a majority of the total members of the City Council; and

WHEREAS, as authorized by Resolution No. 22-059, this Resolution approves the amendment to the budget as provided herein

NOW, THEREFORE, be it resolved by the Council of the City of Santa Barbara that in accordance with the provisions of Section 1205 of the City Charter, the budget for the fiscal year 2023, as adopted by Resolution No. 22-059, is hereby amended as follows:

1. The Council approves the appropriation of available reserve funds in the Water Operating Fund into the Desal Conveyance Project in the Water Capital Fund budget in Fiscal Year 2023 in the amount of \$694,700 for the proposed contracts with Lash Construction, Inc. and Flowers & Associates, Inc., including extra services, for the Desal Link Project paving and support services costs.
2. The Council approves an increase in revenue and expenditure appropriations in the Streets Grant Capital Fund in Fiscal Year 2023 in the amount of \$338,511, funded by 2023 Local Surface Transportation Program grant funds, for the proposed contracts with Lash Construction, Inc. and Flowers & Associates, Inc. for the construction of the Fiscal Year 2022B Pavement Maintenance Project and support services.
3. The Council approves the allocation of available expenditure appropriations in the Overlays Project in the Measure C Capital Fund in the amount of \$287,153 to the Modoc Multiuse Path Extension Project in the Measure C Capital Fund for the proposed contract with Lash Construction, Inc. for the construction of the Modoc Multiuse Path portion of the Fiscal Year 2022B Pavement Maintenance Project.



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Third Contract Amendment with Stantec Consulting Services Inc for Permitting Support for the City's Sediment Management Plan [Agreement]

RECOMMENDATION:

That Council authorize the Public Works Director to execute the Third Contract Amendment to City Professional Services Agreement No. 22100186 with Stantec Consulting Services Inc, formerly Cardno, Inc., in the amount of \$31,415 to provide continued permitting support for the City of Santa Barbara's Sediment Management Plan.

DISCUSSION:

Background

The purpose of the Sediment Management Plan (SMP) is to maintain safe maritime navigation, minimize hazardous shoaling conditions, protect adjacent development from wave damage and flooding, maintain appropriate sand balance to offset erosion, and maintain sandy beaches and aesthetics at the Santa Barbara Harbor, surrounding beaches, and Waterfront area operated by the City of Santa Barbara (City).

The SMP covers all City beaches and the Santa Barbara Harbor, and allows for many essential maintenance activities. The three primary components are: (a) sediment management to dredge sand from the harbor and create ideal beach conditions; (b) storm drain outlet maintenance to ensure proper functioning of storm drains; and (c) beach grooming to provide clean and safe beaches for recreation. The SMP also allows for building protective berms, placing lifeguard towers, and other activities.

The SMP requires regulatory approvals from the California Coastal Commission (CCC), the Army Corps of Engineers (ACOE), and the Regional Water Quality Control Board (RWQCB).

Council Agenda Report

Third Contract Amendment with Stantec Consulting Services Inc for Permitting Support for the City's Sediment Management Plan [Agreement]

January 24, 2023

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Current Status

In 2021, under the original contract, Cardno, Inc. (Cardno), now Stantec Consulting Services Inc (Stantec), updated the Biological Resources Assessment for the SMP.

In 2021, a First Contract Amendment was approved to update the Biological Resources Assessment based on CCC comments, prepare a Sampling and Analysis Plan (SAP), and present the SAP to the Southern California Dredge Materials Management Team (SC-DMMT).

In 2022, a Second Contract Amendment was approved to support the City in responding to SC-DMMT comments and preparing a revised SAP. The City's need for harbor dredging became clearer after a bathymetric survey was completed by others.

The purpose of this recommended Third Contract Amendment is to facilitate ongoing support of the City's SMP with the three permitting agencies (CCC, ACOE, and RWQCB). The Amendment will allow for Stantec's services to extend through 2023 and to include permitting support and permit acquisition for SMP implementation.

Given their experience with the SMP and permitting process, Stantec is uniquely positioned to provide the critical support necessary to meet permitting requirements for key maintenance activities throughout the Waterfront.

A copy of the Third Contract Amendment is available for public review from the Public Works Department; please contact PWInfo@SantaBarbaraCA.gov to request a copy.

BUDGET/FINANCIAL INFORMATION:

The following summarizes the expenditures recommended in this report:

PROFESSIONAL SERVICES CONTRACT FUNDING SUMMARY

Current Contract Amount	\$34,892
Proposed Amendment	\$31,415
Total	\$66,307

With the approval of the Third Contract Amendment, the total professional services contract expenditure will increase to \$66,307.

Council Agenda Report

Third Contract Amendment with Stantec Consulting Services Inc for Permitting Support for the City's Sediment Management Plan [Agreement]

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There are sufficient expenditure appropriations in the Sediment Management Plan Project in the Waterfront Operating Fund in Fiscal Year 2023 to cover the cost of the proposed contract amendment with Stantec.

ENVIRONMENTAL REVIEW:

A Mitigated Negative Declaration (MND) was prepared for the SMP in 1999, and a MND Addenda was prepared in 2005.

Amending current contracts does not require California Environmental Quality Act review.

PREPARED BY: Brian D'Amour, P.E., City Engineer/BAC/rl

SUBMITTED BY: Clifford M. Maurer, P.E., Public Works Director

APPROVED BY: City Administrator's Office



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Amendment to the On-Call Surveying Services Contracts for NV5, Inc. and MNS Engineers, Inc. [Agreement]

RECOMMENDATION: That Council:

- A. Authorize an increase in the amount not to exceed with NV5, Inc., for on-call surveying services for various Capital Improvement Program projects and related projects, in the amount of \$50,000, for a total project expenditure authority of \$85,000; and
- B. Authorize an increase in the amount not to exceed with MNS Engineers, Inc., for on-call surveying services for various Capital Improvement Program projects and related projects, in the amount of \$50,000, for a total project expenditure authority of \$150,000.

DISCUSSION:

Background

In 2019, a formal Request for Qualifications was publicly advertised to provide ongoing field survey assistance for the City of Santa Barbara's (City) Capital Improvement Program (CIP) and related projects. NV5, Inc. (NV5) and MNS Engineers, Inc. (MNS) were selected to provide this service to the City and are currently in five-year term contracts ending in 2024.

Current Status

NV5 and MNS have successfully completed survey work for multiple CIP projects and both contracts have reached the authorized not to exceed limits. The contracts are intended to provide ongoing survey services through 2024; therefore, increases in the amount not to exceed limits are needed to complete anticipated survey work for the remainder of the contract period. The City will direct NV5 and MNS to continue their work with the scope of services presented below:

1. Prepare legal descriptions and plats including, but not limited to, records of survey.
2. Provide property line information and locate property corners.
3. Reference and reestablish City monuments and prepare and file associated corner records.
4. Prepare monument documentation.
5. Provide staff proficient with AutoCAD Civil 3D to assist in the documentation of monuments with the City's Engineering Division and per County of Santa Barbara requirements.
6. Provide topographical information to aid in the design of storm drain infrastructure, sanitary sewers, streets, parks, and other miscellaneous building projects.
7. Prepare sanitary sewer and storm drain infrastructure observation forms with associated digital photographs.
8. Provide locations of existing utilities and other surface features or structures.
9. Provide construction staking and associated cut sheets.

BUDGET/FINANCIAL INFORMATION:

The survey work will mostly be funded through Council-approved appropriations for individual CIP projects. Other surveying needs not related to a specific CIP project, such as ongoing monitoring projects, may be funded by capital or operational programs.

With the approval of the recommended amendments, the total on-call surveying services contract expenditure authority for NV5 and MNS will be increased to \$85,000 and \$150,000, respectively.

A copy of the Amendment to Agreement No. 21,900,215 and Amendment to Agreement No. 26,469 are available for public review in the City Clerk's Office.

ENVIRONMENTAL REVIEW:

California Environmental Quality Act compliance will be determined as part of each individual CIP project during the design process.

PREPARED BY: Laura Yanez, P.E., Principal Engineer/ANF/sk

SUBMITTED BY: Clifford M. Maurer, P.E., Public Works Director

APPROVED BY: City Administrator's Office



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Community Vitality Initiatives Division, Community Development Department

SUBJECT: Agreement with City Net (\$450,000) to Provide Street Outreach, Case Management, and Housing Navigation Services [Agreement]

RECOMMENDATION:

That Council authorize the Community Development Director to execute a one year agreement in the amount of \$450,000 with Kingdom Causes, Inc. (City Net), with an option by the City to extend an additional year, to provide homeless outreach, case management, and housing navigation services, as well as evening and weekend street outreach, with funding coming from Permanent Local Housing Allocation (PLHA) funds awarded by the State of California Housing and Community Development Department.

EXECUTIVE SUMMARY:

Since 2019, the City has contracted with City Net utilizing Permanent Local Housing Allocation (PLHA) Funds to provide street outreach and case-management services to persons experiencing homelessness within the City of Santa Barbara. City Net's current PLHA contract is nearing expiration, and a new contract is needed to continue services.

A Request for Proposals (RFP) was issued seeking a service provider to deliver street outreach, case management, and housing navigation services. Additionally, the RFP included the provision of street outreach services during evening and weekend hours in all proposals, as this timeframe was identified as a gap in services.

City Net submitted a proposal that meets all the criteria identified in the RFP. Staff is recommending that Council approve an agreement to be effective for one calendar year with the option to renew for a second year.

