

# MINUTES

## City of Guadalupe Regular Meeting of the Guadalupe City Council Tuesday, August 9, 2022, at 6:00 pm City Hall, 918 Obispo Street, Council Chambers

### 1. ROLL CALL:

Council Member Liliana Cardenas  
Council Member Gilbert Robles  
Council Member Eugene Costa Jr.  
Mayor Pro Tempore Tony Ramirez  
Mayor Ariston Julian

*The meeting was called to order at 6:00 p.m. All were present. (Note: The abbreviation "CM" will be used for Council Member in these minutes.)*

### 2. PLEDGE OF ALLEGIANCE

### 3. AGENDA REVIEW

At this time the City Council will review the order of business to be conducted and receive requests for, or make announcements regarding, any change(s) in the order of business.

*There were no changes to the order of the agenda.*

### 4. PRESENTATION

- Santa Barbara County Public Health Department – Animal Shelter and Field Services Presentation.

*Paige Batson, Deputy Director, Santa Barbara County Public Health Department, and Suzanne Jacobson, Chief Financial Officer, gave a brief background on the reasoning behind the increase in the costs for the five-year agreement. On May 18, 2021, the Santa Barbara County Board of Supervisors (Board) approved the Animal Services City Contracts for FY 2021-2022. Staff was directed to develop "Full Cost Recovery", eliminating Tobacco Settlement and County General Fund support. The Board wanted to see the report prior to the cities seeing it, and the Board wanted to give direction to Animal Services (AS).*

*On July 12, 2022, Todd Boden brought the contract here to the City council. The contract allows for a gradual phase out of the General fund over the five-year period. Tobacco settlement support remains. There is an annual cost of living increased capped at 2.5%, also over the five-year term. No adjustment for population growth.*

*Ms. Batson spoke about the live intakes since year 2019. There's been a decline in such intakes due primarily to the pandemic. In 2022 they will be closer to the 2019 levels. This year there have been a drop in calls. For example, in 2019, there were a total of 213 calls, whereas in the first six months of this year, there have been 58 calls. This is primarily due to a smaller number of animals, less need for investigations and animals staying with families.*

*On August 7, 2022, there was a pet wellness clinic offered in Guadalupe at City Hall. Another one is planned for November of this year, too. Specific services provided at these collaborative events in Guadalupe are issuing licenses, having microchips inserted, spays/neuters and vaccinations. In December 2019, there was a total of 108 animals seen at these types of events with a decline in 2020 and most of 2021. Towards the end of 2021, however, there was a bit of a spike with the first post-Covid event held.*

*CM Robles asked if Animal Services had regular days to visit and patrol in Guadalupe. Ms. Aubree Gonzalez, Field Supervisor, said, "Patrols are very low priority. There are so many priority calls that we're not able to just patrol at this time."*

*CM Costa, Jr. then asked, "How any officers are there assigned to Guadalupe?" AS responded, "Currently there are five (5) officers...two (2) were just hired in the last few months. We have capacity for nine (9)." CM Costa, Jr. continued, "When fully staffed, can you respond to calls on a 24/7 basis?" AS said, "Calls after midnight are low...we can't justify going out. We do need quicker response time, though." CM Costa, Jr. further explained that the Board is asking the City to pay more, so what increased services will AS be providing? AS said, "We do have interviews going for more field staff. Our first responsibility is for public safety. Our priorities are animal bites, abuse, etc. Yes, we know there are deceased animals that we can't get to right away."*

*More questions from CM Costa, Jr. He asked, "What are the hours of operations for officers to be available? Residents go out walking and need to carry a stick. How will they be protected?" AS said, "We don't have a 24-hour response. Guadalupe residents reach out to the County dispatchers who has a list of AS staff with phone numbers. For stray animals, like dogs running around? Office is closed after 5pm. A report could be made online with follow-up later and listed on reports as 'not-in-progress'."*

