

CITY OF SANTA CRUZ
809 Center Street
Santa Cruz, California 95060



CITY COUNCIL AGENDA

Regular Meeting

August 11, 2020

- 9:00 A.M. CLOSED SESSION, ZOOM
- 12:30 P.M. CONSENT, CONSENT PUBLIC HEARINGS, AND GENERAL BUSINESS, ZOOM
- 7:00 P.M. ORAL COMMUNICATIONS, ZOOM
- 7:30 P.M. GENERAL BUSINESS, ZOOM

COVID-19 ANNOUNCEMENT: This meeting will be held via teleconference ONLY.

In order to minimize exposure to COVID-19 and to comply with the social distancing suggestion, the Council Chambers and Tony Hill Room will not be open to the public. The meeting may be viewed remotely, using any of the following sources:

- Online at <http://www.cityofsantacruz.com/government/city-council/council-meetings>
- Online at [Watch - Community Television of Santa Cruz County](#)

PUBLIC COMMENT and ORAL COMMUNICATIONS:

If you wish to comment on items 10-31, during Oral Communications or item 1, please see information below. Call at the start of the item. You will not be able to join the meeting if Council is still in Closed Session.

- Call any of the toll free numbers below. If one is busy, try the next one.
 - 1-833-548-0276
 - 1-833-548-0282
 - 1-877-853-5247
 - 1-888-788-0099
- Enter the meeting ID number: 982 5063 5656
- When prompted for a Participant ID, press #.
- Press *9 on your phone to "raise your hand" when the Mayor calls for public comment.
 - It will be your turn to speak when the Mayor unmutes you. You will hear an announcement that you have been unmuted. The timer will then be set to 2 minutes. You may hang up once you have commented on your item of interest.

NOTE: If you wish to view the meeting and don't wish to comment on an item, you can do so at any time via one of the methods above.

The City of Santa Cruz does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the City Clerk's Department at 420-5030 at least five days in advance so that we can arrange for such special assistance, or email CityClerk@cityofsantacruz.com. The Cal-Relay system number: 1-800-735-2922.

Closed Session

9:00 AM

Closed Session

1. Conference with Labor Negotiators - (Government Code §54957.6)
Police Officers Association
Fire IAFF Local 1716
Fire Management Association
Police Management Association
OE3 Mid-manager and Supervisor Employees
SEIU Local 521
Unrepresented

City Negotiator - Lisa Murphy

2. Conference With Legal Counsel - Liability Claims (Government Code §54956.95)
Claimant: Beverly Hoffman
Claimant: Duane Lansing Peterson
Claimant: Safeco Insurance
Claimant: Troy William Swain
Claimant: Margarita Lizarraga
Claimant: Celeste L. Baross
Claimant: Markel for Santa Cruz Baye Inc. DBA Deke's Market
Claimant: Damian Ramirez

Claims against City of Santa Cruz

Closed Session (continued)

3. Conference with Legal Counsel - Existing Litigation (Government Code §54956.9(d)(1))
 1. Save Our Big Trees v. City of Santa Cruz
Santa Cruz Superior Court Case No. 19CV02062
 2. Sharonell Fulton, et al. v. City of Philadelphia, et al.
Supreme Court of the United States, No. 19-123 (request for amicus support)
 3. State of Washington v. United States Department of Health and Human Services, et al.
United States District Court for the Western District of Washington
Case No. 2:20-cv-01105 (request for amicus support)
4. Conference With Legal Counsel - Anticipated Litigation (Government Code §54956.9(d)(2))
 1. Significant exposure to litigation (1 potential case to be discussed)
 2. Initiation of litigation - (1 potential case to be discussed)

City Council

12:30 PM

Call to Order

Roll Call

Presentations

5. Mayoral Proclamation Honoring Marilyn Ellenwood's 40 Years of Service
6. Mayoral Proclamation Declaring August as American Muslim Appreciation Month
7. Monterey Bay Community Power Annual Update

Presiding Officer's Announcements

Statements of Disqualifications

Additions and Deletions

Oral Communications Announcement - Community members may address the Council about any matter not on the agenda during Oral Communications. Oral Communications will be held at or around 7:00 p.m. Speakers will be invited to call in and address Council and are asked to keep comments to two minutes or less, and encouraged to state name and community of residence. Up to 30 minutes will be allocated for Oral Communications. Note that in the absence of an emergency, California law prohibits the Council from discussing or taking immediate action on comments offered in Oral Communications.

City Attorney Report on Closed Session

City Manager Report - The City Manager will report and provide updates on the City's business, COVID-19 response, and events.

Council Meeting Calendar

8. The City Council will review the meeting calendar attached to the agenda and revise it as necessary.

Council Memberships in City Groups and Outside Agencies

9. The Presiding Officer will provide councilmembers with the opportunity to update Council on any external Committee meetings that occurred since the last Council meeting.

Consent Agenda

10. Resolution Extending Emergency Declaration in Connection with COVID-19 Pandemic by Sixty (60) Days and ratifying/Confirming Director of Emergency Services Executive Order Nos. 2020-13 through 2020-15 (CA)
Resolution extending declaration of emergency in connection with the COVID-19 pandemic and ratifying Executive Order Nos. 2020-13 through 2020-15 issued by the Director of Emergency Services.
11. Renewed Declaration of a Shelter Crisis (CM/CA)
Resolution renewing declaration of a Shelter Crisis in the City of Santa Cruz.
12. Minutes of the June 23, 2020 City Council Meeting (CC)
Motion to approve as submitted.
13. Minutes of the July 2, 2020 City Council Special Meeting (CC)
Motion to approve as submitted.
14. Designation of Voting Delegate and Alternate to Attend the Virtual League of California Cities (LOCC) Annual Conference (October 7 - 9, 2020) (CC)
Motion to designate Vice Mayor Meyers as the voting delegate, and Mayor Cummings as the alternate in the event that the voting delegate is unavailable, to attend the virtual League of California Cities Annual Conference.
15. Monterey Bay Air Resources District's AB 2766 Emission Reduction Grant Program Application for the City's First Electric Refuse Hauler (CM/PW)
Motion authorizing the City Manager to accept and appropriate funds from the Monterey Bay Air Resources District's AB 2766 Emission Reduction Grant Program for an electric refuse hauler.

Consent Agenda (continued)

16. Liability Claims Filed Against City of Santa Cruz (FN)

Motion to reject liability claims a) Beverly Hoffman, b) Duane Lansing Peterson, c) Safeco Insurance, d) Troy William Swain, e) Margarita Lizarraga, and f) Celeste L. Baross, based on staff recommendation.

17. Resolution Amending the City of Santa Cruz Personnel Complement and Classification and Compensation Plans for the Police Department (HR)
Resolution amending the Classification and Compensation Plans for the FY 2021 Budget Personnel Complement by approving the addition of two full time grant-funded Community Service Officer positions in the Police Department.

18. Temporary SEIU Local 521 Employee Association Memorandum of Understanding (HR)
Resolution adopting a tentative agreement with the Temporary SEIU, Local 521 Employee Association.

19. Approval of a Temporary Economic Hardship Program (HR)
Motion to approve the Temporary Economic Hardship Program.

20. Active Transportation Program Cycle 5 Grant Application: Swanton Delaware Multiuse Path (PW)
Motion to authorize the City Manager to apply for, accept, and appropriate funds from the California Department of Transportation Active Transportation Program Cycle 5 grant application for the Swanton Delaware Multiuse Path.

21. Encroachment Permit - Installation of Grease Interceptors Adjacent to 100 Laurel Street (PW)
Resolution granting an encroachment permit to Anton Santa Cruz, LLC to install two grease interceptors in the Laurel Street sidewalk adjacent to 100 Laurel Street.

Consent Agenda (continued)

22. Graham Hill Water Treatment Plant Concrete Tanks Replacement Project - Approval of Plans and Specifications, Authorization to Advertise for Bids and Award Contract (WT)
Motion to approve the Plans, Specifications and Contract Documents for the Graham Hill Water Treatment Plant Concrete Tanks Replacement Project, and authorize staff to advertise for bids and the Director to execute change orders within the approved project budget.

The City Manager is hereby authorized and directed to execute the contract, as authorized by Resolution No. NS-27,563.

23. Graham Hill Water Treatment Plant Concrete Tanks, Design and Construction Support Services with West Yost Associates - Contract Amendment No. 5 (WT)

Motion authorizing the City Manager to execute Contract Amendment No. 5 for the Graham Hill Water Treatment Plant Concrete Tanks, Design and Construction Support Services Project with West Yost Associates (WYA) in a form approved by the City Attorney.

24. Meter Replacement Project - Approval of Plans and Specifications, Authorization to Advertise for Bids and Award Contract - Budget Adjustment, and Resolution to apply for a U.S. Department of the Interior Bureau of Reclamation Grant (WT)

Motion to approve the plans and specifications for the Meter Replacement Project (c701603) and authorize staff to advertise for bids and the Director to execute change orders within the approved project budget. The City Manager is hereby authorized and directed to execute the contract as authorized by Resolution No. NS-27,563.

Resolution appropriating \$2,390,000 from the Water Enterprise Operation (Fund 711) to fund the Meter Replacement Project.

Resolution authorizing the Water Department to apply for a U.S. Department of the Interior Bureau of Reclamation grant under the WaterSMART Grants: Water and Energy Efficiency Grants for fiscal year 2021 Funding Opportunity.

End Consent Agenda

Consent Public Hearings

25. 2nd Reading and Final Adoption of Ordinance No. 2020-13 Amending Chapter 6.91 - Cannabis Retailer Licenses to Allow License Transfers (PL)
Adopt Ordinance No. 2020-13 revising Chapter 6.91 - Cannabis Retailer Licenses of the City of Santa Cruz Municipal Code to allow the transfer of a cannabis retailer license.
26. 2nd Reading and Final Adoption of Ordinance No. 2020-15 Adding Section 18.06.075 to the City of Santa Cruz Municipal Code to Set Forth Procedures for Expediting Permit Processing for Electric Vehicle Charging Systems (PL)
Adopt Ordinance No. 2020-15 adding Section 18.06.075 to the Municipal Code to set forth procedures for expediting permit processing for Electric Vehicle charging systems.
27. 2nd Reading and Final Adoption of Ordinance No. 2020-16 Amending the Zoning Ordinance to Exempt Electric Vehicle Charging Stations From Design Permit Requirements and to Allow Charging Stations Above Level 2 to be Counted Towards Meeting the Required Number of Parking Spaces Served by Electric Vehicle Chargers (PL)
Adopt Ordinance No. 2020-16 amending the Zoning Ordinance to exempt electric vehicle charging stations from design permit requirements and to allow charging stations above Level 2 to be counted towards meeting the required number of parking spaces served by electric vehicle chargers.
28. 2nd Reading and Final Adoption of Ordinance No. 2020-17 Adding Chapter 9.85 "Surveillance Technology" to Article 9 "Peace, Safety, and Morals" of the Santa Cruz Municipal Code (PD)
Adopt Ordinance 2020-17 adding Chapter 9.85 "Surveillance Technology" to Article 9 "Peace, Safety, and Morals" of the Santa Cruz Municipal Code.

General Business

The below item is continued to the August 25, 2020 Council meeting and will not be discussed.

29. 914 & 916 Seabright Ave. (Application No. CP18-0187) Assessor's Parcel Number 011-123-66 - Tentative Map, Design Permit and Residential Demolition Authorization Permit to Demolish Three Residential Units and Construct a Nine-unit Townhouse Development on a 21,237 Square Foot Parcel Located in the R-L Zone District (PL)
Continue this item to the August 25, 2020 City Council agenda at the request of the applicant.

30. Update on Staff Work Related to Project Labor Agreements and Community Benefit Strategies for Capital Improvement Projects (CM) (WT) (PW) (ED)
Receive status report on staff's analysis of Project Labor Agreements, consider staff's recommended next steps, and provide further direction to staff.

31. Senate Bill 946 Pertaining to Sidewalk Vendors (CA)
Introduce for publication an ordinance revising three chapters of the Santa Cruz Municipal so as to bring them into compliance with Senate Bill 946 (California Government Code Sections 51036-51039). The three Municipal Code chapters requiring revision are Chapter 5.22 pertaining to mobile vendors, Chapter 5.81 pertaining to vending and display devices on City property, and Chapter 13.10 pertaining to sales in and on City parks and beaches.

32. Appointment of Three Commissioners to the Commission for the Prevention of Violence Against Women (Mayor Cummings', Councilmember Beiers', and Councilmember Golder's Nominations) (CC)
Motion to approve Mayor Cummings' nomination of Karen M. Madura, Councilmember Beiers' nomination of Mervyn Maze, and Councilmember Golder's nomination of Shannon McGuire to the Commission for the Prevention of Violence Against Women.

General Business (continued)

33. Support for the Santa Cruz Warriors Making Santa Cruz Their Permanent Home (CN/ED)

Motion to:

1. Direct the Mayor to contact the Warriors management expressing the City's appreciation for the Warriors' presence here in Santa Cruz;
2. Communicate our very strong interest in discussing the Warriors' continued long term presence in Santa Cruz;
3. Communicate our interest in thinking creatively regarding possible permanent facility options including the funding of such options;
4. Follow up on the direct contact with a letter memorializing the above commitment and strong interest in a continued relationship and presence in Santa Cruz for the Santa Cruz Warriors; and
5. Direct staff to move promptly in setting up initial discussions on this subject between the appropriate partners and return back by within 60 days with a report on progress and actions taken to date and additional items under way on the partnership.

Recess - The City Council will recess to the 7:00 p.m. session.

City Council

7:00 PM

Call to Order

Roll Call

Oral Communications

7:30 PM

General Business

34. Community Advisory Committee on Homelessness (CACH) Final Report to the City Council

Receive Community Advisory Committee on Homelessness (CACH) Co-Chair and City staff presentation and motion to:

1. Accept the CACH Final Report.
2. Direct the City Manager to implement Council-accepted CACH Final policy recommendations as identified during Council deliberations.

Adjournment

INFORMATION ITEMS PREVIOUSLY DISTRIBUTED TO CITY COUNCILMEMBERS

ADDENDUM TO CITY COUNCIL AGENDA - AUGUST 11, 2020

35. Finance Department: Portfolio Management Report - Pooled Cash and Investments as of May 31, 2020 - 6/16/20 (FNFYI 329)
36. Finance Department:Portfolio Management Report - Pooled Cash and Investments as of June 30, 2020 - 7/27/20 (FNFYI 330)
37. Human Resources Department: CitySERVE Volunteer Program Quarterly Report (2nd Quarter FY19, 3rd Quarter FY19, 4th Quarter FY19, 1st Quarter FY20, and 2nd Quarter FY20) - 7/15/20 (HRFYI 038)
38. Human Resources Department: Equal Employment Opportunity Committee Annual Report for Calendar Year 2019 - 7/22/20 (HRFYI 037)
39. Public Works Department: Public Works Response to Council Email "Recycle Bin taken wrongfully." - 6/25/20 (PWFYI 0105)

MAYOR'S PROCLAMATIONS

ADDENDUM TO CITY COUNCIL AGENDA - AUGUST 11, 2020

40. Proclaiming the month of July 2020 as "Black Lives Matter Month" and asking all residents to listen to, and acknowledge, the voices of black community members and to support their continued fight for equal rights and treatment under the law to ensure a peaceful, diverse, inclusive, safe, and stable community.
41. Proclaiming the week of August 5-11, 2020 as "Santa Cruz, California, USA, and Shingu, Japan, Peace Week" and urging all people in both cities to commemorate the occasion by participating in a moment of silence and/or a bell ringing ceremony, either individually at home, virtually, or in some safe public space, taking care to observe all public health orders and advisories.

MAYOR'S PROCLAMATIONS (continued)

42. Proclaiming August 3, 2020 as "Marilyn Ellenwood Retirement Day" and encouraging all her coworkers and citizens to join in expressing heartfelt appreciation for her forty years of dedicated and exemplary service and numerous contributions to the Santa Cruz Police Department and the City of Santa Cruz and wishing her well in her retirement.
43. Proclaiming August 3, 2020 as "Alexis and Sean Maxwell Day" and asking that friends, family, and members of the Santa Cruz community join me as we celebrate their union.
44. Proclaiming June 16, 2020 as "David King Day" in the City of Santa Cruz and urging all citizens to join the annual celebration of his life to honor, love, and remember the loss of a gentle giant of a man who was always more comfortable serving his community than shinning in the spotlight at his own paddle out on August 8, 2020 at Cowell's Beach.
45. Proclaiming the month of August 2020 as "American Muslim Appreciation and Awareness Month" to acknowledge the rich history, contributions, and guiding virtues of American Muslims and to commend all Muslim communities in California for the lasting positive impact that they have made toward the advancement of our City and County.

Advisory Body Appointments

The following positions are vacant. Council will make appointments at a future meeting.

Commission for the Prevention of Violence Against Women	One (1) opening
Equal Employment Opportunity Committee	One (1) opening

Public Hearing

If, in the future, you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues which you (or someone else) raised orally at the public hearing or in written correspondence received by the City at or before the hearing.

Any person seeking to challenge a City Council decision made as a result of a proceeding in which, by law, a hearing is required to be given, evidence is required to be taken, and the discretion in the determination of facts is vested in the City Council, shall be required to commence that action either 60 days or 90 days following the date on which the decision becomes final as provided in Code of Civil Procedure Section 1094.6. Please refer to code of Civil Procedure 1094.6 to determine how to calculate when a decision becomes "final." The 60-day rule applies to all public hearings conducted pursuant to the City's Zoning Ordinance, Title 24, Santa Cruz Municipal Code. The 90-day rule applies to all other public hearings.

City Council Agenda Legislative History Addendum

No information was submitted.

City staff is responsible for providing the City Clerk with such documentation and information for the Legislative History Addendum. The information will be on file in the City Clerk's Department.

The Addendum is a listing of information specific to City Council business, but which does not appear on a Council meeting agenda. Such entities would include, but not be limited to: Court decisions, Coastal Commission Appeals of City Council actions, Closed Session Agreements/Settlements, which are public record, Association of Monterey Bay Area Governments, Local Agency Formation Commission.

Meeting Type
Holiday
Regular Meeting
Special Meeting
Study Session (will be added as scheduled)
Budget Hearing

City Council Meeting Calendar for 2020

Please note: Meeting times are not final and are likely to change

DATE	Time	Location	Meeting Type
August 18	TBD	TBD	Council Special Meeting
August 25	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
September 7	City Hall Closure - Labor Day		
September 8	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
September 22	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
September 19	Rosh Hashanah (City observed - beginning at sundown)		
September 28	Yom Kippur (City observed - beginning at sundown)		
October 13	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m. (no 7pm)	Council Chambers	Council Regular Meeting - Open to the Public
October 27	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
November 10	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
November 11	City Hall Closure - Veteran's Day (observed)		
November 24	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
November 26	City Hall Closure - Thanksgiving Day		
November 27	City Hall Closure - Day After Thanksgiving Day		
December 8	1:30 p.m.	Courtyard Conf. Room	Closed Session - Closed to the Public
	2:30 p.m./7:00 p.m.	Council Chambers	Council Regular Meeting - Open to the Public
December 11	Hanukkah (City observed - beginning at sundown)		
December 25	City Hall Closure - Christmas Day		

Council Membership in City Groups and Outside Agencies (2020)

Councilmembers may provide direction, request additional information or that a topic raised be agendaized for future Council action. The Presiding Officer may request oral updates from Council Ad Hoc Committees.

City Council Standing Committees	Councilmember	Assigned Staff
Community Programs	Mathews, Brown, Beiers	Susie O'Hara Ralph Dimarucut
Public Safety	Watkins, Golder, Beiers	Susie O'Hara

City Council Ad Hoc Committees	Councilmember	Assigned Staff
Health in All Policies (HiAP) Subcommittee	Meyers, Watkins, Mathews	Tiffany Wise-West
Rental Data	Cummings, Brown	Sarah Neuse
Downtown Library Subcommittee	Brown, Meyers, Cummings	Amanda Rotella
Code of Conduct	Mathews, Golder, Beiers	Lisa Murphy
Affordable Housing	Meyers, Brown, Cummings	Bonnie Lipscomb Lee Butler
Council Budget Subcommittee	Cummings, Meyers, Brown	Laura Schmidt Cheryl Fyfe
Santa Cruz Police Practices Review Working Group		
Mayor's Community Advisory Committee		

External Governmental Agencies/ Intergovernmental Coordinating Committees	Councilmember	Assigned Staff
Association of Monterey Bay Area Governments (AMBAG)	Cummings, Golder (alternate)	Lee Butler
City-Santa Cruz City Schools Committee	Watkins, Meyers, Cummings	Tony Elliot
City Select Committee	Cummings	Martin Bernal
Library Financing Authority	Mathews, Meyers (alternate)	Martin Bernal
Homelessness 2x2 Committee	Meyers, Cummings	Brooke Newman
Monterey Bay Air Resources District (City nominee)	Golder	Tiffany Wise-West
Monterey Bay Community Power Policy Board <i>Monterey Bay Community Power Operations Board</i>	Cummings, Brown (alternate) Martin Bernal, Mark Dettle (alternate)	Mark Dettle
Measure U Implementation Working Group	Cummings, Mathews, Brown	Lee Butler
Santa Cruz County Integrated Waste Management Local Task Force	Golder, Beiers (alternate)	Bob Nelson, Leslie O'Malley (staff alternate)
Santa Cruz County Consolidated Redevelopment Successor Agency Oversight Board	Mathews	Bonnie Lipscomb

Santa Cruz Metropolitan Transit District Board (METRO)	Meyers, Mathews	Claire Gallogly
Santa Cruz County Regional Transportation Commission (RTC)	Brown, Beiers(alternate)	Chris Schneider
Santa Cruz Mid-County Groundwater Agency	Councilmember Mathews, Water Commissioner David Baskin, Water Commissioner Doug Engfer (alternate)	Rosemary Menard

External Governmental Agencies/ Intergovernmental Coordinating Committees

Councilmember

Assigned Staff

Santa Margarita Groundwater Agency	Water Commissioner Doug Engfer, Water Commissioner David Baskin (alternate)	Rosemary Menard
Local Agency Formation Commission (LAFCO) (Santa Cruz holds the City Seat through May 2022)	Cummings	Martin Bernal

Joint Powers Authorities/City Groups

Staff Appointments

Agency Contact Information

Santa Cruz County Animal Services Authority	Laura Schmidt, Dan Flippo	Santa Cruz County Animal Services Authority 2200 7th Avenue Santa Cruz, CA 95062 https://www.scanimalshelter.org/
Santa Cruz Public Libraries	Martin Bernal	Santa Cruz Public Libraries 117 Union Street Santa Cruz, CA 95060 https://www.santacruzpl.org/
Santa Cruz Regional 9-1-1	Martin Bernal	Santa Cruz Regional 9-1-1 495 Upper Park Rd. Santa Cruz, CA 95065 (831) 471-1000

External Community Organizations

Councilmember/Staff

Agency Contact Information

Area Agency on Aging (AAA) Advisory Council	Brown, Beiers(Council alternate), Rita Hester (citizen alternate)	Seniors Council, Clay Kempf 234 Santa Cruz Ave. Aptos, CA 95003 Phone: (831) 688-0400
Climate Action Task Force	Cummings, Dr. Tiffany Wise-West (staff)	Dr. Tiffany Wise-West Twise-west@cityofsantacruz.com
Cowell Working Group	Meyers, Tony Elliot (staff)	CWG Facilitated by Save the Waves
Criminal Justice Council	Watkins, Golder (alternate), Andy Mills	Criminal Justice Council of Santa Cruz County cjcsantacruzcounty@gmail.com
Downtown Management Corporation	Meyers, Mathews , Bonnie Lipscomb (staff)	Downtown Management Corporation runitt@cityofsantacruz.com 337 Locust Street, Santa Cruz, CA 95060
Santa Cruz County Youth Violence Prevention Initiative	Golder	jburr@unitedwaysc.org United Way of Santa Cruz County 4450 Capitola Rd, Ste 106 Capitola, CA 95010
Regional Immigration Coordinating Committee	Golder, Watkins	AGENCY Contact TBD
Santa Cruz Community Farmers' Market	Watkins, Cummings (alternate) Bonnie Lipscomb (staff)	Mr. Nesh Dillon Executive Director SCCFM P.O. Box 8189 Santa Cruz, CA 95061
UCSC 2020 Long-Range Development Plan Community Advisory Group	Mathews, Beiers, Lee Butler	UC SANTA CRUZ, 1156 HIGH STREET, SANTA CRUZ, CA 95064 http://lrdep.ucsc.edu/
Visit Santa Cruz County	Mathews, Brown, Bonnie Lipscomb (staff)	Visit Santa Cruz County 303 Water Street, Suite 100 Santa Cruz, CA 95060 800-833-3494 or 831-425-1234

Community Action Board (CAB)	Brown, Eve Bertram, UCSC Professor (alternate)	Community Action Board of Santa Cruz County, Inc. 406 Main St. STE 207 Watsonville, CA 95076 831-763-2147
------------------------------	---	---



City Council AGENDA REPORT

DATE: 08/03/2020

AGENDA OF: 08/11/2020

DEPARTMENT: City Attorney

SUBJECT: Resolution Extending Emergency Declaration in Connection with COVID-19 Pandemic by Sixty (60) Days and ratifying/Confirming Director of Emergency Services Executive Order Nos. 2020-13 through 2020-15 (CA)

RECOMMENDATION: Resolution extending declaration of emergency in connection with the COVID-19 pandemic and ratifying Executive Order Nos. 2020-13 through 2020-15 issued by the Director of Emergency Services.

BACKGROUND: At its regular meeting of March 10, 2020, the City Council adopted Resolution No. NS-29,640 declaring a local health emergency in connection with the global COVID-19 pandemic. The Council's action followed similar actions by California Governor Gavin Newsom on March 4, 2020 and by County of Santa Cruz Health Officer (CHO) Gail Newel on March 6, 2020. On March 16, 2020, the CHO issued a Public Health Order, requiring all Santa Cruz County residents to shelter in place to slow the of COVID-19 in the community, and requiring all businesses to cease operations, except for those deemed essential businesses. At its regular Meeting of April 28, 2020, the City Council adopted Resolution No. NS-29,653, extending the declaration of a local health emergency in connection to COVID-19, and further extended the declaration of local health emergency on June 23, 2020, by Resolution No. NS-29,677.

In implementing the City Council's emergency declaration and the CHO's Public Health Orders the City Manager, acting as Director of Emergency Services, and in close consultation with the Police and Fire Departments, other City Departments and the City Attorney's Office, has issued the following Executive Orders pursuant to his authority under Section 2.20.020 of the City's Emergency Preparedness Ordinance:

1. No. 2020-13 – Extending Temporary Limit of 15% on Commissions Charged by Third-Party Food Delivery Companies to Support Santa Cruz Restaurants During the COVID-19 Pandemic; and
2. No. 2020-14 – Order to Abate Nuisance Conditions and Improve Living Conditions at the Benchlands Encampment; and
3. No. 2020-15 – Authorizing Temporary Use of Certain Adjacent Public Street and Outdoor Areas for All Eligible Businesses Impacted by Recent Indoor Business Closures.

DISCUSSION: During a declared emergency the City Manager, acting as the City’s Emergency Services Director is empowered to take various actions in response to the emergency, including making and issuing “rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency” subject to ratification by the City Council “at the earliest practicable time.” The attached Resolution, if approved by the Council, accomplishes that objective. In addition, the Resolution would extend the emergency declaration by sixty days from the date of its adoption. Otherwise, pursuant to California Emergency Services Act, it would automatically expire effective Saturday, August 22, 2020.

FISCAL IMPACT: Actions taken by the City during a declared emergency relating to the response and measures taken to slow the spread of the COVID-19 epidemic and mitigate the effects thereof on our community are potentially recoverable from Cal OES and FEMA. Accordingly, it is recommended that the Council extend the declaration of emergency as provided for herein until it has determined that conditions giving rise to the emergency have been abated.

Submitted By:
Tony Condotti
City Attorney

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. Resolution
2. Executive Orders 2020-13 Through 2020-15

RESOLUTION NO. NS-XX,XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ EXTENDING
DECLARATION OF EMERGENCY IN CONNECTION WITH THE COVID-19 PANDEMIC
AND RATIFYING EXECUTIVE ORDER NOS. 2020-13 THROUGH 2020-15 ISSUED BY THE
DIRECTOR OF EMERGENCY SERVICES

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist within the State of California due to the threat posed by COVID-19; and

WHEREAS, on March 6, 2020, the County of Santa Cruz Health Officer ("Health Officer"), under her civil authority, declared a Local Health Emergency, finding an imminent and proximate threat to public health and welfare from the introduction of COVID-19 in the County of Santa Cruz; and

WHEREAS, in light of the current COVID-19 pandemic, the Santa Cruz City Council declared a local health emergency re COVID-19 by Resolution No. NS-29,640 on March 10, 2020, extended the emergency declaration by Resolution No. NS-29,653 adopted at its regular meeting of April 28, 2020, and further extended the emergency declaration by Resolution No. NS-29,677 on June 23, 2020; and

WHEREAS, under the California Emergency Services Act (Cal. Govt. Code § 8630, et seq.), upon declaration of a local emergency, the City Council must review the need for continuing the emergency declaration at least once every sixty (60) days until it terminates the local emergency; and

WHEREAS, under Santa Cruz Municipal Code (SCMC) § 2.20.030, the City Manager serves as the Emergency Services Director.

WHEREAS, in the event of an emergency declaration, as the Emergency Services Director, the City Manager has the authority to take various actions in the City's interest, including making and issuing "rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency" subject to ratification by the City Council "at the earliest practicable time." (SCMC § 2.20.040); and

WHEREAS, pursuant to his authority as Emergency Services Director, the City Manager has issued the following executive orders relating to the COVID-19 pandemic:

WHEREAS, the issuance of temporary permits pursuant to Emergency Service Director's Order Nos. 2020-13 through 2020-15 have been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA") and the State CEQA guidelines (California Code of Regulations, Title 14, sections 15000 et seq.). The issuance of temporary executive orders are no a project subject to CEQA because they will not have a direct or reasonably foreseeable indirect impact on the environment. To the extent that they could be considered projects, the projects are statutorily exempt under CEQA Guidelines

RESOLUTION NO. NS-XX,XXX

section 15269 (Emergency Projects) because the temporary permits allow specific actions that would require safe physical distancing consistent with the State's Resilience Roadmap and County and State Guidelines to mitigate the COVID-19 public health emergency. To the extent that they could be a project, they are categorically exempt under CEQA Guidelines section 15301 (Existing Facilities) because actions are limited to the permitting and minor modifications of existing facilities, which would result in a negligible expansion of existing uses and a negligible expansion of the public's use of city facilities and rights of way;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Cruz (City Council) as follows:

A. That the City Council hereby declares that the local health emergency declaration adopted at its March 10, 2020 regular meeting by Resolution No. NS-29,640, extended at its April 28, 2020 regular meeting by Resolution No. NS-29,653, and further extended at its June 23, 2020 regular meeting by Resolution No. NS-29,677 is hereby extended; and

B. That the City Council does hereby ratify and confirm the following Executive Orders:

1. No. 2020-13 – Extending Temporary Limit of 15% on Commissions Charged by Third-Party Food Delivery Companies to Support Santa Cruz Restaurants During the COVID-19 Pandemic; and
2. No. 2020-14 – Order to Abate Nuisance Conditions and Improve Living Conditions at the Benchlands Encampment; and
3. No. 2020-15 – Authorizing Temporary Use of Certain Adjacent Public Street and Outdoor Areas for All Eligible Businesses Impacted by Recent Indoor Business Closures.

C. That this Resolution shall remain in full force and effect and shall thereafter terminate on the sixtieth (60th) day after its adoption, unless earlier terminated or further extended by subsequent City Council action.

RESOLUTION NO. NS-XX,XXX

PASSED AND ADOPTED this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator



**COVID-19 Emergency Declaration – City of Santa Cruz Executive Order No. 2020-13
(Extending Temporary Limit of 15% on Commissions Charged by Third-Party Food Delivery
Companies to Support Santa Cruz Restaurants During the COVID-19 Pandemic)**

- A. WHEREAS, in light of the current COVID-19 pandemic, the Santa Cruz City Council declared a local health emergency re: Coronavirus (COVID-19) by Resolution No. NS-29,640 on March 10, 2020. On April 28, 2020 and on June 23, 2020, the Santa Cruz City Council extended that declaration of a local health emergency, by way of Resolution Nos. NS-29,653 and NS-29,677.
- B. WHEREAS, the County of Santa Cruz is currently experiencing an outbreak of COVID-19 which has been deemed a global health pandemic by the World Health Organization.
- C. WHEREAS, in the event of an emergency declaration, as the Emergency Services Director, the City Manager has the authority to take various actions in the City's interest, including making and issuing "rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency" (SCMC § 2.20.040(1)) and requiring "emergency services of any city officer or employee" [.] (SCMC§ 2.20.040(3)); and
- D. WHEREAS, as the Emergency Services Director, the City Manager also has the authority to "[e]xecute all of his or her ordinary powers as a city officer, all of the special powers conferred upon him or her by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him or her by any statute, agreement approved by the city council, or by any other lawful authority, and in conformity with Section 38791 of the Government Code, to exercise complete authority over the city and to exercise all police power vested in the city by the Constitution and general laws." SCMC 2.20.040(5); and
- E. WHEREAS, On March 19, 2020, the Governor issued Executive Order N-33-20 and the California Public Health Officer issued a corresponding order requiring people to stay home except as needed subject to certain exceptions; and
- F. WHEREAS, during the COVID-19 pandemic, the State of California and the County of Santa Cruz have issued various public health orders. The County of Santa Cruz's Shelter In Place Order, originally dated March 31, 2020 and extended and modified multiple times, but most recently by way of an order effective June 25, 2020 advises most people to primarily remain in their homes to slow the spread of COVID-19.
- G. WHEREAS, this order and the previous orders issued during this emergency have all been issued because of the propensity of the virus to spread person-to-person and also because the virus physically is causing property loss or damage due to its proclivity to attach to surfaces for prolonged periods of time; and

- H. WHEREAS, the National Restaurant Association has reported that over eight million restaurant employees have been laid off or furloughed since the beginning of the pandemic; and
- I. WHEREAS, it is in the public interest to take action to maximize restaurant revenue from the takeout and delivery orders that are currently the sole source of revenue for these small businesses to enable restaurants to survive this crisis and remain as sources of employment and neighborhood vitality in the City; and
- J. WHEREAS, many consumers use third-party applications and websites to place orders with restaurants for delivery and takeout, and these third-party platforms charge restaurants fees; service agreements between some restaurants and third-party platforms provide that the platform charges the restaurant 10% of the purchase price per order, while some agreements provide for higher per-order fees; and
- K. WHEREAS, restaurants, and particularly restaurants that are small businesses with few locations, have limited bargaining power to negotiate lower fees with third-party platforms, given the high market saturation of third-party platforms, and the dire financial straits small business restaurants are facing in this COVID-19 emergency; and
- L. WHEREAS, capping the per-order fees at 15% will accomplish the legitimate public purpose of easing the financial burden on struggling restaurants during this emergency while not unduly burdening third-party platforms, as this fee is recognized as reasonable, and third-party platforms continue to earn significant profits; and
- M. WHEREAS City of Santa Cruz Emergency Services Director issued Executive Order No. 2020-06 on April 13, 2020, making it unlawful for a third-party food delivery service to charge a covered establishment a fee per online order for the use of its services that totals more than 15% of the purchase price of such online order; and
- N. WHEREAS Executive Order No. 2020-06 terminated on May 30, 2020, following the County Health Officer's issuance of the May 29, 2020 Order and approval of the Santa Cruz County Variance Attestation by the California Department of Public Health, permitting the resumption of dine-in services within Santa Cruz County.