DISCUSSION:

Background

Santa Barbara has a network of homeless service providers operating within the City, and street outreach and case management services are available from organizations that operate citywide primarily Monday through Friday during normal business hours. Since 2019, the City has contracted with City Net utilizing Permanent Local Housing Allocation (PLHA) Funds to provide street outreach and case-management services to persons experiencing homelessness within the City of Santa Barbara.

Prior to establishing a partnership with City Net, street outreach was sporadic and carried out by volunteers. Having dedicated, professional outreach and case management workers operating on a citywide basis has been instrumental in increasing the number of street exits. However, the need for street outreach services during evening and weekend hours has been identified as a gap in services. This new contract will extend City Net's current work with the City and will include expanded hours to address the needs of the community.

Scope of Services

On December 5, 2022, staff issued an RFP requesting outreach, case management, and housing navigation services to individuals experiencing homelessness in the City of Santa Barbara, including those living outdoors, in vehicles, or other places not meant for human habitation. The requested services were broken down into two components: Citywide Daytime Street Outreach/Case Management and Housing Navigation, and Evening and Weekend Street Outreach along Downtown and Waterfront areas. The RFP was developed in consultation with leaders from the Downtown Organization and the Santa Barbara Hotel Group, as well as key City staff who work on homelessness issues.

Citywide Daytime Street Outreach and Case Management and Housing Navigation

Street outreach entails locating, identifying, and building relationships with unsheltered people to provide immediate support, intervention, de-escalation, and connections with homeless assistance programs and/or mainstream medical and mental/behavioral health and social services and housing programs.

The daytime services component of the RFP continues current services:

- 40 hours per week of outreach, case management, and housing navigation services;
- Responding to referrals from City staff and the public (utilizing the Salesforce reporting platform on the City Website) for individuals in need of assistance;
- Assistance with encampments and other areas of concern in the city; and

- Collaboration with other organizations such as the Santa Maria/Santa Barbara Continuum of Care and the Santa Barbara Alliance for Community Transformation, which operates the Neighborhood Navigation Centers.

Case management provides more intensive services to a set caseload of individuals. The provider works with each client to arrange, coordinate, and monitor the delivery of individualized services such as behavioral/mental/physical health care, employment assistance, state and federal benefits, etc.

Housing navigation includes the development of an individualized housing-stabilization plan, such as making clients document ready for housing and providing housing search and placement services. Housing placement includes setting appointments, assisting with housing application paperwork, moving assistance, mediating with landlords on behalf of the client, etc.

Evening and Weekend Street Outreach Along Downtown and Waterfront Areas

The RFP also requested street outreach services along the downtown corridor and waterfront area during weekends and evenings. A census of homeless individuals conducted in 2020 found that the areas with the highest number of homeless persons are along the downtown corridor on State Street, and the waterfront area along Cabrillo Boulevard. Due to the shortage of available services during non-business hours, it is necessary to provide a street outreach presence during evenings and weekends, when the various service providers are not in operation.

Because of limited funding, the service area is targeted to specific parts of the downtown and waterfront areas. The downtown area includes State Street, from Micheltorena Street to Cabrillo Boulevard, and one block East to Anacapa Street and one block west to Chapala Street. The Waterfront area is along Cabrillo Boulevard from Castillo Street/Pershing Park to Chase Palm Park. The service hours requested were, at minimum, Thursday through Saturdays from 3 p.m. to 10 p.m. — including scheduled breaks.

Also requested was a “Rapid Response” service that provides a mechanism for community members within the service area to contact homeless outreach staff in order to assist unsheltered individuals during the service hours. The goal is to have staff available to address (not necessarily resolve) issues in a timely manner. The community within the service area (including merchants, City staff, and law enforcement) will have a contact number for the outreach team to deploy to locations where there are concerns related to homelessness during the service hours and service area.

Proposals Received

City Net submitted a proposal by the December 15, 2022, RFP deadline. City Net proposes to provide the street outreach, case management and housing navigation services described earlier in this report. As stated earlier, City Net has provided services to the City since 2019 and is often the first line of response to the unhoused population. A panel of three City staff reviewed City Net's proposal and gave it an average score of 93 out of a possible 100.

City Net has established relationships with Cottage Hospital, the Santa Barbara Police Department, State Street Ambassadors, the Santa Barbara Alliance for Community Transformation (SB ACT), landlords, and various service providers to coordinate outreach and housing services. Most recently, City Net has worked with City staff and PATH to establish daily communication of the number of available beds reserved at PATH specifically for the City of Santa Barbara.

City Net participates in SB ACT's Regional Action Plans (RAPs) and Neighborhood Navigation Centers (NNCs). In addition to responding to City referrals through Salesforce, City Net also does targeted outreach in the designated RAP regions: Milpas Street on Monday afternoons, State Street Friday afternoons, and on the Waterfront, including Spanish-focused outreach around Dwight Murphy field and the labor line on Yanonali Street on Wednesday afternoons. Salesforce Encampment response occurs daily, plus Tuesdays to revisit any camps that require more attention.

City Net proposes operating from 7:30 a.m. to 6:00 p.m. Mondays through Thursdays for daytime services with two Full Time Equivalents (FTEs). The proposed night and weekend services would run from 11:30 a.m. to 10:00 p.m. Thursdays through Sundays with two FTEs. The proposal also includes hours for a regional director, program supervisor, and a data analyst. The proposed service schedule was received positively during the most recent RAP meeting.

Staff recommends contracting with City Net for the services requested by the RFP. City Net has been an invaluable partner in the City's efforts to address homelessness and is very responsive to the City's needs. Since starting at the City in 2019, City Net has expanded its service area countywide and has successfully obtained other funds to provide an array of services that can help leverage the limited available City funding.

Throughout the South County, City Net has enrolled 759 clients into case management services, facilitated 315 street exits, housed 253 people, and provided more than 22,209 motel bed nights since 2019.

In Santa Barbara, City Net has provided:

City Net Street Outreach Accomplishments* (1/1/2021 – 12/11/2022)	
Unduplicated outreach engagements	712
Clients enrolled in case management	100
Street exits	57
Permanently housed	22
*Accomplishments provided are limited only to the City's PLHA funds totaling \$660,000 in calendar years 2021 and 2022.	

Additionally, outside of PLHA funding, City Net recorded a total of 99 street exits from the RAP regions in 2021, and 66 in 2022.

BUDGET/FINANCIAL INFORMATION:

The PLHA program was enacted as part of the Building Homes and Jobs Act in 2018. The purpose of the program is to provide an ongoing source of funding to local governments for homelessness-related projects and programs that address unmet housing needs. The City of Santa Barbara has been an entitlement local government designated by the State to receive an annual allocation of PLHA funds since Fiscal Year 2020. The use of PLHA funds to assist persons who are experiencing homelessness or are at risk of becoming homeless was identified in the City's five-year plan for use of PLHA funds, which was adopted by Council on July 21, 2020, and was subsequently approved by the State of California Housing and Community Development Department.

There are sufficient expenditure appropriations in the Fiscal Year 2023 Permanent Local Housing Allocation (PLHA) Fund budget to support the agreement for \$450,000. The agreement is for a one-year period from the date of execution. The City will have the option to renew the agreement for an additional year based on agency performance. Additionally, City staff is working to secure private funding to support night and weekend outreach services during the second year of the agreement, if renewed.

A copy of the agreement is available from the Community Development Department for public review; please contact Liz Stotts, Homelessness Programs Analyst, at ELStotts@SantaBarbaraCA.gov, to request a copy.

PREPARED BY: Liz Stotts, Homelessness Programs Analyst

SUBMITTED BY: Eli Isaacson, Community Development Director

APPROVED BY: City Administrator's Office



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Business Services Division, Waterfront Department

SUBJECT: Waterfront Department Proposed Lease Agreement with Mr. David Villazana, Doing Business As Harbor Mail Center, for the Lease Space Located at 125 Harbor Way, Suite 6 [Agreement]

RECOMMENDATION:

That Council approve a five-year lease agreement with Mr. David Villazana, doing business as Harbor Mail Center, for the 140 square feet of lease space located at 125 Harbor Way, Suite 6.

DISCUSSION:

Mr. Villazana worked at the Harbor Mail Center for many years but became the owner in March 2016. The Harbor Mail Center is an important component of the working harbor, offering general mail services as well as UPS and FedEx delivery for visiting boaters and the public, including 180 P.O. Boxes for rent. Mr. Villazana's customers include local businesses, slip permittees, harbor organizations, and owners of commercial fishing boats. Mr. Villazana has made some cosmetic improvements to the site and has provided longer business hours for his clientele since taking ownership of the business.

The basic lease terms of the proposed lease are as follows:

- **Term:** Five years
- **Rent:** \$594.90 per month (\$4.24 per sq. ft.)
- **Annual Rent Adjustment:** Cost of Living increases based on the Consumer Price Index (CPI)

The proposed lease agreement will allow David Villazana to continue to operate the mail center and serve the Harbor community. The Harbor Mail Center is considered by the Department to be a tenant in good standing as they are prompt with rental payments and have no lease compliance problems on file.

Council Agenda Report

Waterfront Department Proposed Lease Agreement with Mr. David Villazana, Doing Business As Harbor Mail Center, for the Lease Space Located at 125 Harbor Way, Suite 6 [Agreement]

January 24, 2023

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Compliance with Coastal Land Use Plan

The Harbor Mail Center is considered a secondary, ocean-related use, and as such, meets the parameters of the City's Coastal Land Use Plan.