*Ms. Batson then spoke about the Animal Services Advisory Council. It meets on a monthly basis, with two (2) meetings already held. The members are stakeholders concerned about animal welfare and animal services. It's an advisory body...they don't set policy. CM Cardenas asked, "Is the advisory council open to anyone who wants to participate? Are meetings open?" Ms. Batson said, "They're public, on zoom. You can go to the website, join in and listen to the meetings. The minutes and agenda are published. The actual council and its members have been set. We had asked for applicants...we blasted on social media to see who wanted to participate. We had about 40 applicants. The Council is full with six (6) members, I think now. She mentioned giving Mr. Bodem the link for the meetings.*

*CM Ramirez raised his concerns and questions. He said, "Continuing on with the coordination with the Advisory Council. Costs are increasing. Can there be there more representation for cities? Guadalupe is disadvantaged due to geographics/location. Putting things 'on blast', social media isn't successful here in our area. We find that sending flyers/information in our water bills or to our*

*on-profit groups...those thing work. But we've been successful with other agencies, like our broadband provider...with Waste Management. Other cities are also feeling the shock, like their hands are tied behind their backs. Really felt like sticker shock. When we saw the contract, we were surprised." Ms. Batson commented, "We made an effort as best as we could. Going forward, we'll meet quarterly to talk about the contract and our services. I'm the Interim Animal Services Director until a full-time Director is hired. We invite you to join our advisory council meetings. Come and talk to us on any issues, whether specific to Guadalupe or not. Transparency is important. If there had been more communication, there'd been less sticker shock."*

*CM Ramirez asked if there are any grant opportunities to help with this cost explaining that the 2.5% COLA increase will 'eat up' the City's budget? Ms. Jacobson said, "We have a grant team. AS had been active getting grant services. We're looking for operating grants and beefing up our donation program."*

*CM Ramirez then asked about 'outreach'. He said, "Establish an 'ambassador program'. Have residents advocate for AS and talk about their services. Residents can disseminate information about the services provided." Ms. Jessica Ortega, Community/Outreach Services, said, "We've talked about coordinating with Guadalupe on city events to include AS." Mayor Julian added, "Card-4-Paws has participated in our Food Bank Program for over 2.5 years. Guadalupe is an animal friendly community. You have a lot of support from our community and from those outside the community."*

*Ms. Jacobson added, "AS contributes money to Care-4-Paws to put on their events, like the one just held on August 7<sup>th</sup>. There were about 105 animals seen at this event. We're strong partners with them." Additional comment from AS was that there is a lot of opportunity to hold events out here in Guadalupe.*

*Mr. Bodem then said that he'd bring the agreement back to the City Council for the next meeting.*

*Mayor Julian asked if the public had any comments on the subject. Ms. Jeannie Mello said that AS has done a fabulous job...she has rescued 42 dogs...and added that there is a problem with stray dogs...it would be helpful if AS was here in the community more.*

*An email was received on this subject:*

*Lee Heller to CM Robles regarding the Animal Services contract...dated August 8, 2022.*

*I'm not able to attend tomorrow event's council meeting at which you will hear a presentation about animal services in relation to the city's contract. But I did want to share a few thoughts with you as someone who has been dealing with local municipalities and animal control contacts for many years.*

*I am very sympathetic to the frustration of the contract cities as the county increases prices without increasing services. It doesn't seem fair, even if in fact the county is trying to do cost recovery after subsidizing some of the cities. A number of us did push the board of supervisors very hard to keep cost recovery to a minimum and spread it out over several years. They heard us and that is what they did.*

*I wish I could tell you that there was an affordable alternative that would meet the need but there is nothing at this point. The City of Carpinteria, which some cities have looked at as an alternative because they no longer have a contract with the county, is barely hanging on. I am their only foster home and they do not have enough cage space or resources to deal with the animals that come in. And they are a more stable and better resourced city. Further, today, when veterinarians are so busy, it's very unlikely that a veterinarian would agree to a contract as a shelter service provider, so I don't see that as a viable option for Guadalupe.*