[rest of page intentionally blank]

NOW, THEREFORE, I, MARTIN BERNAL, City Manager, in accordance with the authority provided to me as Emergency Services Director under the Santa Cruz Municipal Code, and in particular SCMC Chapter 2.20, hereby issue the following Order, to become effective immediately.

IT IS HEREBY ORDERED THAT:

1. City of Santa Cruz Executive Order No. 2020-06 is hereby extended and remains in effect, except that Paragraph 4 of Executive Order No. 2020-06 shall be deleted in its entirety and replaced with the following:

“This order shall take effect on April 16, 2020 and shall terminate at such time as the city council determines the local health emergency is no longer in effect.”

2. A third-party food delivery service shall not be found in violation of this order if between May 30, 2020 and July 14, 2020, it imposed a fee per online order for the use of its services that totals more than 15% of the purchase price of such online order.
3. A third-party food delivery service shall not be found in violation of this order if between July 14, 2020 and July 24, 2020, it imposes a fee per online order for the use of its services that totals more than 15% of the purchase price of such online order, provided it refunds the portion of the fee that exceeds 15% of the purchase price to the covered establishment prior to July 30, 2020.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the City of Santa Cruz, its departments, officer, or employees.

IT IS SO ORDERED, on July 14, 2020

A large, stylized handwritten signature in blue ink, appearing to read 'Martin Bernal', is written over a horizontal line.

Martin Bernal
City Manager / Emergency Services Director



**COVID-19 Emergency Declaration – City of Santa Cruz Executive Order No. 2020-14
(Order to Abate Nuisance Conditions and
Improve Living Conditions at the Benchlands Encampment)**

- A. WHEREAS, in light of the current COVID-19 pandemic, the Santa Cruz City Council declared a local health emergency re: Coronavirus (COVID-19) by Resolution No. NS-29,640 on March 10, 2020. On April 28, 2020 and on June 23, 2020, the Santa Cruz City Council extended that declaration of a local health emergency, by way of Resolution Nos. NS-29,653 and NS-29,677.
- B. WHEREAS, this order and the previous orders issued during this emergency have all been issued because of the propensity of the virus to spread person-to-person.
- C. WHEREAS, the County of Santa Cruz is currently experiencing an outbreak of COVID-19 which has been deemed a global health pandemic by the World Health Organization.
- D. WHEREAS, as of July 28, 2020 the County of Santa Cruz has reported 980 known total cases of COVID-19 in Santa Cruz County, and four (4) deaths.
- E. WHEREAS, under Santa Cruz Municipal Code (SCMC) § 2.20.030, the City Manager serves as the Emergency Services Director. In the event of an emergency declaration, as the Emergency Services Director, the City Manager has the authority to take various actions in the City's interest, including making and issuing "rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency" (SCMC § 2.20.040(1)) and requiring "emergency services of any city officer or employee" [.] (SCMC § 2.20.040(3)).
- F. WHEREAS, SCMC § 2.20.080 provides that "whenever, in the judgment of the director of emergency services, or of the director's designee, it appears that a public nuisance exists in, on, or near any building, structure, or property, constituting an immediate threat to public health or safety, requiring prompt action, the director, or the director's designee, may order that the building, structure, or property, or a portion thereof, be immediately: (a) Vacated, barricaded, boarded up or otherwise secured against use or occupancy by all persons except as permitted by the order, and thereafter kept vacant until the chief building official of the city has issued permission to reoccupy the premises; (b) Repaired or altered in a manner set forth in the order, so as to be safe; [and/or] (c) Demolished."
- G. WHEREAS, as the Emergency Services Director, the City Manager also has the authority to "[e]xecute all of his or her ordinary powers as a city officer, all of the special powers conferred upon him or her by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him or her by any statute, agreement approved by the city council, or by any other lawful authority, and in conformity with Section 38791 of the Government Code, to exercise complete

authority over the city and to exercise all police power vested in the city by the Constitution and general laws.” SCMC 2.20.040(5).

- H. WHEREAS, during the COVID-19 pandemic, the State of the California and the County of Santa Cruz have issued various public health orders, requiring or advising individuals to stay home, practice physical distancing, and wear face coverings to slow the spread of COVID-19.
- I. Santa Cruz County’s Public Health Officer has advised that: “Government agencies and other entities operating shelters and other facilities that house or provide meals or other necessities of life for individuals experiencing homelessness should take appropriate steps to help ensure compliance with Social Distancing Requirements.” See March 31, 2020, County Health Order, p. 8, ¶ 13.
- J. WHEREAS, The Centers for Disease Control has issued interim guidance regarding encampments and COVID-19, which discourages encampment clearing when individual housing options are not available, encourages physical distancing, and encourages improved sanitation at encampments. <https://www.cdc.gov/coronavirus/2019-ncov/community/homeless-shelters/unsheltered-homelessness.html>, last accessed July 28, 2020.
- K. WHEREAS, on April 30, 2010, the City issued Executive Order No. 2020-07, which established a legalized Benchlands encampment, with parameters for physical distancing. The City provided hygiene and refuse services.
- L. WHEREAS, over the past few months the Benchlands encampment has grown in an unsustainable and unsafe way, and public nuisance conditions are present. For example, City staff has knowledge of open fire pits and fire events, flammable liquids and pressurized flammable containers, collected refuse and related vector/vermin present, increased calls for service for violence and threats, and a lack of physical distancing and mask wearing. County and Superior Court employees share these concerns and are concerned for their safety. These conditions constitute an immediate threat to public health and safety, and prompt action is required. Without increased governmental intervention, these nuisance conditions will persist, and these encampments will continue to grow in an unsafe and unsanitary way - without adequate physical distancing and mask wearing, which presents an increased risk of spreading COVID-19.
- M. WHEREAS, the intent of this Executive Order is to implement a Benchlands Transition Plan, which has a goal of abating/preventing nuisance conditions and improving living conditions at the Benchlands encampment in a way that decreases the risk of transmission of the COVID-19 virus.
- N. WHEREAS, the County of Santa Cruz, through the Incident Command Structure (ICS) Shelter and Care Departmental Operations Center (DOC) is providing funding, staffing, and logistical support to implement and maintain operations of a new managed camp to improve shelter-in-place conditions for Benchlands inhabitants and create new opportunities to transition individuals to improved living conditions.

NOW, THEREFORE, I, MARTIN BERNAL, City Manager, in accordance with the authority provided to me under the Santa Cruz Municipal Code, and in particular SCMC Chapter 2.20, hereby issue the following Order, to become effective immediately.

IT IS HEREBY ORDERED THAT:

1. City staff is directed to promptly implement a Benchlands Transition Plan. As part of this plan, City staff is directed to:
 - a. Implement a new Encampment Layout Plan, with room for 50-70 individual tent units, in substantial conformity with Exhibit A to this Executive Order.
 - b. Implement a Perimeter Fencing Plan in substantial conformity with Exhibit B to this Executive Order.
 - i. Clear and unambiguous signage should be posted around the perimeter, indicating that the area is generally closed to the public, and only authorized personnel and program participants may enter. Unauthorized entry past the perimeter fencing may result in citation and/or prosecution under any relevant law, including sections of Santa Cruz Municipal Code, Chapter 13.04.
 - c. Implement a Security Plan to meet the following objectives:
 - i. Maintain 24/7 security presence at the entrance/exit gate of the managed camp.
 - ii. Hourly patrol of the perimeter of the managed camp to ensure the safety and security of the occupants.
 - iii. Shift patrol of the buffer perimeter to ensure buffer space is maintained clear of trespass and occupancy.
 - iv. Maintain contact with Netcom dispatch to request calls for service.
 - d. Implement a Social Service Connection Plan to meet the following objectives:
 - i. Ensure County of Santa Cruz Disaster Service Worker (DSW) staffing plan is on site 24/7.
 - ii. Ensure County DSWs provide service provision including access to benefits, housing navigation plans, and medical treatment.
 - iii. Provide opportunities for governmental and non-profit outreach and engagement to enhance DSW service provision on a routine basis.
 - e. Implement a Hygiene, Sanitation, and Food Distribution Plan to meet the following objectives:
 - i. Maintain access to ADA-compliant and standard port-o-potties for program participants, staff, and outreach workers.
 - ii. Maintain access to showers for program participants.
 - iii. Maintain access to handwashing stations for program participants, staff, and outreach workers.
 - iv. Provide laundry and towel service for program participants.
 - v. Provide three meals per day to program participants.

- vi. Provide refuse collection and maintain refuse removal service.
2. The County Program Camp Manager, in consultation with and with the approval of the City, shall be authorized to modify the Encampment Layout Plan, the Perimeter Fencing Plan, the Security Plan, the Social Service Connection Plan, and the Hygiene, Sanitation, and Food Distribution Plan, as needed, with the goal of providing safe and sanitary living conditions for members of the local unsheltered community during the COVID-19 pandemic, so as to reduce the risk of spreading the virus, in a way that is most compatible with the needs of the community and governmental funding realities.
 3. Individuals residing at the Benchlands encampment shall be required to:
 - a. stay within the City's encampment lay-out plan.
 - b. abide by basic rules of conduct, including:
 - i. All trash must be disposed of properly in refuse containers. Accumulated litter in or outside of each designated campsite is strictly prohibited.
 - ii. All belongings and personal property must be kept the property owner's designated campsite.
 - iii. Pets must be under immediate control of the pet's owner at all times, and must remain either inside tents or leashed. Pets may not roam free, make excessive noise, threaten or harm others. All pet waste must be promptly cleaned up.
 - iv. Fireworks, firearms, or other weapons are strictly prohibited.
 - v. No violence, intimidation or verbal abuse will be tolerated. Degrading ethnic, racist, sexist, homophobic, or other demeaning remarks are prohibited.
 - vi. Program participants must comply with all applicable local, State, and federal laws, rules, and regulations.
 4. Individuals who do not abide by the rules set out in Section 3 above may be asked to leave by appropriate managing staff members. Such requests to leave to the encampment made by managing staff maybe enforced by the SCPD and/or the Santa Cruz County Sheriff's Office.
 5. In order to implement the Benchlands Transition Plan and abate/prevent nuisance conditions, appropriate City staff, including SCPD staff, shall cause the Benchlands area of San Lorenzo Park, to be either wholly or partially vacated, as needed, on or around July 31, 2020. The area shall be cleared of debris and cleaned.
 6. City staff is directed to provide current encampment inhabitants with shelter information, which could include residing at the transitioned Benchlands encampment, or utilizing other shelter options, such as the Salvation Army program at the Armory or County-run Santa Cruz Vet's Hall congregate shelter or Isolation/Quarantine/Vulnerable (IQV) hotel room.
 7. Current inhabitants of the Benchlands encampment have already been notified (both verbally and in writing) that the area will experience a transition on or around July 29th – 31st, 2020. City staff may provide additional verbal or written notice, if deemed appropriate.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the City of Santa Cruz, its departments, officers, or employees.

IT IS SO ORDERED, on July 28, 2020

A handwritten signature in blue ink, appearing to read 'Martín Bernal', is written over a horizontal line.

Martín Bernal

City Manager / Emergency Services Director

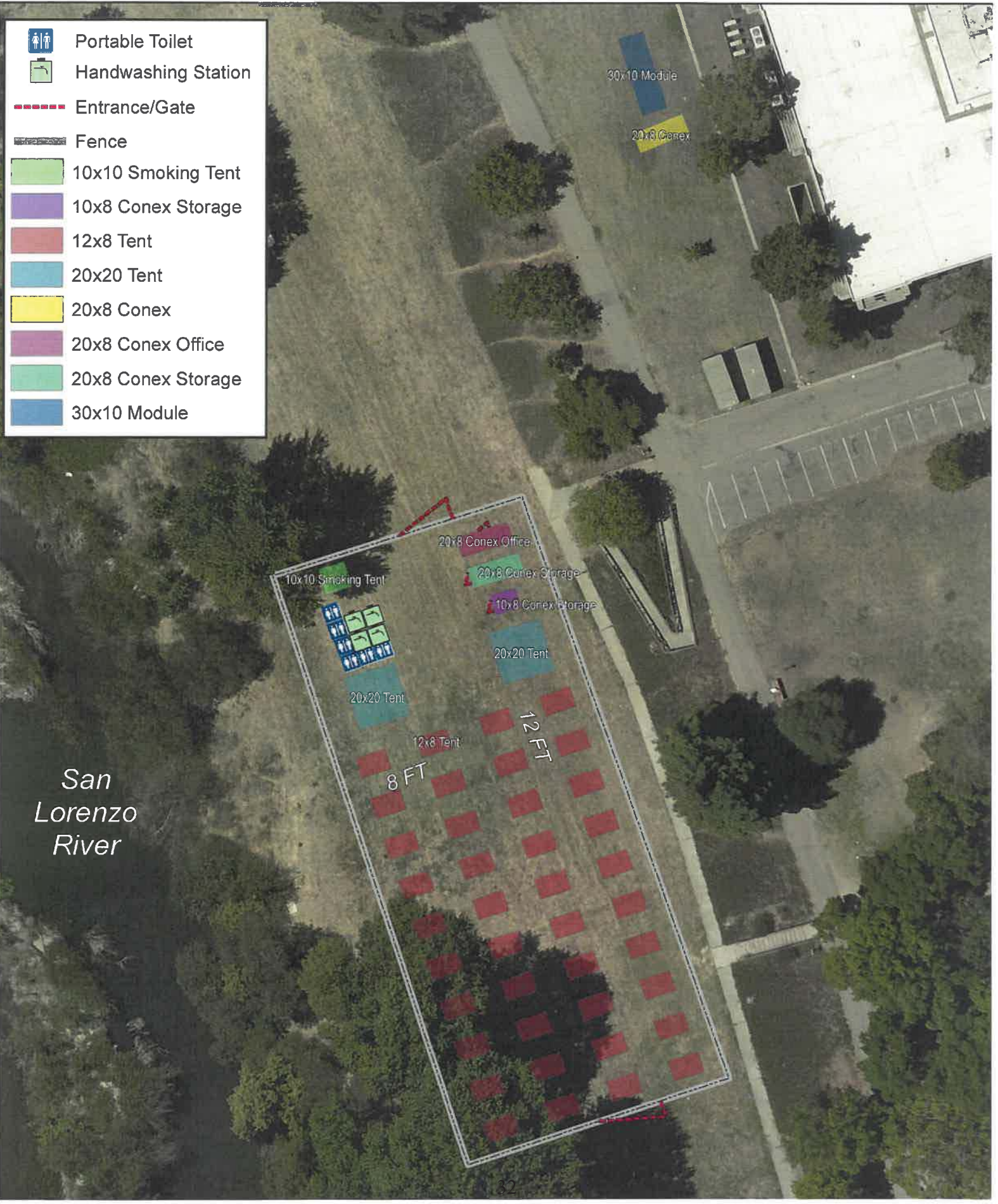
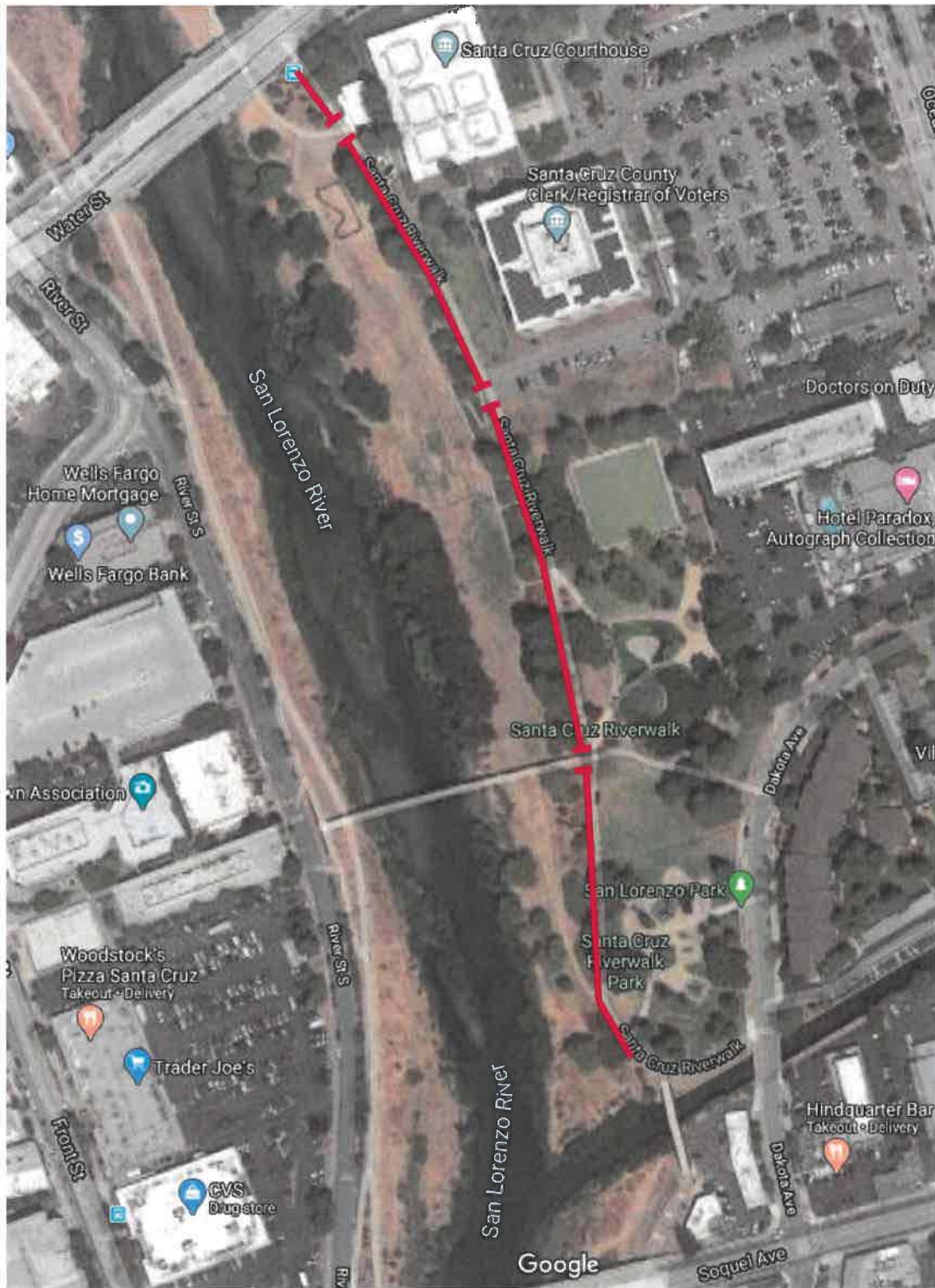


EXHIBIT B

San Lorenzo Park Benchlands Temporary Perimeter Fencing



— 6' chain link fencing — Access point



**COVID-19 Emergency Declaration – City of Santa Cruz Executive Order No. 2020-15
(Authorizing Temporary Use of Certain Adjacent Public Street and Outdoor Areas for All Eligible
Businesses Impacted by Recent Indoor Business Closures)**

- A. WHEREAS, in light of the current COVID-19 pandemic, the Santa Cruz City Council declared a local health emergency re: Coronavirus (COVID-19) by Resolution No. NS-29,640 on March 10, 2020. On April 28, 2020 and on June 23, 2020, the Santa Cruz City Council extended that declaration of a local health emergency, by way of Resolution Nos. NS-29,653 and NS-29,677; and
- B. WHEREAS, under Santa Cruz Municipal Code (SCMC) § 2.20.030, the City Manager serves as the Emergency Services Director; and
- C. WHEREAS, in the event of an emergency declaration, as the Emergency Services Director, the City Manager has the authority to take various actions in the City’s interest, including making and issuing “rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency” (SCMC § 2.20.040(1)) and requiring “emergency services of any city officer or employee”[.] (SCMC§ 2.20.040(3)); and
- D. WHEREAS, as the Emergency Services Director, the City Manager also has the authority to “[e]xecute all of his or her ordinary powers as a City officer, all of the special powers conferred upon him or her by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him or her by any statute, agreement approved by the City Council, or by any other lawful authority, and in conformity with Section 38791 of the Government Code, to exercise complete authority over the City and to exercise all police power vested in the City by the Constitution and general laws.” SCMC 2.20.040(5); and
- E. WHEREAS, in March of 2020, both the County of Santa Cruz and the State of California issued public health orders requiring people to stay home except as needed subject to certain exceptions; and
- F. WHEREAS, as of today’s date, it is advised that individuals should stay home as much as possible, practice physical distancing, and wear face coverings to slow the spread of COVID-19;
- G. WHEREAS, the economic impacts of COVID-19 Shelter-in-Place orders and the public health advice to stay home as much as possible have been devastating to the local Santa Cruz economy; and
- H. WHEREAS, during this State of Emergency, the City of Santa Cruz must consider the welfare of its businesses while protecting the health and welfare of its citizens; and

- I. WHEREAS, on May 30, 2020, the California Department of Public Health accepted the Santa Cruz County variance attestation submitted by the County on May 29, 2020; and
- J. WHEREAS, on May 30, 2020, Santa Cruz County Health Services Agency issued its “SUPPLEMENTAL ORDER” authorizing all business operations and activities allowed by the State of California in Stage 2 with an approved variance to resume operations, pursuant to the State’s guidance on what business operations and activities are allowed in Stage 2 with a variance, as set forth at <https://covid19.ca.gov/roadmap/> and <https://covid19.ca.gov/roadmap-counties/>; and
- K. WHEREAS, on June 4, 2020, the City of Santa Cruz issued Executive Order No. 2020-11, which set out a framework for restaurants and retail establishments to operate outdoors, on adjacent public streets and outdoor areas; and
- L. WHEREAS, since Executive Order No. 2020-11 was issued, certain restaurants and retail establishments within the City have successfully started outdoor operations, allowing patrons to eat and shop outdoors; and
- M. WHEREAS, there is a growing scientific consensus that COVID-19 spreads more easily indoors; and
- N. WHEREAS, on July 1, 2020, the California Department of Public Health issued guidance specific to counties on the County Monitoring List for three consecutive days, requiring the closure of indoor operations of various sectors, including restaurants, wineries, and certain entertainment venues; and
- O. WHEREAS, on July 13, 2020, the California Department of Public Health issued its “Statewide Public Health Officer Order,” requiring counties on the County Monitoring List for three days to close indoor operations for additional impacted sectors, including: gyms and fitness centers, places of worship, protests, office for non-Critical infrastructure sectors, personal care services (including nail salons and massage parlors) and hair salons and barbershops; and
- P. WHEREAS, on July 27, 2020, the California Department of Public Health notified Santa Cruz County, that after three consecutive days on the County Monitoring List, Santa Cruz County was ordered to cease indoor operations for sectors identified in the July 13 Statewide Public Health Officer Order, effective July 28, 2020; and
- Q. WHEREAS, if impacted business sectors are unable to operate outdoors and forced to cease all operations, this is likely to result in an inability to fulfill financial obligations, substantial loss of income to residents and businesses, a loss of compensable work hours and wages, layoffs, business closures, limited services available to City residents, and decreased tax revenues to the City. It is in the public interest to assist these impacted business sectors, if possible; and
- R. WHEREAS, given the growing scientific consensus that COVID-19 spreads less easily outdoors and the greater ability to physically distance outdoors, California’s current guidance presumes

that it will be reasonably safe for impacted business sectors to operate, with precautions, outdoors; and

- S. WHEREAS, the intent of this Executive Order is to update and modify Executive Order No. 2020-11 to allow any business impacted by the COVID-19 pandemic which is eligible to operate to do so in approved outdoor areas, to the extent feasible, so long as they obtain a permit from the City, and follow the applicable local, state and federal rules and regulations.

NOW, THEREFORE, I, MARTÍN BERNAL, City Manager, in accordance with the authority provided to me as Emergency Services Director under the Santa Cruz Municipal Code, and in particular Santa Cruz Municipal Code Chapter 2.20, hereby issue the following Order, to become effective immediately but subject to implementation consistent with this Order.

IT IS HEREBY ORDERED THAT:

- A. All provisions of the afore-referenced orders declaring and explaining the public health, safety and welfare hazards and emergency posed by the COVID-19 virus, as well as the rationale for said orders' regulations and restrictions relative to the transmission of said virus, are hereby incorporated by reference.
- B. Executive Order No. 2020-11 shall be modified to apply to all businesses which are legally authorized to operate pursuant to all applicable local, state, or federal orders and rules during the COVID-19 pandemic.
- C. All such businesses impacted by the COVID-19 pandemic, and seeking to temporarily operate outdoors in specified areas in the public right-of-way or private property, must obtain a permit from the City of Santa Cruz, abide by all rules and restrictions of Executive Order No. 2020-11, as modified by this Executive Order, and follow all other applicable legal requirements.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the City of Santa Cruz, its departments, officer, or employees.

IT IS SO ORDERED, on July 30, 2020

A handwritten signature in blue ink, appearing to read 'Martin Bernal', with a long horizontal flourish extending to the right.

Martin Bernal
City Manager / Emergency Services Director



City Council AGENDA REPORT

DATE: 08/04/2020

AGENDA OF: 08/11/2020

DEPARTMENT: City Attorney

SUBJECT: Renewed Declaration of a Shelter Crisis (CM/CA)

RECOMMENDATION: Resolution renewing declaration of a Shelter Crisis in the City of Santa Cruz.

BACKGROUND: On March 19, 2019, the City Council adopted Resolution 29,494 declaring the existence of a shelter crisis. On its own terms, the declaration expired one year after its adoption. As of today's date, a significant number of persons within City of Santa Cruz are still without the ability to obtain shelter, and this has resulted in a threat to the health and safety of those persons.

DISCUSSION: Government Code section 8698 et seq., provides the City may declare that a shelter crisis exists, and the effect of such a declaration is that: (a) the City is "immune from liability for ordinary negligence in the provision of emergency housing pursuant to Section 8698.2" (Gov. Code §8698.1(a)); and (b) "any state or local regulatory statute, regulation, or ordinance prescribing standards of housing, health, or safety shall be suspended to the extent that strict compliance would in any way prevent, hinder, or delay the mitigation of the effects of the shelter crisis." (Gov Code § 8698.1(b)).

Thus, in order to assure that the City is availed of the benefits of Government Code section 8698.1, we recommend that the Council renew and re-declare the existence of a shelter emergency. Again, the benefits of declaring a shelter crisis are: (1) immunity for certain allegations of ordinary negligence, and (2) suspension of certain laws that prescribe standards of housing.

FISCAL IMPACT: None.

Prepared By:

Submitted By:
Tony Condotti
City Attorney

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. SHELTER CRISIS DECLARATION RESOLUTION.DOCX
2. RESOLUTION NO. NS-29-494, ADOPTED MARCH 19, 2019.PDF

RESOLUTION NO. NS-_____

A RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA CRUZ EXTENDING
RESOLUTION NO. 29,494, DECLARING THE CONTINUED EXISTENCE OF A SHELTER
CRISIS IN THE CITY OF SANTA CRUZ, AND SUSPENDING APPLICABLE PROVISIONS
OF STATE AND LOCAL LAW PURSUANT TO THE CALIFORNIA GOVERNMENT CODE
RELATED TO PROVIDING PUBLIC FACILITIES TO MITIGATE THE EFFECTS OF THE
SHELTER CRISIS

WHEREAS, on March 19, 2019, the City of Santa Cruz City Council adopted Resolution 29,494 declaring the existence of a shelter crisis and homeless state of emergency in the City of Santa Cruz.

WHEREAS, as of today's date, a significant number of persons are without the ability to obtain shelter, and this has resulted in a threat to the health and safety of those persons.

WHEREAS, in the 2019 Point-in-Time Homeless Census, the City of Santa Cruz was found to have the highest number of individuals experiencing homelessness in the county, with 1,197 counted in the City and 2,167 countywide.

WHEREAS, the 2019 Point-in-Time Homeless Census also determined that 78% of the countywide homeless population was unsheltered. This would equate to an estimated 865 individuals within the City without shelter on any given night.

WHEREAS, according to the 2019 Point-in-Time Census there are currently a greater number of homeless individuals than the number of shelter beds.

WHEREAS, our community's unsheltered population includes veterans, women, children and adolescents, persons with disabilities, seniors, and other vulnerable populations.

WHEREAS, individuals without shelter are at risk of injury, harm, and even death due to exposure to the elements and due to other health, safety, and welfare-related circumstances associated with living outdoors.

WHEREAS, it is common for unsheltered individuals in the City to camp during the day and sleep overnight in parks, sidewalks, parking lots, rights of way, and beaches, often leading to conditions that are unsafe and unsanitary, both for the population of individuals experiencing homelessness and for other members of the public. These unsafe and unsanitary conditions constitute a health and safety hazard.

WHEREAS, in order to address the health and safety issues described above, the City, along with community partners, is exploring various creative options to assist in providing both temporary and permanent housing to unsheltered community members. These options include, but are not limited to: pallet shelters, managed encampments, emergency bridge housing communities,

and safe parking programs. All of these options appear to have the capacity to improve health, safety, and sanitation for persons experiencing homelessness and the greater community.

WHEREAS, strict compliance with otherwise applicable state or local statutes, regulations, and ordinances related to standards for housing, health, and safety would likely prevent, hinder, or delay the establishment and operation of such facilities for shelter purposes and would thereby prevent, hinder, or delay mitigation of the effects of the shelter crisis. In this way, strict adherence to state and local code is likely to lead to a reduced ability to improve the living conditions for individuals experiencing homelessness.

WHEREAS, pursuant to Government Code section 8698 *et seq.*, the City may declare that a shelter crisis exists within its territory, and an effect of such a declaration is that: (a) the City “immune from liability for ordinary negligence in the provision of emergency housing pursuant to Section 8698.2” (Gov. Code §8698.1(a)); and (b) “any state or local regulatory statute, regulation, or ordinance prescribing standards of housing, health, or safety shall be suspended to the extent that strict compliance would in any way prevent, hinder, or delay the mitigation of the effects of the shelter crisis.” (Gov Code § 8698.1(b)).

NOW, THEREFORE, BE IT RESOLVED that:

1. The Council of the City of Santa Cruz hereby finds and adopts the recitals above as findings and determinations.
2. Council of the City of Santa Cruz hereby finds and declares the existence of a shelter crisis in the City of Santa Cruz pursuant to and in accordance with the provisions of California Government Code section 8698.2(a)(1) because it finds that a significant number of persons in the City are without the ability to obtain shelter, which has resulted in a threat to their health and safety.
3. The City hereby avails itself of the immunity provided by California Government Code section 8698.1(a), which immunity applies to ordinary negligence in the provision of shelter to mitigate this crisis and that, pursuant to California Government Code section 8698.1(b).
4. The provisions of state or local regulatory statutes, regulations, and ordinances prescribing standards of housing, health, or safety are hereby deemed suspended and inapplicable to activities related to the shelter crisis because strict compliance with such statutes, regulations, and ordinances would prevent, hinder, or delay the mitigation of the effects of the shelter crisis.
5. Council of the City of Santa Cruz hereby authorizes the City Manager, in consultation with the Planning Director, to apply basic health and safety standards consistent with the basic minimum health and safety, as stated in California Government Code section 8698.1(b).

6. This declaration of the existence of a shelter crisis shall continue to remain in effect until terminated by the Council of the City of Santa Cruz. At this time, the Council does not anticipate terminating this resolution while a significant number of persons remain without the ability to obtain shelter.
7. The City Manager, or his or her designee, is authorized to execute documents and to perform acts as are necessary and appropriate to implement these approvals.

PASSED AND ADOPTED this 11th day of August, 2020, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED _____
Justin Cummings, Mayor

ATTEST _____
Bonnie Bush, City Clerk Administrator

RESOLUTION NO. NS-29,494

A RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA CRUZ DECLARING THE
EXISTENCE OF A SHELTER CRISIS IN THE CITY OF SANTA CRUZ AND SUSPENDING
APPLICABLE PROVISIONS OF STATE AND LOCAL LAW PURSUANT TO THE
CALIFORNIA GOVERNMENT CODE RELATED TO PROVIDING PUBLIC FACILITIES
TO MITIGATE THE EFFECTS OF THE SHELTER CRISIS

WHEREAS, a significant number of persons are living unsheltered in the City of Santa Cruz, without the ability to obtain shelter; and

WHEREAS, in the 2017 Point-in-Time Homeless Census, the City of Santa Cruz was found to have the highest number of individuals experiencing homelessness in the county, with 1,204 counted in the City and 2,249 countywide; and

WHEREAS, the 2017 Point-in-Time Homeless Census also determined that 80% of the countywide homeless population was unsheltered, and this equates to an estimated 963 individuals within the City without shelter on any given night and living on the streets, in vehicles and in encampments in public and private spaces; and

WHEREAS, our community's homeless population includes veterans, women, children, youth, persons with disabilities, seniors and other vulnerable populations; and

WHEREAS, individuals without shelter are at risk of injury and harm due to exposure to the elements and due to other health, safety and welfare-related circumstances and consequences associated with living outdoors; and

WHEREAS, such individuals generally camp or sleep overnight on or in City parks, sidewalks, parking lots, rights of way and beaches, leading to conditions that are unsafe and unsanitary, both for the population of individuals experiencing homelessness and the members of the public who use those City parks, sidewalks, parking lots, and beaches; and

WHEREAS, the effects and impacts of such camping and overnight sleeping activities have an adverse effect on the health and safety of the people in the City, including the population of individuals experiencing homelessness and the public at large, and those effects and impacts constitute a public health hazard; and

WHEREAS, while the City and County provide funding for shelters for individuals experiencing homelessness, which improves access to sanitary conditions for those individuals, according to the 2017 Point-In-Time Census there are currently a greater number of homeless individuals than the number of shelter beds that funding provides at this time; and

WHEREAS, the City and County are pursuing options to open and operate certain suitable public facilities to provide shelter for homeless individuals and their belongings, including on the publicly or privately owned property and public rights-of-way for use as shelters, which may include shelters of the type that provide a "bridge" to housing ("Temporary Bridge Shelters") for individuals who may be eligible for placement in permanent supportive housing, in addition to

RESOLUTION NO. NS-29,494

other public facilities that the City may determine are available for such a purpose or other shelter-related purposes, which facilities may include City or County owned or operated buildings, vacant or underutilized land, or parkland to provide facilities that will provide access to restrooms and hand wash stations until one or more permanent shelter locations are operational; and

WHEREAS, strict compliance with otherwise applicable state or local statutes, regulations, and ordinances that prescribe standards for housing, health, and safety may prevent, hinder, or delay the establishment and operation of such facilities for shelter purposes and would thereby prevent, hinder, or delay the mitigation of the effects of the shelter crisis, including by impeding the City's ability to provide improved sanitary living conditions for individuals experiencing homelessness; and

WHEREAS, pursuant to the provisions of California Government Code section 8698 et seq., the City may declare that a shelter crisis exists within its territory, and an effect of such a declaration is that state and local statutes, regulations, and ordinances that prescribe standards for housing, health, or safety that would in any way prevent, hinder, or delay the mitigation of the effects of the shelter crisis shall be suspended, which state and local statutes include, but are not limited to, specific provisions of: the Santa Cruz Municipal Code, including, but not limited to, rules that regulate specific activities that may occur in public facilities and public property; and

WHEREAS, if the provisions of any state or local regulatory statute, regulation or ordinance prescribing standards of housing, health, or safety, are so suspended, California Government Code Section 8698.1 authorizes the City to adopt substitute standards to ensure public health and safety; and

WHEREAS, in May of 2017 the Santa Cruz City Council formally adopted the 20 recommendations of the Council's Homelessness Coordinating Committee, which included support for emergency homeless services and pursuit of day services and a permanent year-round shelter, and further directed that the City accelerate efforts to expand shelter options and to explore an official declaration of a state of emergency for homelessness; and

WHEREAS, to address the overwhelming number of unsheltered homeless individuals, the City, in partnership with the County of Santa Cruz, is pursuing a phased approach to increase permanent shelter capacity and strengthen pathways out of homelessness; and

WHEREAS, on March 12 and 19, 2019, the Council of the City of Santa Cruz held a duly noticed public meeting and considered the written record for the action, as well as public comment.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Cruz hereby finds and adopts the recitals above as findings and determinations.