BUDGET/FINANCIAL INFORMATION:

The lease revenues are assumed in the Waterfront Department's Fiscal Year 2023 operating budget, and will be included in future budgets.

The Harbor Commission recommended approval of the proposed lease assignment at their November 17, 2022, meeting.

A copy of the lease assignment is available for public review from the Waterfront Department; please email ARodriguez@SantaBarbaraCA.gov to request a copy.

ATTACHMENT: Site Plan

PREPARED BY: Cesar A. Barrios, Waterfront Business Manager

SUBMITTED BY: Mike Wiltshire, Waterfront Director

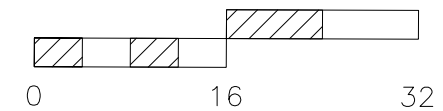
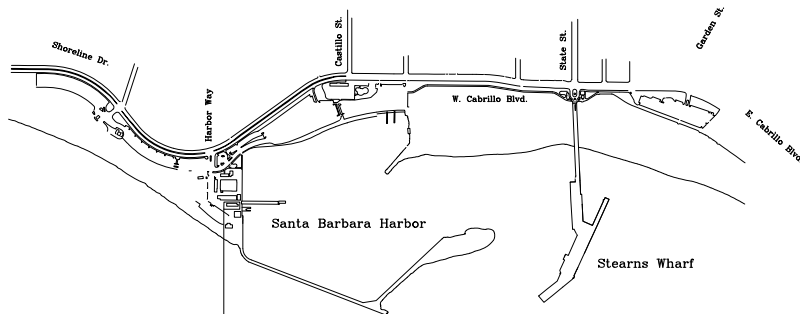
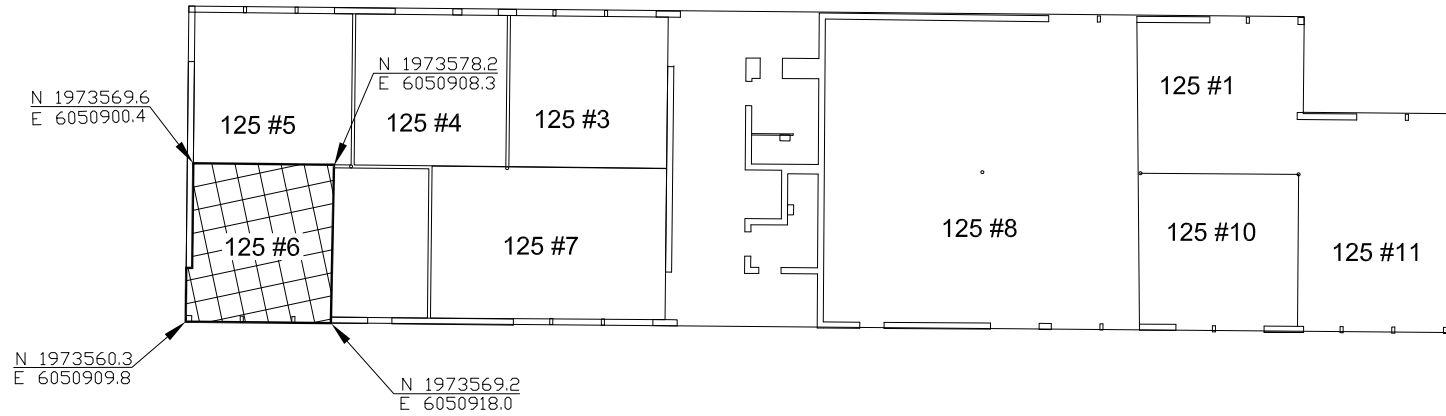
APPROVED BY: City Administrator's Office

ATTACHMENT

Project North



First Floor Plan 125 Harbor Way Suite 6 140 Square Feet Harbor Mail Center



Scale (Feet)

Project North



Project Area HARBOR VICINITY

NTS

Lease Area Exhibit A

REVISIONS	DATE: 12/03/2015	APPROVED BY:	DRAWN BY: T. Lawler
	ADDRESS: 125 Harbor Way #6		SHEET NO. 1 of 1
	City of Santa Barbara Waterfront Department		DRAWING NO. 1250-029



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Golf Division, Parks and Recreation Department

SUBJECT: Best Interest Waiver for Purchase of Lawn Mowers for Municipal Golf Course

RECOMMENDATION:

That Council approve a Best Interest Waiver under Santa Barbara Municipal Code § 4.52.070, subdivision L authorizing the General Services Manager to issue a Purchase Order in the amount of \$165,317 for the purchase of a Toro Greenmaster 3420 TriFlex Hybrid Diesel Greens Mower and a Reelmaster 5010 Hybrid Diesel Fairway Mower from TurfStar Western.

DISCUSSION:

Santa Barbara Golf Club (SBGC) is an 18-Hole facility offering a challenging course of 6,022 yards. Greens and fairways are the most manicured areas of a golf course. Given the amount of traffic and requirement to maintain a high-quality playing surface, these areas need extra care and maintenance. SBGC has a well earned reputation for the quality of the course which is maintained with a variety of power turf equipment such as greens, fairway, and rough mowers, aerifiers and other turf maintenance vehicles. Greens and Fairway mowers are utilized daily at the golf course and the purchase of key pieces of new equipment are necessary to maintain course maintenance standards. The TriFlex Hybrid Diesel Greens Mower and Reelmaster Fairway Mower are a necessary purchase as the existing greens and fairway mowers currently in use at SBGC have reached the end of their useful life.

BEST INTEREST WAIVER:

Under Municipal Code § 4.52.070, subdivision L the City Council may authorize the purchase of equipment, supplies and general services without competitive bidding when the council determines it to be to be in the best interest of the City. The Parks and Recreation Department recommends that Council authorize a Best Interest Waiver of formal bidding for the purchase of two Toro mowers through TurfStar Western.

Purchasing this brand from this vendor is in the best interest of the City for the following reasons:

- The vendor and manufacturer have a state contract which would allow for purchasing the equipment without the formal solicitation process; however, pricing extended to the SBGC operating vendor (CourseCo) is lower than state contractual pricing due to the high volume of business CourseCo does with the recommended vendor and manufacturer, making it more cost effective to supersede the state contract.
- Opening the procurement to competition will require additional time to develop the exact specifications to support bidding. Pricing may increase in that time frame due to inflation.
- Toro equipment matches the current golf fleet of equipment which allows for greater efficiencies and expertise in repairing and maintaining the equipment.
- Toro mowers have electric reels on the desired equipment. Electric reels are preferred as they are quieter and eliminate the need for hydraulics.

COST BREAKDOWN:

ITEM	DETAIL	PRICE
Greenmaster 3420 TriFlex	Hybrid-Diesel 23.5 HP Mower	\$72,368
ReelMaster 5010	Hybrid AR	\$92,623
Delivery		\$326
TOTAL		\$165,317

BUDGET/FINANCIAL INFORMATION:

There are sufficient funds appropriated to cover these costs in Fiscal Year 2023. The cost of the equipment to the City of Santa Barbara will be \$148,052. CourseCo will pay the remaining \$17,265 towards the purchase of the equipment due to their contractual obligation to make capital improvements at SBGC.

PREPARED BY: Tina Nelson, Business Manager

SUBMITTED BY: Jill Zachary, Parks and Recreation Director

APPROVED BY: City Administrator's Office



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: City Administrator's Office

SUBJECT: Appointment of Mayor Pro Tempore, Ordinance Committee, and Finance Committee

RECOMMENDATION:

That Council consider and appoint the Mayor Pro Tempore, Chairs and Members of the Ordinance and Finance Committees.

DISCUSSION:

Designation of Mayor Pro Tempore - Section 504 of the Charter says that "The City Council shall designate one (1) of its members as Mayor Pro Tempore, who shall serve in such capacity at the pleasure of the City Council." Councilmember Meagan Harmon presently holds the position.

Appointment of Ordinance Committee - Resolution No. 94-129, adopted on October 11, 1994, provides for the appointment of a three (3) member Ordinance Committee and the designation of the Chair of said Committee to serve for one year. Also, Resolution No. 99-034 providing for the appointment of the Mayor as an alternate member was adopted on May 4, 1999. The current membership of this committee is as follows:

- Kristen Sneddon, Chair
Oscar Gutierrez
Mike Jordan
Mayor Randy Rowse, Alternate

Appointment of Finance Committee - Resolution No. 99-035, also adopted on May 4, 1999, provides for the appointment of a three (3) member Finance Committee and the designation of the Chair of said Committee to serve for one year. This Resolution also provides for the appointment of the Mayor as an alternate member. The current membership of the Finance Committee is as follows:

- Eric Friedman, Chair
Meagan Harmon
Alejandra Gutierrez
Mayor Randy Rowse, Alternate

On December 13, 2022, Council introduced an ordinance to add Chapter 2.06 to the Municipal Code establishing a standing Finance Committee. The ordinance is anticipated to be adopted on January 24, 2023, and will become effective on February 23, 2023. Once effective, the new chapter will govern appointment of committee members. Until then, the Resolutions mentioned above govern the process. Similarly, on December 13, 2022, Council introduced an ordinance amending Chapter 2.05 pertaining to the Ordinance Committee. It is also anticipated to be adopted on January 24, 2023, and will become effective on February 23, 2023. Until effective, the Resolutions cited above govern the Committee member appointment process.

City Council members also serve on various regional bodies and serve as liaisons to various City Advisory Groups. We are asking that Council make these appointments on January 24, 2023.