*I'm also concerned that Guadalupe will get poor service should the city try to contract with the Santa Maria Valley Humane Society. Their service is notoriously poor as is their treatment of their employees; any cost savings they offer would come off the backs of underpaid employees who have been quitting in large numbers. That's not a recipe for adequate service provision. At this point they also don't have a field service operation which means that if you don't contract with the county, you will not have qualified people to enforce the codes. The police really don't like to do it!*

*If there's any comfort, the animal community has pushed hard on the county to improve services and programs and they are listening. They have formed a new Advisory Council composed of stakeholders who are working closely with animal services leadership to improve programs and services. Your staff can attend those meetings to see what's going on and share their concerns. I would encourage you to ask tomorrow night during the presentation about that process and how Guadalupe might participate.*

*I hope the city will renew its contract with the understanding that we are working to make sure that the contract partners get their money's worth. For those of us in animal welfare, this is a top priority!*

*Sincerely,*

*Lee E. Heller, Ph.D., J.D.  
Santa Barbara, CA*

## **5. COMMUNITY PARTICIPATION FORUM**

*Ms. Virginia Navarro and Ms. Diana Arriola spoke about the upcoming "Day of Hope" on Wednesday, August 17<sup>th</sup>. There will be volunteers at the corner by the cemetery, by the granite company and in front of the post office. Ms. Navarro said, "We're Team Guadalupe. The event starts at 7:00 a.m. and runs through 10:00 a.m. Then at 11:00 a.m. there will be a car cruise in Santa Maria at the fairgrounds...along Broadway...Main Street...then to Mission Hope. It's \$1.00 for a newspaper. We're leaving flyers if people want to donate. Diana Arriola is my captain on the northside of town and I'll be on the southside of town. We'll have 15 volunteers. They'll be an insert in Spanish in the newspaper. This is the ninth year of the event and my 8<sup>th</sup> year. First time doing this in Guadalupe. All monies donated go to Mission Hope Center. There's a program at Mission Hope that gives monies to patients in need. Like if someone doesn't have monies for gas for transportation to Mission Hope for treatment, you can apply to this program for those funds. And the monies come from this.*

*Ms. Arriola added, "We want to thank Chief Cash for making arrangements to have this event at the designated sites here in Guadalupe. I'm pleased and blessed to say that I am a fighter and a survivor,*

*and I want to be an advocate. There are a lot of times that families don't know where to go or what to do in times of need. I think we need to get out there and help with those problems. I've lived in Guadalupe just about all my life. I want to do whatever I can for Guadalupe. And this is a steppingstone for this particular project. I hope to see a lot of you out there. Thank you for your time.*

*Kelly Cable and Jeannie Mello: Ms. Mello briefly mentioned that she was with Ms. Cable who had not spoken to the Council before. Ms. Cable then said, "I'm here to talk about H2A workers. I'm a new resident...three years living on lower Pioneer Street. H2A housing wasn't there when I moved in, and it wasn't disclosed when I bought my home.*

*For a while, there were no problems but there's been a recent disruption. Large buses are coming now. Last year, one went into one of the driveways. I live across the street. Buses are parking right in front of my driveway and letting off up to 5 to 50 people there. It's disruptive to my dogs. Buses pick up at 5:30 a.m. It's loud with large buses coming. It's a bit disruptive. I don't know who to talk to about all of this. There's a language barrier there, of course. I just wanted to bring this up to see if there's some organization or some management that the public could call if they had an issue. I haven't had any issues but that's all I wanted to bring up."*

*Mayor Julian mentioned that there is a manager of that area. Ms. Cable said, "The period when it's busy is around April to November...otherwise, it's quiet. The mayor then said, "Staff heard you. We'll connect you with someone to speak to about this." Chief Cash added, "if possible, you can contact my office tomorrow. The management company is receptive to these types of issues. If we let them know there are concerns, they will definitely work with us."*

## **6. CONSENT CALENDAR**

The following items are presented for City Council approval without discussion as a single agenda item in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

- A.** Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting unless City Council indicates otherwise.
- B.** Approve payment of warrants for the period ending August 1, 2022
- C.** Approve the Minutes of the City Council Regular Meeting of July 26, 2022, to be ordered filed.
- D.** Adopt Second Reading of Ordinance No. 2022-503 amending the Official Zoning Map to Rezone a 1.08-Acre Area located in the Gularte Tract from Single-Family Residential (R-1) to Multiple-Dwelling High Density (R-3) located at 4241 La Guardia Lane between Eleventh Street and La Guardia Lane, APNs 115-230-013, and 015.
- E.** Adopt Resolution No. 2022-72 approving the Cost Allocation Plan for Fiscal Year 2022-23.