BE IT FURTHER RESOLVED that the Council of the City of Santa Cruz hereby finds and declares the existence of a shelter crisis in the City of Santa Cruz pursuant to and in accordance with the provisions of California Government Code section 8698.2(a)(1) because it finds that a significant number of persons in the City and County are without the ability to obtain shelter, which results in a threat to their health and safety and the health and safety of the community at large.

BE IT FURTHER RESOLVED that this declaration of the existence of a shelter crisis shall continue in effect until terminated by the Council of the City of Santa Cruz, which termination shall not occur while a significant number of persons remain without the ability to obtain shelter or while unsanitary sleeping and living conditions or other conditions endanger the health and safety of those unable to obtain shelter.

BE IT FURTHER RESOLVED that the City asserts the immunity provided by California Government Code section 8698.1(a), which immunity applies to ordinary negligence in the provision of shelter to mitigate this crisis and that, pursuant to California Government Code section 8698.1(b), the provisions of state or local regulatory statutes, regulations, and ordinances prescribing standards of housing, health, or safety are deemed suspended and inapplicable to activities related to the shelter crisis because strict compliance with such statutes, regulations, and ordinances would prevent, hinder, or delay the mitigation of the effects of the shelter crisis; including specifically that they are suspended and inapplicable to the establishment and operation of the Temporary Bridge Shelters and the establishment and operation of any other public facilities that the City may make available to unsheltered individuals as reasonably determined by the City to be necessary to mitigate the effects of the shelter crisis and that, with respect to such facilities, the Council of the City of Santa Cruz authorizes the City Manager to apply health and safety standards consistent with the requirements of California Government Code section 8698.1(b).

BE IT FURTHER RESOLVED that the Council of the City of Santa Cruz requests that the City's labor management representatives expeditiously resolve, in accordance with approved memoranda of understanding between the City and its recognized employee organizations and the Meyers-Milias-Brown Act, any labor relations matters related to the City's response to the shelter crisis, as related to the use of any public facilities that the City may make available to unsheltered individuals.

BE IT FURTHER RESOLVED that in light of the homeless shelter crisis described herein, to facilitate the expeditious provision of Temporary Bridge Shelters and other public facilities that the City may make available to unsheltered individuals, the Council hereby authorizes that any permits necessary for such facilities may, during a period of a declared homeless shelter crisis, forego any reviews and/or decisions by lower hearing bodies otherwise called for by the Municipal Code (including but not limited to Parks and Recreation Commission, Planning Commission, Historic Preservation Commission, and Zoning Administrator) and may be forwarded directly to the City Council for final action.

BE IT FURTHER RESOLVED that no shelter may be placed in parks, beaches, streets and sidewalks without first requiring public review and permitting process with conditions of approval to be handled directly at the City Council level.

BE IT FURTHER RESOLVED that shelter facilities must be fully managed, professionally staffed and secure.

BE IT FURTHER RESOLVED that the County of Santa Cruz is expressly requested to create or locate homeless serving facilities outside the City limits and bear its fair share of responsibility of meeting the needs of the homeless community.

BE IT FURTHER RESOLVED that this Shelter Crisis Declaration shall remain in effect for one year unless an extension is approved by the City Council.

BE IT FURTHER RESOLVED that any one of the reasons stated herein as support for the declaration of a shelter crisis forms a sufficient basis on which to base that determination independent of any other justification for the determination.

BE IT FURTHER RESOLVED that the City Manager, or his or her designee, is authorized to execute documents and to perform acts as are necessary and appropriate to implement these approvals.

PASSED AND ADOPTED this 19th day of March, 2019, by the following vote:

AYES: Councilmembers Krohn, Glover, Brown, Mathews.

NOES: Councilmember Meyers; Vice Mayor Cummings; Mayor Watkins.

ABSENT: None.

DISQUALIFIED: None.

APPROVED: 

Martine Watkins, Mayor

ATTEST: 

Bonnie Bush, City Clerk Administrator

MINUTES ARE UNOFFICIAL UNTIL APPROVED BY COUNCIL

City of Santa Cruz
809 Center Street
Santa Cruz, California 95060

MINUTES OF A CITY COUNCIL MEETING

June 23, 2020

9:00 AM

Mayor Cummings opened the City Council Closed Session at 9:00 a.m. in a public meeting via Zoom, for the purpose of announcing the agenda, and receiving public testimony.

Roll Call

Present: Councilmembers Beiers (via Zoom), Mathews (via Zoom), Brown (via Zoom), Golder (via Zoom), Watkins (via Zoom); Vice Mayor Meyers (via Zoom); Mayor Cummings via Zoom).

Absent: None.

Staff: City Manager M. Bernal (via Zoom), Assistant City Manager L. Schmidt (via Zoom), Director of Human Resources L. Murphy (via Zoom), Director of Economic Development B. Lipscomb (via Zoom), City Attorney T. Condotti (via Zoom), Deputy City Clerk Administrator J. Wood, City Clerk Administrator B. Bush.

Public Comment

Mayor Cummings opened the public comment period at 9:01 a.m. There were no speakers. Mayor Cummings closed the public comment period at 9:02 a.m.

Closed Session

A. Conference With Legal Counsel - Liability Claims (Government Code §54956.95)

Claimant: Linda Bottarini

Claimant: Nina K. Diehl

Claim against City of Santa Cruz

Closed Session (continued)

B. Conference with Labor Negotiators (Government Code §54957.6)

- 1) Police Officers Association
Fire IAFF Local 1716
Fire Management Association
Police Management Association
OE3 Mid-manager and Supervisor Employees
SEIU Local 521
Unrepresented

City Negotiator - Lisa Murphy

- 2) Economic Hardship Program

C. Conference with Legal Counsel - Existing Litigation (Government Code §54956.9(d)(1))

- 1) Jane Doe v. City of Santa Cruz, et al.
(Santa Cruz County Superior Court Case No.: 19CV03688)
- 2) Ocean Street Extension Neighborhood Association v. City of Santa Cruz, et al.
(Santa Cruz County Superior Court, Case No. 18CV03212)

D. Conference with Legal Counsel - Anticipated Litigation (Government Code §54956.9(d)(2))

(Significant Exposure to Litigation - 2 potential cases to be discussed)

At this time, the meeting was closed to the public. (See pages 5256—5257 for a report on Closed Session.)

City of Santa Cruz
809 Center Street
Santa Cruz, California 95060

MINUTES OF A CITY COUNCIL MEETING
June 23, 2020

12:30 PM

Call to Order - Mayor Cummings called the meeting to order at 12:30 p.m. via Zoom.

Roll Call

Present: Councilmembers Beiers (via Zoom), Mathews (via Zoom), Brown (via Zoom), Golder (via Zoom), Watkins (via Zoom); Vice Mayor Meyers (via Zoom); Mayor Cummings (via Zoom).

Absent: None.

Staff: City Manager M. Bernal (via Zoom), City Attorney T. Condotti (via Zoom), Assistant City Manager L. Schmidt (via Zoom), Assistant Director of Public Works C. Schneiter (via Zoom), Director of Public Works M. Dettle (via Zoom), Senior Planner K. Donovan (via Zoom), Director of Economic Development B. Lipscomb (via Zoom), Business Liaison R. Unitt (via Zoom), Chief of Police A. Mills (via Zoom), Deputy City Clerk Administrator J. Wood, City Clerk Administrator B. Bush.

Presentations

1. Mayoral Proclamation Declaring July 2020 as Black Lives Matter Month

Mayor Cummings declared July 2020 as Black Lives Matter month, and presented a proclamation to Joy Flynn, who led the first march following the murder of George Floyd.

Presiding Officer's Announcements

Statements of Disqualification - Councilmember Mathews announced she would recuse herself from the Mixed use Downtown Library Project being heard in the evening as she owns property within 500 feet of Lot 4, the proposed site of the project.

Additions and Deletions - None.

Oral Communications Announcement - The Mayor provided a brief announcement about Oral Communications.

City Attorney Report on Closed Session

A. Conference With Legal Counsel - Liability Claims (Government Code §54956.95)

Claimant: Linda Bottarini

Claimant: Nina K. Diehl

Claim against City of Santa Cruz

Council received a status report, took up under agenda item 13, and no reportable action was taken.

B. Conference with Labor Negotiators (Government Code §54957.6)

- 1) Police Officers Association
Fire IAFF Local 1716
Fire Management Association
Police Management Association
OE3 Mid-manager and Supervisor Employees
SEIU Local 521
Unrepresented

City Negotiator - Lisa Murphy

- 2) Economic Hardship Program

Council received a status report from the City Negotiator, took up under agenda item 14, and took no reportable action.

City Attorney Report on Closed Session (continued)**C. Conference with Legal Counsel - Existing Litigation (Government Code §54956.9(d)(1))**

- 1) Jane Doe v. City of Santa Cruz, et al.
(Santa Cruz County Superior Court Case No.: 19CV03688)
- 2) Ocean Street Extension Neighborhood Association v. City of Santa Cruz, et al.
(Santa Cruz County Superior Court, Case No. 18CV03212)

Council received a status report on a case, and took no reportable action on item C-1. Council was advised that the petitioners of item C-2 filed a Notice of Appeal, and by a vote of 4-3 with Councilmembers Brown and Beiers, and Mayor Cummings voting against, Council voted to join in a cross-appeal.

D. Conference with Legal Counsel - Anticipated Litigation (Government Code §54956.9(d)(2))

(Significant Exposure to Litigation - 2 potential cases to be discussed)

Council received a status report, and took no reportable action.

City Manager Report-City Manager M. Bernal did not provide a report.

Council Meeting Calendar

2. The City Council reviewed and did not revise the meeting calendar attached to the agenda.

City Clerk Administrator B. Bush reminded Council of the June 2, 2020 Special Meeting.

Consent Agenda

Councilmember Golder pulled item 5 for further discussion.

Assistant Director of Public Works/Senior Engineer C. Schneider responded to Councilmember Brown's questions regarding item 20.

Vice Mayor Meyers made a comment on items 8, 14, and 24.

Consent Agenda (continued)

Mayor Cummings opened the public comment period. There were no speakers. Mayor Cummings closed the public comment period.

MOTION: Councilmember Brown moved, seconded by Councilmember Golder, to approve the remaining Consent Agenda.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

3. Resolution Extending Emergency Declaration in Connection with COVID-19 Pandemic by Sixty (60) Days and Ratifying/Confirming Director of Emergency Services Executive Order Nos. 2020-10 through 2020-12 (CA)

Resolution No. NS-29,677 was adopted extending declaration of emergency in connection with the COVID-19 pandemic and ratifying Executive Order Nos. 2020-10 through 2020-12 issued by the Director of Emergency Services.

4. Minutes of the June 9, 2020 City Council Meeting (CC)

Motion carried to approve as submitted.

5. Emergency Ordinance Temporarily Extending Moratorium Preventing Residential or Commercial Evictions for Non-Payment of Rent as a Result of Economic Losses Related to the Coronavirus Pandemic (CN)

City Attorney T. Condotti responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following person spoke.

SPEAKING VIA TELECONFERENCE:
Jorge Savala

Mayor Cummings closed the public comment period.

Consent Agenda (continued)

5. Emergency Ordinance Temporarily Extending Moratorium Preventing Residential or Commercial Evictions for Non-Payment of Rent as a Result of Economic Losses Related to the Coronavirus Pandemic (CN) (continued)

MOTION: Councilmember Brown moved, seconded by Vice Mayor Meyers, to adopt Emergency Ordinance No. 2020-14 amending and extending Ordinance No. 2020-11 preventing residential or commercial evictions for non-payment of rent as a result of economic losses related to the coronavirus pandemic through August 13, 2020, or for so long as authorized by the Governor.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

6. Resolution in Support of the California Schools and Local Communities Funding Act of 2020 (CN)

Resolution No. NS-29,678 was adopted endorsing the California Schools and Local Communities Funding Act of 2020.

7. Award Contract for Graffiti Abatement Services (ED)

Motion carried to accept a sole source contract with Graffiti Protective Coatings, Inc. (GPC) for graffiti abatement services in the amount of \$100,000 and authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with GPC.

8. U. S. Department of Commerce, Economic Development Administration Economic Adjustment Assistance Grant Application to Fund a Revolving Loan Fund for County Participating Jurisdictions (ED)

Resolution No. NS-29,679 was adopted authorizing the City Manager to apply for and accept an Economic Adjustment Assistance Grant from the U.S. Department of Commerce, Economic Development Administration to fund a Revolving Loan Fund for Participating Jurisdictions in Santa Cruz County.

Consent Agenda (continued)9. River Street Shelter Lease 125 Coral Street (ED)

Motion carried to approve lease terms with Encompass Community Services for the River Street Shelter and authorize the City Manager to execute a lease in a form to be approved by the City Attorney and direct that the FY 2021 Adopted Budget include an appropriation of the rental income to be used for site maintenance expenses, if necessary.

10. City Lease Agreement from Garland & Summers LLC for Real Property at 123 Jewell Street to Provide Interim Office Space for the Water Department During the Graham Hill Water Treatment Facility Infrastructure Upgrade Project (ED/WT)

Resolution No. NS-29,680 was adopted authorizing and directing the City Manager to execute a lease agreement, in a form acceptable to the City Attorney, and any amendments or documents necessary thereto of a non-substantive nature, with Garland & Summers LLC for real property located at 123 Jewell Street.

11. State Match Local Housing Trust Fund Program (LHTF Program) Funding Application for Funding Affordable Housing Development (ED)

Resolution No. NS-29,681 was adopted approving the funding application submittal and if selected receive an allocation of State Match funding through the State Local Housing Trust Fund Program (LHTF Program) and execute any documents related to the LHTF funding award.

12. General Obligation Refunding Bonds - Tax Rate Authorization (FN)

Resolution No. NS-29,682 was adopted setting the tax rate for FY 2021 with respect to the City's General Obligation Refunding Bonds.

13. Liability Claims Filed Against City of Santa Cruz. (FN)

Motion carried to reject liability claims a) Linda Bottarini, and b) Nina K. Diehl, based on staff recommendation.

Consent Agenda (continued)

14. Approval of Cost Reduction Agreements with Various Bargaining Units, the Executives and the City Manager for Fiscal Year 2021 (HR)

Motion carried to approve the Side Letter Agreements to the Memoranda of Understanding with the following Bargaining Units: Police Management, SEIU 521; Mid Management OE3; Supervisors OE3; Fire Local 1716, and Fire Management; and

Resolution No. NS-29,683 was adopted approving a 10% furlough for the Executive Unrepresented Employees and the City Manager.

15. Wastewater Treatment Facility Gravity Thickener No. 2 Upgrade (c401706) - Professional Services Agreement (PW)

Motion carried to authorize the City Manager to execute an agreement with Brown and Caldwell (San Jose, CA) in the amount of \$302,928.00 to provide professional design services for the Wastewater Treatment Facility Gravity Thickener No.2 Upgrade (c401706) in a form acceptable to the City Attorney, and authorize the Public Works Director to execute change orders within the approved project budget.

16. Sewer Lateral Rebate Incentive Program - Budget Adjustment (PW)

Resolution No. NS-29,684 was adopted amending the FY 2020 budget and appropriating funds in the amount of \$60,000 to cover eligible costs and revenue for the Sewer Lateral Incentive Rebate program.

17. Consulting Engineering Services for the Resource Recovery Facility - Contract Amendment No. 2 (PW)

Motion carried to approve Contract Amendment No. 2 with EKI Environment & Water, Inc. (formerly Erler & Kalinowski Inc) for engineering and design services necessary for stormwater compliance at the Resource Recovery Facility in the amount of \$442,000 and authorize the City Manager to execute the amendment in a form acceptable to the City Attorney contingent on approval of the FY 2021 Refuse Fund Capital Investment Fund.

Consent Agenda (continued)

18. San Lorenzo River Lagoon Management (c601403) - Approve Plans, Advertise for Bids and Authorize Execution and Award Contract (PW)

Motion carried to approve the plans and specification for the San Lorenzo River Lagoon Management Project (c601403) and authorize staff to advertise for bids, authorize the City Manager to execute a contract in a form acceptable to the City Attorney, and authorize the Director of Public Works to execute change orders within the approved project budget.

19. Riverside Avenue Storm Drain Improvements (c401208) - Award Contract (PW)

Motion carried to authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with Santa Cruz Underground and Paving (Aptos, CA) in the amount of \$151,750 to provide professional construction services for the installation of new sanitary storm drain improvements (c401208), and authorize the Public Works Director to execute change orders within the approved project budget.

20. SB 1 Road Maintenance and Rehabilitation Account - FY 2021 (PW)

Resolution No. NS-29,685 was adopted approving the FY 2021 allocation of SB 1 Road Maintenance and Rehabilitation Account funds and authorizing the City Manager to submit the project list to the California Transportation Commission.

21. Wastewater Treatment Facility Ultraviolet Bypass Valve Repair (m409659) - Change Order (PW)

Motion carried to approve a change order for the Wastewater Treatment Facility Ultraviolet Bypass Valve Repair project in the amount of \$100,000, authorize the City Manager to execute any change order documents in a form approved by the City Attorney, and authorize the Public Works Director to execute change orders within the approved project budget.

Consent Agenda (continued)

22. Citywide Safe Routes to School Crossing Improvement Program (c401617) - Budget Adjustment and Contract Change Orders No.1 through No.5 (PW)

Resolution No. NS-29,686 was adopted amending the FY 2020 budget and appropriating funds in the amount of \$25,000 to fully fund the Citywide Safe Routes to School Crossing Improvement Program (c401617).

Motion carried to ratify approval of Contract Change Order No.1 through No.5 in the amount of \$36,619.64 for the Safe Routes to School Crossing Improvement Program project.

23. Application for U.S. Department of the Interior Bureau of Reclamation Grant Funding for a Decision Support Tool to Inform Development of Water Supply Projects (WT)

Resolution No. NS-29,687 was adopted authorizing the Water Department to apply for U.S. Department of the Interior Bureau of Reclamation grant funding for a decision support tool to inform development of water supply projects in order to increase resiliency to drought and other climate change impacts.

24. Deferral of Planned July 1, 2020 Water and Wastewater Rate Increases (WT/PW)

Motion carried to defer the planned July 1, 2020 Water and Wastewater rate increases and approve rescheduling them for implementation on July 1, 2021.

25. Graham Hill Water Treatment Plant Facility Improvements Project: Authorization to use Progressive Design Build Project Delivery Method (WT)

Motion carried to authorize use of the best value project delivery method, Progressive Design Build, for the Graham Hill Water Treatment Plant Facilities Improvement Project.

Consent Agenda (continued)

26. Resolution to Apply for United States Environmental Protection Agency Loan for Backbone Water Infrastructure Projects (WT)

Resolution No. NS-29,688 was adopted authorizing the Water Department to apply for United States Environmental Protection Agency (EPA) Water Infrastructure Finance and Innovation Act (WIFIA) loan for Backbone Water Infrastructure Projects.

27. Construction Safety Consultant - Award of Professional Services Agreement (WT)

Motion carried authorizing the City Manager to execute an agreement in a form to be approved by the City Attorney with Safety Management Consultation Services, Inc. (Yuba City, CA) in the amount of \$117,100 for safety consultation support services.

28. Resolution Authorizing Approval of a Construction Installment Sale Agreement with the California State Water Resources Control Board for the Newell Creek Inlet/Outlet Replacement Project (WT)

Resolution No. NS-29,689 was adopted authorizing the Water Director to sign a Construction Installment Sale Agreement with the California State Water Resources Control Board for the Newell Creek Inlet/Outlet Replacement Project in a form approved by the City Attorney.

29. Contract Amendment No. 2021-01 with HDR, Inc. for Program Management Services for Water System Capital Improvement Projects (WT)

Motion carried authorizing the City Manager to execute Contract Amendment No. 2021-01 with HDR, Inc. for Service Order No. 6 in the amount of \$7,010,373 in a form to be approved by the City Attorney.

End Consent Agenda

Consent Public Hearing

Mayor Cummings pulled item 30 for further discussion.

Mayor Cummings opened the public comment period. There were no speakers. Mayor Cummings closed the public comment period.

MOTION: Councilmember Mathews moved, seconded by Councilmember Watkins, to approve the remaining Consent Public Hearing items.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

30. 2nd Reading and Final Adoption of Ordinance No. 2020-13 Amending Chapter 6.91 - Cannabis Retailer Licenses to Allow License Transfers (PL)

Senior Planner K. Donovan responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following person spoke.

SPEAKING VIA TELECONFERENCE:
Garrett Philipp

Mayor Cummings closed the public comment period.

MOTION: Councilmember Brown moved, seconded by Mayor Cummings, to reintroduce for publication Ordinance No. 2020-13 revising Chapter 6.91- Cannabis Retailer Licenses of the City of Santa Cruz Municipal Code to allow the transfer of a cannabis retailer license amending section 6.91.120(2) to require cannabis retailers to apply for a new license for any change of ownership greater than 50% +1.

ACTION: The motion carried with the following vote.

AYES: Councilmembers Beiers, Brown, Golder; Mayor Cummings.
NOES: Councilmembers Mathews, Watkins; Vice Mayor Meyers.
ABSENT: None.
DISQUALIFIED: None.

Consent Public Hearing (continued)

31. Electric Vehicle Charging Station Expedited Processing Ordinance, Zoning Ordinance Amendments for Electric Vehicle Charging Stations, and Amendment to the Local Coastal Program Implementation Plan (PL)

Introduce for publication Ordinance No. 2020-15, the proposed Electric Vehicle Charging Station Expedited Processing ordinance.

Introduce for publication Ordinance No. 2020-16, the proposed Zoning ordinance amendments to exempt electric vehicle charging stations from design permit requirements and to allow charging stations above Level 2 to be counted towards meeting the required number of parking spaces served by electric vehicle chargers.

Resolution No. NS-29,690 was adopted authorizing and directing the City Manager to submit the amendments to the implementation regulations of the Local Coastal Program to the California Coastal Commission.

32. Amendment of 2017 Analysis of Impediments to Fair Housing Choice (ED)

Motion carried to extend the term of the 2017-2020 Analysis of Impediments to Fair Housing Choice to June 30, 2022.

33. State Permanent Local Housing Allocation Application for Funding Affordable Housing Development (ED)

Resolution No. NS-29,691 was adopted authorizing submittal of an application to the California State Department of Housing and Community Development for Permanent Local Housing Allocation Program funds; the execution of a standard agreement and any amendments thereto by the City Manager, as approved by the City Attorney; and any related documents necessary to participate in the State Permanent Local Housing Allocation Program.

Motion carried to approve the proposed Five Year Permanent Local Housing Allocation Program Plan.

Motion carried to amend the City's Affordable Housing Trust Fund Guidelines to include Permanent Local Housing Allocation Program funds as one of the designated funding sources and amend the Affordable Housing Trust Fund Guidelines as needed for consistency with the State Permanent Local Housing Allocation Program and as approved by the City Attorney.

Public Hearing

34. 914 & 916 Seabright Ave. (Application No. CP18-0187) Assessor's Parcel Number 011-123-66 - Tentative Map, Design Permit and Residential Demolition Authorization Permit to Demolish Three Residential Units and Construct a Nine-unit Townhouse Development on a 21,237 Square Foot Parcel Located in the R-L Zone District (PL)

This item was continued to the August 11, 2020 City Council meeting at the request of the applicant and was not discussed.

35. Fiscal Year 2021 Proposed Budget Adoption (FN)

This item was continued to the July 2, 2020 City Council Special meeting and was not discussed.

General Business

36. COVID-19 Pandemic Response: Options for Consideration to Assist Local Residents and Businesses (ED)

Director of Economic Development B. Lipscomb and Business Liaison R. Unitt gave a presentation and responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Gloria Palomo
Maria Robles
Jorge Savala
Stephanie Vasquez
Berta Llada

Mayor Cummings closed the public comment period.

General Business (continued)**36. COVID-19 Pandemic Response: Options for Consideration to Assist Local Residents and Businesses (ED) (continued)**

MOTION: Councilmember Mathews moved, seconded by Councilmember Brown, to:

For immediate action:

- Approve an additional EDA grant application to support GetVirtual.org.
- Consider \$30,000 in the proposed FY 2021 Economic Development budget from the Economic Development Trust Fund to allocate to GetVirtual.org to enable the program providing free business website and e-commerce development for local businesses by UCSC students to continue throughout the summer and fall.

As soon as possible:

- Consider Round 2 microloan funding following Council review of budget forecasting model by Management Partners and initial review and recommendation by the Council Recovery Plan Committee.
- Direct staff to return to Council in August with additional recommendations and a preliminary overview and outline of an economic recovery plan-phased approach which will include analysis, projections, and longer term considerations for Council action.
- Direct staff to continue to track State and Federal legislation to support for both residential and commercial recovery assistance.
- Return to Council regularly with programs to take advantage of, promote, and continue work with community partners, specifically the needs of the very low-income and immigrant community,
- Direct staff to connect with Community Action Board and Housing Authority and return to council with recommendations on viability of providing additional rental assistance, and
- Invite suggestions for expanded outreach from both community and Councilmembers for residential and commercial programs.

General Business (continued)

36. COVID-19 Pandemic Response: Options for Consideration to Assist Local Residents and Businesses (ED) (continued)

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

37. Display of Pan-African and Black Lives Matter Flag at City Hall and Approval of Black Lives Matter Mural – Regular Encroachment Permit (CN)

Mayor Cummings spoke and responded to Councilmember questions.

Abi Mustapha and Sean McGowen gave a presentation and responded to Councilmember questions.

Assistant Director of Public Works C. Schneiter responded to Councilmember questions.

Director of Public Works M. Dettle responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Garrett Philipps

Unidentified person

Mayor Cummings closed the public comment period.

General Business (continued)**37. Display of Pan-African and Black Lives Matter Flag at City Hall and Approval of Black Lives Matter Mural - Regular Encroachment Permit (CN) (continued)**

MOTION: Councilmember Mathews moved, seconded by Councilmember Watkins, to:

- Approve the display of the Pan-African and Black Lives Matter Flag on the front of City Hall every year through the month of July.
- Approve a proposal for the installation of a Black Lives Matter Mural with private funds on Center Street between Church and Locust at City Hall and direct Public Works to issue a regular encroachment permit upon submission of required documentation, and involve the community with ongoing maintenance under supervision from the Arts Commission.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

Staff Direction:

Send a press release when the date is determined.

38. Surveillance Ordinance: Facial Recognition Technology and Predictive Policing (PD)

Mayor Cummings introduced the item.

Chief of Police A. Mills gave a presentation and responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Reggie Meisler
Matt Cagle
Unidentified person

General Business (continued)**38. Surveillance Ordinance: Facial Recognition Technology and Predictive Policing (PD) (continued)****SPEAKING VIA TELECONFERENCE: (continued)**

Tracy Rosenberg
Avery Bick
Peter Gelblum
Maddison
Stacey Falls
Rachel Kippen
Unidentified person
Scott Graham

Mayor Cummings closed the public comment period.

MOTION: Councilmember Golder moved, seconded by Councilmember Mathews, to:

- Introduce for publication Ordinance No. 2020-17 adding Chapter 9.85 "Surveillance Technology" to Article 9 "Peace, Safety and Morals" of the Santa Cruz Municipal Code.
- Authorize the Mayor to establish a Santa Cruz Police Review Working Group which can contain up to two other Councilmembers, and establish a Mayor's Community Advisory Committee to review Santa Cruz Police policy and, in conjunction with the community, bring back recommendations that strengthens our Police Department's commitment to eliminate racism, discrimination, and excessive use of force in policing in the City of Santa Cruz and improve the relationship between City of Santa Cruz Police Officers and the community.

FRIENDLY AMENDMENT: Councilmember Beiers requested to change the motion language to "Authorize the Mayor to establish a working group to review Santa Cruz Police practices..." Councilmembers Golder and Mathews accepted.

General Business (continued)**38. Surveillance Ordinance: Facial Recognition Technology and Predictive Policing (PD) (continued)**

FRIENDLY AMENDMENT: Mayor Cummings requested to amend section 9.85.030(a) to add "and data."

From:

"Notwithstanding any other provision of this Chapter, it shall be unlawful for any City Department to obtain, retain, access, or use Predictive Policing Technology and/or Face Recognition Technology prior to obtaining City Council approval, by resolution, based on the City Council's finding that the technology meets scientifically validated and peer reviewed research, protects and safe guards the civil rights and liberties of all people, and will not perpetuate bias."

To:

"Notwithstanding any other provision of this Chapter, it shall be unlawful for any City Department to obtain, retain, access, or use Predictive Policing Technology and/or Face Recognition Technology prior to obtaining City Council approval, by resolution, based on the City Council's finding that the technology and data meets scientifically validated and peer reviewed research, protects and safe guards the civil rights and liberties of all people, and will not perpetuate bias."

Councilmembers Golder and Mathews accepted.

ACTION: The motion carried unanimously with the following vote.

AYES:	Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES:	None.
ABSENT:	None.
DISQUALIFIED:	None.

Recess - The City Council recessed at 5:15 p.m. to the 6:00 p.m. session.

City Council

6:00 PM

Call to Order - Mayor Cummings called the meeting to order at 6:01 p.m. via Zoom.

Roll Call

Present: Councilmembers Beiers (via Zoom), Mathews (via Zoom, left at 6:35 p.m.), Brown (via Zoom), Golder (via Zoom), Watkins (via Zoom); Vice Mayor Meyers (via Zoom); Mayor Cummings (via Zoom).

Absent: None.

Staff: City Manager M. Bernal (Via Zoom), City Attorney T. Condotti (Via Zoom), Principal Management Analyst A. Rotella (via Zoom), Director of Economic Development B. Lipscomb (via Zoom), Transportation Planner C. Gallogly (via Zoom), Director of Planning and Community Development L. Butler (via Zoom), Director of Libraries S. Nemitz (via Zoom), Deputy City Clerk Administrator J. Wood, City Clerk Administrator B. Bush.

Oral Communications

At 6:03 p.m. Mayor Cummings opened Oral Communications for members of the public who wished to speak regarding items not listed on the City Council agenda.

Alex Miller spoke regarding his recycling bins that are collected and not returned.

Madeline spoke regarding defunding the police.

Miles Stanford spoke regarding defunding the police.

James Ewing Whitman spoke regarding being a contractor in the county.

Amy Libechuck spoke regarding defunding the police and establishing a 24/7 crisis team.

Gabriel Cohen spoke regarding defunding the police.

Kiana Dorris spoke asking Council to defund the police as a first step to abolishing the police.

Oral Communications (continued)

Lori Palmer called regarding defunding the police, stating it is deeply rooted in slave patrol and white supremacy.

Jasmine Mia spoke regarding defunding the police.

Unidentified person spoke regarding defunding the police.

Brian Maccarone spoke regarding defunding the police.

Cappy Israel spoke regarding working in a mental health facility and dealing with people experiencing a psychotic break in regards to defunding the police.

Adam spoke, asking Council to agendize the review of police funding.

Rachel Mendelson spoke regarding defunding the police as the first step to abolishing the police entirely.

Grace Edwards spoke regarding defunding and dismantling the police.

Lane Edwards spoke regarding defunding the police by 50%.

Devyn spoke regarding defunding the police.

At 6:35 p.m. Mayor Cummings closed Oral Communications.

At this time, Councilmember Mathews left the meeting.

General Business

1. Recommendation to Proceed with the Mixed Use Downtown Library Project

Principal Management Analyst A. Rotella gave a presentation and responded to Councilmember questions.

Director of Economic Development B. Lipscomb responded to Councilmember questions.

Mayor Cummings, Councilmember Brown, and Vice Mayor Meyers spoke regarding this item and responded to Councilmember questions.

City Manager M. Bernal responded to Councilmember questions.

General Business (continued)**1. Recommendation to Proceed with the Mixed Use Downtown Library Project (continued)**

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Unidentified person
Sean Cutler
April Wells
Joy Schendlebecker
Elise Casby
Bob Morgan
Kristin Sandall
Kalie Herrick
Kyle Kelley
Rick Longinotti
Jean Brockbank
Unidentified person
Unidentified person
Katherine Herndon
Tim Willoughby
Lisa Ekström
Richard Marlay
Martín Gomez
Gloria Pantaya
[unintelligible]
Reggie
Alexia
Oscar Paz
Stacey Falls
Caitlin Hannah
Scott Graham
Barbara Lawrence
Chelsea Quoray
John Golder
Enda Brennan
Unidentified person
Garrett Philipp
Odon
Brett Garrett
Abbi Samuels

General Business (continued)

1. Recommendation to Proceed with the Mixed Use Downtown Library Project (continued)

SPEAKING VIA TELECONFERENCE: (continued)

Mark Mesiti-Miller
Keith Smith
Nadia Peralta
Elizabeth Comlin
Unidentified person
Robert Singleton
Darius Mohsenin
Unidentified person
Matt Farrell
Ed Frey
John Hall
Unidentified person
John Ayer
Candace Brown
Unidentified person
Unidentified person
Cassandra Brown

Mayor Cummings closed the public comment period.

Transportation Planner C. Gallogly responded to Councilmember questions.

Director of Planning and Community Development L. Butler responded to Councilmember questions.

Director of Libraries S. Nemitz responded to Councilmember questions.

MOTION: Vice Mayor Meyers moved, seconded by Councilmember Watkins, to:

1. Conceptually approve, subject to appropriate environmental review and the required permit process, and give direction to staff to proceed with the design and development of a mixed use project on parking lot 4 (located at Cathcart, Cedar, and Lincoln Streets) with the follow provisions
 - a. Relocate the Downtown library to the ground floor into a mixed use project on lot 4;

General Business (continued)**1. Recommendation to Proceed with the Mixed Use Downtown Library Project (continued)****MOTION: (continued)**

- b. Include an affordable housing project containing a minimum of 50 low-income dwelling units which should be targeted at the lowest levels of affordability, including Section 8 vouchers, and special program vouchers, or other ways to achieve the deepest levels of affordability with the discretionary permit applications for the affordable housing component of the project to be submitted no later than the start of construction of the library;
 - c. Include a parking garage with no more than 400 parking spaces, which will provide the required number of parking spaces for library users, affordable housing units and replacement public parking spaces in the downtown area; and
 - d. Restrict the total height of the building to not exceed the height of the University Town Center development or, if this isn't possible, the development at 1010 Pacific, specifically, if additional height may provide additional affordable units.
- 2. Authorize staff to proceed with selection of an owner's representative to manage the overall project implementation and a competitive RFP/RFQ process for selection of a Design-Build project team.
 - 3. Direct staff to work with selected owner's representative and Design-Build team to initiate a community outreach process on project design, based off of the preliminary "Option D" concept developed by Group 4 and to return to Council with preliminary project design options for consideration.
 - 4. Prior to the start of construction of the mixed use project, initiate a public process to consider reuse options of the current library site, including affordable housing, a community commons and other public uses.
 - 5. Direct staff to provide a report to City Council at the earliest possible time, but no later than three months, containing:
 - a. Detailed financial information regarding each component of the mixed use project;

General Business (continued)**1. Recommendation to Proceed with the Mixed Use Downtown Library Project (continued)****MOTION: (continued)**

- b. A work program and timeline for implementing the affordable housing units, library, and parking garage to include a public engagement process; and
 - c. General schematics showing the integration of the library, housing, parking, and commercial use components.
6. Direct staff to reengage with the Farmer's Market and move forward with Council direction or updated information to execute an agreement and develop a design for a permanent downtown Farmer's Market on parking lot 7 (located at the corner of Cathcart and Front Streets).