PREPARED BY: Nicole Grisanti, Administrator's Office Supervisor

SUBMITTED BY: Rebecca Bjork, City Administrator

APPROVED BY: City Administrator's Office



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: City Administrator's Office

SUBJECT: Council Liaison Appointments to Advisory Groups, Boards and Commissions, Regional Agencies, and National and State Organizations

RECOMMENDATION:

That Council appoint liaisons to the Advisory Groups, Boards and Commissions, Regional Agencies, and National and State Organizations listed on the attachment.

DISCUSSION:

It is recommended that Council appoint liaisons to the Advisory Groups, Boards and Commissions, Regional Agencies, and National and State Organizations listed on the attachment.

ATTACHMENT: 2022 Advisory Groups Council Liaisons

PREPARED BY: Nicole Grisanti, Administrator's Office Supervisor

SUBMITTED BY: Rebecca Bjork, City Administrator

APPROVED BY: City Administrator's Office

2022 COUNCIL LIAISON APPOINTMENTS

Mayor Pro Tempore Harmon

Advisory Groups:

Access Advisory Committee..... Harmon
 Airport Commission Friedman
 Architectural Board of Review Jordan; Alt: A. Gutierrez
 Arts Advisory Committee O. Gutierrez
 Building and Fire Code Board of Appeals Rowse
 Citizens' Oversight Committee A. Gutierrez
 Civil Service Commission..... A. Gutierrez
 Community Development and Human Services Committee..... Sneddon
 Community Events and Festivals Committee O. Gutierrez
 Creeks Advisory Committee..... Sneddon; Alt: Jordan
 Downtown Parking Committee Jordan; Alt: Harmon
 Fire and Police Commission O. Gutierrez
 Harbor Commission Jordan
 Historic Landmarks Commission..... Sneddon; Alt: O. Gutierrez
 Housing Authority Commission Harmon; Alt: A. Gutierrez
 Library Board..... Friedman
 Living Wage Advisory Committee A. Gutierrez; Alt: O. Gutierrez
 Neighborhood Advisory Council O. Gutierrez
 Parks and Recreation Commission A. Gutierrez; Alt: Sneddon
 Planning Commission..... Jordan
 Rental Housing Mediation Board..... A. Gutierrez; Alt: O. Gutierrez
 Santa Barbara Youth Council O. Gutierrez, A. Gutierrez
 Single Family Design Board Harmon; Alt: A. Gutierrez
 Sister Cities Board O. Gutierrez; Alt: Rowse
 Transportation and Circulation Committee..... Jordan
 Water Commission..... Sneddon; Alt: Friedman

Standing Committees:

Finance Committee..... Chair: Friedman; A. Gutierrez, Harmon
 Ordinance Committee..... Chair: Jordan; O. Gutierrez, Sneddon
 Community Choice Energy..... Friedman, Rowse, Sneddon
 Farmers' Market Relocation Subcommittee..... Friedman, Harmon, Sneddon
 Police Station Ad Hoc Committee..... A. Gutierrez, Harmon, Sneddon
 Sea Level Rise Adaptation Plan Subcommittee Friedman, Jordan, Sneddon
 State Street Advisory Committee O. Gutierrez, Harmon, Sneddon
 Sustainability Council Committee..... Friedman, Harmon, Sneddon

2022 COUNCIL LIAISON APPOINTMENTS

Ad Hoc Committees:

Committee on LegislationFriedman, Harmon, Sneddon
De La Guerra Plaza Revitalization Design Advisory Committee Harmon, Sneddon
Land Development Team Oversight Subcommittee..... Friedman, A. Gutierrez, Jordan
State Street Subcommittee..... O. Gutierrez, Harmon, Sneddon

City Related Agencies:

Coast Village Association Sneddon
Downtown Santa Barbara Jordan; Alt: Rowse
Looking Good Santa Barbara Sneddon; Alt: Rowse
PATH Neighborhood Partnership.....O. Gutierrez; Alt: A. Gutierrez
Presidio Joint Powers Committee Harmon
Santa Barbara Beautiful Friedman
Santa Barbara Center for the Performing ArtsO. Gutierrez; Alt: A. Gutierrez
Visit Santa Barbara.....Jordan
Santa Barbara Chamber of Commerce.... Jordan; Alt: Friedman

Regional Agencies:

Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)Friedman; Alt: Jordan
Cachuma Conservation Release Board (CCRB) Sneddon; Alt: Friedman
Cachuma Operation and Maintenance Board (COMB) Sneddon; Alt: Friedman
Home For Good.....Jordan, Harmon
Central Coast Water Authority (CCWA) Friedman; Alt: Sneddon
City/County Affordable Housing Task Group..... Sneddon, Harmon
Coastal Rail Coordinating Council (appointed by SBCAG) Rowse
Community Action Commission.....O. Gutierrez
Los Angeles-San Diego Rail Corridor Agency (LOSSAN) (appointed by SBCAG) Rowse
Santa Barbara Co. Air Pollution Control District Bd. Of Directors (APCD) Rowse; Alt: Friedman
Santa Barbara County Association of Governments (SBCAG) Rowse; Alt: Friedman
Santa Barbara Metropolitan Transit District Board Rowse
South Coast Youth Safety Partnership..... A. Gutierrez; Alt: Sneddon

National and State Organizations:

League of California Cities Board Rowse
U.S. Conference of Mayors Hunger and Homelessness Task Group (Chair) Rowse

2022 COUNCIL LIAISON APPOINTMENTS

Councilmember Friedman:

1. Airport Commission
 2. Library Board
 3. Water Commission (alternate)
 4. Community Choice Energy
 5. Sustainability Council Committee
 6. Committee on Legislation
 7. Farmers' Market Relocation Subcommittee
 8. Land Development Team Oversight Subcommittee
 9. Sea Level Rise Adaptation Plan Subcommittee
 10. Santa Barbara Beautiful
 11. Santa Barbara Chamber of Commerce (alternate)
 12. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)
 13. Cachuma Conservation Release Board (CCRB, alternate)
 14. Cachuma Operation and Maintenance Board (COMB, alternate)
 15. Central Coast Water Authority (CCWA)
 16. Santa Barbara Co. Air Pollution Control District Bd. Of Directors (APCD, alternate)
 17. Santa Barbara County Association of Governments (SBCAG, alternate)
- PARC Foundation

2022 COUNCIL LIAISON APPOINTMENTS

Councilmember A. Gutierrez:

1. Architectural Board of Review (alternate)
2. Citizens' Oversight Committee
3. Civil Service Commission
4. Housing Authority Commission (alternate)
5. Living Wage Advisory Committee
6. Parks and Recreation Commission
7. Rental Housing Mediation Board
8. Santa Barbara Youth Council (alternate)
9. Single Family Design Board (alternate)
10. Land Development Team Oversight Subcommittee
11. Police Station Ad Hoc Committee
12. State Street Advisory Committee
13. PATH Neighborhood Partnership (alternate)
14. Santa Barbara Center for the Performing Arts (alternate)
South Coast Youth Safety Partnership

2022 COUNCIL LIAISON APPOINTMENTS

Councilmember O. Gutierrez:

1. Arts Advisory Committee
2. Community Events and Festivals Committee
3. Fire and Police Commission
4. Historic Landmarks Commission (alternate)
5. Living Wage Advisory Committee (alternate)
6. Neighborhood Advisory Council
7. Rental Housing Mediation Board (alternate)
8. Santa Barbara Youth Council
9. Sister Cities Board
10. State Street Subcommittee
11. PATH Neighborhood Partnership
12. Santa Barbara Center for the Performing Arts
13. CommUnify
14. State Street Interim Operations Ad Hoc Committee

2022 COUNCIL LIAISON APPOINTMENTS

Councilmember Jordan:

1. Architectural Board of Review
2. Creeks Advisory Committee
3. Downtown Parking Committee
4. Harbor Commission
5. Planning Commission
6. Transportation and Circulation Committee
7. Land Development Team Oversight Subcommittee
8. Sea Level Rise Adaptation Plan Subcommittee
9. State Street Advisory Committee
10. Downtown Santa Barbara
11. Visit Santa Barbara
12. Santa Barbara Chamber of Commerce
13. Beach Erosion Authority for Clean Oceans and Nourishment (BEACON, alternate)
14. Home for Good
15. State Street Interim Operations Ad Hoc Committee

2022 COUNCIL LIAISON APPOINTMENTS

Mayor Pro Tempore Harmon:

1. Access Advisory Committee
2. Downtown Parking Committee (alternate)
3. Housing Authority Commission
4. Single Family Design Board
5. Sustainability Council Committee
6. Committee on Legislation
7. De La Guerra Plaza Revitalization Design Advisory Committee
8. Farmers' Market Relocation Subcommittee
9. Police Station Ad Hoc Committee
10. State Street Advisory Committee
11. State Street Subcommittee
12. Presidio Joint Powers Committee
13. Home for Good
14. City/County Affordable Housing Task Group

2022 COUNCIL LIAISON APPOINTMENTS

Councilmember Sneddon:

1. Community Development and Human Services Committee
2. Creeks Advisory Committee
3. Historic Landmarks Commission
4. Parks and Recreation Commission (alternate)
5. Water Commission
6. Community Choice Energy
7. Sustainability Council Committee
8. Committee on Legislation
9. De La Guerra Plaza Revitalization Design Advisory Committee
10. Farmers' Market Relocation Subcommittee
11. Police Station Ad Hoc Committee
12. Sea Level Rise Adaptation Plan Subcommittee
13. State Street Subcommittee
14. Coast Village Association
15. Looking Good Santa Barbara
16. Cachuma Conservation Release Board (CCRB)
17. Cachuma Operation and Maintenance Board (COMB)
18. Central Coast Water Authority (CCWA, alternate)
19. City/County Affordable Housing Task Group
20. South Coast Youth Safety Partnership (alternate)
State Street Interim Operations Ad Hoc Committee

2022 COUNCIL LIAISON APPOINTMENTS

Mayor Rowse:

1. Building and Fire Code Board of Appeals
2. Sister Cities Board (alternate)
3. Community Choice Energy
4. Downtown Santa Barbara (alternate)
5. Looking Good Santa Barbara (alternate)
6. Santa Barbara Co. Air Pollution Control District Bd. Of Directors (APCD)
7. Santa Barbara County Association of Governments (SBCAG)
8. Santa Barbara Metropolitan Transit District Board
9. League of California Cities Board
10. U.S. Conference of Mayors Hunger and Homelessness Task Group (Chair)



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: Community Vitality Initiatives Division, Community Development Department

SUBJECT: State Street "Create State" Master Plan Update

RECOMMENDATION:

That Council receive a progress report for the State Street "Create State" Master Plan.