F. Adopt Resolution No. 2022-73 approving revisions to the City of Guadalupe Microenterprise Financial Assistance Guidelines to add in the newly developed components.

G. **MONTHLY REPORTS FROM DEPARTMENT HEADS**

1. Planning Department report for July 2022
2. Building Department report for July 2022
3. Public Works Department / City Engineer's report for July 2022

*Mayor Julian pulled Item #6.F. Motion was made by Council Member Costa, Jr. and seconded by Council Member Cardenas to approve the balance of the Consent Calendar. 5-0 Motion passed.*

*Item #6.F. Adopt Resolution No. 2022-73 approving revisions to the City of Guadalupe Microenterprise Financial Assistance Guidelines to add in the newly developed components.*

*Nicole Segovia from Los Amigos de Guadalupe answered questions relating to this matter. Mayor Julian asked, "How many participants are there?" She said there are 18 clients, eight (8) graduated from the class successfully. We're going to be starting the second round of classes which we are hoping will be Spanish based." The mayor also asked, "What impacts do you see at this point?" Ms. Segovia said, "Clients feel more prepared to start their businesses. I've been seeing them weekly to prepare them to turn in their applications and be ready to open their doors. We're currently doing grants not loans. We plan to have loans in the future, but the grants are up to \$10,000 per individual." CM Cardenas added "We had loans but with what that program would entail, we don't have the staff or the time to help with that. Also, a lot of the participants were looking for more financial relief from COVID. So, we made the decision to move way from loans for just this year and have more of a grant program and financial assistance, if they finish the technical assistance program and the classroom."*

**Motion was made by Council Member Ramirez and seconded by Council Member Costa, Jr. to approved Resolution No. 2022-73 approving revisions to the City of Guadalupe Microenterprise Financial Assistance Guidelines to add in the newly development components. Ayes: 4 Nos: 0 Abstain: 1 4-1 Motion passed.**

*Note: Prior to the council members voting on this motion, City Attorney Sinco mentioned that CM Robles had taken the microenterprise class and should abstain from voting which he did.*

7. **CITY ADMINISTRATOR REPORT:** (Information Only)

*Mr. Bodem reported the following:*

*-a flyer was received from Melanie Becker from the Lions Club. On Saturday, August 13<sup>th</sup>, from 8:00 a.m. to 2:00 p.m., there will be free vision screening and free recycled eyeglasses. This service will be held at Mary Buren Elementary School, 1050 Peralta Street, in Guadalupe. The flyer will be posted on the City's website.*

*-Working with City Attorney Sinco and an outside group to handle RDA properties, regarding disposition, including the "Al's Union" property.*

*-Mayor Julian mentioned here at the Community Changers would be having an event, believed to be on August 19<sup>th</sup> at Le Roy Park but said he'd get more information.*

**8. DIRECTOR OF PUBLIC SAFETY REPORT: (Information Only)**

*Chief reported on two items:*

*-Vandalism at Le Roy Park – the City Council already approved surveillance camera but there are WIFI and storage issues. Mayor Julian added here that at Le Roy Park, working with the Boys & Girls Club, providing camera and WIFI...need to coordinate.*

*-Email received from Kiwanis Club regarding the Christmas parade. Will need to schedule a meeting but told them to get started on the Cal Trans application paperwork.*

**9. MAYOR'S REPORT- UPDATES**

*Mayor Julian said, "The information's there in the report. Todd Bodem is the one who puts it together for each meeting."*

**PUBLIC HEARING**

**10. Public Hearing to consider 2021-047-PA a Use Determination for Wine Tasting and Event Center Facilities within the General Commercial (G-C) Zone District.**

Written report: Larry Appel, Planning Director

Recommendation: That the City Council:

- a. Receive a presentation from staff; and
- b. Conduct a public hearing, including: 1) an opportunity for the applicant to speak, 2) receive any comments from the public.
- c. Adopt Resolution No. 2022-74 and find that Wine Tasting and Event Center facilities in the General Commercial (G-C) district are similar in use and consistent with the purpose of the zoning district, provided that any event center facility with outdoor events is approved with a conditional use permit (CUP).