FRIENDLY AMENDMENT: Mayor Cummings requested to add:

- 1. Direct that the affordable housing component of the project be the highest priority project for funding from the Affordable Housing Trust Fund;
- 2. Direct Economic Development release and RFP/RFQ as soon as possible to return at the second meeting in August with a recommendation for the nonprofit developer for the affordable housing component of the project;
- 3. Direct Economic Development staff to apply to the County Housing Authority for Section 8 Project-Based Vouchers for the affordable housing component of the project;
- 4. Express the City Council's intention that, to the extent feasible, Downtown employees be given preference for the affordable housing project units.
- 5. Should we not be able to move the mixed use housing project forward, the City Council will move forward with the renovation.

Vice Mayor Meyers accepted #1 as direction to staff that that the affordable housing component of the project along with the METRO project remain the highest priority projects for funding from the Low-Income Housing Trust Fund.

General Business (continued)**1. Recommendation to Proceed with the Mixed Use Downtown Library Project (continued)**

After discussion, Mayor Cummings restated #2 as:

Direct the Economic Development Department to return to Council at the second meeting of August with a report of the RFP/RFQ process and grants. Vice Mayor Meyers accepted.

Vice Mayor Meyers did not accept #3.

Vice Mayor Meyers accepted #4.

Mayor Cummings withdrew #5.

FRIENDLY AMENDMENT: Mayor Cummings requested to add that parking is built only for the low-income housing, and not the market-rate housing. Vice Mayor Meyers did not accept.

Councilmember Watkins stated for the record that part of increasing density downtown is having access to childcare, and wants the City to make it an intention to make that a priority.

ACTION: The motion carried with the following vote.

AYES:	Councilmembers Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES:	Councilmembers Beiers, Brown.
ABSENT:	None.
DISQUALIFIED:	Councilmember Mathews.

Adjournment - The City Council adjourned at 10:22 p.m.

Respectfully Submitted:

Julia Wood, Deputy City Clerk Administrator

Attest:

Bonnie Bush, City Clerk Administrator

Approved:

Justin Cummings, Mayor

MINUTES ARE UNOFFICIAL UNTIL APPROVED BY COUNCIL

City of Santa Cruz
809 Center Street
Santa Cruz, California 95060

MINUTES OF A SPECIAL CITY COUNCIL MEETING

July 2, 2020

12:30 PM

Mayor Cummings opened the City Council Closed Session at 12:30 p.m. in a public meeting via Zoom, for the purpose of announcing the agenda, and receiving public testimony.

Roll Call

Present: Councilmembers Beiers (via Zoom), Mathews (via Zoom), Brown (via Zoom), Golder (via Zoom), Watkins (via Zoom); Vice Mayor Meyers (via Zoom); Mayor Cummings (via Zoom).

Absent: None.

Staff: City Manager M. Bernal (via Zoom), Assistant City Manager L. Schmidt (via Zoom), City Attorney T. Condotti (via Zoom), Director of Economic Development B. Lipscomb (via Zoom), Human Resources Director L. Murphy (via Zoom), Deputy City Clerk Administrator J. Wood, City Clerk Administrator B. Bush.

Public Comment

Mayor Cummings opened the public comment period at 12:31 p.m. There were no speakers. Mayor Cummings closed the public comment period at 12:32 p.m.

Closed Session

1. Real Property Negotiations (Government Code §54956.8)

Property: 325 and 329 Front Street

APNs: 005-152-08, 005-152-22

Owner: Santa Cruz Seaside Company

City Negotiator: Bonnie Lipscomb

Negotiating Parties: City of Santa Cruz and Santa Cruz Seaside Company

Under Negotiation: Price, terms of payment or both for purchase agreement

Closed Session (continued)

2. Conference with Labor Negotiators (Government Code §54957.6)

Police Officers Association

City Negotiator - Lisa Murphy

City of Santa Cruz
809 Center Street
Santa Cruz, California 95060

MINUTES OF A CITY COUNCIL MEETING
July 2, 2020

1:00 PM

Call to Order - Mayor Cummings called the meeting to order at 1:53 p.m. via Zoom.

Roll Call

Present: Councilmembers Beiers (via Zoom), Mathews (via Zoom), Brown (via Zoom), Golder (via Zoom), Watkins (via Zoom); Vice Mayor Meyers (via Zoom); Mayor Cummings (via Zoom).

Absent: None.

Staff: City Manager M. Bernal (via Zoom), City Attorney T. Condotti (via Zoom), Assistant City Manager L. Schmidt (via Zoom), Director of Parks and Recreation T. Elliot (via Zoom), Recreation Superintendent R. Kaufman (via Zoom), Principal Management Analyst T. Cole (via Zoom), Finance Manager L. Alamos (via Zoom), Director of Economic Development B. Lipscomb (via Zoom), Assistant Director of Public Works/City Engineer C. Schneiter (via Zoom), Transportation Planner C. Gallogly (via Zoom), Director of Public Works M. Dettle (via Zoom), Deputy Chief of Police B. Escalante (via Zoom), Traffic Engineer J. Burr (via Zoom), Superintendent of Parks T. Beck (via Zoom), Deputy City Clerk Administrator J. Wood, City Clerk Administrator B. Bush.

Presentations

3. OpenGov Presentation

Finance Manager L. Alamos and Principal Management Analyst T. Cole gave a presentation on OpenGov, the Finance Department's transparency portal.

4. July is Parks Make Life Better Month Presentation

Director of Parks and Recreation T. Elliot and Recreation Superintendent R. Kaufman gave a presentation about Santa Cruz City parks.

Presentations (continued)**5. Cowell's Working Group Presentation**

Nik Strong-Cvetich with Save the Waves provided Council with an update of the health of Cowell's Beach.

Consent Agenda

Councilmember Mathews pulled item 6 for further discussion.

Mayor Cummings opened the public comment period. There were no speakers. Mayor Cummings closed the public comment period.

MOTION: Vice Mayor Meyers moved, seconded by Councilmember Watkins, to approve the remaining Consent Agenda.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

6. 325 & 329 Front St Purchase and Sale Agreement and 325& 329 Front Street and 818, 820 & 822 Pacific Ave Ground Lease(s) for Affordable Housing Development (ED)

Director of Economic Development B. Lipscomb gave a presentation and responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Scott Graham
Jim Rendler

Mayor Cummings closed the public comment period.

Consent Agenda (continued)

6. 325 & 329 Front St Purchase and Sale Agreement and 325& 329 Front Street and 818, 820 & 822 Pacific Ave Ground Lease(s) for Affordable Housing Development (ED) (continued)

MOTION: Councilmember Mathews moved, seconded by Councilmember Brown, to adopt Resolution No. NS-29,692 authorizing the City Manager to enter into a lease(s) for the project (325 and 329 Front Street and 818, 820, and 822 Pacific Avenue) to enable For the Future Housing to secure grant funding and move forward on an 80 to 85-unit affordable housing mixed-use project.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.
NOES: None.
ABSENT: None.
DISQUALIFIED: None.

7. Resolution Amending the City of Santa Cruz Personnel Complement and Classification and Compensation Plans for the Following Departments: Water, Public Works, Police and Human Resources Departments (HR)

Resolution No. NS-29,693 was adopted amending the Classification and Compensation Plans for the new FY 2021 Budget Personnel Complement by implementing the approved FY 2021 Budget/Position changes in several departments.

8. Lease to Purchase of New Caterpillar Model 420 Backhoe Loader (PW)

Motion carried authorizing the 48-month lease to purchase agreement of one new 420 backhoe loader from the General Fund, in the amount of \$140,788.80 from Peterson CAT (San Leandro, CA).

End Consent Agenda

General Business**9. Measure D Expenditure Plan: FY 2021-2025 (PW)**

Assistant Director of Public Works/City Engineer C. Schneider spoke, and responded to Councilmember questions.

Transportation Planner C. Gallogly spoke and responded to Councilmember questions.

Traffic Engineer J. Burr responded to Councilmember questions.

Deputy Chief B. Escalante responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Phil Boutelle
Garrett Philipp
Scott Graham
Gina Cole
Kyle Kelley
Candace Brown
Greg Larson
Ron Goodman

Mayor Cummings closed the public comment period.

MOTION: Councilmember Golder moved, seconded by Vice Mayor Meyers, to direct Public Works Transportation staff to initiate a Slow Streets Program for Santa Cruz utilizing a one-time use of up to \$30k from Measure D funds. The program should be created and operational by the end of July and should include an application process, supplies and educational materials for Slow Streets events, an online map and create a website for the community to access when and where slow streets events are occurring. The Slow Streets Program should be in place during the period that COVID-19 SIP orders are in place or for up to six months with a report back to Council at that time.

FRIENDLY AMENDMENT: Councilmember Brown requested to add: Direct staff to work with the Transportation and Public Works Bike/Pedestrian Issues Ad Hoc Subcommittee and non-profit neighborhood groups to further develop the program. Councilmember Brown withdrew the friendly amendment.

General Business (continued)9. Measure D Expenditure Plan: FY 2021-2025 (PW) (continued)

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

MOTION: Councilmember Mathews moved, seconded by Councilmember Golder, to approve the proposed Measure D Five-Year Expenditure Plan for FY 2021–2025.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

10. Senate Bill 946 Pertaining to Sidewalk Vendors (CA)

City Manager M. Bernal announced this item was requested to be continued to a future meeting.

MOTION: Councilmember Mathews moved, seconded by Vice Mayor Meyers, to continue this item to a future meeting.

ACTION: The motion carried unanimously with the following vote.

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins;
Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

General Business (continued)11. Fiscal Year 2021 Proposed Budget Adoption (FN)

Finance Manager L. Alamos gave a presentation, and responded to Councilmember questions.

City Manager M. Bernal spoke regarding this item.

Director of Economic Development B. Lipscomb spoke and responded to Councilmember questions.

Director of Parks and Recreation T. Elliot spoke.

Superintendent of Parks T. Beck responded to Councilmember questions.

Mayor Cummings opened the public comment period. The following people spoke.

SPEAKING VIA TELECONFERENCE:

Unidentified person
Elena Raimer
Margaret O'Hara
Garrett Philipp
Reggie
Max
Adam Novac
Hayley Brown
Kath Miga
Maria Solis Kennedy
Rachel Chavez
Sevina
David
Robert
Carol Polhamus
Andrew Carlson
Alex Kane
Unidentified person
Gail McNulty
Lane Edwards
Unidentified person
Unidentified person
Unidentified person
Kevin Vogel

General Business (continued)11. Fiscal Year 2021 Proposed Budget Adoption (FN) (continued)SPEAKING VIA TELECONFERENCE: (continued)

Unidentified person
Jared
Unidentified person
Unidentified person
Brandon
Unidentified person
Neil Mick

Mayor Cummings closed the public comment period.

MOTION: Councilmember Brown moved, seconded by Councilmember Golder, to:

1. Adopt Resolution No. NS-29,694 adopting the Fiscal Year (FY) 2021 Budget including the Capital Investment Program (CIP), effective July 1, 2020; authorizing the City Manager to allocate within the applicable Funds the FY 2021 Budget Schedule of Budget Changes to the appropriate accounting classifications and to approve related and applicable transfer in/out between funds; and authorizing the Finance Director to create additional appropriations to provide for commitments carried over from the prior fiscal year, including contract and purchase order encumbrances and unexpended project balances, so long as there is a sufficient fund balance to finance these commitments.

With the following addition:

Support the Budget Committee's recommendation to include a \$30k allocation for Tenant Sanctuary to provide continuing services to renters for consideration during future budget discussions.

2. Accept the Water Commission's recommendations regarding the Water Department's FY 2021 Operating and Capital Investment Program (CIP).
3. Direct the Mayor's Working Group on Policing to consider an evaluation of SCPD programs and budget to determine possible opportunities for reallocating funds to support programs that help end systemic racism in policing.

General Business (continued)11. Fiscal Year 2021 Proposed Budget Adoption (FN) (continued)

4. Direct the City representatives to the Homeless 2x2 Committee to discuss with the County possible opportunities for non-police responses to 911 calls for service, potential avenues for expanding mobile crisis intervention alternatives, and related funding opportunities.
5. Direct the Mayor and City staff to return to Council with a progress report and recommendations in September 2020, with respect to efforts described in parts 3 and 4 of this motion.

FRIENDLY AMENDMENT: Councilmember Mathews requested to:

- Amend item 1 as follows:
"Adopt Resolution No. NS-29,694 adopting the Fiscal Year (FY) 2021 Budget including the Capital Investment Program (CIP), effective July 1, 2020 with amendments as directed by Council on June 23, 2020; authorizing the City Manager to allocate within the applicable Funds the FY 2021 Budget Schedule of Budget Changes to the appropriate accounting classifications and to approve related and applicable transfer in/out between funds; and authorizing the Finance Director to create additional appropriations to provide for commitments carried over from the prior fiscal year, including contract and purchase order encumbrances and unexpended project balances, so long as there is a sufficient fund balance to finance these commitments." Councilmember Brown accepted.
- Amend the addition to item 1 as follows:
"Support the Budget Committee's recommendation to include a \$30k consideration of an allocation for Tenant Sanctuary to provide continuing services to renters for consideration during future budget discussions." Councilmember Brown accepted.
- Amend the word "allocating" to "reallocating" in item 3 as follows:
"Direct the Mayor's Working Group on Policing to consider an evaluation of SCPD programs and budget to determine possible opportunities for allocating funds to support programs that help end systemic racism in policing." Councilmember Brown did not accept.

FRIENDLY AMENDMENT: Mayor Cummings requested to add: "Reduce the City Council budget by reducing the travel and meetings budget to meet the 10% budget cut." Councilmember Brown accepted.

General Business (continued)11. Fiscal Year 2021 Proposed Budget Adoption (FN) (continued)

FRIENDLY AMENDMENT: Mayor Cummings requested to amend item 3 to include, "and/or explore other funding opportunities." Councilmember Brown accepted.

ACTION: The motion carried unanimously with the following vote.

AYES:	Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.
NOES:	None.
ABSENT:	None.
DISQUALIFIED:	None.

Adjournment - The City Council adjourned at 8:01 p.m.

Respectfully Submitted:

Julia Wood, Deputy City Clerk Administrator

Attest:

Bonnie Bush, City Clerk Administrator

Approved:

Justin Cummings, Mayor



City Council AGENDA REPORT

DATE: 07/31/2020

AGENDA OF: 08/11/2020

DEPARTMENT: City Clerk

SUBJECT: Designation of Voting Delegate and Alternate to Attend the Virtual League of California Cities (LOCC) Annual Conference (October 7 - 9, 2020)
(CC)

RECOMMENDATION: Motion to designate Vice Mayor Meyers as the voting delegate, and Mayor Cummings as the alternate in the event that the voting delegate is unavailable, to attend the virtual League of California Cities Annual Conference.

BACKGROUND: None.

DISCUSSION: This year's League of California Cities (LOCC) Annual Conference is scheduled for Wednesday, October 7, 2020 through Friday, October 9, 2020. Due to COVID-19, the conference will be held virtually. One very important aspect of the conference is the session to consider and take action on conference resolutions. This session is tentatively scheduled for Friday, October 9. Annual conference resolutions guide cities and the LOCC in their efforts to improve the quality, responsiveness, and vitality of local government in California. It is therefore important that all cities be represented. Although each member city has a right to cast one vote, at this time, the LOCC has asked that each city council designate a voting delegate and up to two alternates in the event that the voting delegate is unavailable so that proper records may be established.

FISCAL IMPACT: Funds have been budgeted to pay for City Council meeting/travel expenses.

Prepared By:
Bonnie Bush
City Clerk Administrator

Submitted By:
Laura Schmidt
Assistant City Manager

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
League of California Cities Letter Dated June 30th

Council Action Advised by August 31, 2020

June 30, 2020

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – October 7 – 9, 2020**

The League's 2020 Annual Conference & Expo is scheduled for October 7 – 9. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, October 9. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Wednesday, September 30. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting. These procedures assume that the conference will be held in-person at the Long Beach Convention Center as planned. Should COVID-19 conditions and restrictions prohibit the League from holding an in-person conference, new procedures will be provided.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by the end of July at www.cacities.org. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the

special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 7, 8:00 a.m. – 6:00 p.m.; Thursday, October 8, 7:00 a.m. – 4:00 p.m.; and Friday, October 9, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 30. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



CITY: _____

**2020 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to the League office by Wednesday, September 30, 2020. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email: _____

Mayor or City Clerk _____
(circle one) (signature)

Date _____ Phone _____

Please complete and return by Wednesday, September 30, 2020

League of California Cities
ATTN: Darla Yacub
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: dyacub@cacities.org
(916) 658-8254



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



City Council AGENDA REPORT

DATE: 07/30/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Public Works

SUBJECT: Monterey Bay Air Resources District's AB 2766 Emission Reduction Grant Program Application for the City's first Electric Refuse Hauler (CM/PW)

RECOMMENDATION: Motion authorizing the City Manager to accept and appropriate funds from the Monterey Bay Air Resources District's AB 2766 Emission Reduction Grant Program for an electric refuse hauler.

BACKGROUND: In 1990, Assembly Bill (AB) 2766 was enacted into law as the California Health and Safety Code §§44220 – 44247. The legislation authorized the Department of Motor Vehicles (DMV) to collect a motor vehicle registration fee surcharge of \$4.00 for each vehicle registered within the boundaries of the Monterey Bay Air Resources District (MBARD). The regulation requires that those AB766 revenues distributed to MBARD "...be used solely to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies..." (H&SC §44220(b)).

California Air Resources Board guidance for the AB2766 grant program directs MBARD to select cost-effective projects that directly reduce vehicular emissions such as zero emission vehicles, roundabouts, traffic signal coordination, or vanpools. Funds may also be used for related planning, monitoring, enforcement, and technical studies. Since MBARD initiated the AB2766 grant program, the MBARD Board has authorized over \$34 million to over 580 projects in Monterey, San Benito and Santa Cruz counties. Funds are available to public agencies in Monterey, San Benito and Santa Cruz Counties. Applications were due July 24, 2020. The City submitted a proposal (see Attachment 1) to MBARD requesting \$400,000 to offset the majority of cost of the City's first electric refuse hauler. Since the decision to pursue the grant was not made until July, we are coming to City Council for permission after the fact for approval to accept and appropriate the funds should the grant be awarded. The City, its employees, and residents have previously benefitted from AB2766 funding that was used to purchase the City's first employee vanpool fueled by compressed natural gas, operating between the City's Corporation Yard and Watsonville for nearly 10 years and the two electric trolleys procured in 2019.

Over the past several years, the City explored electrifying refuse haulers. Balancing the requirements of the routes, with the impact of charging all-electric refuse haulers, presents significant operational changes. Recent advances to the refuse haulers, the way they charge, payload capacity and their range present an excellent opportunity to begin the transition from

diesel to electric. With the installation of several new chargers at the Corporation Yard (the refuse hauler's storage location), the City is well positioned to implement this idea successfully. This project is consistent with City Council's interest in ramping up efforts to electrify the City fleet and with the City's climate goals. The City of Santa Cruz adopted a climate action goal to reduce greenhouse gas emissions 80% by 2030 from 1990 values when it adopted the Climate Action Plan in 2012. Fleet electrification as a key strategy in reducing the emissions necessary to meet the municipal portion of the City's emissions reduction goal.

DISCUSSION: The City has completed its preliminary vendor/make/model selection evaluation and will finalize the decision in consultation with MBARD by October 2020. Public Works will procure the electric refuse hauler as well as modify routes, if necessary, and train employees on its use. It is anticipated that the electric refuse hauler will be delivered no later than November 2021. Between now and November 2021, the City will upgrade its Corporation Yard transformer to accommodate the sizable additional load for charging the electric refuse hauler, plus design and install conduit and the charger. The charger was previously funded through the electric trolley grant from MBARD. The refuse hauler will be outfitted with clean energy decals and its first route will be launched by a ribbon cutting ceremony.

The City will track charging, maintenance and all other imbedded costs. The City will compare the fuel use of the diesel hauler against the fuel use of the electric hauler and calculate GHG emission reductions. The City will meter the electrical use of the hauler and provide granular data down to 15 min kWh interval data. This data will provide any and all pertinent information (e.g. demand charges, charge time duration, peak kW and rate analysis). This information will be public and used to demonstrate whether or not electric refuse haulers: (1) reduce GHG emissions; and (2) lower operating costs. The Climate Action Manager will report these findings to the City Council during regular climate action updates.

FISCAL IMPACT: The majority of the cost of the electric refuse hauler may be provided through the grant, if awarded. The amount that Public Works will need to supplement the grant funds depends on the vendor option selected and could range from \$220,000 to \$320,000. Public Works' Resource Recovery Collections division has budgeted up to \$395,000 for this purpose in its FY 2021 budget. Aside from these costs, there is also staff time in the amount of approximately \$26,500 that the City will provide as a match; this will have a slight impact between the general plan maintenance funds and enterprise funds.

Prepared By:
Tiffany Wise-West
Sustainability and Climate
Action Manager

Submitted By:
Mark R. Dettle
Director of Public Works

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
Resolution
Grant Application

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ

WHEREAS, the California State Assembly passed Assembly Bill (AB) 2766 authorizing the Department of Motor Vehicles to collect a motor vehicle registration fee surcharge of \$4.00 for each vehicle registered within the boundaries of the Monterey Bay Air Resources District (MBARD).

WHEREAS, as a result of this funding, grants have been allocated to be used solely to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies.

WHEREAS, the impacts of motor emissions have real public health and climate change implications on community-wide and global scales.

WHEREAS, the City adopted a climate action milestone to reduce greenhouse gas emissions 80% by 2030 from 1990 emissions output.

WHEREAS, an electric refuse hauler will contribute to mitigating climate change impacts.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Santa Cruz that the City Manager shall apply for, accept, and appropriate funds from the Monterey Bay Air Resources District's AB 2766 Emission Reduction Grant Program for an electric refuse hauler.

PASSED AND ADOPTED this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator



CITY OF SANTA CRUZ
APPLICATION TO MONTEREY BAY AIR RESOURCES DISTRICT'S
FY21 AB2766 EMISSION REDUCTION GRANT PROGRAM

INTRODUCTION

Overview: The City of Santa Cruz is ramping up efforts to reduce congestion, improve air quality and reduce greenhouse gas (GHG) emissions through a variety of measures: launch of a comprehensive transportation demand management commute platform, launch of an all-electric summertime trolley, and electrifying the vehicle fleet.

The MBARD grant provides the City of Santa Cruz' Public Works Sanitation Division an opportunity to fully explore the viability of converting the refuse truck diesel fleet to electric. This would significantly reduce GHG emissions and the City's municipal carbon footprint. Additionally the project furthers progress of the City's Climate Action Plan goals.

Entire Grant Project Cost: \$472,805

Requested Grant Amount: \$400,000

Contact Person: Guadalupe Sanchez, Superintendent of Resource Recovery Collection, 1125 River Street, 831-420-5542, gsanchez@cityofsantacruz.com

SCOPE OF WORK

Project Objective: The objective is to procure an all-electric refuse hauler to reduce GHG emissions, diesel particulate matter and noise pollution. The project looks to verify actualized GHG emissions reductions and savings in both maintenance and fuel costs. The project will demonstrate the efficacy of an all-electric garbage truck and its potential to replace the current diesel fleet.

Methodology: Over the past several years, the City explored electrifying the Sanitation Division's refuse haulers. Balancing the requirements of the routes, with the impact of charging all-electric refuse haulers, presents significant operational changes. Recent advances to the refuse haulers, the way they charge, payload capacity and their range present an excellent opportunity to begin the transition from diesel to electric. With the installation of several new chargers at the Corporation Yard (the refuse hauler's storage location), the City of Santa Cruz is well positioned to implement this idea successfully. The decision making process to pursue the grant and begin the process included the following:

- Performed an extensive route study with mapping of elevations and mileage to fully understand the requirements needed to switch from diesel to electric.
- Over the past year, added a 175 kW solar system, a new transformer and installed eighteen level II chargers and one level III charger at the Corporation Yard.
- Submitted an application to PG&E for a 480V transformer at the Corporation Yard in order to fully transition the Sanitation fleet's fuel source from diesel to electric.
- Researched a variety of electric refuse hauler brands and models and obtained quotes.
- Evaluated the best use for an all-electric Sanitation truck when balancing the different payload options (i.e. garbage, greenwaste and recycling).
- Contacted other agencies who have electric refuse trucks to ensure they perform well and are covered by warranty and customer service.
- Discussed the City's intention to pursue this grant with MBARD staff.

The City has proposed a set of tasks to implement this project. After one year, at MBARD's request, the City will report usage, GHG emissions reductions and costs savings.

Detailed Task Descriptions:

Task 1: Install and Upgrade EV charging infrastructure at Corporation Yard

The City recently installed a networked EV charging system. We will add the electric refuse hauler to that system to monitor and collect energy use data allowing us to track GHG emissions reductions and fuel savings. We will add a 480V step-up transformer and charger dedicated for the electric truck.

The full fleet fuel transition will take about 10 years and require major infrastructure upgrades to accommodate the increased electrical demand. Currently, the City is negotiating with companies that provide turnkey solutions and applying for programs that pay for, or subsidize, infrastructure to charge electric vehicles.

Task 2: Assess Refuse Hauler Models and Modifications to Operations

We have obtained quotes from Lion Electric Co. and BYD Motors LLC in our efforts to choose a vendor. Our choice of a vendor will be based on balancing GHG emissions reductions with utility and cost. A typical residential route consists of picking up green waste and garbage on the first pass and then recycling separately. For use on a residential route, there are different challenges between Lion and BYD.

- **Option One - LION8 (Lion Electric Co.)**

The LION8's configuration makes it a single commodity hauler. In order to maintain the current two pass routing, it makes sense to dedicate the LION8 Electric to recycling. However, this is not possible since the LION8 has an auger which would crush the load (particularly glass). Since it is single commodity, the City would be unable to collect green waste and garbage together. If the City standardized around the LION8 for a residential route, it would have to change to a three pass route, which is neither efficient nor economical. Instead, the LION8 Electric could potentially be used for specialty routes, such as food waste collection. However, it is important to note that LION has no trucks in service and no service maintenance providers (in the US).

At the beginning of 2022, the City will be required by law to separate food waste and the landfill already has the machinery in place for that operation. The LION8 would be an excellent candidate for this purpose, as the auger would be a benefit, not a detriment, to that process.

- **Option 2 – BYD (BYD Motors LLC)**

BYD would outfit the electric sanitation vehicle with the same body used by the current refuse trucks. Contrary to the LION8, BYD's electric refuse hauler has the ability to do a two pass residential route. Another advantage is that BYD has refuse trucks operating across the state and is on their third generation vehicle. When comparing the benefits and challenges, it is clear BYD is a better fit for the City's current operation.

Task 3: Procure Electric Refuse Truck

The City will solicit proposals for the electric refuse hauler to confirm the finalized costs and make and model. The City will pick a vendor after receiving and grading the proposals. City staff will issue a staff report to the City Council detailing the proposed project. Upon Council approval the City will formalize a contract between the City and the electric sanitation truck manufacturer. The City will setup a project and purchase order to procure the truck.

Task 4: Design and produce MBARD funding acknowledgement decals

The City will design decals indicating the vehicles were funded by MBARD and are all electric. MBARD will have final approval of the decal design.

The Climate Action Manager will work with Public Works to host a ribbon cutting ceremony (with MBARD) to celebrate the addition of the City's first electric refuse hauler to its fleet.

Task 5: Provide Data to Track Performance of Electric Refuse Hauler.

The City will track charging, maintenance and all other imbedded costs. The City will compare the fuel use of the diesel truck against the fuel use of the electric truck and calculate GHG emission reductions. The City will meter the electrical use of the truck and provide granular data down to 15 min kWh interval data. This data will provide any and all pertinent information (e.g. demand charges, charge time duration, peak kW and rate analysis). This information will be public and used to demonstrate whether or not electric refuse haulers: (1) reduce GHG emissions; and (2) lower operating costs. The Climate Action Manager will report these findings to the City Council during regular climate action updates.

Role and Responsibilities of Personnel:

Guadalupe Sanchez (Resource Recovery Collection): Overall project manager – Tasks 1 - 5

- Guadalupe Sanchez is the Superintendent of Resource Recovery Collection for the City of Santa Cruz. She manages forty-five employees and the Sanitation Fleet operations. Some of her duties include maintenance and procurement of collection vehicles and State and Federal regulations compliance. Ms. Sanchez will manage the project and will procure and deploy the electric refuse truck.

Dr. Tiffany Wise-West (City Manager's Office Climate Action Program) – Tasks 2, 4 and 5

- Dr. Wise-West manages the climate action program for the City of Santa Cruz. She is responsible for leading internal and external sustainability efforts to achieve climate action milestones. She provides strategic leadership to develop and execute impactful and award winning projects and programs related to energy management, emissions mitigation and adaptation. Dr. Wise-West is a licensed professional civil engineer and LEED associate professional experienced in municipal infrastructure project design and management. Dr. Wise-West will serve in an advisory role to the project and promote and report on project progress to the City Council.

Filipina Warren (Public Works Operations Manager) – Tasks 1, 2 and 4:

- Filipina Warren oversees the Facilities, Fleet Maintenance, and Streets and Traffic Maintenance sections of the Operations Division. Responsibilities include understanding and disseminating both City and departmental policy and procedures; assisting internal and external customers; overseeing financial and budget responsibilities for purchasing and payments for small to large purchases, including CIP projects; processing confidential Human Resource documentation for employees; and managing the submission of City Council and Advisory Body staff reports.

Andy Shatney (Energy Projects Coordinator) – Tasks 1, 2, 4

- Mr. Shatney's field of expertise is energy efficiency projects and renewable energy. Mr. Shatney manages the day to day responsibilities of designing, implementing, monitoring and reporting on energy efficiency, renewable energy and EV charging projects at City buildings and facilities. As a project developer, Mr. Shatney has extensive experience with industry accepted methods of auditing, design and Measurement and Verification.

Sub consultant list: There are no sub consultants on this project.

Task Deliverables and Schedule:

Task 1: Install and Upgrade EV charging infrastructure at Corporation Yard

Implementation Responsibility: Andy Shatney

- Milestone 1.1: Transformer installation (April 2021)
- Milestone 1.2: Conduit and charger installation (July 2021)

Task 2: Assess Refuse Hauler Models and Modifications to Operations

Implementation Responsibility: Guadalupe Sanchez / Andy Shatney

- Milestone 2.1: Finalize decision on preferred model to MBARD (October, 2020)
- Milestone 2.2: Revise and train Collections employees on Standard Operating Procedure/Modifications (July, 2021)

Task 3: Procure Electric Refuse Truck

Implementation Responsibility: Guadalupe Sanchez / Filipina Warren

- Milestone 3.1: Present Electric Refuse Hauler vendor Contract to City Council (December, 2020)
- Milestone 3.2: Place order with approved Electric Refuse Hauler vendor (January, 2021)
- Milestone 3.3: Delivery of Electric Refuse Hauler (October, 2021)
- Milestone 3.4: Ribbon Cutting Ceremony (November, 2021)

Task 4: Design and produce MBARD funding acknowledgement decals

Implementation Responsibility: Guadalupe Sanchez, Filipina Warren, Tiffany Wise-West

- Milestone 4.1: Design decals w/MBARD approval on design (March, 2021)
- Milestone 4.2: Procure decals from local vendor (July, 2021)

Task 5: Provide Data to Track Performance of Electric Refuse Hauler.

Implementation Responsibility: Guadalupe Sanchez, Andy Shatney, Tiffany Wise-West

- Milestone 5.1: One year performance data available (November, 2022)

Please find a Gantt chart on the following page with project tasks and milestones, showing the status and critical path as well as the responsibility and duration of each.

Project Schedule in Gantt Chart Format:

Description	Role	Status / Critical Path	2020			2021												2022		
			Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	JanDec
<i>Task 1: Install and Upgrade EV charging infrastructure at Corporation Yard</i>																				
Milestone 1.1: Transformer installation	A. Shatney	In Design																		
Milestone 1.2: Conduit and charger installation	A. Shatney	In Design																		
<i>Task 2: Assess Refuse Hauler Models and Modifications to Operations</i>																				
Milestone 2.1: Finalize decision on preferred model to MBARD	G. Sanchez	Initial Assessment Complete	✓																	
Milestone 2.2: Revise and train Collections employees on SOP/Modifications	G. Sanchez/ A. Shatney	Pending Milestones 2.1 + 3.2														✓				
<i>Task 3: Procure Electric Refuse Truck</i>																				
Milestone 3.1: Present Electric Refuse Hauler vendor Contract to City Council	G. Sanchez / F. Warren	Pending Milestone 2.1			✓															
Milestone 3.2: Place order with approved Electric Refuse Hauler vendor	G. Sanchez / F. Warren	Pending Milestone 3.1 + 4.2				✓														
Milestone 3.3: Delivery of Electric Refuse Hauler / Apply decals	G. Sanchez / F. Warren	Pending Milestone 3.2														✓				
<i>Task 4: Design and produce MBARD funding acknowledgement decals</i>																				
Milestone 4.1: Design decals w/MBARD approval on design	F. Warren / T. Wise-West	Pending Milestone 3.2					✓													
Milestone 4.2: Procure decals from local vendor	F. Warren	Pending Milestone 4.1										✓								
Milestone 4.3: Ribbon cutting and deploy electric refuse hauler on first route	City Mgr Office and PW	Pending Milestone 3.3															✓			
<i>Task 5: Provide Data to Track Performance of Electric Refuse Hauler.</i>																				
Milestone 5.1: One year performance data available	A. Shatney / T Wise-West	Pending Milestone 4.3																		✓

Project Cost and Budget:

Item	Quantity	Grant Funds	Match Fund	Total Funds
Task 1 - Install & Upgrade EV charging infrastructure at Corporation Yard				
Step-up Transformer	1		\$42,000	\$42,000
Subtotal			\$42,000	\$42,000
Task 3 - Procure Electric Refuse Truck				
BYD 8R Chassis	1	\$347,195	\$2,805	\$350,000
BYD Charger	1	\$8,200	\$0	\$8,200
Shipping - Truck	1	\$10,000	\$0	\$10,000
Shipping - Charger	1	\$500	\$0	\$500
Sales Tax 9.25%	1	\$34,105	\$0	\$34,105
Subtotal		\$400,000	\$2,805	\$402,805
Task 4 - Design and Produce MBARD funding acknowledgement decals				
	1		1,500	1,500
Subtotal			\$1,500	\$1,500
Tasks 1 - 5				
Administrative Costs *	1		\$26,500	\$26,500
Subtotal			\$26,500	\$26,500
Totals		\$400,000	\$72,805	\$472,805

*This amount represents 353 hours of staff time at an average benefitted rate of \$75/hour.