EXECUTIVE SUMMARY:

Major work efforts over the last six months associated with Create State (the State Street Master Plan) include analyzing existing economic, transportation, utility, and land use conditions downtown; confirming the community's vision for the project area; developing a project website that more than 5,200 people have visited; releasing a community survey that over 5,500 people have viewed and 4,000 people have taken; and engaging more than 1,500 people during in-person community outreach events in the project area and throughout Santa Barbara.

Create State is a long-term vision and implementation plan for downtown Santa Barbara — one that prioritizes pedestrians and the public realm and benefits residents, visitors, and the local economy through the creation of public space designed for people rather than vehicles. The project area includes Anacapa to Chapala Streets and State Street from Sola Street to the Highway 101 underpass. The final product for the Create State project will include a preferred conceptual design concept and implementation plan that the City will use to construct the downtown capital improvement project. Create State remains on schedule for completion between December 2023 and February 2024.

This report highlights the work efforts undertaken over the last six months, including existing conditions analysis, the various opportunities for public engagement, and the next steps to determine a design concept and implementation plan for State Street and the downtown area.

DISCUSSION:

Existing Physical and Economic Conditions

The Create State team is analyzing economic trends, mobility patterns, and land uses in downtown Santa Barbara to determine what considerations should be made in the conceptual design, what opportunities exist for redevelopment, what is economically viable, and what infrastructure to consider in a future design. The team conducted existing conditions analysis because staff wants to ensure that the designs we put forward for the community to react to are realistic and achievable given constraints in the right-of-way.

The block structures in downtown Santa Barbara allow for a unique pedestrian experience and the potential for further variation along the street frontage, with over 20 doorways on each block and a concentration of multistory buildings along the 700–900 blocks of State Street. Given the existing concentration of retail (50 percent more retail per capita on State Street than retail per capita regionally), State Street has opportunities for growing experiential-based activities, mixed use, and food and beverage businesses. State Street sales tax data show that restaurants generate the most revenue, food services and drinking establishments have recovered from the 2019–2020 pandemic low, and retail steadily increased in share pre-pandemic and during the pandemic. Additional economic analysis is being conducted, including case studies related to retail retention and expansion. Interconnected market support between retail and other uses, office space, and business and employment trends by industry and location are also being studied. These analyses will help determine the economic feasibility of the future conceptual design and proposed closure location. A future design will also need to consider utilities, including water, sewer, traffic signal and conduits, fiber optic, and stormwater infrastructure.

Initial transportation data shows that the State Street closure created a safer environment than pre-pandemic conditions due to the reduced number and severity of accidents. Collision analysis indicates that before the State Street closure, between October 2018 and April 2020, there were 17 total collisions along State Street, with a maximum of six crashes at one intersection. After the State Street closure, between June 2020 and December 2021, there were 10 total collisions, with a maximum of two crashes at one intersection. Other transportation data analysis currently being finalized includes review of mobility patterns on State Street, Anacapa Street, and Chapala Street; analysis of the transit system and parking supply; and percentage of the right-of-way on each block used for pedestrians, bicycles, parking, and vehicles. This information will help to refine a conceptual design and ensure that various modes of transportation connect to the project area.

Create State Outreach and Engagement

Over the last six months, the Create State team has focused on extensive and inclusive outreach on State Street, at community events, at locations throughout the community, and in English and Spanish, to try to maximize community response. Understanding

community members' preferences and needs before beginning the design phase was key to ensuring that the City maintains the community's interests at the center of the project. The Create State team listened to concerns and priorities about mobility, economic development, activation, and design, which helped establish emerging trends and provided ideas for future conceptual designs. The Create State team also encouraged community members to take the survey, which launched on November 3. By expanding community outreach, the City reached a variety of demographics throughout the City and regionally, and heard from frequent users as well as community members who do not currently visit State Street but might if different amenities were available. The team also created a website with approximately 400 email subscribers, launched an Instagram account for the project, and marketed events through social media channels and the website to try to engage people in different ways.

The City reached over 1,500 people during in-person outreach events, 4,000 people took the survey, and over 5,200 people visited the project website. Although survey participants live and/or work all over Santa Barbara area, the majority of respondents live and/or work downtown. Those who took the survey ranged in age from 10 to 75+, with varied gender, race, and ethnicity backgrounds.

To date, outreach has been one of the most important aspects of the project, because it helped the team understand what types of transportation opportunities and activities make people believe that State Street can be a community space for all to experience and enjoy. The Create State team attended numerous events to reach community members where they work, recreate, and learn. (See Attachment 2 for the full list.) Some of these community events include:

Outreach in Community	Date	Location	# of People	English/Spanish
Community Open House	November 13	Our Lady of Guadalupe Church	50	Spanish
Participants engaged in poster exercises, answered survey questions, shared what they hope to see downtown, and staff was available to answer questions in Spanish.				
School Outreach	November 14	Monte Vista School	30	English
The 5th grade class heard a presentation and shared their ideas for downtown.				
General Outreach	November 17	Foodland	25	Spanish
Participants engaged in poster exercises, answered survey questions, shared what they hope to see downtown, and staff was available to answer questions in Spanish.				

School Outreach	December 1	Santa Barbara Charter School	70	English
All 5th and 6th grade classes heard a presentation from staff, shared what they hope to see downtown in the future, and took the survey.				
General Outreach	December 6	Neighborhood Navigation Center	20	English
Individuals experiencing homelessness shared what they hoped to see downtown in the future.				
School Outreach	December 7	Harding Elementary	50+	Spanish
This event included Spanish posters outside, with questions similar to those in the survey, for caregivers to interact with as they picked up their children.				
School Outreach	December 14	Santa Barbara Junior High School	100+	English
Students spoke with staff during lunch, shared what they hope to see downtown in the future, and took the survey.				
Community Open House	December 18	Our Lady of Guadalupe Church	30	Spanish
Participants shared what they hope to see downtown, and staff was available to answer questions in Spanish.				

In addition to community-wide outreach, the Create State team also held events on State Street. The table below identifies some of the State Street events:

Outreach on State Street	Date	Location	Attendance	English/Spanish
Create State Open House	November 3 & 4	1230A State St.	500 people	English and Spanish
Participants shared current experiences downtown and identified elements that the community would like to see integrated into the long-term State Street design. Participants took the survey and engaged in poster exercises.				
Canvassing	November 3 & 4	State Street	30+ people	English and Spanish
During hours outside of the Open House, the project team spoke with individuals on State Street and encouraged them to take the survey.				
Community Design Workshop + Open House	December 9 & 10	821 State Street	200+ people	English (Spanish available)
During the three-hour workshops, attendees were grouped into teams to design how they thought the transportation network should operate throughout the entire project area, what character areas should be defined, and which specific activities and transportation elements should be included in a two-block section of State Street. The teams presented their designs to the other attendees.				
Design Professional Workshop	December 9	821 State Street	100+ people	English
This event was geared toward those who work in architecture, land use planning, or a related field. The same exercises occurred at this workshop as the community design workshops.				

To encourage participation in the workshops, the City provided free onsite childcare and collaborated with The Arts Fund to host a pop-up art show at the workshop space. The Open House and Community Workshop events were advertised and marketed via the Create State website, Create State subscription e-blast, "City News in Brief," digital and print ads in the *Santa Barbara Independent*, the *Montecito Journal*, *Noozhawk*, "The Brief" (utility bill insert), and continuous coverage via social media. The event also received media attention from *Voice Magazine*, KEYT, Siteline, and K-LITE.

State Street Advisory Committee

On August 15, 2022, the State Street Advisory Committee (SSAC) met the City’s consulting team, MIG, Inc. and discussed what the SSAC hopes Create State (the State Street Master Plan) will include, the community engagement plan, and the overall project schedule.

During the October 27, 2022, SSAC meeting, the MIG team presented initial stakeholder feedback and an emerging analysis of the existing economic, mobility, land use, and utility conditions. The SSAC members also discussed future public engagement opportunities.

SSAC members participated as facilitators during the November 3 and 4 Open House events and as facilitators during the December 9 and 10 Community Design Workshop events, so that they could hear the community conversation and report back to their peers during the December SSAC meeting.