*Mr. Appel briefly summarized that there are two (2) properties owned by Brooks Van Wingerden, in discussion: 945 and 941 Guadalupe Street. One property is intended to use as a wine tasting facility, highlighting local wines from both Santa Barbara and San Luis Obispo Counties. The second property would be an event facility, allowing for private parties in the building, and outside in the building's rear yard area. Examples for indoor use would be baby showers, bridal showers, corporate events and supper clubs. For the outside area, examples might be wedding venues for up to 150 people.*

*Mr. Appel said that staff is prepared to sign off on a application for a liquor license. For the event facility for outside use, that would move into needing a Conditional Use Permit (CUP). He mentioned that the Guadalupe Cultural Center had been approved for only inside uses. If the property owners wanted to develop the event facility for only use inside, only permitted use but if there will be outside use, a CUP is needed. Mr. Appel added, "If the City Council wants inside and outside only for permitted use, then the resolution needs to be changed which could happen tonight."*

**Public Hearing opened at 7:03 p.m.**

*The property owner, Brooks Van Wingerden, introduced her business partner and interior designer, Lexie Bell. Ms. Van Wingerden explained that their business would be known as the 'Guadalupe Social Club'. She said, "We'd have a permanent wine bar. The secondary property would be used to host small events. We have 20 years in farming here. My husband and I worked in the wine industry for 13 years. We'll bring top quality wine to the area. It's also important that kids be on the premises. COVID changed how wine tasting occurs."*

*She added, "We shouldn't have to be paying additional fees which will delay development. You don't need a CUP for other facilities. We have license like restaurants have which are not subject to CUPs. We want to open without having to pay fees for a CUP."*

*CM Cardenas asked, "They need a CUP if they have outdoor use of their facility or facilities?" Mr. Appel said, "That's what the Building Code would allow. When they move to the outside, with events up to 150 people, they should have conditions, such as our asking for a parking plan so there won't be negative impact on their neighbors, etc."*

*CM Costa, Jr. asked, "What is the difference between this and the Guadalupe Café that have courtyard for events and eating in that general area?" Mr. Appel said, "Restaurants house so many seats. We've not been asked...approved by zoning and the Fire Department for seating." Ms. Wingerden said that they have one-half an acre and per the Fire Department, could have up to 1,000 people.*

*The mayor then asked Mr. Appel how much does a CUP cost? Mr. Appel said that with a minor CUP, there's a \$1,500 deposit. He added, "This seems straightforward. If I saw all plans, we could get this done in approximately four (4) weeks. It would be exempt from CEQA. Noticing would take some time. You could get started with inside uses and later get the CUP."*

*The mayor asked about a storage unit in the back of the property. Ms. Wingerden said that it is still there and used for lounge furniture. Another question from the mayor was how far back did the owners intend to go? Ms. Wingerden said, "We'll use the back parcel. CUP is an additional cost but also figuring parking plan...getting site layout and plans...need to hire someone to do that. We'll keep going. Start inside? We want to use back space and make it great and a place to go." Mayor Julian said, "Parking is an issue here in town. There's the Far Western Tavern parking, the Veterans Memorial Building...always have a problem with number of parking spaces based on square*



footage.” Mr. Appel added, “If you’re not wanting to pay additional design costs, get a draftsman...put uses on draft...doesn’t have to be fancy.”

City Attorney Sinco said, “One advantage of a CUP with law/code enforcement – if there’s potential for conflict, it’s permitted use; if CUP with conditions, car limit activities, size, etc., we could pull the CUP. This gives the City more control.”