Travel Activity Data: Attached as separate file



City Council AGENDA REPORT

DATE: 07/29/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Finance

SUBJECT: Liability Claims Filed Against City of Santa Cruz (FN)

RECOMMENDATION: Motion to reject liability claims a) Beverly Hoffman, b) Duane Lansing Peterson, c) Safeco Insurance, d) Troy William Swain, e) Margarita Lizarraga, and f) Celeste L. Baross, based on staff recommendation.

BACKGROUND: None.

DISCUSSION:

I. Claims to be rejected:

- | | | |
|----|---------------------|--------------------------|
| a. | Claimant: | Beverly Hoffman |
| | Date of occurrence: | 12/01/2019 or 12/02/2019 |
| | Date of claim: | 6/05/2020 |
| | Amount of claim: | \$ 270.00 |

Claimant seeks compensation for personal property allegedly lost by the Police Department.

Represented by legal counsel

- | | | |
|----|---------------------|------------------------|
| b. | Claimant: | Duane Lansing Peterson |
| | Date of occurrence: | 12/16/2019 |
| | Date of claim: | 6/12/2020 |
| | Amount of claim: | Unspecified |

Claimant seeks compensation for alleged injuries and damages related to a bicycle accident on Water St. near Morrissey Blvd.

Represented by legal counsel

- | | | |
|----|---------------------|------------------|
| c. | Claimant: | Safeco Insurance |
| | Date of occurrence: | 12/01/2019 |
| | Date of claim: | 6/05/2020 |
| | Amount of claim: | \$ 4,025.00 |



City Council AGENDA REPORT

DATE: 07/28/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Human Resources

SUBJECT: Resolution Amending the City of Santa Cruz Personnel Complement and Classification and Compensation Plans for the Police Department (HR)

RECOMMENDATION: Resolution amending the Classification and Compensation Plans for the FY 2021 Budget Personnel Complement by approving the addition of two full time grant-funded Community Service Officer positions in the Police Department.

BACKGROUND: The Public Safety Committee Information Report dated April 17, 2020 which went to Council and was approved on April 17, 2020, authorized the renewal and acceptance of funds from the California Department of Public Health for the Stop Tobacco Access to Kids Enforcement (STAKE). Part of this grant was funding for two Community Service Officers upon the renewal of the grant funding.

DISCUSSION: Although the two Community Service Officer positions were budgeted and approved for the current Fiscal Year through FY 2023 in accordance with the Budget Adjustment attachment, the two positions were not administratively added to the City's classification and compensation plan. The position add request is merely an administrative action and which enables the tracking of the two grant funded Community Service Officer positions. Staff is therefore requesting to add two (2) full time grant funded 1.0 FTE Community Service Officer positions to the City's classification and compensation plan. The Police Department estimates that they will exhaust the available Tobacco Grant funds by the end of calendar year 2023. At that time, unless there is additional funding the two positions will be deleted and removed from the Police Department's budget.

FISCAL IMPACT: None.

Prepared By:
Cathy Bonino
Principal HR Analyst

Submitted By:
Lisa Murphy
Director of Human Resources

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. Draft Resolution
2. Resolution No. NS-29,650
3. Copy of Public Safety Committee Information Report dated April 17, 2020

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AMENDING
THE PERSONNEL COMPLEMENT AND CLASSIFICATION AND COMPENSATION
PLANS FOR THE POLICE DEPARTMENT

WHEREAS, staff has recommended certain modifications to the Classification and Compensation Plans.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Cruz, as follows:

That, effective retroactive to August 8, 2020 the City of Santa Cruz Classification and Compensation Plans be modified to:

	<u>Class No.</u>	<u>Activity</u>	<u>Classification Title</u>	<u>Salary</u> (New <u>Classifications</u>)
<u>POLICE</u>				
Add				
Two (2)			Community Service Officer (1.0	
Positions:	501-xxx	2104	FTE) – (2) Grant Funded	

PASSED AND ADOPTED this 11th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

RESOLUTION NO. NS-29,650

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ
APPROPRIATING FUNDS AND AMENDING THE FY 2020 BUDGET

WHEREAS, it is recommended that the adjustment set forth in Exhibit A be made to the present budget appropriations:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Cruz that the Budget of the City of Santa Cruz, adopted by Resolution No. NS-29,546, be amended as set forth in Exhibit A.

PASSED AND ADOPTED this 28th day of April, 2020, by the following vote:

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.

NOES: None.

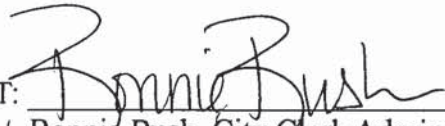
ABSENT: None.

DISQUALIFIED: None.

APPROVED:


Justin Cummings, Mayor

ATTEST:


Bonnie Bush, City Clerk Administrator

<input checked="" type="radio"/> Council Approval	Resolution No. NS-29,650
<input type="radio"/> Successor Agency	Resolution No. _____
<input type="radio"/> Administrative Approval	

<input checked="" type="radio"/> Current Fiscal Year
<input type="radio"/> Prior Fiscal Year

TO: FINANCE DIRECTOR
FROM: Police Department

DATE: 04/17/2020

<u>ACCOUNT</u>	REVENUE EDEN ACCOUNT TITLE	
g202101-112-1016-1065	CDH STAKE Grant 2020-2023	798,156
101-20-22-2104-43210	State operating grants and contributions	
TOTAL REVENUE		798,156

<u>ACCOUNT</u>	EXPENDITURE EDEN ACCOUNT TITLE	
g202101-100-2010-0	CDH STAKE Grant 2020-2023	21,450
101-20-22-2104-51114	Overtime	
g202101-100-2010-0	CDH STAKE Grant 2020-2023	9,000
101-20-22-2104-52153	Materials & Supplies	
TOTAL EXPENDITURE		30,450

NET: \$ 767,706

Purpose:

REQUESTED BY	DEPARTMENT HEAD APPROVAL	ACCOUNTING APPROVAL	FINANCE DIRECTOR APPROVAL	CITY MANAGER APPROVAL
Patricia Dodge Digitally signed by Patricia Dodge Date: 2020.04.01 13:23:16 -0700'	Bernie Escalante Digitally signed by Bernie Escalante Date: 2020.04.17 13:00:58 -0700'	Tracy Cole Digitally signed by Tracy Cole Date: 2020.04.17 15:31:18 -0700'	Cheryl Fyfe Digitally signed by Cheryl Fyfe DN: cn=Cheryl Fyfe, ou=City of Santa Cruz, ou=Finance Department, email=cheryl@cityofsantacruz.com, c=US Date: 2020.04.17 15:42:54 -0700'	
	04/17/20	04/17/20 ¹⁰⁹		



PUBLIC SAFETY COMMITTEE INFORMATION REPORT

DATE: April 17, 2020

DEPARTMENT: Police Department

SUBJECT: California State Department of Public Health Stop Tobacco Access to Kids Enforcement (STAKE) - Grant Acceptance

RECOMMENDATION: Resolution authorizing the acceptance of funds from the California Department of Public Health for the Stop Tobacco Access to Kids Enforcement (STAKE) Program. The City Manager is hereby authorized and directed to execute the contact and agreements associated with the acceptance of this grant.

BACKGROUND: The California State Department of Public Health Food and Drug Branch issued a call for projects to support their STAKE Program. Funding for Tobacco Education and Enforcement including Community Service Officers, a half-time Crime Analyst, Police overtime hours, and training materials are eligible costs. This program does not require a local funding match and is 100% reimbursable.

In 2018-2020, Santa Cruz Police Department was also awarded this grant, resulting in over 1,500 contacts with Santa Cruz students, as well as tobacco retail enforcement campaigns and a Living Clean video contest. This grant award will continue to fund similar education and enforcement programs through 2023.

DISCUSSION: The City of Santa Cruz is home to an estimated 250 retail tobacco outlets, several of which are in proximity to schools. Recent research for the Center for Disease Control states 10% of high school students have used tobacco products in the last 30 days. In 2016-17, Santa Cruz City Schools administered a survey of 7th, 9th, and 11th grade students and it was reported that:

- 44% of students report having tried smoking
- 23% of students report they are current smokers
- 49% of students report that they have used a vaping device
- 33% of students report that it is easy to get cigarettes

The Santa Cruz Police Department will continue to staff two Community Service Officers upon the renewal of the grant funding. These positions are already budgeted for F2021 as a carry-over from the previous Tobacco Grant, therefore no new budgeted positions are required. Beginning in the Fall of 2020, the CSO's will be used to educate approximately 4,500 students over a three year period on the healthcare risks and harms of tobacco use. The CSO's will also conduct education for retail outlets and will survey outlets with management on how to reduce the ease of illegal tobacco sales. Rigorous enforcement of existing laws will continue to be conducted to ensure compliance. Additional police officers overtime is funded for the purpose of enforcement activities.

The Santa Cruz Police Department will utilize a Crime Analyst to research best practices, crime problems associated with tobacco, and track the increase or decrease of calls for service and

reported crimes near retail tobacco establishments. This half-time Crime Analyst position is already budgeted for FY2021 as a carry-over from the previous Tobacco Grant.

We estimate that we will exhaust the available Tobacco Grant funds over the three-year period.

The Police Department's intended use of the funds falls within the stated goals of the California Department of Public Health STAKE Grant program for the 2020 solicitation.

FISCAL IMPACT: A total of \$798,156 grant funds will be awarded, with no local match required.

Submitted by:

Andrew Mills
Chief of Police

ATTACHMENTS:
Budget Adjustment



City Council AGENDA REPORT

DATE: 07/27/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Human Resources

SUBJECT: Temporary SEIU Local 521 Employee Association Memorandum of Understanding (HR)

RECOMMENDATION: Resolution adopting a tentative agreement with the Temporary SEIU, Local 521 Employee Association.

BACKGROUND: The Memorandum of Understanding (MOU) with the Temporary SEIU Employee Association (Union) expired on June 12, 2020. The Union and the City have met and conferred in good faith according to the Meyers- Miliias-Brown Act regarding wages, hours, and other terms and conditions of employment. As a result the Union and the City have reached a Tentative Agreement on a successor MOU.

DISCUSSION: The Union and the City have been meeting and conferring since April 2020 on a successor MOU. For Council approval is a summary of the Tentative Agreement reached with the Union. The terms of the MOU will be implemented August 12, 2020, with the final MOU to be brought before the City Council for adoption at a later meeting.

FISCAL IMPACT: These expenditures were included in the FY 2021 budget and there are no additional fiscal impacts generated by final approval.

Prepared By:
Lisa Murphy
Director of Human Resources

Submitted By:

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
Resolution
Temporary SEIU MOU Agreement

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ APPROVING A
TENTATIVE AGREEMENT WITH THE TEMPORARY SERVICE EMPLOYEE
INTERNATIONAL UNION, LOCAL 521

WHEREAS, representatives of the City of Santa Cruz and the Temporary Service Employee International Union, Local 521 (Union) have met and conferred in good faith to bargain for successor agreement; and

WHEREAS, the Tentative Agreement with the Union has been entered into by the respective parties and duly ratified by the Union's members; and

WHEREAS, the terms of the Tentative Agreement are attached.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Cruz, that the City Council hereby approves the Tentative Agreement for the Temporary Service Employee's International Union effective August 12, 2020.

BE IT FURTHER RESOLVED that the City will prepare the Memorandum of Understanding to include the Tentative Agreement and bring it before the City Council for adoption at a later City Council meeting.

PASSED AND ADOPTED this 11th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

AGREEMENT BETWEEN

CITY OF SANTA CRUZ TEMPORARY SERVICE EMPLOYEES, SEIU LOCAL 521 and the CITY OF SANTA CRUZ for a

SUCCESSOR MEMORANDUM OF UNDERSTANDING

July 22, 2020

The City of Santa Cruz ("City") and SEIU Local #521 are parties to a Memorandum of Understanding ("MOU") that expires on June 12, 2020. Pursuant to MOU Section 24.00 *Renegotiations* SEIU provided a "demand to bargain and information request" letter to the City on March 3, 2020 (dated February 25, 2020). The City responded on April 1, 2020.

On March 16, 2020, in compliance with the Santa Cruz County Health Officer's mandatory Shelter In Place (SIP) order due to the COVID-19 pandemic, the City sent all of its non-designated employees home. In the ensuing two months there has been little opportunity to focus on these negotiations and therefore no further progress towards initiating them has been made. With most City employees returning to work on May 18, 2020 we are now able to return our attention to negotiations.

This is an unprecedented time for our country and for the City of Santa Cruz. We are dealing with a public health crisis that our generation has never seen before. What makes this situation extra challenging is how it is continuously evolving. We are receiving updates on the situation on what seems like a daily basis and to protect the health and safety of our community we are being asked to respond with urgency and efficiency as a City.

Shelter In Place mandates have major impacts to consumer spending in the areas of City businesses, tourism and recreation. The decline in major revenues such as Sales tax, Transient Occupancy tax (TOT), and Admission tax, put us in an immediate financial crisis. The revised General Fund projections incorporate major tax revenue declines of up to 25% for the fourth quarter of FY 2020, declines of up to 15% for the first and second quarters of FY 2021, then rebounding to near normal levels in the third and fourth quarters. The City has more confidence in its projections over the next 3 quarters but the third and fourth quarter revenue projections for FY 2021 may prove to be optimistic. Other projected revenue percentage declines reflect actions taken by State and local governments, and may vary between actual losses and deferred payments. This information is constantly changing; there are several factors that can change our outlook - including the length of the SIP mandate, the length of time it may take to restore City revenue to pre-COVID-19 levels, and the availability of stimulus support from the State or Federal government.

Prior to the COVID-19 outbreak, the City was projecting a surplus to end FY 2020. However, updated projections which take into account the financial impacts associated with COVID-19 estimate ending FY 2020 with a General fund deficit of \$10.4 million, followed by approximately \$9.0 million in General fund deficits over the next two (2) fiscal years (\$6 million in FY 2021 and \$3 million in FY 2022).

In order to address the projected FY 2021 General Fund deficit of \$6 million, with the exception of the Temporary Service Employees, the City has so far asked all employee groups to agree to a 10% reduction in salary costs beginning July 1, 2020 through June 30, 2021. Most Temporary employees stopped being scheduled to work effective April 1, 2020.

To address the impact of the FY 2021 budget deficit as it relates to Temporary employees the City makes the following proposal for a Successor MOU:

- I. The City proposes a one (1) year extension, from June 13, 2020 to June 11, 2021 (MOU Section 2.00 *Term*).
- II. All other provisions of the current MOU will remain unchanged.
- III. Effective January 1, 2021 with the implementation of the California State minimum wage increase to \$14, the City shall review all temporary classifications which may have salary compaction caused by the new minimum wage to determine if a classification salary will be adjusted.
- IV. Effective the same pay period in which City Council approves an MOU in open session, Beach Lifeguard II will receive a 4% stipend when scheduled to work as the Duty Officer.

**City of Santa Cruz Service Employees
SEIU Local 521**

City of Santa Cruz

Date

Date

Veronica Rodriguez

Lisa Murphy

Ken Bare

Joe McMullen

Noah Nagel

Nicolas Megevand



City Council AGENDA REPORT

DATE: 07/27/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Human Resources

SUBJECT: Approval of a Temporary Economic Hardship Program (HR)

RECOMMENDATION: Motion to approve the Temporary Economic Hardship Program.

BACKGROUND: This is an unprecedented time for our country and for the City of Santa Cruz. We are dealing with a public health crisis that our generation has never seen before. What makes this situation extra challenging is how it is continuously evolving.

Prior to the COVID-19 outbreak, the City was projecting a surplus to end FY 2020. However, updated projections which take into account the financial impacts associated with COVID-19 estimated ending FY 2020 with a significant General fund deficit. The City is working with Management Partners and their COVID-19 modeling tool to develop more up-to-date forecasts of the City's financial situation. This work is in process, but all preliminary estimates point to deficits much larger than originally anticipated and that they will be on the scale of the Great Recession, and possibly even worst than that.

At the end of FY 2020, in order to address the projected FY 2020 General Fund deficit and FY 2021 anticipated significant additional shortfall, the City took numerous steps to mitigate the deficits. These actions included a 10% reduction in personnel costs through furloughs and other mechanisms, and freezing positions.

The City understood the financial burden a 10% salary reduction would have on employees, particularly those employees who are the lowest wage earners in the City. The City Council directed staff to develop a program to provide limited financial assistance for those employees. Therefore the City has created a temporary Economic Hardship program to provide one-time grants to employees to assist them for the duration of the salary reductions.

DISCUSSION: The Human Resources staff worked with the unions to develop a program to provide financial assistance to the lowest wage earners in the City. The intention was to provide limited assistance to those impacted by the furlough agreements. The Program details are as follows:

Availability: October 2020 – June 25, 2021 (or when the program can be funded via FY 2021 Council budget change adoption)

First come, first serve.

Program Requirements: In order to qualify for this benefit:

- Regular employee (passed probation)
- Salary reduction of 5% or more
- Only one household member will be eligible for the grant
- Annual household income in the following amounts:
 - o Tier 1: Household income of \$43,440 Less, eligible for up to \$1,500 grant
 - o Tier 2: Household income of \$43,441 or more, eligible for up to \$1,000 grant
- Employee to provide statement of need.
- If an employee is receiving unemployment insurance they will not be eligible for a grant.

The grant shall be a one-time payment to the employee in their paycheck, subject to state and federal taxes.

Grants will be determined by a subcommittee composed of seven employees:
1 SEIU, 1 Supervisor, 1 Mid-Manager, 1 POA, 1 PMA, 1 FMA and 1 Fire.

If an employee leaves prior to June 25, 2021, they will pay back a pro-rated share of the grant.

FISCAL IMPACT: An appropriation of \$30,000 from the General Fund needs to be identified.

Prepared By:
Lisa Murphy
Director of Human Resources

Submitted By:

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
Temporary Economic Hardship Program Policy



Human Resources

Human Resources Department Administrative Policy/Procedure

Policy No:

Date Issued:

Date Reviewed:

Date Revised:

SUBJECT: Temporary Economic Hardship Program

Approved: _____
Lisa Murphy, Director of Human Resources

1.0 Purpose

This is an unprecedented time for our country and for the City of Santa Cruz. We are dealing with a public health crisis that our generation has never seen before. What makes this situation extra challenging is how it is continuously evolving.

Prior to the COVID-19 outbreak, the City was projecting a surplus to end this fiscal year. However, updated projections which take into account the financial impacts associated with COVID-19 estimate ending FY 2020 with a General fund deficit of \$10.4 million, followed by approximately \$9.0 million in General fund deficits over the next 2 fiscal years (\$6 million in FY 2021 and \$3 million in FY 2022). In order to address the projected FY 2020 10.4 million General Fund deficit and FY 2021 General Fund deficit of \$6 million, the City is taking numerous steps to mitigate these deficits. These actions include a 10% reduction in personnel costs through furloughs and increased contributions to PERS, and freezing positions.

The City understands the financial burden a 10% salary reduction will have on employees, particularly those employees who are the lowest wage earners in the City. Therefore the City has created a temporary Economic Hardship program to provide one-time grants to employees to assist them for the duration of the salary reductions.

2.0 Procedure

Availability: September, 2020 – June 25, 2021

First come, first serve.

Program Requirements: In order to qualify for this benefit:

- Regular employee (passed probation)
- Salary reduction of 5% or more

- Only one household member will be eligible for the grant
- Annual household income in the following amounts:
 - Tier 1: Household income of \$43,440 Less, eligible for up to \$1,500 grant
 - Tier 2: Household income of \$43,441 or more, eligible for up to \$1,000 grant
- Employee to provide statement of need.
- If an employee is receiving unemployment insurance they will not be eligible for a grant.

The grant shall be a one-time payment to the employee in their paycheck, subject to state and federal taxes.

Grants will be determined by a subcommittee composed of seven employees: 1 SEIU, 1 Supervisor, 1 Mid-Manager, 1 POA, 1 PMA, 1 FMA and 1 Fire.

If an employee leaves prior to June 25, 2021, they will pay back a pro-rated share of the grant.



ECONOMIC HARDSHIP PROGRAM APPLICATION

PURPOSE: Due to the COVID-19 Pandemic, the City is facing a financial loss of over \$10 Million in FY20, and \$9.0 million in FY21. To mitigate the financial impact, the City has implemented 10% cost reduction in Personnel Costs. To offset the burden of the salary reduction, the City has approved a temporary Economic Hardship Program. The Effective Date is August 12, 2020 - June 25, 2021. This is a first come first serve program based on a budget of \$30,000.

INSTRUCTIONS: Read the attached Policy prior to completing the application. Return the completed application to Human Resources Dept. Attention Lisa Murphy, 809 Center St. Room 6, Santa Cruz CA 95003.

NAME: _____

POSITION: _____

ORIGINAL DATE OF HIRE: _____

AMOUNT OF SALARY REDUCTION: _____

ANNUAL HOUSEHOLD INCOME: _____	\$43,440 OR LESS	<input type="text"/>	Eligible for grant up to \$1,500
	\$43,441 OR MORE	<input type="text"/>	Eligible for grant up to \$1,000

GRANT REQUEST AMOUNT: _____

ARE YOU RECEIVING UNEMPLOYMENT INSURANCE: _____	YES	<input type="text"/>
	NO	<input type="text"/>

STATEMENT OF NEED: _____

Only one household member will be eligible for this grant program.

If an employee leaves prior to June 25, 2021, they will pay back a pro-rated share of the grant.

Signature _____

Date _____

Contact Number: _____



City Council AGENDA REPORT

DATE: 07/24/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Public Works

SUBJECT: Active Transportation Program Cycle 5 Grant Application: Swanton Delaware Multiuse Path (PW)

RECOMMENDATION: Motion to authorize the City Manager to apply for, accept, and appropriate funds from the California Department of Transportation Active Transportation Program Cycle 5 grant application for the Swanton Delaware Multiuse Path.

BACKGROUND: In September 2013, Governor Brown signed legislation that created the Active Transportation Program (ATP). The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation. Subsequent passage of Senate Bill 1 provides additional funding to this program. The call for projects for ATP Cycle 5 was released in late March 2020, with a due date for applications September 15, 2020. Cycle 5 of the ATP program covers fiscal years 2021/22 through 2024/25. The anticipated funding over the four-year programming cycle is \$445,560,000.

The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas (GHG) reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

The City of Santa Cruz was awarded two ATP Cycle 2 grant awards for the Santa Cruz Citywide Safe Routes to School Crossing Improvement Program and the Branciforte Creek Bicycle/Pedestrian Bridge and two ATP Cycle 3 grant awards for the Rail Trail Segment 8 and 9 Design and Environmental Review and San Lorenzo Riverwalk Lighting (recommended for augmentation funding).

DISCUSSION: Staff developed a list of high priority projects to apply for ATP Cycle 5. These projects have been vetted to score well on the ATP project scoring rubric, including a demonstration of need, the ability to improve safety, the potential to increase active

transportation users, documented public participation, the ability to deliver, and being a transformative project for a community.

The application for the “Swanton Delaware Multiuse Path” refines a project application that the city previously sought funding for, changing the project scope in response to community change and past scores on the grant submittals. The City applied for a version of this project in ATP Cycles 3 and 4 and was not awarded but continues to feel that this is an important link in the active transportation network. This project is included in the ATP and in the approved Measure D five-Year funding plan.

The Swanton Delaware Multiuse Path project would construct a multiuse path on the west side of Swanton Blvd between the existing West Cliff path and Delaware. On Delaware, between Swanton and the UCSC Coastal Sciences Campus, the City would construct a two-way cycle track (similar to the facility on Beach St) on the south side of the roadway and a sidewalk on the north side of the road. The new sidewalk would connect and expand access to Antonelli Pond and has been coordinated with the Land Trust. Additionally, the City would install improved intersection treatments at the Delaware/Swanton and Delaware/Natural Bridges intersections. These intersections treatments could include roundabouts, median refuge islands, curb extensions or other means that will be identified through the design process post-grant award. This would necessitate a change in parking orientation on Delaware but would result in a net increase of approximately five parking spaces. Currently, parking is parallel along both north and south sides of Delaware. With reallocation of roadway space to expand options for those walking and biking, all parking on Delaware would be on the north side of the roadway, with the majority of parking spaces being perpendicular parking. A draft design plan is included in this report.

Policy Support: This application will assist implementation of a General Plan Goal M4: “citywide interconnected system of safe, inviting, and accessible pedestrian ways and bikeways.” Additionally, the Climate Action Plan includes the transportation objective to meet an 80% reduction in greenhouse gas emissions by 2050, reduce around town automobile trips by 10% by 2020 and doubling bike ridership by 2020. If funded, these projects will help to achieve these General Plan and Climate Action Plan goals.

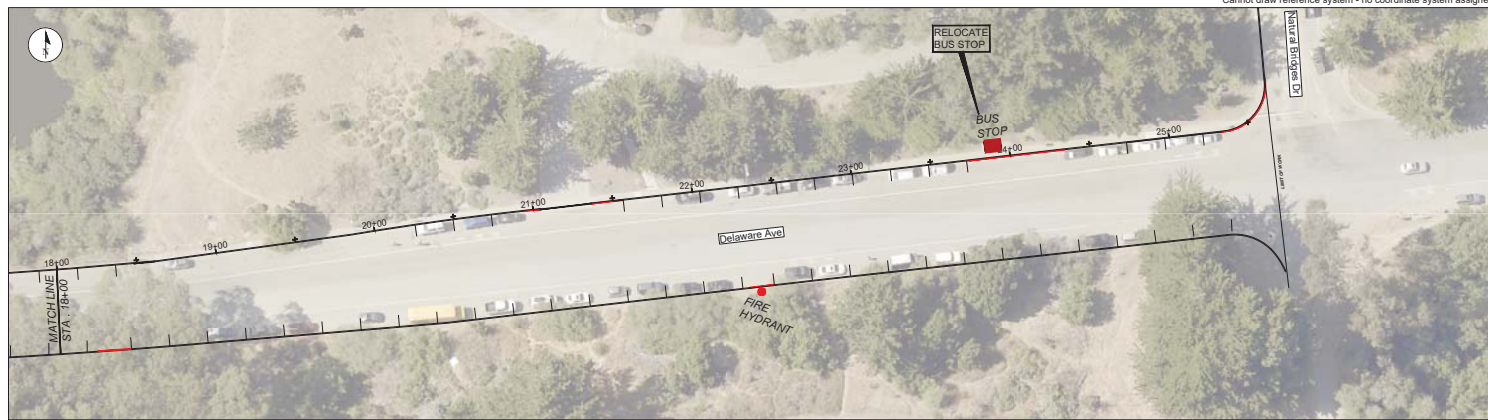
FISCAL IMPACT: Local funding match is included in the approved Measure D five-year allocation plan for FY 2021-2025. There is no impact to the General Fund.

Prepared By:
Claire Gallogly
Transportation Planner

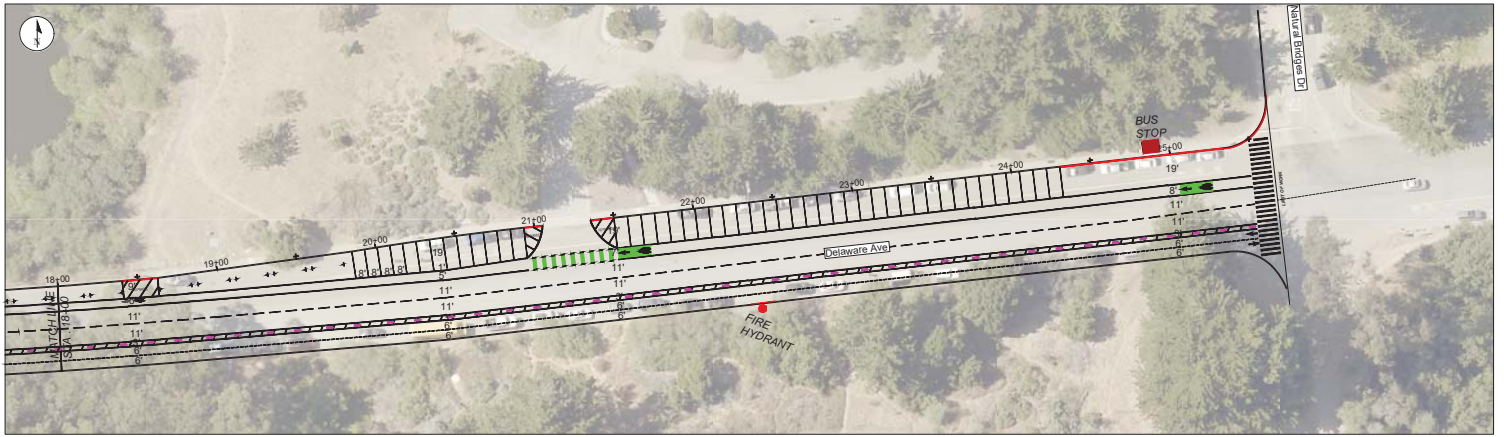
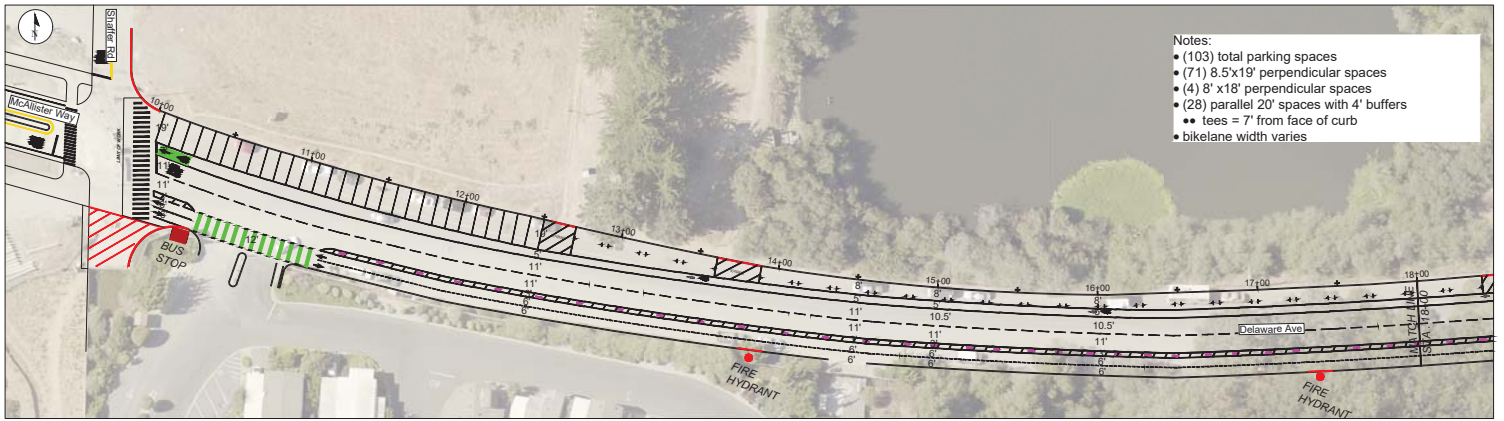
Submitted By:
Mark R. Dettle
Director of Public Works

Approved By:
Martin Bernal
City Manager

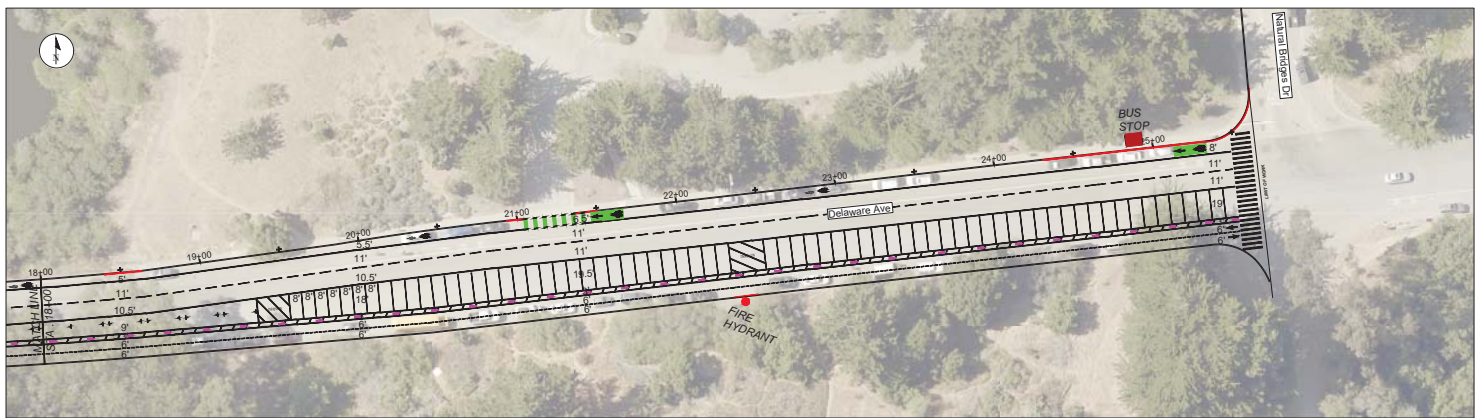
ATTACHMENTS:
Grant Application Draft Plans



	REVISIONS			<p>CITY OF SANTA CRUZ PUBLIC WORKS DEPARTMENT 809 Center Street, Room 201 Santa Cruz, CA 95060</p>	<p>2020 MULTI-USE PATHWAY DELAWARE AVE FROM SHAFFER RD TO NATURAL BRIDGES EXISTING PARKING</p>	<p>REFERENCES FIELD BOOK: DR DRAWING #: #</p>	DATE 3/23/2020	SCALE 1"= 30'
							DRAWN K. JATHO	SHEET 1 OF 2
							DESIGN K. JATHO	VAULT NO. # 7105
							CHECKED J.BURR	



	REVISIONS			CITY OF SANTA CRUZ PUBLIC WORKS DEPARTMENT 809 Center Street, Room 201 Santa Cruz, CA 95060	2020 MULTI-USE PATHWAY DELAWARE AVE FROM SHAFFER RD TO NATURAL BRIDGES NORTH SIDE PARKING	REFERENCES FIELD BOOK: DR DRAWING #: #	DATE	3/23/2020	SCALE	1"= 30'		
									DRAWN	K. JATHO	SHEET	1 OF 2
									DESIGN	K. JATHO	Vault No.	
									CHECKED	J.BURR	#	7105



	REVISIONS			<p>CITY OF SANTA CRUZ PUBLIC WORKS DEPARTMENT 809 Center Street, Room 201 Santa Cruz, CA 95060</p>	<p>2020 MULTI-USE PATHWAY DELAWARE AVE FROM SHAFFER RD TO NATURAL BRIDGES SOUTH SIDE PARKING</p>	<p>REFERENCES FIELD BOOK: DR DRAWING #: #</p>	DATE 3/23/2020	SCALE 1"= 30'
							DRAWN K. JATHO	SHEET 1 OF 2
							DESIGN K. JATHO	VAULT NO. # 7105
							CHECKED J.BURR	



City Council AGENDA REPORT

DATE: 07/29/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Public Works

SUBJECT: Encroachment Permit – Installation of Grease Interceptors Adjacent to 100 Laurel Street (PW)

RECOMMENDATION: Resolution granting an encroachment permit to Anton Santa Cruz, LLC to install two grease interceptors in the Laurel Street sidewalk adjacent to 100 Laurel Street.

BACKGROUND: Anton Santa Cruz, LLC is requesting to install two grease interceptors in the public right-of-way (Laurel Street sidewalk) adjacent to its project at 100 Laurel Street. The project is an approved a mixed use commercial and residential development and the grease interceptors will be used for the proposed commercial spaces (see Attachment 2 for the interceptor location).