At the December 14, 2022, SSAC meeting, SSAC members were divided into two groups and participated in the community design workshop activities, which included discussions of how the transportation network should operate throughout the entire project area and which specific activities and transportation elements should be included in a two-block section of State Street. The teams presented their designs at the end of the SSAC meeting. Attachment 1 includes the agendas for the SSAC meetings from August through December 2022. The SSAC will review and provide feedback on the draft conceptual designs, implementation plan, and Master Plan in 2023. The next SSAC meeting will be held on February 16, 2023.

Other Commission and Committee Meetings

Staff presented the Create State (State Street Master Plan) process and sought feedback at various City Commission and Committee meetings. On October 14, 2022, the Historic Landmarks Commission and Planning Commission held a special joint meeting to receive a presentation on Create State and discuss the past, present, and future condition of State Street. On December 15, 2022, the Downtown Parking Committee and the Transportation and Circulation Committee held a similar special joint meeting to discuss Create State (State Street Master Plan). The team will present the Create State Master Plan process and seek input at the Access Advisory Committee meeting on January 25, 2023.

Create State Activations

Currently closed to motor vehicles, downtown State Street has become a testing opportunity for various types of programming. The Downtown Organization has led efforts to activate State Street through programming such as the monthly block party series held on the 700–800 blocks of State Street and the candlelight concert series, held on the 1100 block of State Street.

The Community Development Department partnered with the Santa Barbara Public Library to activate State Street in November and December with the Library on the Go van. The Create State team wanted to better understand the best locations for programming on State Street, how to manage programming with the pedestrian and bicycle use of State Street, and what types of activities would bring people downtown.

Events took place on Friday, November 4, from 3:30 to 6:00 pm on the 700 block of State Street; Friday, December 9, from 3:30 to 5:00 pm on the 800 block of State Street; and Friday, December 16, from 3:30 to 5:00 pm on the 800 block of State Street. Free activities during each event were provided for members of the public to participate in, such as stamp making, tie dying, and lawn games, and staff tested different configurations on the 700 and 800 blocks of State Street for activities. Staff estimates that each event had approximately 50–100 people participating in the activity or engaging with the Library on the Go van. Future State Street activations are anticipated in early 2023.

Emerging Trends

Based on outreach efforts to date, including survey responses, Open House events, and design workshop trends, responses consistently favor closing State Street to private vehicles, incorporating a curbside street in the design, allowing for flexibility, analyzing the ability to curve a multipurpose lane where possible, incorporating children’s play areas into the design, and ensuring the design is family friendly.

Of the survey responses, 79 percent indicated that they would like to keep State Street closed to cars. From the total responses, 18 percent stated that they would like State Street to be a slow, shared street, which would allow for limited vehicle use.

Survey responses showed a clear desire for art and performance spaces, with 76 percent of responses requesting additional temporary and permanent art spaces along State Street. The responses also showed an interest in additional public seating areas and parks and open space, with over 70 percent in favor of these items.

Multiple designs from the community design workshop events identify three districts along State Street, including arts, activity, and nightlife, and participants indicated that programming was most desired along the blocks in the center (700–900 blocks). There is a trend from responses encouraging an improvement in the aesthetics of outdoor dining areas. Community responses in all outreach events also consistently emphasized families, and 90 percent of survey responses indicated a desire to see street trees along State Street.

Transportation on and around State Street

Data showed less agreement about mobility patterns along State Street, including bicycles and transit services. Participants in the design workshops indicated that a bike path that was controlled and slow on State Street could be acceptable, but that bicycle traffic was generally preferred on parallel streets (Anacapa and/or Chapala); however, 62

percent of survey responses indicated that they would like to see dedicated bike lanes on State Street. Of the survey responses, 34 percent indicated that they would prefer no bikes on State Street.

Additionally, design workshop responses were divided on providing a shuttle or other transit service on State Street versus on parallel streets. Of the survey responses, 81 percent indicated that they would prefer transit services on parallel streets instead of along State Street; however, during the design workshops, designs indicated an interest in small, slow shuttles on State Street.

The Create State team will continue to analyze the 100+ sketches from the workshops, survey data, and additional community feedback received at outreach events. Recognizing that space is limited on all downtown streets within the project area, the community and staff will need to evaluate tradeoffs that the future conceptual designs will illustrate.

Looking Ahead

Outreach efforts and existing conditions analyses will create a preferred urban design framework as the basis for three preliminary design concepts. The urban design framework, anticipated to be complete in February or March 2023, will analyze existing stormwater and utilities, transportation and mobility, sustainability, economics, housing, strategies for the unhoused, historic resources, and equitable universal access. This analysis, along with the community input from the Open House, Community Design Workshops, survey, and in-person and digital engagement events, will establish a framework for design strategies downtown.

In April or May 2023, three preliminary design concepts will be released to the public for input. At that time, a second community survey will ask community members to describe what they like or dislike about each proposed concept. The survey and concepts will create an opportunity for the community to choose the types of activities and infrastructure they want to see on a future State Street and throughout downtown. Feedback throughout the process will help refine the community design concepts, and a preferred conceptual design will be released in August 2023.

Additional outreach opportunities will take place at workshops, public meetings, and open house events held in public meeting spaces, along State Street, at community events, in neighborhood meetings, and online. Staff will also seek input and guidance on the preliminary community design concepts from the State Street Advisory Committee, Historic Landmarks Commission, Planning Commission, other City committees, and City Council. The next major public outreach event hosted by the City will occur in April or May 2023, in coordination with the release of the preliminary community design concepts and the second community survey.

The anticipated completion date for Create State continues to be December 2023–March 2024. Additional information on upcoming meetings and events related to Create State, can be found at: <https://statestreet.santabarbaraca.gov/>.

BUDGET/FINANCIAL INFORMATION:

Create State (the State Street Master Plan) is a multi-year work effort aimed at revitalizing and rethinking downtown Santa Barbara. In July 2022, Council approved a contract for MIG, Inc. in the amount of \$709,156, with an additional \$70,915 for extra services. Funding for the contract came from Measure C (\$480,071) and the American Rescue Plan Act (ARPA, \$300,000). Consulting fees from MIG, Inc. for work conducted from August to November 2022 are \$126,081.37. These consulting fee charges are within the contract amount. There will be no impact to the General Fund as a result of continuing to fund this contract.

SUSTAINABILITY IMPACT:

Create State will address sustainability downtown through sustainable design approaches. Design efforts may lead to a reduction of greenhouse gas emissions, an improved downtown microclimate, stormwater management and improved water quality, and/or decreasing airborne pollutants.

ATTACHMENTS:

1. State Street Advisory Committee Agendas, May 2022 through December 2022
2. List of Recent Outreach Efforts, August–December 2022

PREPARED BY: Tess Harris, State Street Master Planner

SUBMITTED BY: Elias Isaacson, Community Development Director

APPROVED BY: City Administrator's Office

Attachment 1

State Street Advisory Committee Agendas, May 2022 – December 2022



City of Santa Barbara

STATE STREET ADVISORY COMMITTEE AGENDA

AUGUST 15, 2022

4:00 PM

John G. Britton Auditorium, Santa Barbara
Metropolitan Transit District (MTD) Administrative
Office, 550 Olive Street, Santa Barbara, CA 93101;
and

1026 Via Los Padres, Santa Barbara, 93111;
Palacio de Luces, Carretera, AS-257, s/n, 33328
Luces, Spain; and Luna House, 560 Avenida Costa
Pinto, Cascais, 2750-329, Portugal

COMMITTEE MEMBERS:

Dave Davis, Chair
Ken Saxon, Vice Chair
Dianne Black
Hillary Blackerby
Roxana Bonderson
Roger Durling
Nadra Ehrman
Robin Elander
Ed Lenvik
Peter Lewis
Kristen Miller
Susanne Tejada
Alejandra Gutierrez, Councilmember
Meagan Harmon, Councilmember
Mike Jordan, Councilmember
Michael Becker (alternate)
Marge Cafarelli (alternate)

STAFF:

Elias Isaacson, Community Development Director
Dan Hentschke, Assistant City Attorney
Tess Harris, State Street Master Planner
Timmy Bolton, Project Planner
Greta Walters, Administrative Assistant

ONLINE STREAMING: This meeting will be streamed live at <https://youtu.be/QdtX1qpKcS4>. See SantaBarbaraCA.gov/CityTVProgramGuide for a rebroadcast schedule. An archived video of this meeting will be available at <https://SantaBarbaraCA.gov/SSAC>.

WRITTEN PUBLIC COMMENT: Public comments may be submitted via email to SSACSecretary@SantaBarbaraCA.gov before the beginning of the Meeting. All public comments submitted via email will be provided to the Committee and will become part of the public record. You may also submit written correspondence via US Postal Service (USPS) addressed to SSAC Secretary, PO Box 1990, Santa Barbara, CA 93102-1990. However, please be advised, correspondence sent via USPS may not be received in time to process prior to the meeting and email submissions are highly encouraged. **Please note that the Committee may not have time to review written comments received after 9:00 a.m. on the day of the meeting.**

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VERBAL PUBLIC COMMENT: Public comment on matters not listed on the agenda will occur at the beginning of the meeting. The Committee, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond the Committee's subject matter jurisdiction. General public comment and public comment for matters that are on the agenda is limited to 2 minutes per person. **Pooling of time is not allowed for in-person or virtual public comment.**

Members of the public wishing to speak in person, during general public comment or on a matter on the agenda, must submit a speaker slip to staff at the start of the meeting. The Chair will call your name when it is your turn to speak. At that time you may approach the podium and speak into the microphone.