CM Ramirez then said, “Thank you for considering opening. New businesses are needed in our town. We’ve had growing pains about growing the ‘Guadalupe Corridor’. How will your project going to look at other business around, like the Royal Theatre, cannabis shops, etc. A CUP ties into that. If our community-based companies are held to certain standards, we should hold businesses to same standards.”

Mayor Julian added, “There may be a lot happening here in town. In six (6) years, we’ll have the Royal Theatre finished. In six to seven years, the Dunes Center (Far Western Tavern). Cannabis dispensaries. This is something different to do for our town. In Los Alamos, there’s a lot of interest in wine tasting. Taylor Farms sent a letter supporting this wine tasting business effort. There should be a way to move forward.” City Attorney Sinco added, “It’s permitted or conditional? It’s up to the City Council. Whatever action will apply to all until a change in zoning. If change in operations, continued...no need for change. If business is sold, need to bring to current code...need parking plan.”

The mayor said that we have the Veterans Memorial Building parking...reciprocal agreements...something with the Dunes Center. Ms. Wingerden said, “There’s a large lot that’s next to us where I see people park that’s owned by the City.” The mayor said, “RDA only owns a small portion of that lot. The rest of the lot has another owner. I think we’re stuck on CUP issue. I’d rather move forward without CUP for inside and outside uses.”

There was one request to speak – Gustavo Alvarez: I give you a lot of credit. You purchased the land. The Veterans Memorial Building has four (4) parking spaces. People park there. Events are going to bring disposable income here. Give total support...but I don’t support a CUP.

CM Robles said that he liked the idea of wine tasting here and asked about hours of operation, future events, etc. Ms. Wingerden said, “To start, Thursday to Sunday, noon – 9:00 p.m. Wine tasting outside. We can see music added...make it a destination to come to. Most people say that Guadalupe is a cool place. If it works, let us know.”

CM Cardenas asked, “Did we require the Guadalupe Cultural Center to have a CUP?” Mr. Appel said, “They have a design review...no CUP...limited number of people...hours of operations...parking plan. No uses outside...conditions for inside only.” City Attorney Sinco added, “Required a design review because of building code...but wasn’t a CUP. It’s not a concern if the City Council requires a CUP for the wine tasting and not the Cultural Center. It’s okay.”

An email was received on this item:

From Julianne Hill to Mayor Julian, regarding "Guadalupe Social Club", dated August 9, 2022  
Dear Mr. Mayor and Council Members,

*I wanted to write a letter in support of Guadalupe Social Club and their project here in town. I realize that tonight you are considering whether to require their business to obtain a Conditional Use Permit, which delays their plans as well as adds additional costs to their budget. As part of our community, I feel that a venue like this is needed for businesses like ours to host seminars, training, corporate retreats, and events as well as utilize restaurants in town for catering. Their business scope falls within the allowed use already in place for this zone. The faster Guadalupe Social Club can open, the faster the city and other businesses will start to see an increase in revenue from their business operations.*

*Sincerely,*

*Julianne Hill Taylor Farms Retail, 4575 W. Main Street, Guadalupe, CA 93434*

**Public Hearing closed at 7:37 p.m.**

*Mayor Julian said, "Positive side. New type of activity that will help our downtown area. Problem now is the CUP, not necessarily parking." CM Costa, Jr. said, "If the Cultural Center wants to talk about their conditions, two different situations." CM Robles said, "When I go to the San Luis Obispo Farmers Market, I use the downtown bank parking. Don't know if there's an agreement...same as in Avila. Park where you can find parking. Open parking downtown every day."*

*City Attorney Sinco said, "The resolution is drafted. If there's a motion that's different, I can make changes now." Mr. Appel added, "Section 2 of the resolution could be changed if no CUP is required." City Attorney Sinco asked about timing for changes to the zoning code. Mr. Appel said, "Sometime this fall. I'll stay another year to work on specific items. It would be legal non-conforming to not have CUP for the event facility."*

**Motion was made by Council Member Ramirez to approve Resolution No. 2022-74 as written requiring a Conditional Use permit. There was no second to the motion.**