DISCUSSION: Staff has reviewed the proposed encroachment and recommends approval for Anton Santa Cruz, LLC to place and maintain the grease interceptors in the Laurel Street sidewalk. Public Works Department policy does not allow grease interceptors in the public right-of-way to minimize encumbering the sidewalk with private infrastructure. An exception is being made in this case as they cannot be accommodated onsite due to building design constraints. The project is also required to underground the overhead utilities, which is a public benefit that will significantly encumber the Laurel Street sidewalk and subsurface area. This additional encumbrances can be accommodated and will be maintained by the property owner.

FISCAL IMPACT: There is no impact to the general fund associated with this action. Anton Santa Cruz, LLC is required to maintain adequate insurance and indemnify the City. A permit fee of \$535 is charged to cover staff administrative and inspection costs.

Prepared By:
Dan Estranero
Assistant Engineer II

Submitted By:
Mark R. Dettle
Director of Public Works

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. Resolution
2. Encroachment Permit Detailed Drawing

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ
GRANTING AN ENCROACHMENT PERMIT FOR THE INSTALLATION OF TWO GREASE
INTERCEPTORS IN THE SIDEWALK ADJACENT TO 100 LAUREL STREET

WHEREAS, an application has been filed with Public Works Department of the City of Santa Cruz to install two grease interceptors in the Laurel Street sidewalk adjacent to 100 Laurel Street;

WHEREAS, the Public Works Department policy does not allow private grease interceptors in the public row, the development cannot accommodate the grease interceptor onsite due to building design constraints and the Laurel Street sidewalk is already encumbered with utilities from the undergrounding of overhead utilities;

WHEREAS, the Public Works Department has made an exception to the policy; and recommends approval;

WHEREAS, the City Council has determined that approving the application is consistent with the public interest and will not interfere with the City's right of way;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santa Cruz as follows:

1. An encroachment permit is hereby granted to Anton Santa Cruz, LLC and to its successors in interest to the property located in Santa Cruz, California to install two grease interceptors in the sidewalk adjacent to 100 Laurel Street.
2. This permit is subject to the terms and conditions specified in the encroachment permit as presented to Council this date.

BE IT FURTHER RESOLVED by the City Council of the City of Santa Cruz that the City Manager, be and is hereby authorized and directed to execute said encroachment permit on behalf of the City.

PASSED AND ADOPTED this 11th day of August, 2020 by the following vote:

AYES:

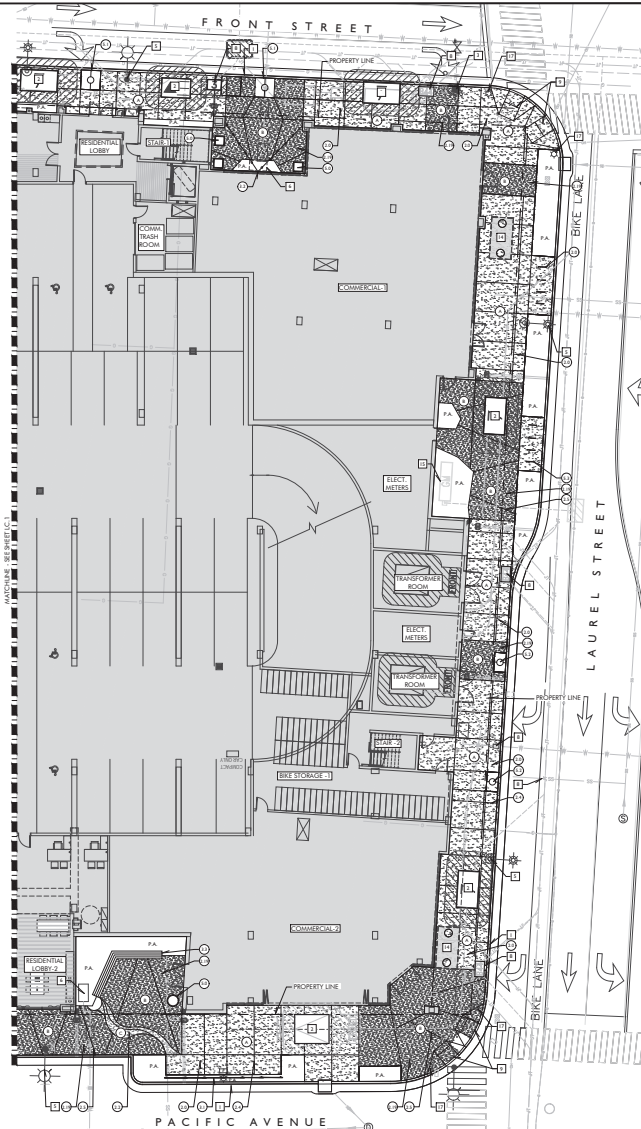
NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

[illegible]



Client

Company: Anton Santa Cruz, LLC

Address: 1676 N. California Blvd. 329
Walnut Creek, CA 95691

Phone No. 650-248-6611

ANTON SANTA CRUZ

PACIFIC, LAUREL AND FRONT ST.

SANTA CRUZ, CA

Sheet Issue & Revision Log

#	Description	Revised By

1. This drawing was prepared by a duly qualified professional person and is to be used only for the project and location specified on the title block. It is not to be used for any other project or location without the written consent of the professional person who prepared this drawing. The professional person who prepared this drawing is not responsible for any errors or omissions in this drawing. The professional person who prepared this drawing is not responsible for any errors or omissions in this drawing. The professional person who prepared this drawing is not responsible for any errors or omissions in this drawing.



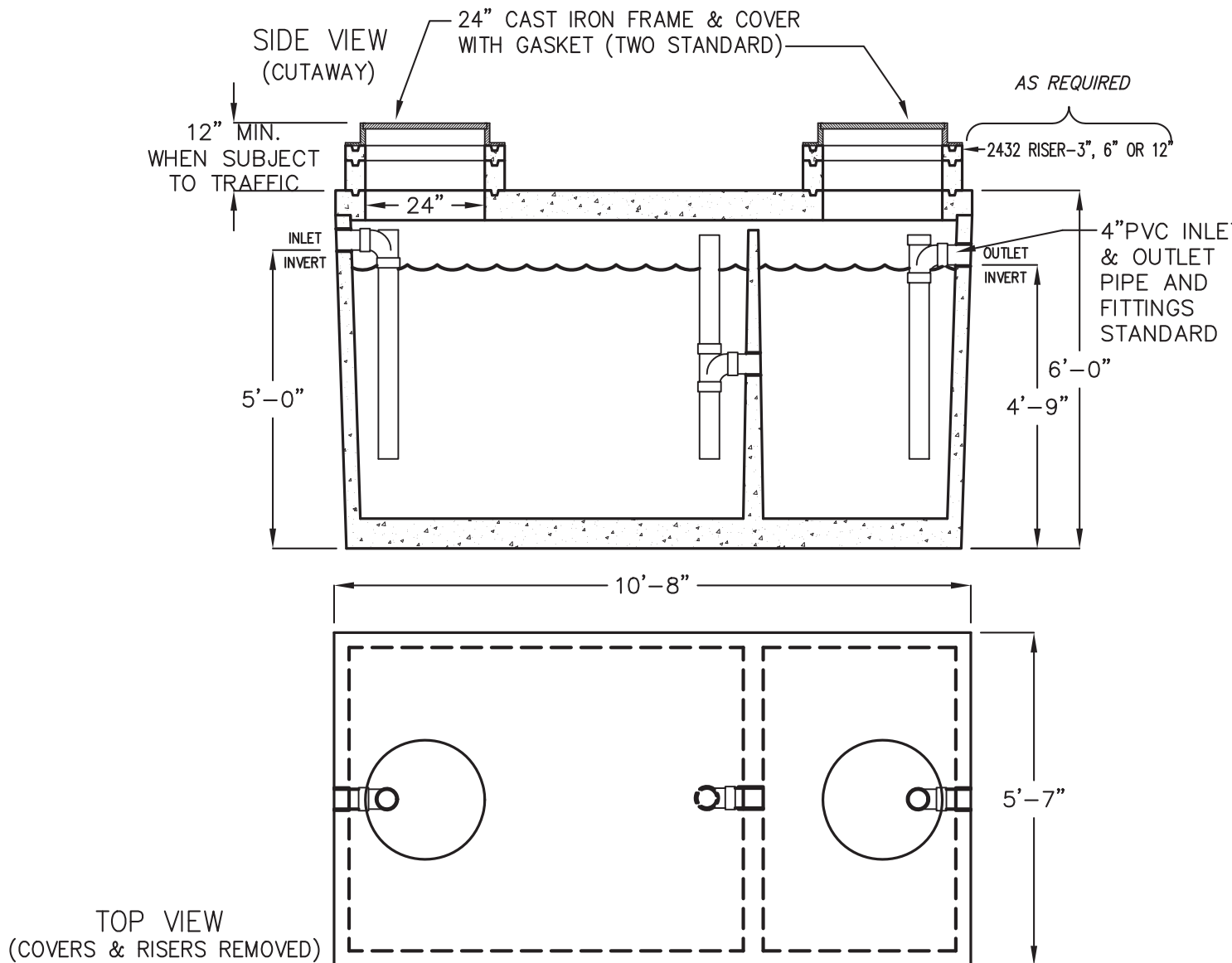
CONSTRUCTION PLAN -

LEVEL 1

1500 GALLON GREASE INTERCEPTOR

MODEL JP1500G

TRAFFIC RATED ACCEPTED BY UPC®



- LIQUID CAPACITY: 1,500 GALLONS.
- TANK DESIGNED FOR H-20 TRAFFIC WHEEL LOAD WITH DRY SOIL CONDITIONS (WATER TABLE BELOW TANK) EARTH COVER OVER TANK NOT TO EXCEED 6 FT.
- SUITABLE NATIVE OR SUB-BASE SHALL BE PREPARED TO HANDLE ANTICIPATED LOADS. THE EXCAVATION SHALL BE BEDDED WITH SUITABLE GRANULAR MATERIAL AND SHALL BE COMPACTED TO 90% MAXIMUM DRY DENSITY, OR TO REQUIREMENTS OF THE PROJECT GEOTECHNICAL ENGINEER.
- FOR COMPLETE DESIGN AND PRODUCT INFORMATION CONTACT JENSEN PRECAST.

MINIMUM EXCAVATION SIZE:
6'-7" X 11'-8" X DEPTH REQ'D.

THE DESIGN AND DETAIL OF THIS DRAWING ARE THE PROPERTY OF JENSEN PRECAST AND NOT TO BE USED EXCEPT IN CONNECTION WITH ITS OWN WORK. DESIGN AND INVENTION RIGHTS ARE RESERVED.



City Council AGENDA REPORT

DATE: 07/31/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Water

SUBJECT: Graham Hill Water Treatment Plant Concrete Tanks Replacement Project - Approval of Plans and Specifications, Authorization to Advertise for Bids and Award Contract (WT)

RECOMMENDATION: Motion to approve the Plans, Specifications and Contract Documents for the Graham Hill Water Treatment Plant Concrete Tanks Replacement Project, and authorize staff to advertise for bids and the Director to execute change orders within the approved project budget. The City Manager is hereby authorized and directed to execute the contract, as authorized by Resolution No. NS-27,563.

BACKGROUND: The Graham Hill Water Treatment Plant (GHWTP) is a surface water treatment plant that provides the water treatment necessary to comply with both federal and state statutes that are designed to ensure delivered water meets public health and safety requirements. The GHWTP treats local waters from multiple sources: the San Lorenzo River, Majors Creek, Laguna Creek, Reggiardo Creek, Liddell Spring, and Loch Lomond Reservoir, producing 95% of all drinking water served to over 98,000 customers residing both in the City of Santa Cruz and in adjacent areas of unincorporated Santa Cruz County and parts of the City of Capitola. GHWTP construction was completed in 1961, expanded in 1968, and modernized in 1987. The modernization in 1987 was the last major upgrade at the GHWTP. The treatment plant site is within the City of Santa Cruz jurisdiction but is surrounded by developed properties within the unincorporated County of Santa Cruz.

The GHWTP requires extensive rehabilitation and improvements over the next decade to address aging infrastructure, improve resiliency and prepare the facility to meet changing future conditions including adapting to the impacts of climate change. The Concrete Tanks Replacement Project (Project) is one of several projects being developed to meet these objectives.

The treatment plant includes four large (0.5 – 1 million gallon) concrete tanks, which make up a portion of the water treatment process. These are original tanks that were designed and built in the late 1950s and early 1960s. In October 2015, a condition assessment and a structural analysis of the concrete tanks was performed by a qualified engineering firm. This assessment identified several deficiencies in the tanks due to their age and general condition. The assessment recommended that three of the tanks be demolished and replaced, while the condition of the fourth was confirmed as suitable for continued use. Together with the significant differences between past and present design standards, it was determined that the three tanks had a

remaining useful life of 5-10 years or less. In March 2017 a design contract was issued to West Yost Associates to provide a full range of technical and design services for the replacement of the three concrete tanks.

The Project consists of demolishing the three existing tanks and replacing them in a slightly modified location and other associated improvements as follows:

- Replacement and relocation of two pump stations.
- Replacement of all existing pipelines.
- Modification to the electrical power supply, instrumentation and controls.
- Construction of a new electrical building.
- Modifications to the access roads and stairs.
- Construction of retaining walls.
- Improvements to storm drain system.

In general, construction activities would include demolition and removal of existing infrastructure (i.e., concrete tanks, pipes, pumps, asphalt), hauling spoils from the site, grading to expand the existing tank foundation pad, constructing new retaining walls, importing materials (i.e., concrete, steel reinforcement, pipes, valves, pumps, asphalt) to construct and assemble new infrastructure, and improving the access road to the tanks.

City Council has previously taken a number of actions with respect to this project.

- March 14, 2017 motion authorizing the City Manager to execute an agreement with West Yost Associates (Davis, Walnut Creek CA) for design and construction support services for the project.
- March 2018 motion authorizing the City manager to execute an agreement with Harris & Associates to prepare the CEQA Mitigated Negative Declaration (MND).
- February 13, 2018, adopted a resolution authorizing the Water Department to apply for State Water Resources Control Board funding for the project.
- March 27, 2018, adopted a resolution authorizing the Water Department to be reimbursed by State Water Resources Control Board for costs related to the project.
- November 13, 2018, adopted a resolution authorizing the Water Department to pledge water rate revenues to repay the State Water Resources Control Board funding for the project.
- November 13, 2018, authorized the City Manager to execute Contract Amendment No. 2 for the project with West Yost Associates. (Contract Amendment No. 1 did not require Council action and was signed by the Water Director in November 2017.)
- June 11, 2019 adopted the MND and the Mitigation Monitoring and Reporting Program for the project, and approved the project.

To improve the bidding pool to meet the specialized nature of this work, the Water Department developed a prequalification process to ensure highly-qualified contractors were identified early in the process to bid on the project. Contractors were evaluated based on their relevant experience profile and technical expertise, including demonstrated technical ability, past projects, and key personnel. Nine teams submitted Statements of Qualifications, and six successfully passed the prequalifying requirements.

The following six contractors have been prequalified to bid on the project:

1. Anderson Pacific Engineering Construction, Inc. (Santa Clara, CA)
2. Gateway Pacific Constructors, Inc. (Sacramento, CA)

3. Kiewit Infrastructure West (Fairfield, CA)
4. Pacific Hydrotech Corp (Perris, CA)
5. Thompson Builders Corporation (Novato, CA)
6. WM Lyles Co. (Fremont, CA)

The following three contractors submitted Statements of Qualifications but failed to meet one or more of the requirements:

- Mountain Cascade, Inc. (Livermore, CA)
- C. Overaa & Co. (Richmond, CA)
- Ranger Pipeline Incorporated (San Francisco CA)

Outreach to the neighbors of the GHWTP is a focus of the Water Department. On February 28, 2019, neighboring residents were invited to an open house at the GHWTP for tours and information on upcoming construction projects. The purpose of the open house was to establish relationships, to share information about the upcoming projects, and to receive input from and answer questions from neighbors. In addition, the City established a City staff person as the outreach point of contact and neighbors were encouraged to reach out with additional questions about any of the ongoing or upcoming projects. Subsequent meetings with interested neighbors have been held about specific topics.

A pre-construction arborist's report was created for this project as part of the CEQA MND requirements and is incorporated into the specifications. 17 heritage trees will be removed as part of this project. A mitigation plan will be developed and implemented within one-year of construction completion and will include re-planting of native, site-appropriate vegetation at a three to one ratio for heritage trees removed.

DISCUSSION: The project schedule is as follows:

- City Council Approval: August 11, 2020
- Bid period: August 13 – October 2, 2020
- Intent to Award: October 23, 2020
- Protest Period: October 24 – 30, 2020
- Award: October 30, 2020
- Notice to Proceed: December 7, 2020
- Construction: March 2021 – July 2024

Construction is currently anticipated to be 43 months from Notice to Proceed, which includes 35 working days of scheduled contingency.

Work hours are as follows:

- Normal work hours – Monday through Friday, non-holidays, from 8 am to 5 pm.
- Extended work hours – May be granted on a limited case-by-case basis for tasks such as large concrete pours.

Complete project plans and specifications for bidding will be provided to the prequalified contractors upon the execution of a non-disclosure agreement.

FISCAL IMPACT: The escalated engineer's estimate for construction without contingency is \$35,127,000. The project is carrying a 5% contingency (~\$1.788M) during construction, which

is less than typical projects but reasonable for projects of this size and level of construction oversight. Funds for work to be performed during Fiscal Year 2021 are available in the Water Department's current Capital Investment Program (CIP) budget, project c701501, Graham Hill Water Treatment Plant Concrete Tanks Replacement Project. The Water Department will include each year's planned expenditures as part of the CIP budget process moving forward until the project is completed.

The Water Department has nearly completed the Drinking Water State Revolving Fund (DWSRF) loan application process through the SWRCB to fund this project. The DWSRF program offers low-interest loans; the 2020 interest rate is 1.4%.

Prepared By:
Heidi R. Luckenbach
Deputy Director/Engineering
Manager

Submitted By:
Rosemary Menard
Water Director

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. Project Site Plan
2. Project Arborist Report

ARBORIST REPORT-

Tree Inventory, Construction Impacts & Protection Plan for:

GHWTP Concrete Tanks Replacement Project

City of Santa Cruz, Water Department

715 Graham Hill Road, APN: 060-141-05

Santa Cruz, CA 95060

June 11, 2020

Prepared for:

City of Santa Cruz Water Department

212 Locust Street

Santa Cruz, CA 95060

Prepared by:



ISA Certified Arborist WE0681A

Table of Contents

SUMMARY	1
Background.....	1
Assignment	2
Limits of the Assignment	2
Purpose and use of the report.....	3
Resources.....	3
SITE DESCRIPTION.....	4
OBSERVATIONS	6-12
DISCUSSION.....	13
Species List.....	13
Tree Evaluation and Recording Methods.....	14
Condition Rating	14
Suitability for Preservation	15
Tree Protection Zone	16
Critical Root Zone	16
Root Disturbance Distance.....	17
Construction Impacts to Subject Trees	17-21
Impact Level.....	22
Mitigation Measures for Subject Trees	22-24
Trees Recommended for Removal.....	25
Replacement Trees.....	26
CONCLUSION.....	27
RECOMMENDATIONS.....	28

Attachments: Appendix A - H

Appendix A – Tree Assessment Chart

Appendix B – Criteria for Tree Assessment Chart

Appendix C – Tree Location & Removal Map

Appendix D – Tree Protection Plan Sheets

Appendix E – Bibliography

Appendix F - Glossary

Appendix G - Tree Protection Guidelines & Restrictions

- Protecting Trees During Construction
- Project Arborist Duties & Inspection Schedule
- Tree Protection Fencing
- Tree Protection Signs
- Monitoring
- Root Pruning
- Tree Work Standards & Qualifications
- City of Santa Cruz Regulated Tree Definition

Appendix H - Assumptions & Limiting Conditions

SUMMARY

This report provides the following information:

1. A summary of the health and structural condition of 85 trees.
 2. An evaluation of anticipated construction impacts to the trees.
 3. Recommendations for retention or removal of assessed trees based on their condition and anticipated construction impacts.
 4. Tree protection specifications to mitigate anticipated impacts to retained trees.
- Three new water storage and processing tanks and related support elements will be constructed at the Santa Cruz Water Treatment Facility, 715 Graham Hill Road, in Santa Cruz.
 - The three existing tanks will be demolished and replaced with the new tanks.
 - Eighty-five trees, within or near the project limits were inventoried.
 - Most trees inventoried were in good or fair condition.
 - Thirteen trees inventoried were in poor condition.
 - Twenty-five trees inventoried are within the grading limits or are in the footprint of new elements and their removal is recommend.
 - Two trees inventoried are in poor condition and their removal is recommend.
 - Retained trees will require mitigation methods to reduce construction impacts including tree protection fencing, and additional protection specifications included with the Tree Protection Plan sheets attached to this report.
 - The trees removed will be mitigated native shrubs or trees endemic to the region.
 - The *Tree Assessment Chart*, Appendix A is the condensed reference guide to inform all tree management decisions for the trees evaluated.

Background

Plans have been created for to the City of Santa Cruz Water Department, for improvement of existing infrastructure at the City of Santa Cruz Water Treatment Plant, a Public Facility. Three existing tanks will be demolished, and three new tanks and related infrastructure will be constructed. The plant is located at 715 Graham Hill Road, Santa Cruz. Ms. Jessica Martinez-McKinney, Associate Planner for the City of Santa Cruz Water Department, requested my services, to assess the condition of eighty-five trees within or near the project limits, and the construction impacts that may affect them. Further, to provide a report with my findings and recommendations to meet City of Santa Cruz planning criteria.

Assignment

Provide an arborist report that includes an assessment of the trees within the project area. The assessment is to include the species, size (trunk diameter, height and canopy diameter spread), condition (health and structure), and suitability for preservation ratings. Further, to review the preliminary development plans and assess the potential construction impacts.

To complete this assignment, the following services were performed:

- **Tree Resource Evaluation:** Inventory, evaluate and assign suitability for preservation ratings for subject trees.
- **Plan Review: Reviewed provided plans including:** GHWTP Concrete Tanks Replacement Project, Complete Set (100% Design Submittal), by West Yost Associates, dated May 2020, Water Treatment Plant Topographic Map, by Bowman & Williams, dated 9/12/2016.
- **Construction Impact Assessment:** Combine tree resource data with anticipated construction impacts, to provide recommendations for removal or retention of trees.
- **Tree Protection Plan:** Develop tree protection specifications to mitigate anticipated impacts to retained trees.
- **Mapping:**
 1. Tree canopies were plotted onto: Existing GHWTP Area Plan & Survey Control Points, Drawing # C001, by West Yost Associates, and a Tree Location & Removal Plan (Sheet TPP-1), was created.
 2. Trees were plotted onto: West Yost Associates, Drawings #G005,(Sheet TPP-5), #C008,C009 (Sheets TPP2-3) and #C013 (Sheet TPP-4), and five Tree Protection Plan sheet were created.

Limits of the Assignment

The information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection on 5/20/2020 and 5/21/2020.

The inspection is limited to visual examination of accessible items without climbing, dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the trees in questions may not arise in the future.

Purpose and use of the report

The report is intended to identify all the trees within the plan area that could be affected by a project. The report is to be used by the City of Santa Cruz, other regulating agencies and the contractor, as a reference for existing tree conditions, to protect trees, and to help satisfy the City of Santa Cruz planning requirements.

Resources

All information within this report is based on site plans as of the date of this report.

Resources are as follows:

- GHWTP Concrete Tanks Replacement Project (100% Design Submittal), by West Yost Associates, dated May 2020.
- Water Treatment Plant Topographic Map, by Bowman & Williams dated 9/12/2016.
- Site Visit, Tree Inventory & Condition Evaluation at, 715 Graham Hill Road, Santa Cruz on 5/20/2020 and 5/21/2020.
- City of Santa Cruz Municipal Code – Chapter 9.56 *Preservation of Heritage Trees* (applicable sections).
- Project and site-specific information provided by Ms. Jessica Martinez-McKinney, Associate Planner, City of Santa Cruz Water Department.

SITE DESCRIPTION

The City of Santa Cruz Water Treatment Plant is located at 715 Graham Hill Road, in Santa Cruz. The project site includes portions of the treatment plant containing four concrete tanks. Many trees are sited adjacent to the tanks. The project limits include sloped terrain above and below the tanks which contain many mature trees (Image #1), and an access road between, the upper tank and the lower three tanks. The tree population includes primarily native species including coast live oak, coast redwood, ponderosa pine, Monterey cypress, madrone and California bay laurel. A few non-native species were also inventoried including blackwood acacia, silver dollar gum and elm.

Image #1 – Water treatment plant. Red line indicates project limits.





Image #1A – Near entrance to treatment plant. Many mature trees exist on the facility grounds.

OBSERVATIONS

I inventoried 85 trees that are within the project limits or have canopies which overhang the project limits. Fifty-six were protected* size trees, with diameters of 14 inches or greater. Twenty-nine trees were natives with diameters between 10 and 13 inches. Most of the native trees with 10-13-inch diameters were coast live oak.

Two-thirds of the trees inspected were coast live oak. Coast redwood and ponderosa pine were the other two species which comprised most of the tree population. Other species inventoried included Monterey Cypress, madrone, Douglas fir, California bay laurel, silver dollar gum, blackwood acacia and elm.

Most of the trees inventoried were in good or fair condition. Some trees were in poor condition.

Many trees inventoried were located on sloped areas above or below the concrete water tanks (Image #2).



Image #2 – A grouping of trees located on a slope above the filtered water storage tank. Most of the trees shown are coast live oak in fair condition. This image shows tree numbers T31- T47.

*** City of Santa Cruz - 9.56.040 Heritage Tree & Heritage Shrub Designation:**

(a) Any tree which has a trunk with a circumference of forty-four inches (approximately fourteen inches in diameter or more), measured at fifty-four inches above existing grade.

Some groups of trees grow adjacent to the tanks. For example, a group of coast redwoods are planted in a row encircling a portion of the upper wash water storage tank (Image #3).



Image #3 – Trees T74-82, coast redwood. A new 16" treated water line will be installed between the tank and trees.

The redwoods shown above were in either good or fair condition.

Common defects for trees in poor condition included trunk cavities (Image #4), excessive trunk lean, and unbalanced canopies with strong weight bias.



Image #4 – Tree T10, blackwood acacia. This tree has two co-dominant trunks. The lower trunk shown leans 15 degrees and the cavity has significant deadwood and decay. This tree has a high susceptibility to whole tree failure. No targets are present.

Trees in poor condition usually had significant canopy dieback, often with wood decay fungi or bark beetle infestations present (Images #5 & 6).



Image #5 – Tree T14, coast live oak. Note trunk bleeding (darker areas), and lighter colored frass accumulation, produced by beetles, (circled).

This coast live oak tree has wood decay fungi throughout the trunk and structural limbs, a sign of wood decay fungi activity (Image #6).



Image #6 – Tree T14, coast live oak. Black spheres are wood decay fungi (*Annulohypoxylon* spp.) and indicate decayed wood underneath bark.

A coast live oak with a significant trunk lean defect and wood decay present (Image #7).



Image #7 –Tree T115, coast live oak. Note sharply bowed trunk. A previous limb tear out (circled), has developed into an area of significant decay. Wood decay fungi at the tear out are accelerating the decay process.

A group of three mature ponderosa pine are in decline due to bark beetle infestation. Symptoms included low live crown ratio's with moderate dieback of limb ends (Image #8). These trees are growing along the upper access road.



Image #8 – Tree T71, ponderosa pine. Note needle dieback (circled). Trees T69, T71 & T72 are all showing branch end dieback.

There is a grouping of mostly coast live oak in the southeast corner of the project limits, that will not be impacted by the project. These trees are located below the access road (see Sheet TPP-1, Tree Location & Removal Map), and were not inventoried

DISCUSSION

Species List

TOTAL SUBJECT TREES: 85 Trees

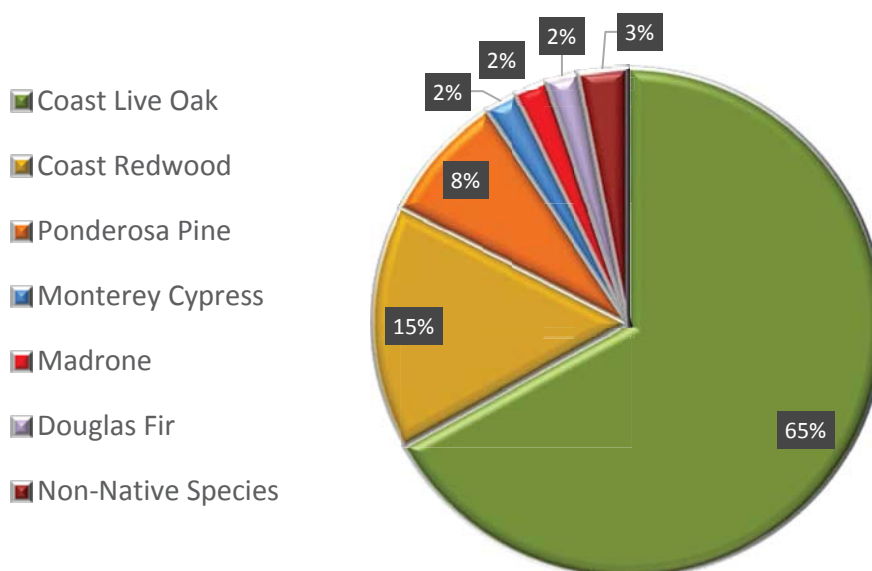
Protected: 56

30	Coast Live Oak	(<i>Quercus agrifolia</i>)
11	Coast Redwood	(<i>Sequoia sempervirens</i>)
6	Ponderosa Pine	(<i>Pinus ponderosa</i>)
2	Monterey Cypress	(<i>Hesperocyparis macrocarpa</i>)
1	Madrone	(<i>Arbutus menzeisii</i>)
2	Douglas Fir	(<i>Pseudotsuga menzeisii</i>)
2	Blackwood Acacia	(<i>Acacia melanoxylon</i>)
1	Silver Dollar Gum	(<i>Eucalyptus polyanthemos</i>)
1	Elm	(<i>Ulmus spp.</i>)

Not Protected: 29

25	Coast Live Oak	(<i>Quercus agrifolia</i>)
1	Coast Redwood	(<i>Sequoia sempervirens</i>)
1	Ponderosa Pine	(<i>Pinus ponderosa</i>)
1	California Bay Laurel	(<i>Umbellularia californica</i>)
1	Madrone	(<i>Arbutus menzeisii</i>)

Chart 1: Population by Species



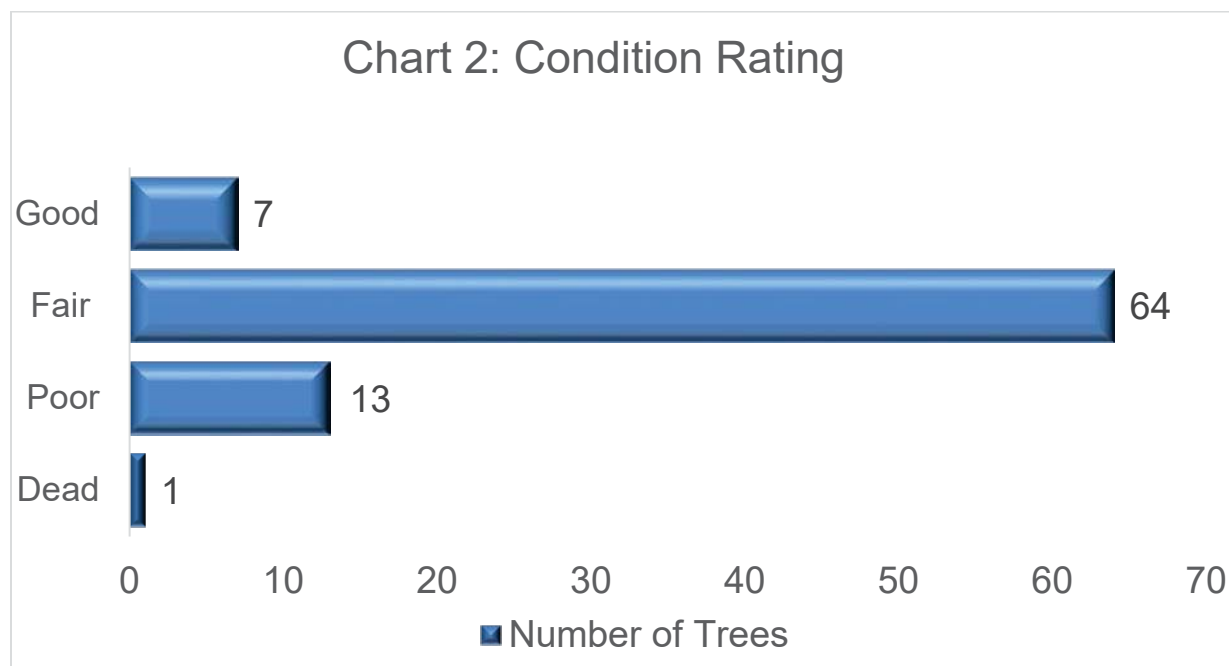
Tree Evaluation and Recording Methods

Site evaluations were made on 5/20/2020 and 5/21/2020. *The inventory included all trees 14" in diameter or greater within the project limits. Native tree species 10" to 13" in diameter within the project limits were also included.* The health and structural **condition** of each tree was assessed and recorded. Based on the trees health and structural condition, each trees **suitability for preservation** was rated and recorded. The recorded data is included in the *Tree Assessment Chart, Appendix A*, of this report. Detailed criteria for each assessment rating category are included in Appendix B – *Criteria for Tree Assessment Chart*.

Numbered trees on the *Tree Assessment Chart, Appendix A.*, correlate with the plotted trees on the attached *Tree Location & Removal Map, Sheet TPP-1, Appendix C*.

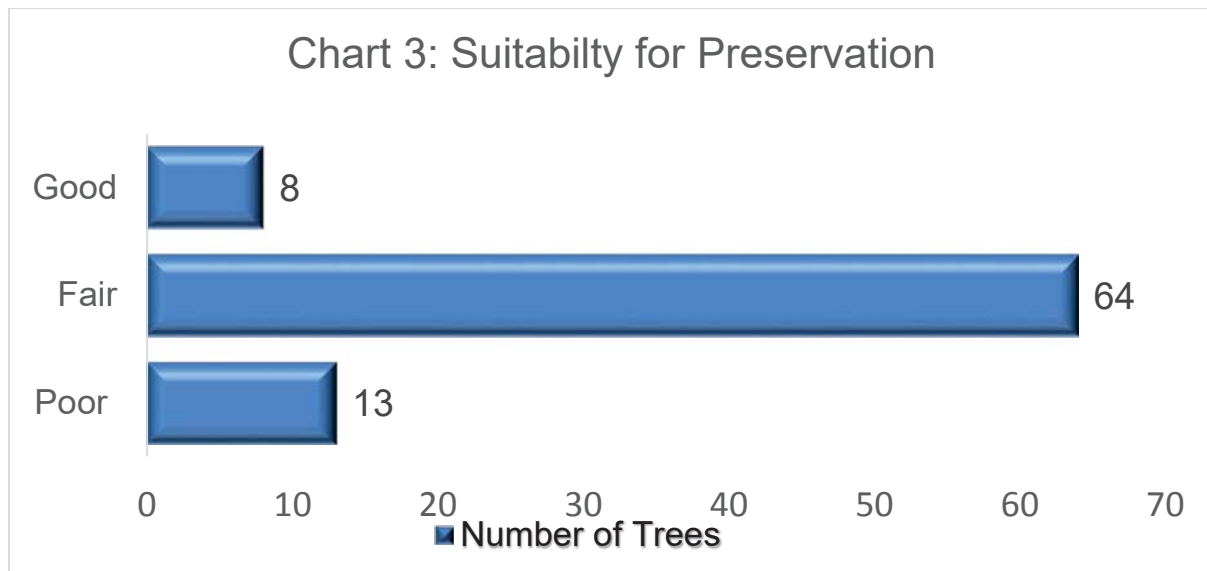
Condition Rating

A trees condition is determined by an assessing both the **health** and **structure**, then combining the two factors to reach a *condition rating*. Tree condition is rated as poor, fair or good. The quantity of trees assigned for each category (good, fair or poor), is indicated below:



Suitability for Preservation

A tree's suitability for preservation is determined based on its health, structure, age, species characteristics and longevity using a scale of good, fair or poor. The quantity of trees assigned to each category (good, fair or poor), is listed below:



Tree Protection Zone

The tree protection zone (TPZ), is a defined area (radius from trunk), within which certain activities are prohibited or restricted to minimize potential injury to designated trees during construction.