VIRTUAL PUBLIC COMMENT PARTICIPATION: Members of the public wishing to participate during public comment virtually (electronic participation) must “raise their hand” in the Zoom platform by selecting the virtual hand icon, or by pressing *9 if calling by phone. When persons are called on to speak, the speaker will be notified that they can now unmute themselves in order to begin speaking. To unmute select the ‘mute/unmute’ icon or press “Alt+A” on the keyboard; If using a phone press *6 to unmute.

ZOOM LINK FOR VIRTUAL PUBLIC COMMENT PARTICIPATION*:

https://santabarbaraca.gov.zoom.us/webinar/register/WN_adlcuePLSf6_yvQoFfzfA

Phone number: 1-669-900-6833 (press *9 to raise/lower hand; press *6 to mute/unmute) | Webinar ID:

AGENDAS, MINUTES, REPORTS, AND PUBLIC RECORD WRITINGS: Documents relating to agenda items are available for review online at SantaBarbaraCA.gov/SSAC. If you have any questions about the posted documents, contact Tess Harris, State Street Master Planner, at (805) 564-5563 or email StateStreetMasterPlan@SantaBarbaraCA.gov.

AMERICANS WITH DISABILITIES ACT: If you require special assistance to participate in this meeting, please contact the City of Santa Barbara Community Development Department in advance at (805) 564-5502. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

SPANISH INTERPRETATION: If you need interpretation of your communications to the Subcommittee from Spanish into English, please contact the Planning Counter at (805) 564-5578 or by email at SSACSecretary@SantaBarbaraCA.gov. If possible, notification of at least 48 hours will usually enable the City to make arrangements.

INTERPRETACIÓN EN ESPAÑOL: Si necesita una interpretación del español al inglés, para sus comunicaciones al Subcomisión, comuníquese con la Departamento de Planificación al (805) 564-5578, o por correo electrónico a SSACSecretary@SantaBarbaraCA.gov. Si es posible, la notificación de al menos 48 horas generalmente permitirá a la Ciudad hacer los arreglos.

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I. ROLL CALL

II. PRELIMINARY MATTERS

A. Opening Remarks and Announcements

B. Agenda Review

C. Approval of the Minutes from the April 18, 2022, Meeting

D. General Public Comment

III. AGENDA ITEMS

A. Process and Public Engagement for Completing the State Street Master Plan

MIG, Inc. will lead a discussion with the committee, and the committee will provide insights and feedback on the State Street Master Plan project vision and goals, proposed process for completion

of the Master Plan, creation and scope of a community engagement plan, overall project schedule, and responsibilities of the State Street Advisory Committee, MIG, staff, and the community.

IV. ADJOURNMENT



City of Santa Barbara

STATE STREET ADVISORY COMMITTEE AGENDA

OCTOBER 27, 2022

2:00 PM

John G. Britton Auditorium, Santa Barbara
Metropolitan Transit District (MTD) Administrative
Office, 550 Olive Street, Santa Barbara, CA 93101;
and

1026 Via Los Padres, Santa Barbara, 93111

COMMITTEE MEMBERS:

Dave Davis, Chair
Ken Saxon, Vice Chair
Dianne Black
Hillary Blackerby
Roxana Bonderson
Roger Durling
Nadra Ehrman
Robin Elander
Ed Lenvik
Peter Lewis
Kristen Miller
Susanne Tejada
Alejandra Gutierrez, Councilmember
Meagan Harmon, Councilmember
Mike Jordan, Councilmember
Michael Becker (alternate)
Marge Cafarelli (alternate)

STAFF:

Tava Ostrenger, Assistant City Attorney
Tess Harris, State Street Master Planner
Timmy Bolton, Project Planner
Greta Walters, Administrative Assistant

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Phone number: 1-669-900-6833 (press *9 to raise/lower hand; press *6 to mute/unmute) | Webinar ID:

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I. ROLL CALL

II. PRELIMINARY MATTERS

A. Opening Remarks and Announcements

B. Agenda Review

C. Approval of the Minutes from the August 15, 2022, Meeting

D. General Public Comment

III. AGENDA ITEMS

A. Summary of Stakeholder Engagement and Emerging Existing Conditions Analysis for the State Street Master Plan

The consultant team will lead a discussion on initial stakeholder feedback received and present an emerging analysis of the economic, mobility, urban design, and infrastructure existing conditions in the project area. The committee will provide overall feedback on stakeholder engagement and the emerging existing conditions analysis.

B. Discussion and Approval of Revised SSAC Meeting Schedule and Public Engagement Opportunities

The committee will receive a report from staff on a proposed revised SSAC meeting schedule for 2022 – 2023 and a recommendation that the Committee adopt the new meeting schedule. Staff will also discuss opportunities for public engagement in November and December 2022.

IV. ADJOURNMENT



City of Santa Barbara

STATE STREET ADVISORY COMMITTEE REVISED AGENDA

SPECIAL MEETING FACILITATED PUBLIC WORKSHOP

**DECEMBER 9, 2022 10:00AM – 1:00PM &
4:00PM – 7:00PM**

**DECEMBER 10, 2022 9:00AM – 12:00PM &
1:00PM – 4:00PM**

821 State Street, CA 93101

COMMITTEE MEMBERS:

Dave Davis, Chair
Ken Saxon, Vice Chair
Dianne Black
Hillary Blackerby
Roxana Bonderson
Roger Durling
Nadra Ehrman
Robin Elander
Ed Lenvik
Peter Lewis
Kristen Miller
Susanne Tejada
Alejandra Gutierrez, Councilmember
Meagan Harmon, Councilmember
Mike Jordan, Councilmember
Michael Becker (alternate)
Marge Cafarelli (alternate)

STAFF:

Tava Ostrenger, Assistant City Attorney
Tess Harris, State Street Master Planner
Timmy Bolton, Project Planner
Greta Walters, Administrative Assistant

AMERICANS WITH DISABILITIES ACT: If you require special assistance to participate in this meeting, please contact the City of Santa Barbara Community Development Department in advance at (805) 564-5502. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

NOTICE: This Agenda was posted on the outdoor bulletin board at 630 Garden Street, 821 State Street, Santa Barbara, CA 93101, and online at SantaBarbaraCA.gov/SSAC no later than 24 hours prior to the start of the meeting.

I. AGENDA ITEMS

A. Facilitated Community Workshop - State Street Design

The meeting will be a facilitated community workshop to receive and discuss community input regarding design concepts for the State Street Master Plan. Workshop attendees, including Committee members, will be grouped into small teams to design two or three blocks on state Street. Each workshop will also include a brief project update and time to view other teams' designs. The workshop will be open and available even if a majority of the members of the State Street Advisory Committee are not present. Information from the workshops will be used to prepare design recommendations for future consideration by the State Street Advisory Committee. No final decisions or actions will be taken at the workshop.



City of Santa Barbara

STATE STREET ADVISORY COMMITTEE SPECIAL MEETING AGENDA

DECEMBER 14, 2022

3:00 PM

Faulkner Gallery, Santa Barbara Public Library, 40
East Anapamu Street, Santa Barbara, CA 93101;
1026 Via Los Padres, Santa Barbara, 93111; and
455 Madison Avenue, New York, NY 10022

COMMITTEE MEMBERS:

Dave Davis, Chair
Ken Saxon, Vice Chair
Dianne Black
Hillary Blackerby
Roxana Bonderson
Roger Durling
Nadra Ehrman
Robin Elander
Ed Lenvik
Peter Lewis
Kristen Miller
Susanne Tejada
Alejandra Gutierrez, Councilmember
Meagan Harmon, Councilmember
Mike Jordan, Councilmember
Michael Becker (alternate)
Marge Cafarelli (alternate)

STAFF:

Elias Isaacson, Community Development Director
Tava Ostrenger, Assistant City Attorney
Tess Harris, State Street Master Planner
Timmy Bolton, Project Planner
Greta Walters, Administrative Assistant

ONLINE STREAMING: This meeting will be streamed live at <https://youtu.be/Ze23wDMBVf0>. For a rebroadcast schedule, see SantaBarbaraCA.gov/CityTVProgramGuide. An archived video of this meeting will be available at <https://SantaBarbaraCA.gov/SSAC>.

WRITTEN PUBLIC COMMENT: Public comments may be submitted via email to SSACSecretary@SantaBarbaraCA.gov before the beginning of the Meeting. All public comments submitted via email will be provided to the Committee and will become part of the public record. You may also submit written correspondence via US Postal Service (USPS) addressed to SSAC Secretary, PO Box 1990, Santa Barbara, CA 93102-1990. However, please be advised, correspondence sent via USPS may not be received in time to process prior to the meeting and email submissions are highly encouraged. **Please note that the Committee may not have time to review written comments received after 9:00 a.m. on the day of the meeting.**

All public comment that is received before 9:00 a.m., the day of the meeting, will be published on the City's website at SantaBarbaraCA.gov/SSAC. Comments provided via USPS or e-mail will be converted to a PDF before being posted on the City's website. ***Note: comments will be published online the way they are received and without redaction of personal identifying information; including but not limited to phone number, home address, and email address. Only submit information that you wish to make available publicly.***

VERBAL PUBLIC COMMENT: Public comment on matters not listed on the agenda will occur at the beginning of the meeting. The Committee, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond the Committee's subject matter jurisdiction. General public comment and public comment for matters that are on the agenda is limited to 2 minutes per person. **Pooling of time is not allowed for in-person or virtual public comment.**

Members of the public wishing to speak in person, during general public comment or on a matter on the agenda, must submit a speaker slip to staff at the start of the meeting. The Chair will call your name when it is your turn to speak. At that time, you may approach the podium and speak into the microphone.