**Motion was made by Council Member Gene Costa, jr. and seconded by Council Member Robles to approve Resolution No. 2022-74, amending Section 2, not requiring a Conditional Use Permit. Roll Call: Ayes: 4 Nos: 1 (Ramirez) 4-1 Motion passed.**

*Mr. Appel gave City Attorney Sinco the amended language in Section 2 of the resolution.*

## **REGULAR BUSINESS**

### **11. Housing Element Update (6<sup>th</sup> Cycle) Options.**

Written report: Larry Appel, Planning Director

Recommendation: That the City Council:

- a) Identify \$248,000 in the General Fund to cover the cost of preparing a 6<sup>th</sup> Cycle Housing Element and direct staff to prepare a contract utilizing EMC Planning Group to accept their proposal and sign a contract for services; or
- b) Continue this item to a date certain for further discussions regarding the funding of the Housing Element update; or
- c) Continue this item to a future date in order to allow staff time to obtain a proposal from Cal Poly; or
- d) Drop the item and don't update the Housing Element until funding is available.

*Mr. Appel gave a brief background on this item. In 2019, the City council adopted the 2019-2027 Guadalupe Housing Element that had been prepared by Cal Poly students but with no assistance from the Planning Director. Two months ago, it was learned from the Santa Barbara County Association of governments (and confirmed by the state Housing and Community Development, or HCD) that our Housing Element was a 5<sup>th</sup> cycle document which should have been adopted back in 2015. The 6<sup>th</sup> Cycle deadline for all agencies within Santa Barbara County is February 2023, with a four-month grace period to June 2023. We also became aware of a Community Development Block Grant (CDBG) that was available for up to \$250,000. The deadline for applying is August with a lengthy review and approval process for funds to probably be distributed. With our timeline being tight to prepare the 6<sup>th</sup> Cycle Housing Element, we asked CDBG staff in Sacramento if we were successful in obtaining the grant, could we reimburse ourselves for the costs to date. CDBG said no to our request. There were no other funding sources at that point.*

*A Request for Proposal (RFP) was sent out with one firm responding, EMC Consultants, the same firm preparing our General Plan Update and our CEQA document. The estimated cost for the planning effort was \$248,000. With the City's budget being tight, requesting the Council to approve these funds wasn't feasible. Mr. Appel said that the HCD needs additional tasks included in the update. He added, "With all that's required to prepare the update and submit to HCD, we wouldn't be able to finish within the remaining time for Santa Barbara County jurisdictions. If we can't get the document done by the due date, we can't apply for additional grants. We need to find funding to work on the project and submit, even if it might be up to six (6) months late. We could go back to Cal Poly to see if they'd be willing to give the City a proposal."*

*CM Ramirez said, "At this point, the Cal Poly option may be the best. We could then apply for additional grants." CM Costa, Jr. said, "Try to go with Cal Poly. \$250,000...we don't have that in the budget...consequences are too high if we don't get this done." CM Robles then said, "Agree that going with Cal Poly is a good option."*

*CM Cardenas asked, "Time was an issue. If we went with Cal Poly, would there still be an issue with time?" Mr. Appel said, "Yes, about six (6) months...will put us past the deadline but we'll be doing our due diligence. May mess up our opportunities to apply for grants."*

CM Ramirez asked, "Are there any ARPA funds for Cal Poly? Seed money?" Ms. Lorena Zarate, Finance Director, said, "yes, maybe how we're using ARPA or planning to use it." Mr. Bodem added, "Maybe \$5,000 to \$10,000 for Cal Poly." Ms. Zarate said, "\$10,000 is more doable...reworking some of the line items for ARPA."

CM Ramirez added, "It wasn't that Cal Poly was bad...we got quality for what was given them. We learned our lesson." Mr. Appel said, "There was no planning oversight." Mr. Bodem said that the last one passed the test through HCD.

Mayor Julian said, "Looks like the consensus is to go with Cal Poly. A proposal from Cal Poly will go before the Council if Cal Poly agrees."