The size of the optimal TPZ can be determined by a formula based on 1) trunk diameter 2) species tolerance to construction impacts, and 3) tree age (Matheny, N. and Clark, J 1998). In some instances, tree drip line is used as the TPZ. Development constraints can also influence the final size of the tree protection zone.

Fencing is installed to delineate the (TPZ), and to protect tree roots, trunk, and scaffold branches from construction equipment. *The fenced protection area may be smaller than the optimal or designated TPZ area in some circumstances.* Tree protection may also involve the armoring of the tree trunk and/or scaffold limbs with barriers to prevent mechanical damage from construction equipment. *See Tree Protection Guidelines & Restrictions – Appendix E.*

Once the TPZ is delineated and fenced (prior to any site work, equipment and materials move in), construction activities are only to be permitted within the TPZ if allowed for and specified by the project arborist.

Where tree protection fencing cannot be used, or as an additional protection from heavy equipment, tree wrap may be used. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City arborist or Project arborist. Straw wattle may also be used as a trunk wrap and secured with orange plastic fencing.

Data has been entered in the *Tree Assessment Chart – Appendix A*, which indicates the optimal Tree Protection Zone for each tree.

Additional general tree protection guidelines are included in the *Tree Protection Guidelines & Restrictions – Appendix G*.

Critical Root Zone

Critical Root Zone (CRZ) is the area of soil around the trunk of a tree where roots are located that provide critical stability, uptake of water and nutrients required for a tree's survival. The CRZ is the minimum distance from the trunk for trenching that involves root cutting should occur and can be calculated as three to the five times the trunk Diameter at Breast Height (DBH). For example, if a tree has a one foot trunk diameter, then the CRZ is three to five feet from the trunk location. We will often average this as four times the trunk diameter or 1ft. DBH = 4ft. CRZ (Smiley, E.T., Fraedrich, B. and Hendrickson, N. 2007).

Root Disturbance Distance

No one can estimate and predict with absolute certainty what distance from a tree, a soil disturbance such as excavation for construction should be, to ensure it will not significantly affect tree stability or health. Or to what degree, (low, moderate or high), a tree might be impacted. There are simply too many variables involved that we cannot see or anticipate. However, three times the D.B.H. (diameter at breast height), is a widely accepted minimum used in the industry for root disturbance, *on one side of the trunk*, and is supported by several research studies including (Smiley, Fraedich & Hendrickson 2002, Bartlett Tree Research Laboratories). This distance is often used during the design and planning phases of a project in order to estimate root loss due to construction activities. This distance is a guideline only and should be increased for trees with significant leans, decay or other structural problems.

The ISA, International Society of Arboriculture- Root Management (2017) publication recommends, “cutting roots at a distance greater than six times the trunk diameter (DBH) minimizes the likelihood of affecting both health and stability. This recommendation is given further direction by the companion publication, A.N.S.I. (*American National Standard*) A300 (Part 8)- 2013 Root Management, when roots are cut in a *non-selective* manner, i.e. in a straight line on one side of a tree. The publication states, if the cutting is “within six times the trunk diameter (DBH), mitigation shall be recommended”. Further, A.N.S.I. recommends the “minimum distance from the trunk for root cutting should be adjusted according to trunk diameter, species tolerance to root loss, tree age, health and site condition”.

In general, root cutting that occurs at a distance less than six times the diameter of a tree should be undertaken by hand digging and hand (or Sawzall), root pruning. These methods help mitigate root loss impacts.

Construction Impacts to Subject Trees

Most of the impacts to trees from this project are a result of the new tank construction and related elements. These elements include, three new tanks with surrounding asphalt footprint, new retaining walls and a new treated water tank inlet structure.

Other elements that will affect trees are installation of a new 16-inch treated water pipe adjacent to the existing wash water storage tank, a new retaining wall with road widening for both lower and upper access roads, and a new electrical building with retaining wall.

Some trees located within or very near the footprint of these project elements, will suffer significant impacts and their removal will be required. Some trees are located near these elements, will suffer some root loss impacts, but can be retained with mitigation.

The impacts from the project elements are discussed below. Trees impacted are listed by their tree inventory number assigned during the survey conducted for this report. The numbers are cross referenced with the Bowman and Williams tree tag number, assigned during their topographic survey. For example, tree T18/116, 21” coast live oak, was assigned number T18 in my inventory (as listed in tree inventory spreadsheet) and was tagged (metal tag attached to tree), number 116 during the Bowman and Williams survey. Note that some trees inventoried in this report, were not tagged in the Bowman and Williams report.

Construction Impacts to Subject Trees, continued:

Impacts from New Tanks, Soil Nail Wall & Retaining Wall “A”

Trees T6, T17/117, T18/116, T19, T20 T21 and T28, coast live oak and trees T23/67 and T29/69-71, coast redwood, are within the footprint of the new tanks or soil nail wall, will be highly impacted and their removal is required.

Tree T22/114 a 32” ponderosa pine is less than 5 feet from soil nail wall, will suffer significant loss of anchoring roots, could become destabilized and is recommended for removal (Image #9).



Image #9 – Tree T22, ponderosa pine (circled). Excavation for the soil nail wall will be less than 5 feet from the tree.

Tree T16/118, a 22-inch diameter coast live is less than 5 feet from new retaining wall “A, will suffer significant root loss and its removal is required.

Construction Impacts to Subject Trees, continued:

Tree T7/76,77 a 17" silver dollar gum with multiple trunks is less than 5 feet from new vertical curb, and a new storm drain inlet. The tree may suffer significant loss of anchoring roots, is at the top edge of slope and has a significant weight bias opposite the anticipated root loss. Trunk attachments appear weak, and a 15-inch diameter trunk has previously failed. This tree is recommended for removal due to impacts.



Image #10 – Tree T7, silver dollar gum. The eucalyptus has 3 trunks. Trunk on left has a significant lean and weight bias.

Construction Impacts to Subject Trees, continued:

Impacts from New Treated Water Tank Inlet Structure

Trees T30,T32, T33,T34,T35, T37/64, coast live oak and T31, T36/65, madrone are within the footprint of the new inlet structure, will be highly impacted and their removal is required.

Impacts from New 16" Treated Water Pipe

Tree T66, a 22" diameter ponderosa pine is 9- feet from the new pipe. This distance is within its critical root zone and the tree will require pre-construction mechanical root pruning to minimize root loss.

Trees T67 and T83, Monterey Cypress, and trees T74,75,76,77,78,79,80,81, & 82, coast redwood are within 8 to 17- feet of the new pipe. This distance is within the tree protection zone of the trees and within the critical root zone of some of the trees. Impacts to these trees will be low to moderate depending on the distance of the individual tree to the pipe installation. Tree protection methods including mechanical root pruning will be required to mitigate root loss impacts.

Impacts from New Electrical Building

Tree T47, coast live oak is within the building footprint, will be highly impacted and its removal is required.

Impacts from New Access Road Retaining Wall & Road Widening

Trees T1/54, T2, T61, T63, T64, & T65 are within the road widening footprint or less than 3-feet from the new retaining wall, will be highly impacted (root loss), and their removal will be required.

Tree T66/39 ponderosa pine will be within 10-feet of new retaining wall. This distance is within its critical root zone and the tree will require pre-construction hand excavation to minimize root loss.

Impacts from New Electrical Building

Tree T47, coast live oak is within the building footprint, will be highly impacted and its removal is required.

Construction Impacts to Subject Trees, continued:

Other Impacts

In addition to the impacts discussed above, equipment staging, and access will affect some trees not included within the project limits. Tree protection fencing will be installed to protect trees outside the project limits where equipment movement and parking could affect trees.

Equipment using the access road between the upper and the lower areas could affect the overhanging canopies of some coast live oaks along the access road (Image #11).



Image #11 - View of lower access road lined with coast live oak. Some overhanging canopy growth may require pruning, to create additional overhead clearance for large construction equipment.

A pre-construction walkthrough of equipment clearance requirements with the primary contractor and the project arborist, will identify trees that may need targeted limb removal along the access road.

Impact Level

Impact level rates the degree a tree may be impacted by construction activity and is primarily determined by how close the construction procedures occur to the tree. Construction impacts are rated as low, moderate, high. The quantity of trees assigned for each category (low, moderate, high), is indicated below:

Impact Rating

- | | |
|--------------|----|
| ▪ Low - | 49 |
| ▪ Moderate – | 11 |
| ▪ High - | 25 |

Mitigation Measures for Retained Trees

The trees retained on this project will require some or all the following methods to protect them from the impacts described above and to minimize root loss during the construction phases.

- Tree Protection Fencing
- Mechanical Root Pruning
- Hand trenching and hand root pruning.
- Supervised root pruning.

Detailed descriptions of the protection requirements (mitigation methods), listed above are specified in the following pages. Some of the construction work will affect the *critical root zones* of selected trees and mitigation methods including project arborist supervision is specified. ***The Tree Protection Specifications & Recommended Sequence listed below, are included on the attached Tree Protection Plan sheets TPP-3 and TPP-4 and shall become an element of the final plan set.***

Tree Protection Specifications & Recommended Sequence

(Refer to Tree Protection Plan Sheets TPP-2,3 & 5)

Demolition Phase:

1. Remove trees marked for removal on Tree Location & Removal Plan, Sheet TPP-1.
2. Install 2-4 inches of ½" drain rock in location indicated on Sheet TPP-5
3. Install Tree Protection Fencing in locations indicated on Tree Protection Plan sheet TPP-2, prior to demolition.

Tree Protection Specifications & Recommended Sequence

(For Tree Protection Plan Sheet TPP-4)

Demolition Phase:

1. Remove trees marked for removal on Tree Location & Removal Plan, Sheet TPP-1.
2. Install Tree Protection Fencing in locations indicated on Tree Protection Plan sheet TPP-4, prior to demolition.

Construction Phases:

1. New 16-Inch Treated Water Pipe (Yard Piping Plan 2, Drawing # C013) -
 - A. Stake trenching location for new 16" Treated Water Pipe.
 - B. Machine trenching to a depth of 24" shall be performed in area indicated on plan sheet TPP-4. This procedure will pre-cut any roots from adjacent redwoods and cypress tree.
 - C. Use of any of the following equipment to machine trench is permissible:
 - a. Vermeer, Imants or Dosko Root Pruner
 - b. Ditch Witch RT45 Trencher, or equivalent. Use of an MT12 Microtrencher attachment for first 12" of depth is preferred.
 - D. Any torn roots found in trench, shall be cleanly pruned with loppers, hand saw or Sawzall. Roots shall be pruned by methods indicated on Tree Protection Plan sheet, Pre-Construction Root Pruning.
 - E. Once roots have been cleanly pruned, final trenching to desired depth and width required for 16" pipe installation may be completed.
 - F. Point of connection (P.O.C.) to existing 18" treated water line adjacent to Monterey cypress tree T83/30 shall be performed using hand methods.
 - a. Excavate soil between P.O.C. and cypress tree by hand, or with an electric spade, to a depth of 24". Any roots 2" in diameter or larger shall be pruned according to specifications "Pre-Construction Root Pruning", shown on Plan Sheet TPP-4.
 - b. Once hand excavation is completed, excavation to depths greater than 24" can be completed with machinery.

Trees Recommended for Removal

A total of twenty-seven (27), trees are recommended for removal, including six different species. Twenty-five of the trees require removal due to anticipated construction impacts, and two trees are dead or in very poor condition, for a total of twenty-seven trees. A summary of removals is shown in Table #1 below:

TABLE 1 – TREE REMOVALS

<div> <div>PROTECTED:</div> <div> <div></div> <div>SPECIES</div> <div></div> </div> </div>							
14" or greater in diameter	COAST LIVE OAK	COAST REDWOOD	PONDEROSA PINE	DOUGLAS FIR	MADRONE	GUM	TOTAL
	10	2	2	2	1	1	18
NOT PROTECTED:	COAST LIVE OAK	COAST REDWOOD	PONDEROSA PINE	DOUGLAS FIR	MADRONE		TOTAL
10-13" in diameter	8	0	0	0	1		9
TOTAL TREES REMOVED							27

Trees to be removed will be tagged with plastic tape by the project arborist, as an aid in identification for tree removal company.

Replacement Trees

Thirteen protected size trees will be removed to accommodate this project.

Current canopy coverage for the project site is estimated at approximately 85%. Most areas have dense tree canopies and establishment of new trees is limited by available light. Further, available planting areas near infrastructure can create future maintenance issues. Therefore, it is recommended replacement plantings consist of native understory shrubs that can easily establish with limited light resources.

A ratio of three replacement shrubs for every protected size tree is recommended. There are areas adjacent to the new tanks with tree canopy coverage that could be “infilled” with native shrubs. This includes locations upslope to the north and east of the new tanks and downslope to the west. Shrubs will improve soil retention and reduce erosion on sloped areas.

CONCLUSION

- Three new water storage and processing tanks and related support elements will be constructed at the Santa Cruz Water Treatment Facility, 715 Graham Hill Road, in Santa Cruz.
- The three existing tanks will be demolished and replaced with the new tanks.
- Eighty-five trees, within or near the project limits were inventoried.
- Most trees inventoried were in good or fair condition.
- Thirteen trees inventoried were in poor condition.
- Twenty-five of the eighty-five trees inventoried are within the grading limits or are in the footprint of new elements and their removal is recommended. This includes trees T1, T2, T7, T16, T17- T23, T29-T37, T61, T63, T64 & T65.
- Two trees including T6, a 13-inch diameter coast live oak, and T28, a 10-inch diameter coast live oak, are in poor condition and their removal is recommended.
- Retained trees will require mitigation methods to reduce construction impacts including tree protection fencing, and additional protection specifications included with the Tree Protection Plan sheets attached to this report.
- The trees removed will be mitigated native shrubs or trees endemic to the region.
- The *Tree Assessment Chart*, Appendix A is the condensed reference guide to inform all tree management decisions for the trees evaluated.

RECOMMENDATIONS

1. Obtain all necessary permits prior to removing or significantly altering any trees on site.
2. Remove all trees significantly impacted by the project as recommended in Tree Assessment Chart, Appendix A and as indicated on Tree Location & Removal Map, Sheet TPP-1
3. Perform a pre-construction walkthrough with the primary contractor and the project arborist to identify tree pruning requirements along access road, based on equipment clearance requirements.
4. Perform pre-construction root exploration or root pruning for trees requiring mitigation.
5. Contractor to adhere to all tree protection specifications included with final plan sets.

Respectfully submitted,

Kurt Fouts

Kurt Fouts ISA Certified Arborist WE0681A



GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Suitability for Preservation Ratings:

Good: Trees in good health and structural condition with potential for longevity on the site

Fair: Trees in fair health and/or with structural defects that may be reduced with treatment procedures

Poor: Trees in poor health and/or with poor structure that cannot be effectively abated with treatment

Retention or Removal Code:


RT: Retain Tree

RI: Remove Due to Construction Impacts

I.M. Impacts Can Be Mitigated With Pre-Construction Treatments


R.C. Remove Due to Condition

Protected Tree City of Santa Cruz: Any tree 14 inches or greater in diameter measured at 4.5 feet above grade. Street trees regardless of size.

Tree #/ B&W #	Species	Trunk Diameter @ 54 inches a.g.	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T1/54	coast live oak (<i>Quercus agrifolia</i>)	17",15"	Yes	15'X15'	Fair	Fair	Fair	13'	High (within footprint of new retainer)	R.I.	At edge of cut slope 3' from concrete gutter. Co-dominant trunks at 2' above grade.
T2/71	coast live oak	10"	No	10'x5'	Fair	Poor	Poor	8'	High (within footprint of new retainer)	R.I.	Trunk grows out of near vertical cut bank. Horizontal trunk growth < 1' from concrete gutter.
T3/72	coast live oak	10",7"	No	15'x20'	Fair	Fair	Fair	10'	Low/None	R.T.	Canopy extends 3' over project limits. Co-dominant trunks at 1' above grade.
 826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com							Page 1 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 54 inches a.g.	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T4/NT	California bay laurel (<i>Umbellularia californica</i>)	10", 7"	No	15'x15'	Fair	Fair	Fair	10'	Low/None	R.T.	6' outside project limits. Canopy extends 4' over project limits. Co-dominant trunks at grade.
T5/79	coast live oak	16", 12"	Yes	55'x30'	Fair	Fair	Fair	15'	Low/None	R.T.	15' outside project limits. Canopy at edge of limits. Co-dominant trunks at 4' above grade.
T6/NT	coast live oak	13"	No	10'x10'	Poor	Poor	Poor	9'	High (within footprint of new vertical curb)	R.C./R.I.	Dead. 6' from existing asphalt curb.
T7/76, 77	silver dollar gum (<i>Eucalyptus polyanthemos</i>)	17", 16", 13"	Yes	65'x30'	Fair	Fair- Poor	Fair	15'	High (< 5' from new vertical curb, & new storm drain inlet, root loss)	R.I.	Trees #76 & 77 are one tree with three co-dominant trunks at grade and 3' above grade. At top edge of slope, 5 degree trunk lean and weight bias to west. Trunk attachment and stability may be compromised. Multiple limb tear outs with dead wood up to 6" in diameter. Minor branch and twig dieback up to 1" in diameter.
T8/115	blackwood acacia (<i>Acacia melanoxylon</i>)	18", 14"	Yes	55'x25'	Good	Fair	Fair	15'	Low (Root loss, excavation)	R.T.	Co-dominant trunks at 4' above grade. Within project limit. Co-dominant trunks at 4' above grade. 18' from new retainer.
T9/797	coast live oak	12"	No	15'x15'	Good	Fair	Fair	9'	Low (Root loss, excavation)	R.T.	Within project limit. Trunk bends at 2' above grade. 15' from new retainer.
 <p>Kurt Fouts Arborist Consultant 826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 2 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T10/ 129, 130	blackwood acacia	22",22"	Yes	70'x25'	Good	Poor	Poor	17'	Low (Root loss, excavation)	R.T.	One tree with two co-dominant trunks at 2' above grade. Trunk #130 has significant old trunk tear out near grade, creating large cavity with deadwood and decay. High susceptibility to whole tree failure, but no target. Trunk leans 15 degrees to west.
T11/ 128	coast live oak	20"	Yes	60'x25'	Good	Good	Fair	15'	Low / None	R.T.	Within project limits. 26 feet from new retainer.
T12/ 126	coast live oak	14",7"	Yes	40'x15'	Fair	Fair	Good	11'	None	R.T.	9' outside project limits. Co-dominant trunks at 2' above grade. Trunk bows to west. Unbalanced canopy with weight bias to west. 4"x4" cavity with deadwood and decay in 7" trunk.
T13/ 906	coast live oak	11"	No	20'x10'	Poor	Poor	Poor	10'	None	R.T.	Declining. All branches from epicormic growth. Dieback of terminal. Growth suppressed by larger adjacent trees. 8' outside project limits.
T14/ 127	coast live oak	22"	Yes	45'x20'	Fair	Good	Fair	15'	None	R.T.	6' outside project limits. Moderate bark beetle activity as evidenced by frass accumulation and trunk bleeding. Moderate wood decay fungi activity. Trees in poor condition showed usually had significant canopy dieback, often with wood decay fungi or bark beetle infestations present.
T15/ 119	coast live oak	18"	Yes	30'x15'	Fair-Poor	Poor	Poor	13'	Moderate (Root loss, excavation)	R.T. , I.M.	Trunk bows sharply at grade to near horizontal. Significant deadwood and decay in lower canopy and along trunk from old limb tear out. Wood decay fungi activity (<i>Annulohypoxylon spp.</i>)
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 3 of 14			6/11/2020	


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T16/ 118	coast live oak	22"	Yes	40'x25'	Fair	Fair	Fair	15'	High - (Root loss, excavation)	R.I.	5' from retainer "A". Trunk leans 15 degrees to west. Partially callused trunk tear out 3"x15" with deadwood.
T17/ 117	coast live oak	18"	Yes	45'x20'	Fair	Good	Good	12'	High (Within footprint of new tanks or retainer)	R.I.	Within grading limits.
T18/ 116	coast live oak	22"	Yes	45'x15'	Fair	Fair	Fair	15'	High (Within footprint of new tanks or retainer)	R.I.	Within grading limits. Tree appears in decline with thinning canopy and dieback. Moderate bark beetle activity , with frass and trunk bleeding. Missing bark , 10"x10" on lower trunk.
T19/ NT	coast live oak	18"	Yes	40'x25'	Good	Fair	Good	12'	High (Within footprint of new tanks or retainer)	R.I.	Within grading limits. 7' northwest of existing manhole. Co-dominant trunks at 5' above grade. Unbalanced canopy with weight bias to northwest.
T20/ NT	coast live oak	20"	Yes	40'x20'	Good	Good	Good	14'	High (Within footprint of new tanks or retainer)	R.I.	
T21/ NT	coast live oak	17"	Yes	15'x15'	Fair	Fair	Fair	12'	High (Root loss- excavation)	R.I.	<5' from soil nail wall.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 4 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T22/ 114	ponderosa pine (<i>Pinus ponderosa</i>)	32"	Yes	55'x20'	Fair	Fair	Fair	24'	High - (Root loss, excavation)	R.I.	< 5' from soil nail wall gutter. Co-dominant trunks with included bark at 10' above grade.
T23/ 67	coast redwood (<i>Sequoia sempervirens</i>)	21"	Yes	45'x10'	Fair	Fair	Fair	15'	High (Within foot print of soil nail wall)	R.I.	20' from existing tank. Limbed at 30' above grade.
T24/ NT	coast live oak	10"	No	15'x15'	Fair	Fair	Fair	10'	Low/None	R.T.	27' from soil nail wall
T25/ 74	coast live oak	16",14"	Yes	45'x20'	Fair	Fair	Fair	12'	Low/None	R.T.	30' from soil nail wall. Co-dominant trunks at 4' above grade.
T26/ 75	coast live oak	18",12"	Yes	45'x30'	Fair	Fair	Fair	15'	Low (Root loss, excavation)	R.T.	20' from soil nail wall. Co-dominant trunks at 3' above grade. 10 degree trunk lean to southwest.
T27/ 73	coast live oak	36"	Yes	50'x30'	Good	Fair	Good	25'	Low/None	R.T.	38' from soil nail wall. Multiple trunks at 5' above grade.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 5 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T28/ NT	coast live oak	10"	No	25'x3'	Poor	Poor	Poor	10'	High (Within footprint of new tanks or retainer)	R.C./R.I.	18' from existing tank. Trunk with epicormic growth only. No branching structure.
T29/ 68-71	coast redwood	30",24", 24",20"	Yes	50'x30'	Fair	Fair	Fair	18'	High (Within footprint of new tanks or retainer)	R.I.	Four co-dominant trunks at grade and 11' from existing tank. Limbed to 35' above grade.
T30/ NT	coast live oak	10",9"	No	40'x20'	Fair	Fair	Fair	11'	High (Root loss, excavation)	R.I.	Co-dominant trunks at 2' above grade.
T31/ NT	madrone (<i>Arbutus menziesii</i>)	10",9",8"	No	40'x10'	Fair	Fair	Fair	12'	High (Root loss-excavation)	R.I.	< 10' from treated water inlet structure. Co-dominant trunks at grade.
T32/ 72	coast live oak	28"	Yes	40'x30'	Fair	Fair	Fair	21'	High (Root loss-excavation. Canopy loss, clearance pruning)	R.I.	< 9' from treated water inlet structure. Co-dominant trunks at 4' above grade.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 6 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T33/ NT	coast live oak	16"	Yes	45'x15'	Fair	Fair	Fair	12'	High (Root loss- excavation. Canopy loss, clearance pruning)	R.I.	< 8' from treated water tank inlet structure.
T34/ NT	coast live oak	11"	No	35'x10'	Fair	Fair	Fair	10'	High (within footprint of tank inlet structure)	R.I.	15' from existing tank. Limited foliar canopy.
T35/ NT	coast live oak	12",10"	No	40'x20'	Fair	Fair	Fair	11'	High (within footprint of tank inlet structure)	R.I.	Co-dominant trunks at 3' above grade.
T36/ 65	madrone	16"	Yes	35'x15'	Fair-Poor	Fair	Poor	12'	High (within footprint of tank inlet structure)	R.I.	Significant foliar canopy dieback. Leaf fungal disease.
T37/ 64	coast live oak	17"	Yes	45'x15'	Fair	Fair	Fair	12'	High (within footprint of tank inlet structure)	R.I.	No lower limb structure.
T38/ 53	coast live oak	20"	Yes	45'x10'	Fair	Fair	Fair	14'	Low/None	R.T.	All structural limbs to east pruned for clearance from sedimentation plant. Unbalanced canopy with weight bias to west.
 826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com							Page 7 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T39/ 63	coast live oak	18"	Yes	45'x10'	Fair	Fair	Fair	12'	Low (Root loss, excavation)	R.T.	15' from vertical curb/edge of pavement. No lower limb structure.
T40/ 62	coast live oak	20"	Yes	50'x30'	Fair	Fair-Poor	Poor	15'	Low (Root loss, excavation)	R.T.	13' from vertical curb/edge of pavement. All structural limbs on west side removed for tank clearance.
T41/ 60	coast live oak	14"	Yes	40'x20'	Fair	Fair	Fair	11'	Low/None	R.T.	25' from vertical curb/edge of pavement.
T42/ NT	coast live oak	10"	No	45'x10'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	13' from vertical curb/edge of pavement.
T43/ 61	coast live oak	18"	Yes	40'x20'	Fair	Fair	Fair	13'	Low (Root loss, excavation)	R.T.	20' from vertical curb/edge of pavement.
T44/ 49	coast live oak	12"	No	40'x20'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	<15' from vertical curb/edge of pavement.
T45/ 56	coast live oak	18" at 3' above grade	Yes	30'x20'	Poor	Fair	Poor	13'	Low (Root loss, excavation)	R.T.	< 20' from vertical curb/edge of pavement. Declining. Significant dieback with deadwood and decay in limbs up to 6" in diameter. Wood decay fungi activity (<i>Annulohypoxylon spp.</i>)
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 8 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T46/ NT	coast live oak	12"	No	35'X10'	Fair	Poor	Fair	10'	Low/None	R.T.	> 20' from vertical curb/edge of pavement. Significant trunk bow and weight bias to west.
T47/ NT	coast live oak	13"	No	30'X10'	Fair	Fair	Fair	10'	High (Within footprint of new electrical bldg.)	R.I.	
T48/ 55	coast live oak	20",10"	Yes	45'X30'	Fair	Fair	Fair	18'	Low (Root loss, excavation)	R.T.	> 12' from new retainer for electrical bldg. Co-dominant trunks at grade.
T49/ 57	coast live oak	16"	Yes	35'X20'	Fair-Poor	Fair	Poor	12'	Low/None	R.T.	> 20' from new retainer for electrical bldg. Limited foliar canopy.
T50/ 58	coast live oak	16"	Yes	35'X20'	Fair	Fair-Poor	Fair	12'	Low/None	R.T.	> 20' from new retainer for electrical bldg. 2' from #57. Trunk leans 45 degrees with unbalanced canopy and weight bias to west.
T51/ 59	coast live oak	16",14"	Yes	45'x20'	Fair	Fair	Fair	14'	Low/None	R.T.	> 25' from new retainer for electrical bldg. 3' outside grading limit. Co-dominant trunks at 5' above grade.
T52/ NT	coast live oak	13"	No	35'X10'	Fair	Fair	Fair	10'	Low/None	R.T.	> 25' from new retainer for electrical bldg. 3' outside project limit. Co-dominant trunks at 3' above grade.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 9 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T53/ NT	coast live oak	11"	No	30'x10'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	10' from new access road retaining wall
T54/ NT	coast live oak	10"	No	25'x10'	Fair-Poor	Fair	Poor	10'	Low (Root loss, excavation)	R.T.	10' from new retainer for new electrical bldg. Limited foliar canopy.
T55/ 55	coast live oak	12"	No	35'x15'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	15' from new retainer for new electrical bldg.
T56/ NT	coast live oak	11"	No	25'x15'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	12' from new access road retaining wall
T57/ NT	coast live oak	12"	No	40'x15'	Fair	Fair	Fair	10'	Low/None	R.T.	> 20' from new retainer for electrical bldg., and new retainer for access road. Unbalanced canopy with weight bias to west.
T58/ 51	coast live oak	16"	Yes	35'x15'	Fair	Fair	Fair	12'	Low/None	R.T.	> 20' from new retainer for electrical bldg., and new retainer for access road. 3' outside project limits. Co-dominant trunks at 7' above grade.
T59/ 52	coast live oak	21"	Yes	30'x20'	Fair	Fair	Fair	15'	Low (Root loss, excavation)	R.T.	> 10' from new retainer for access road. Unbalanced canopy with weight bias to west.
 826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com							Page 10 of 14			6/11/2020	


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T60/ NT	coast live oak	12"	No	20'x15'	Fair	Fair	Fair	10'	Low (Root loss, excavation)	R.T.	> 10' from new retainer for access road. Topped at 20' above grade.
T61/ NT	coast live oak	13"	No	35'x15'	Fair	Fair	Fair	10'	High (< 2' from new retainer for access road)	R.I.	On steep slope 6' above concrete gutter. Co-dominant trunks at 6' above grade.
T62/	VACANT										
T63/ 42	Douglas fir (<i>Pseudotsuga menziesii</i>)	16"	Yes	50'x10'	Fair	Fair	Fair	12'	High (< 3' from new retainer for access road)	R.I.	4' above service road. Unbalanced canopy with weight bias to northwest.
T64/ 43	Douglas fir	18"	Yes	80'x15'	Good	Fair	Good	12'	High (Within footprint of new retainer for access road.	R.I.	On steep slope 3' above service road.
T65/ 38	ponderosa pine	21"	Yes	80'x15'	Fair	Fair	Fair	15'	High (Within footprint of new retainer for access road.	R.I.	At edge of cut slope above service road. Live crown ratio 40%.
T66/ 39	ponderosa pine	22"	Yes	80'x20'	Fair	Fair	Fair	15'	Moderate (Root loss- excavation)	R.T., IM.	9' from new 16" treated water pipe. Live crown ratio 50%.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 11 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T67/ 11	Monterey cypress (<i>Hesperocyparis macrocarpa</i>)	60"	Yes	75'x50'	Good	Fair	Good	30'	Moderate- (Root loss- excavation)	R.T.,I.M.	15' from east edge of grading limit & 20' from west edge. 20' from wash water tank. Multiple trunks with union at 8' above grade. Lowest limbs on new pipeline side are 20' above grade. Trunk flare is 6'.
T68/ 12	coast redwood	44"	Yes	70'x25'	Fair	Fair	Fair	25'	Low- (Root loss- excavation)	R.T.	12' outside project limits. Canopy extends to edge of limit.
T69/ 14	ponderosa pine	25"	Yes	70'x15'	Fair-Poor	Fair	Poor	18'	Low- (Root loss- compaction)	R.T.	Live crown ratio is 50%. Moderate bark beetle infestation with significant dieback throughout canopy. Recommend monitor and re-inspect for dieback progression.
T70/ 2	ponderosa pine	34"	Yes	80'x20'	Fair	Fair	Fair	20'	Low- (Root loss- compaction)	R.T.	At edge of project limit. Bark beetle infestation causing moderate dieback of limb ends up to 1" in diameter. Recommend monitor and re-inspect for dieback progression.
T71/ 15	ponderosa pine	18"	Yes	70'x10'	Fair-Poor	Fair	Poor	13'	Low- (Root loss- compaction)	R.T.	Bark beetle infestation causing moderate dieback of limb ends up to 1" in diameter. Recommend monitor and re-inspect for dieback progression.
T72/ 97	ponderosa pine	14"	No	50'x10'	Fair-Poor	Fair	Poor	10'	Low- (Root loss- compaction)	R.T.	Bark beetle infestation causing moderate dieback of limb ends up to 1" in diameter. Recommend monitor and re-inspect for dieback progression.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 12 of 14				6/11/2020


GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T73/ 16	elm (<i>Ulmus spp.</i>)	26"	Yes	50'x10'	Fair	Good	Good	20'	Low- (Root loss- compaction)	R.T.	At edge of project limit (2' from service road). Past bark beetle infestation not impacting current health.
T74/ 10	coast redwood	22"	Yes	65'x10'	Fair	Fair	Fair	15'	Moderate- (Root loss- excavation)	R.T.,I.M.	19' to wash water tank.
T75/ 9	coast redwood	14"	No	50'x10'	Fair	Fair	Fair	10'	Moderate- (Root loss- excavation)	R.T.,I.M.	22' to wash water tank.
T76/ 8	coast redwood	24"	Yes	75'x10'	Fair	Fair	Fair	18'	Low- (Root loss- excavation)	R.T.	35' to wash water tank.
T77/ 7	coast redwood	16"	Yes	60'x10'	Fair	Fair	Fair	12'	Low- (Root loss- excavation)	R.T.	27' to wash water tank.
T78/ 6	coast redwood	24"	Yes	55'x10'	Fair	Fair	Fair	18'	Low- (Root loss- excavation)	R.I.	29' to wash water tank.
T79/ 5	coast redwood	45"	Yes	70'x20'	Good	Fair	Good	25'	Moderate- (Root loss- excavation)	R.T.,I.M.	22' to wash water tank. Co-dominant trunks at 5' above grade.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 13 of 14				6/11/2020

GHWTP Concrete Tanks Replacement Project, Santa Cruz, CA

Tree Assessment Chart - Appendix A

Tree #/ B&W #	Species	Trunk Diameter @ 4.5'	Protected Tree	Crown Height & Spread	Health Rating	Structural Rating	Suitability for Preservation (Based Upon Condition)	Tree Protection Zone (radius from trunk)	Construction Impacts (Rating & Description)	Retention or Removal Code	Comments
T80/ 4	coast redwood	22"	Yes	60'x10'	Fair	Fair	Fair	17'	Moderate- (Root loss- excavation)	R.T.,I.M.	20' to wash water tank.
T81/ 28	coast redwood	41"	Yes	60'x15'	Fair	Fair	Fair	24'	Moderate- (Root loss- excavation)	R.T.,I.M.	23' to wash water tank. Co-dominant trunks at 4' above grade.
T82/ 29	coast redwood	21"	Yes	50'x10'	Fair	Fair	Fair	15'	Moderate- (Root loss- excavation)	R.T.,I.M.	21' to wash water tank.
T83/ 30	Monterey cypress	40"	Yes	50'x40'	Fair	Fair	Fair	25'	Moderate- (Root loss- excavation)	R.T.,I.M.	22' to wash water tank. 10' to aboveground valve. Moderate thinning of canopy, vigor appears moderate to low. Branch structure has been thinned.
T84/ NT	coast live oak	12"	No	15'x15'	Fair	Fair	Fair	10'	Low- (Root loss- compaction)	R.T.	3' from service road.
T85/ NT	coast live oak	13",12", 9",9"	No	20'x20'	Fair	Fair	Fair	12'	Low- (Root loss- compaction)	R.T.	8' from service road. Multiple trunks at 1' above grade.
T86/ NT	coast live oak	14"	No	20'x20'	Fair	Fair	Fair	10'	Low- (Root loss- compaction)	R.T.	5' from service road.
 <p>826 Monterey Avenue Capitola, CA 95010 831-359-3607 kurtfouts1@outlook.com</p>							Page 14 of 14				6/11/2020

APPENDIX B – CRITERIA FOR TREE ASSESSMENT CHART

Following is an explanation of the data used in the tree evaluations. The data is incorporated in the *Tree Assessment Chart, Appendix A*.