VIRTUAL PUBLIC COMMENT PARTICIPATION: Members of the public wishing to participate during public comment virtually (electronic participation) must "raise their hand" in the Zoom platform by selecting the virtual hand icon, or by pressing *9 if calling by phone. When persons are called on to speak, the speaker will be notified

that they can now unmute themselves in order to begin speaking. To unmute select the 'mute/unmute' icon or press "Alt+A" on the keyboard; If using a phone press *6 to unmute.

ZOOM LINK FOR VIRTUAL PUBLIC COMMENT PARTICIPATION*:

https://santabarbaraca.gov.zoom.us/webinar/register/WN_adlcuePLSf6_yvQoFzfA

Phone number: 1-669-900-6833 (press *9 to raise/lower hand; press *6 to mute/unmute) | Webinar ID:

AGENDAS, MINUTES, REPORTS, AND PUBLIC RECORD WRITINGS: Documents relating to agenda items are available for review online at SantaBarbaraCA.gov/SSAC. If you have any questions about the posted documents, contact Tess Harris, State Street Master Planner, at (805) 564-5563 or email StateStreetMasterPlan@SantaBarbaraCA.gov.

AMERICANS WITH DISABILITIES ACT: If you require special assistance to participate in this meeting, please contact the City of Santa Barbara Community Development Department in advance at (805) 564-5502. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

SPANISH INTERPRETATION: If you need interpretation of your communications to the Subcommittee from Spanish into English, please contact the Planning Counter at (805) 564-5578 or by email at SSACSecretary@SantaBarbaraCA.gov. If possible, notification of at least 48 hours will usually enable the City to make arrangements.

INTERPRETACIÓN EN ESPAÑOL: Si necesita una interpretación del español al inglés, para sus comunicaciones al Subcomisión, comuníquese con la Departamento de Planificación al (805) 564-5578, o por correo electrónico a SSACSecretary@SantaBarbaraCA.gov. Si es posible, la notificación de al menos 48 horas generalmente permitirá a la Ciudad hacer los arreglos.

NOTICE: This Agenda was posted on the outdoor bulletin board at 630 Garden Street, 1026 Via Los Padres, Santa Barbara, CA 93111, and online at SantaBarbaraCA.gov/SSAC no later than 24 hours prior to the start of the meeting.

I. ROLL CALL

II. PRELIMINARY MATTERS

A. Opening Remarks and Announcements

B. Agenda Review

C. Approval of the Minutes from the October 27, 2022, Meeting

D. General Public Comment

III. AGENDA ITEMS

A. Emerging Community Feedback and Existing Conditions Analysis

MIG, Inc. and City staff will lead a discussion on emerging community feedback based on preliminary survey results and outreach efforts in November and December 2022. MIG, Inc. will also present new economic, mobility, urban design, and infrastructure existing conditions analysis since the October 27, 2022, SSAC meeting.

B. Report on Public Outreach Events and Discussion about the Future Design for State Street

The SSAC will report what they heard from community members during the November and December public outreach opportunities and participate in an exercise similar to the community design workshop exercises.

C. Discussion and Approval of Revised 2023 State Street Advisory Committee (SSAC) Meeting Schedule

The committee will receive a report from staff on a proposed revised SSAC meeting schedule for 2023 and a recommendation that the Committee adopt the new meeting schedule.

IV. ADJOURNMENT

Attachment 2

Highlighted State Street Master Plan Outreach

The following highlights additional in-person outreach conducted by the “Create State” team since August 2022:

August 9, 2022:	Downtown Santa Barbara Organization Board Meeting
August 10, 2022:	Downtown Santa Barbara Property Owners’ Roundtable Update
August 15, 2022:	State Street Advisory Committee (SSAC) Meeting
September 13, 2022:	Downtown Santa Barbara Organization Board Meeting
September 13, 2022:	Visit Santa Barbara Tourism Business Improvement District (TBID) Meeting
October 11, 2022:	Downtown Santa Barbara Organization Board Meeting
October 14, 2022:	Joint Historic Landmarks Commission and Planning Commission Special Meeting
October 23, 2022:	Riviera Association (SSAC member provided announcement and information)
October 27, 2022	State Street Advisory Committee Meeting
October 27, 2022:	Harvest Block Party with Downtown Santa Barbra (700 block of State Street)
November 3, 2022:	Open Houses (1230A State Street)
November 4, 2022:	Open Houses (1230A State Street)
November 8, 2022:	Downtown Santa Barbara Organization Board Meeting
November 10, 2022:	Downtown Parking Committee
November 12, 2022:	Upper East Association (member of the public provided announcement and information)
November 13, 2022:	Our Lady of Guadalupe Church – Community Open House (227 N Nopal Street)
November 14, 2022:	Monte Vista School (730 N. Hope Ave)

November 14, 2022: Library On the Go State Street Activation (700 block of State Street)

November 16, 2022: League of Womens' Voters (SSAC member provided announcement and information)

November 17, 2022: Santa Barbara American Institute of Architects (AIA) Advocacy Committee

November 17, 2022: Foodland (1501 San Andres Street)

November 17, 2022: Friendsgiving Block Party with Downtown Santa Barbra (800 block of State Street)

November 18, 2022: La Cumbre Center for Creative Arts 3rd Annual Art Walk (121 S. Hope Avenue)

November 19, 2022: Alameda Park

November 19, 2022: Santa Barbara Certified Farmers Market

November 28, 2022: Architectural Board of Review (announcement)

November 29, 2022: Santa Barbara Certified Farmers Market

November 30, 2022: Santa Barbara Central Library – Wiggly Storytime

November 30, 2022: Single Family Design Board (announcement)

December 1, 2022: Santa Barbara Charter School

December 2, 2022: Winter Wonderland Block Party with Downtown Santa Barbra (1300 block of State Street)

December 5, 2022: Youth Council

December 6, 2022: Neighborhood Navigation Center

December 7, 2022: Harding Elementary

December 7, 2022: Historic Landmarks Commission (announcement)

December 7, 2022: Mariachi Festival (outreach on 1300 block of State Street during event time)

December 9, 2022: Library On the Go State Street Activation (800 block of State Street)

December 9, 2022: Community Design Workshops (821 State Street)

December 10, 2022: Community Design Workshop and Open House (821 State Street)

December 13, 2022: Downtown Santa Barbara Organization Board Meeting

December 14, 2022: Santa Barbara Junior High School

December 14, 2022: State Street Advisory Committee Meeting

December 15, 2022: Joint Downtown Parking Committee and Transportation and Circulation Committee Special Meeting

December 16, 2022: Library On the Go State Street Activation (800 block of State Street)

December 18, 2022: Our Lady of Guadalupe Church – Open House (227 N Nopal Street)



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: January 24, 2023

TO: Mayor and Councilmembers

FROM: City Clerk's Office, City Administrator's Office

SUBJECT: Interviews for City Advisory Groups

RECOMMENDATION:

That Council hold interviews of applicants to various City Advisory Groups (Est. time 4:00 p.m.).

DISCUSSION:

Interviews of applicants for various positions on City Advisory Groups are to be held on January 24, 2023, at an estimated time of 4:00 p.m.

The City Clerk's Office accepted applications to fill these positions through January 9, 2023, at 5:00 p.m. A list of eligible applicants and pertinent information about the City Advisory Groups is attached. Applicants have been notified that to be considered for appointment they must be interviewed. Applicants have been requested to prepare a two to three minute verbal presentation in response to a set of questions. Those questions are specific to the group for which they are applying. Applicants applying to more than one advisory group may have up to five minutes for their presentation.

Appointments are scheduled to take place on January 31, 2023.

ATTACHMENT: List of Applicants

PREPARED BY: Niko Lopez, Deputy City Clerk

SUBMITTED BY: Sarah Gorman, MMC, City Clerk Services Manager

APPROVED BY: City Administrator's Office

HISTORIC LANDMARKS COMMISSION

- One vacancy.
- Term Expiration: December 31, 2026
- Qualifications/Category: City or non-City resident who is a licensed landscape architect.
- Appointees may not hold any full-time paid office or employment in City government.

CATEGORY (Number of Vacancies)	APPLICANT	Incumbent Appt. Dates (Years Served)	Notes
<i>Licensed landscape architect (1)</i>	Charles McClure	n/a	County Resident

HOUSING AUTHORITY COMMISSION

- One vacancy.
- Term Expiration: June 30, 2026
- Qualifications/Category: Qualified elector of the City
- Appointees may not hold any full-time paid office or employment in City government.

CATEGORY (Number of Vacancies)	APPLICANT	Incumbent Appt. Dates (Years Served)	Notes
Qualified elector (1)	David Brentlinger	n/a	
	Lisandra Carlos	n/a	
	Amanda Cobb	n/a	
	Winfield Shiras	n/a	

PLANNING COMMISSION

- One vacancy.
- Term Expiration: December 31, 2023
- Qualifications/Categories: Appointees must be qualified elector of the City.
- Appointees may not hold any full-time paid office or employment in City government.

CATEGORY (Number of Vacancies)	APPLICANT	Incumbent Appt. Dates (Years Served)	Notes
<i>Qualified elector of the City (1)</i>	William Kasting	n/a	
	Donald DeLuccio	n/a	
	Sara Wylder	n/a	