## **12. Establishment of fees for Short-Term Rentals.**

Written report: Philip F. Sinco, City Attorney

Recommendation: That the City Council adopt Resolution No. 2022-75 establishing fees for the initial registration and annual renewals for all short-term rentals and for an administrative use permit application imposed for unhosted short-term rentals.

*(Note: Mr. Appel had been present via zoom for the public hearing only. City Attorney Sinco mentioned that the short-term fees proposed in this item were based on Mr. Appel's recommendations.)*

*The City Council adopted a short-term rental ordinance (on second reading) at its meeting on January 25, 2022. The ordinance included a three-month amnesty period to allow owners and operators of short-term rentals to take steps to bring their rentals into compliance with the provisions of the ordinance. That three-month period ended on or about May 24, 2022.*

*An Administrative Use Permit (AUP) form was on the books but had not been enforced. It can now be used for other purposes, in the future. This AUP form is to be used for short-term rentals, specifically for "unhosted" rentals. Two fees are needed to cover staff time and registration: 1) \$180, initial registration fee and annual renewal fee (which is the same fee as for a zoning clearance fee) and 2) \$394 for an AUP application (which is the same fee as for a minor pre-application review.) City Attorney Sinco said that staff could notify the City Council and request necessary adjustments to these fees if deemed that the fees are more or less than the reasonable staff time to process items.*

**Motion was made by Council Member Ramirez and seconded by Council Member Costa, Jr. to approve Resolution No. 2022-75 establishing fees for short-term rentals. Roll Call: Ayes: 5 Nos: 0 5-0 Motion passed.**

## **13. FUTURE AGENDA ITEMS**

*CM Ramirez: "Rent Stabilization" – put on "Other Unscheduled Items".*

**14. ANNOUNCEMENTS – COUNCIL ACTIVITY/COMMITTEE REPORTS**

CM Ramirez:

*-will not be present at the August 23<sup>rd</sup> Council meeting*

*-first ever Allan Hancock Board of Trustees meeting will be here in City Hall. The Board is trying to hold meetings at different locations. The Mayor's Report has details.*

*-last Friday, Los Amigos de Guadalupe coordinated with all non-profit groups...about 25 people from Guadalupe and outside with a goal to look at sharing resources. Hannah Fuentes and CM Ramirez were the City's representatives. There were a lot of people at higher levels attending.*

CM Cardenas: *will not be present at the August 23<sup>rd</sup> Council meeting.*

CM Costa, Jr.: *tomorrow, Wednesday, be vigilant in the morning...school starts in the community.*

Mayor Julian:

*-met with the Affordable Housing Group. Escalante Court...a lot in building but not enough housing being built. Where do people live? Major problems in all areas: cost of housing and lack of housing.*

**15. ADJOURNMENT TO CLOSED SESSION MEETING**

*The meeting is being adjourned to closed session. Item to be discussed: Public Employee Performance Evaluation (Subdivision (b) of Government Code section 54957) Title: City Administrator.*

**Motion was made by Council Member Costa, Jr. and seconded by Council Member Ramirez to adjourn to closed session. 5-0 Motion passed. Meeting adjourned to closed session at 8:11 p.m.**

**CLOSED SESSION**

- 16. Public Employee Performance Evaluation**  
(Subdivision (b) of Government Code section 54957)  
Title: City Administrator

**17. ADJOURNMENT TO OPEN SESSION MEETING**

**Motion was made by Council Member Ramirez and seconded by Council Member Cardenas to adjourned to open session. 5-0 Motion passed. Meeting adjourned to open session at 9:20 p.m.**

**18. CLOSED SESSION ANNOUNCEMENTS**

*No reportable action*

**19. ADJOURNMENT**

**Motion was made by Council Member Ramirez and seconded by Council Member Cardenas to adjourn. 5-0 Motion passed. Meeting adjourned at 9:21 p.m.**

**Prepared by:**

  
\_\_\_\_\_  
Amelia M. Villegas, City Clerk

**Approved by:**

  
\_\_\_\_\_  
Ariston Julian, Mayor