Trunk Diameter and Number of Trunks:

Trunk diameter as measured at 4.5 feet above grade. The number of trunks refers to a single or multiple trunked tree. Multiple trunks are measured at 4.5 feet above grade.

Health Ratings:

Good: A healthy, vigorous tree, reasonably free of signs and symptoms of disease

Fair: Moderate vigor, moderate twig and small branch dieback, crown may be thinning and leaf color may be poor

Poor: Tree in severe decline, dieback of scaffold branches and/or trunk, most of foliage from epicormics

Structure Ratings:

Good: No significant structural defects. Growth habit and form typical of the species

Fair: Moderate structural defects that might be mitigated with regular care

Poor: Extensive structural defects that cannot be abated.

Suitability for Preservation Ratings:

Rating factors:

Tree Health: Healthy vigorous trees are more tolerant of construction impacts such as root loss, grading and soil compaction, then are less vigorous specimens.

Structural integrity: Preserved trees should be structurally sound and absent of defects or have defects that can be effectively reduced, especially near structures or high use areas.

Tree Age: Over mature trees have a reduced ability to tolerate construction impacts, generate new tissue and adjust to an altered environment. Young to maturing specimens are better able to respond to change.

Species response: There is a wide variation in the tolerance of individual tree species to construction impacts.

Rating Scale:

Good: Trees in good health and structural condition with potential for longevity on the site

Fair: Trees in fair health and/or with structural defects that may be reduced with treatment procedures.

Poor: Trees in poor health and/or with poor structure that cannot be effectively abated with treatment. Trees can be expected to decline or fail regardless of construction impacts or management . The species or individual may possess characteristics that are incompatible or undesirable in landscape settings or unsuited for the intended use of the site.

Construction Impacts:

Rating Scale:

High: Development elements proposed that are located within the Tree Protection Zone that would severely impact the health and /or stability of the tree. The tree impacts cannot be mitigated without design changes. The tree may be located within the building footprint.

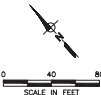
Moderate: Development elements proposed that are located within the Tree Protection Zone that will impact the health and/or stability of the tree and can be mitigated with tree protection treatments.

Low: Development elements proposed that are located within or near the Tree Protection Zone that will have a minor impact on the health of the tree and can be mitigated with tree protection treatments.

None: Development elements will have no impact on the health and stability of the Tree.

Tree Protection Zone (TPZ):

Defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, particularly during construction or development.



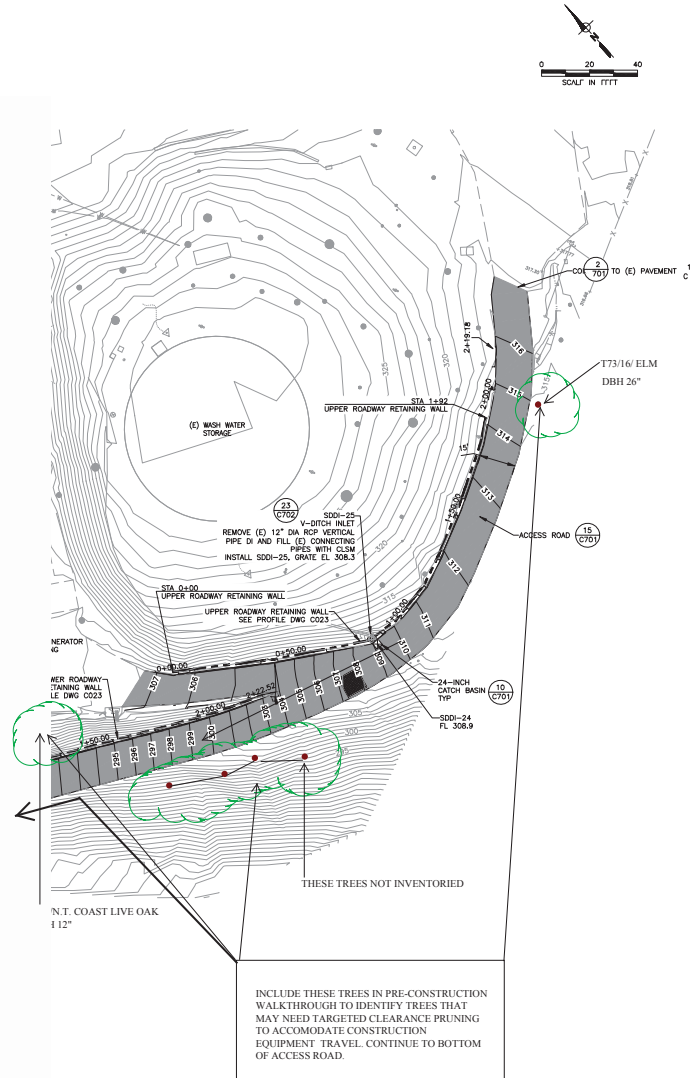
Tree Protection Specifications & Recommended Sequence

(Refer to Tree Protection Plan Sheets TPP-2,3 & 5)

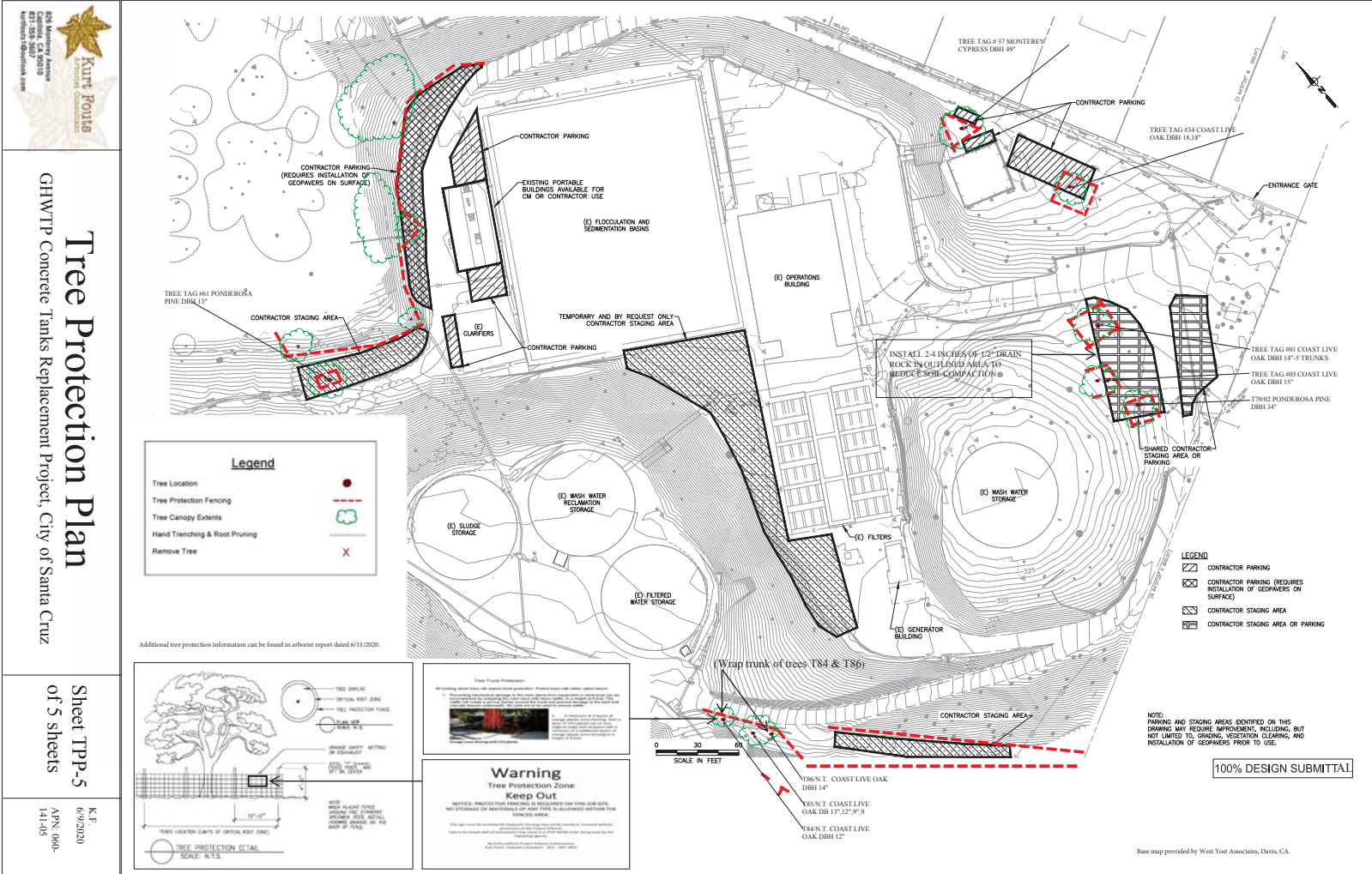
Demolition Phase:

1. Remove trees marked for removal on Tree Location & Removal Plan, Sheet TPP-1.
2. Install 2-4 inches of ½" drain rock in location indicated on Sheet TPP-5
3. Install Tree Protection Fencing in locations indicated on Tree Protection Plan sheet TPP-2 & TPP-5, prior to demolition.

Additional tree protection information can be found on arborist report dated 6/11/2020.



185



BIBLIOGRAPHY

Matheny, N. and Clark, J. Trees & Development – A Technical Guide to Preservation of Trees During Land Development. Champaign, IL: International Society of Arboriculture c. 1998

Costello, L.R., Watson, G., Smiley E.T. Root Management – Best Management Practices, Champaign, ILL: International Society of Arboriculture c. 2017

ANSI Board of Standards Review. A.N.S.I. (American National Standard) A300 (Part 8)- 2013 Root Management

Harris, R.W., Clark, J.R. and Matheny, N.P. Arboriculture: *Integrated management of landscape tree, shrubs, and vines*. 4th ed. Upper Saddle River, NJ: Prentice-Hall, Inc. c.2004

Matheny, N. and Clark, J. Evaluation of Hazard Trees in Urban Areas. Champaign, IL: Wadley Graphix Corp. c.1994

Smiley, E.T., Matheny, N., Lilly, S. Tree Risk Assessment – Best Management Practices, Champaign, ILL: International Society of Arboriculture c. 2011

Costello, L., Perry, E., & Matheny, N. Abiotic Disorders of Landscape Plants: A Diagnostic Guide Oakland, CA:UC/ANR Publications (Publication 3420) c.2003.

Glossary of Terms

Basal rot: decay of the lower trunk, trunk flare, or buttress roots.

Canker: Localized diseased area on stems, roots and branches. Often sunken and discolored.

Critical Root Zone (CRZ): Area of soil around a tree where a minimum number of roots considered critical to the structural stability or health of the tree are located. CRZ determination is sometimes based on the drip line or a multiple of the DBH, but because root growth can be asymmetric due to site conditions, on-site investigation may be required.

Codominant branches/stems: Forked branches (or trunks), nearly the same size in diameter, arising from a common junction and lacking a normal branch union, may have included bark.

Crown: Upper part of a tree, measured from the lowest branch, including all branches and foliage.

Defect: An imperfection, weakness, or lack of something necessary. In trees defects are injuries, growth patterns, decay, or other conditions that reduce the tree's structural strength.

Diameter at breast height (DBH): Measurement of trunk diameter at 4.5 feet above grade.

Frass: Fecal material and/or wood shavings produced by insects.

Included Bark Attachments (crotches): Bark that becomes imbedded in a crotch (union) between branch and trunk or between codominant stems. Lacks axillary wood and causes a weak attachment.

Live Crown Ratio (LCR): Ratio of the height of the crown containing live foliage to overall height of the tree.

Scaffold branches: Permanent or structural branches that form the scaffold architecture or structure of a tree.

Suppressed: Trees that have been overtopped and occupy an understory position within a group or grove of trees. Suppressed trees often have poor structure.

Tree Protection Zones (TPZ): Defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees, especially during construction or development.

Trunk flare: Transition zone from trunk to roots where the trunk expands into the buttress or structural roots.

This Glossary of Terms was adapted from the *Glossary of Arboricultural Terms* (ISA, 2015)

Appendix G- TREE PROTECTION GUIDELINES AND RESTRICTIONS

Protecting Trees During Construction:

- 1) Before the start of site work, equipment or materials move in, clearing, excavation, construction, or other work on the site, every tree to be retained shall be securely fenced- off as delineated in approved plans. Such fences shall remain continuously in place for the duration of the work undertaken in connection with the development.
- 2) If the proposed development, including any site work, will encroach upon the tree protection zone, special measures shall be utilized, as approved by the project arborist, to allow the roots to obtain necessary oxygen, water, and nutrients.
- 3) Underground trenching shall avoid the major support and absorbing tree roots of protected trees. If avoidance is impractical, hand excavation undertaken under the supervision of the project arborist may be required. Trenches shall be consolidated to service as many units as possible. Boring/tunneling under roots should be considered as an alternative to trenching.
- 4) Concrete or asphalt paving shall not be placed over the root zones of protected trees, unless otherwise permitted by the project arborist.
- 5) Artificial irrigation shall not occur within the root zone of native oaks, unless deemed appropriate on a temporary basis by the project arborist to improve tree vigor or mitigate root loss.
- 6) Compaction of the soil within the tree protection zone shall be avoided.
- 7) Any excavation, cutting, or filling of the existing ground surface within the tree protection zone shall be minimized and subject to such conditions as the project arborist may impose. Retaining walls shall likewise be designed, sited, and constructed to minimize their impact on protected trees.
- 8) Burning or use of equipment with an open flame near or within the tree protection zone shall be avoided. All brush, earth, and other debris shall be removed in a manner that prevents injury to the tree.
- 9) Oil, gas, chemicals, paints, cement, stucco or other substances that may be harmful to trees shall not be stored or dumped within the tree protection zone of any protected tree, or at any other location on the site from which such substances might enter the tree protection zone of a protected tree.
- 10) Construction materials shall not be stored within the tree protection zone of a protected tree.

Project Arborist Duties and Inspection Schedule:

The project arborist is the person(s) responsible for carrying out technical tree inspections, assessment of tree health, structure and risk, arborist report preparation, consultation with designers and municipal planners, specifying tree protection measures, monitoring, progress reports and final inspection.

A qualified project arborist (or firm) should be designated and assigned to facilitate and insure tree preservation practices. He/she/they should perform the following inspections:

Inspection of site: Prior to equipment and materials move in, site work, demolition, landscape construction and tree removal: The project arborist will meet with the general contractor, architect / engineer, and owner or their representative to review tree preservation measures, designate tree removals, delineate the location of tree protection fencing, specify equipment access routes and materials storage areas, review the existing condition of trees and provide any necessary recommendations.

Inspection of site: During excavation or any activities that could affect trees: Inspect site during any activity within the Tree Protection Zones of preserved trees and any recommendations implemented. Assess any changes in the health of trees since last inspection.

Final Inspection of Site: Inspection of site following completion of construction. Inspect for tree health and make any necessary recommendations.

Kurt Fouts shall be the Project Arborist for this project. All scheduled inspections shall include a brief Tree Monitoring report, documenting activities and provided to the City Arborist.

Tree Protection Fencing

Tree Protection fencing shall be installed prior to the arrival of construction equipment or materials. Fence shall be comprised of six -foot chain link fence mounted on eight - foot tall, 1 and 7/8-inch diameter galvanized posts, driven 24 inches into the ground and spaced on a minimum of 10-foot centers. Once established, the fence must remain undisturbed and be maintained throughout the construction process until final inspection.

A final inspection by the City Arborist at the end of the project will be required prior to removing any tree protection fencing.

Tree Protection Signs

All sections of fencing should be clearly marked with signs stating that all areas within the fencing are Tree Protection Zones and that disturbance is prohibited.

Monitoring

Any trenching, construction or demolition that is expected to damage or encounter tree roots should be monitored by the project arborist or a qualified ISA Certified Arborist and should be documented.

The site should be evaluated by the project arborist or a qualified ISA Certified Arborist after construction is complete, and any necessary remedial work that needs to be performed should be noted.

Root Pruning

Root pruning shall be supervised by the project arborist. When roots over two inches in diameter are encountered they should be pruned by hand with loppers, handsaw, reciprocating saw, or chain saw rather than left crushed or torn. Roots should be cut beyond sinker roots or outside root branch junctions and be supervised by the project arborist. When completed, exposed roots should be kept moist with burlap or backfilled within one hour.

Tree Work Standards and Qualifications

All tree work, removal, pruning, planting, shall be performed using industry standards of workmanship as established in the Best Management Practices of the International Society of Arboriculture (ISA) and the American National Standards Institute series, *Safety Requirements in Arboriculture Operations* ANSI Z133-2017,

Contractor licensing and insurance coverage shall be verified.

During tree removal and clearance, sections of the Tree Protection Fencing may need to be temporarily dismantled to complete removal and pruning specifications. After each section is completed, the fencing is to be re-installed.

Trees to be removed shall be cut into smaller manageable pieces consistent with safe arboricultural practices, and carefully removed so as not to damage any surrounding trees or structures. The trees shall be cut down as close to grade as possible. Tree removal is to be performed by a qualified contractor with valid City Business/ State Licenses and General Liability and Workman's Compensation insurance.

Development Site Tree Health Care Measures

RECOMMENDED TO PROVIDE OPTIMUM GROWING CONDITIONS, PHYSIOLOGICAL INVIGORATION AND STAMINA, FOR PROTECTION AND RECOVERY FROM CONSTRUCTION IMPACT.

Establish and maintain TPZ fencing, trunk and scaffold limb barriers for protection from mechanical damage, and other tree protection requirements as specified in the arborist report.

Project arborist to specify site-specific soil surface coverings (wood chip mulch or other) for prevention of soil compaction and loss of root aeration capacity.

Soil, water and drainage management is to follow the ISA BMP for "Managing Trees During Construction" and the ANSI Standard A300(Part 2)- 2011 Soil Management (a. Modification, b. 'Fertilization, c. Drainage.)

Fertilizer / soil amendment product(s) amounts and method of application to be specified by certified arborist.

City of Santa Cruz

9.56.040 HERITAGE TREE AND HERITAGE SHRUB DESIGNATION.

Any tree, grove of trees, shrub or group of shrubs, growing on public or private property within the city limits of the city of Santa Cruz which meet(s) the following criteria shall have the “heritage” designation:

(a) Any tree which has a trunk with a circumference of forty-four inches (approximately fourteen inches in diameter or more), measured at fifty-four inches above existing grade;

(b) Any tree, grove of trees, shrub or group of shrubs which have historical significance, including but not limited to those which were/are:

- (1) Planted as a commemorative;
- (2) Planted during a particularly significant historical era; or
- (3) Marking the spot of an historical event.

(c) Any tree, grove of trees, shrub or group of shrubs which have horticultural significance, including but not limited to those which are:

- (1) Unusually beautiful or distinctive;
- (2) Old (determined by comparing the age of the tree or shrub in question with other trees or shrubs of its species within the city);
- (3) Distinctive specimen in size or structure for its species (determined by comparing the tree or shrub to average trees and shrubs of its species within the city);
- (4) A rare or unusual species for the Santa Cruz area (to be determined by the number of similar trees of the same species within the city);
- (5) Providing a valuable habitat; or
- (6) Identified by the city council as having significant arboricultural value to the citizens of the city.

ASSUMPTIONS AND LIMITING CONDITIONS

1. Any legal description provided by the appraiser/consultant is assumed to be correct. No responsibility is assumed for matters legal in character nor is any opinion rendered as the quality of any title.
2. The appraiser/consultant can neither guarantee nor be responsible for accuracy of information provided by others.
3. The appraiser/consultant shall not be required to give testimony or to attend court by reason of this appraisal unless subsequent written arrangements are made, including payment of an additional fee for services.
4. Loss or removal of any part of this report invalidates the entire appraisal/evaluation.
5. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person(s) to whom it is addressed without written consent of this appraiser/consultant.
6. This report and the values expressed herein represent the opinion of the appraiser/consultant, and the appraiser/consultant's fee is in no way contingent upon the reporting of a specified value nor upon any finding to be reported.
7. Sketches. Diagrams. Graphs. Photos. Etc., in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering reports or surveys.
8. This report has been made in conformity with acceptable appraisal/evaluation/diagnostic reporting techniques and procedures, as recommended by the International Society of Arboriculture.
9. When applying any pesticide, fungicide, or herbicide, always follow label instructions.
10. No tree described in this report was climbed, unless otherwise stated. We cannot take responsibility for any defects which could only have been discovered by climbing. A full root collar inspection, consisting of excavating around the tree to uncover the root collar and major buttress roots, was not performed, unless otherwise stated. We cannot take responsibility for any root defects which could only have been discovered by such an inspection.

CONSULTING ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training, and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand. Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise, remedial treatments, like medicine, cannot be guaranteed.

Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.



N:\Clients\698 City of Santa Cruz\14-16-01 GHWTP Tank Improvements\CAD\Production\698-14-16-01-G001.dwg 5/14/2020 2:51 PM jpvicic

CITY OF SANTA CRUZ

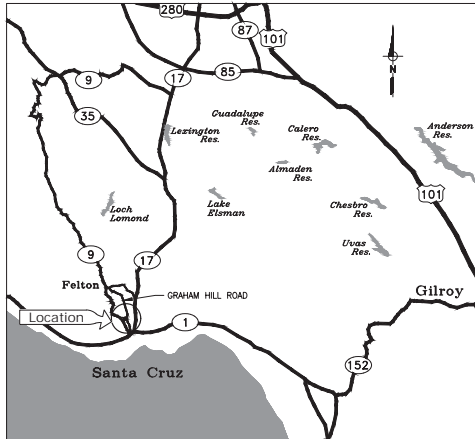
SANTA CRUZ, CALIFORNIA

GHWTP CONCRETE TANKS REPLACEMENT PROJECT

CWO 2019-002

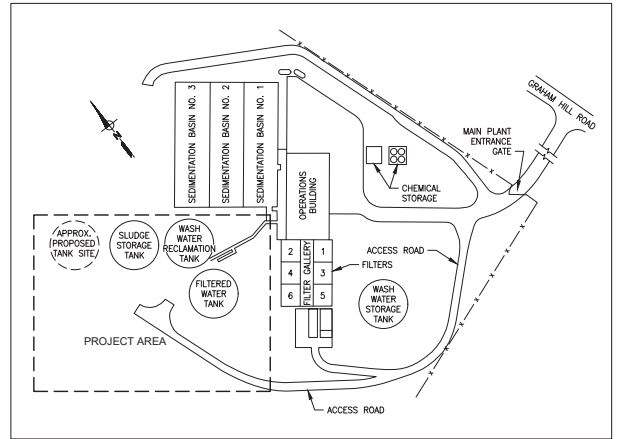
MAY 2020

100% DESIGN SUBMITTAL



LOCATION MAP
NOT TO SCALE

ROSEMARY MENARD
CITY OF SANTA CRUZ WATER DIRECTOR



PLANT MAP
NOT TO SCALE

100% DESIGN SUBMITTAL



QA/QC

REVIEW

DATE:

THIS LINE IS 1 INCH
AT FULL SCALE.
IF NOT SCALE ACCORDINGLY

SCALE: NONE

DRAWN BY: SMC

DESIGNED BY: JW

PROJ. MGR.: JW

No.

ZONE

REVISIONS

BY

DATE



2020 Research Park Drive
Suite 100
Santa, California 95618
(530) 756-5905
FAX (530) 756-5991



GHWTP CONCRETE TANKS
REPLACEMENT PROJECT

TITLE SHEET, LOCATION MAP
AND VICINITY MAP

JOB NUMBER

698-14-16-01

DRAWING NUMBER

G001

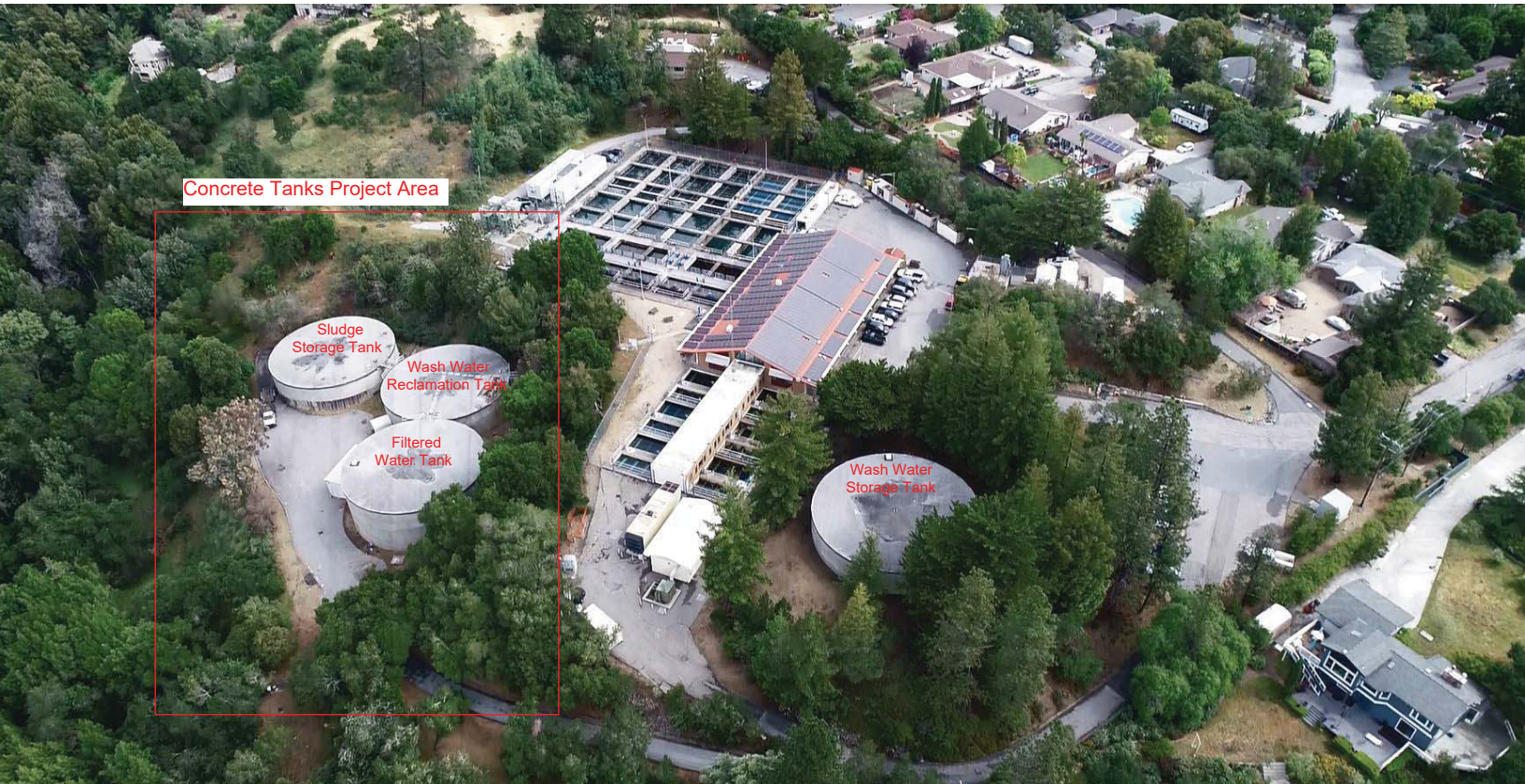
SHEET NUMBER

1 OF 10

REVISION

Graham Hill Water Treatment Plant
Site Overview

↑
N
No Scale



Project replaces three tanks, installs new retaining walls, pump stations, electrical building, piping at the tanks as well as new pipe to the wash water storage tank, and makes improvements to the access road

Graham Hill Water Treatment Plant
Tanks Overview

←N
No Scale



Due to sequencing requirements that will keep the treatment plant operational during construction, the new tanks will be constructed in slightly different locations

N:\GIS\GIS\City of Santa Cruz\14-16-01 GHWTP Tank Improvements\Overall Site Council Review.dwg 6/23/2020 8:42 AM



GHWTP Project Components

City of Santa Cruz
GHWTP Concrete Tank
Replacement Project



City Council AGENDA REPORT

DATE: 07/31/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Water

SUBJECT: Graham Hill Water Treatment Plant Concrete Tanks, Design and Construction Support Services with West Yost Associates – Contract Amendment No. 5 (WT)

RECOMMENDATION: Motion authorizing the City Manager to execute Contract Amendment No. 5 for the Graham Hill Water Treatment Plant Concrete Tanks, Design and Construction Support Services Project with West Yost Associates (WYA) in a form approved by the City Attorney.

BACKGROUND: The Graham Hill Water Treatment Plant (GHWTP) was commissioned in the 1960's as a surface water treatment plant. The GHWTP currently treats water from Newell Creek (following storage in Loch Lomond Reservoir), the San Lorenzo River, and the North Coast.

In 2012, a work plan was developed specific to the GHWTP to identify projects to address aging infrastructure, further enhance plant reliability, and meet current and projected-future water quality regulations. Evaluation and rehabilitation or replacement of the four existing concrete tanks was selected as the second project in the work plan; the first was upgrades to the filter basins.

The treatment plant includes four large (0.5 – 1 million gallon) concrete tanks. These are original tanks that were designed and built in the late 1950s and early 1960s. In 2016, Kennedy/Jenks Consultants performed a condition assessment of the tanks and determined that the tanks have reached the end of their useful life. Indications of this are visible rebar and failing concrete. In addition, having been constructed decades ago, they do not meet current design standards including seismic codes, and therefore may be vulnerable to a seismic event. The assessment done by Kennedy/Jenks recommended that three of the tanks be demolished and new pre-stressed concrete tanks be constructed to replace them. The condition of the fourth was confirmed as suitable for continued use.

Following a request for proposal process, West Yost Associates (WYA) was hired in March 2017 for design and construction support services under a Professional Services Contract in the amount of \$1,772,900. The Water Director was authorized by Council to execute change orders with the consultant.

Contract Amendment No. 1 was issued in November 2017 in the amount of \$343,600. This amendment included the evaluation of additional facilities and alternatives (such as the UV disinfection and Solids Dewatering Facilities) requested by the City.

Contract Amendment No. 2 issued in November 2018 in the amount of \$1,111,920 brought the new contract total to \$3,228,420. The second amendment included additional design efforts that were out of the original contract scope, a value engineering process, updating the basis of design report, and an additional design document 75% milestone submittal. This amendment received Council authorization.

Contract Amendment No. 3 issued in April 2020 resulted in a net credit of \$34,437 and a new contract total of \$3,193,983. The third amendment included additional project CEQA support, a second value engineering process, several technical treatment process evaluations, completion of the final plans and specifications for the updated project scope, and deletion of the engineering services during construction task from the original contract because the original basis of that task had changed so dramatically.

Contract Amendment No. 4 issued in July 2020 in the amount of \$98,180 increased the new contract total to \$3,292,163. The fourth amendment included additional geotechnical borings and additional design components for the soil nail retaining wall and several new pipelines needed to coordinate with planned future plant upgrades.

DISCUSSION: Approval of the final plans and specifications for this project and authorization to bid and award the project are included on the August 11, 2020 Council Agenda.

Staff recommends approving Amendment No. 5 to the WYA Design Services Contract which includes the following: Engineering services during construction – includes construction progress meetings and site visits, submittal review, response to contractor requests for information, design clarifications, commissioning and startup testing, preparing project record drawings, and project management and support for a 43-month long construction duration.

FISCAL IMPACT: The cost of the amendment to this contract is \$1,249,830. Funds for work to be performed during FY 2021 are available in the Water Department's current Capital Improvement Program (CIP) budget, project c701501 Graham Hill Water Treatment Plans Concrete Tanks Replacement Project.

Prepared By:
Heidi R. Luckenbach
Deputy Director/Engineering
Manager

Submitted By:
Rosemary Menard
Water Director

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
Contract Amendment No. 5

FIFTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR
Graham Hill Water Treatment Plant Concrete Tanks

THIS FIFTH AMENDMENT, dated: _____ (“Fifth Amendment”) TO THE PROFESSIONAL SERVICES AGREEMENT dated May 31, 2017 is made by and between the City of Santa Cruz (“City”) and West Yost Associates Inc., (“Consultant”).

RECITALS

WHEREAS, City and Consultant have previously entered into that certain Professional Services Agreement (“Agreement”) dated May 31, 2017 and incorporated by this reference, and

WHEREAS, City and Consultant have previously entered into previous Professional Services Agreement Amendments One through Four, and

WHEREAS, City and Consultant agree that this Fifth Amendment will incorporate engineering services during construction into this Agreement, and

WHEREAS, City and Consultant desire to amend the Agreement by incorporating Attachment A to this amendment, a letter from West Yost Associates, into the Agreement, which modifies the Scope of Work and Fee Schedule as specified herein.

AGREEMENT

NOW, THEREFORE, it is agreed between the Parties to incorporate the above Recitals hereto, and that the Agreement is hereby amended as follows:

1. The Scope of Work, Exhibit “A” of the Agreement is hereby amended to read as follows:

ADD to Exhibit A – Scope of Work, Task 7: Engineering Services During Construction, as described in Attachment A.

2. The Fee Schedule, Exhibit “B” of the Agreement is hereby amended to read as follows:

ADD: \$1,249,830, to Task 7, per Table 2 of Attachment A.

Notwithstanding these amended terms of the original Agreement by this Fifth Amendment, all other terms and conditions of the original Professional Services Agreement and attachments shall remain in full force and effect.

Each party acknowledges that it has reviewed this Fifth Amendment and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Fifth Amendment.

The parties may execute this Fifth Amendment in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same

instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.

The signatories to this Fifth Amendment warrant and represent that each is authorized to execute this Fifth Amendment and that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this Fifth Amendment.

IN WITNESS WHEREOF, the City and the Consultant have executed this First Amendment effective as of the date shown above.

Technical Review By:

By: Heidi R. Luckenbach Date: July 30, 2020
Heidi Luckenbach, Deputy Water Director / Engineering Manager

Approved As To Form:

By: Barbara H. Choi Date: July 30, 2020
for City Attorney

WEST YOST ASSOCIATES

By: _____ Date: _____
Robert Ward, Vice President

CITY OF SANTA CRUZ

By: _____ Date: _____
Rosemary Menard, Water Director

CITY OF SANTA CRUZ

By: _____ Date: _____
Martín Bernal, City Manager

City of Santa Cruz – Graham Hill Water Treatment Plant Concrete Tanks Project

Contract Amendment No. 5

BACKGROUND

The original contract for the Graham Hill Water Treatment Plant (GHWTP) Concrete Tanks project was executed on March 28, 2017 for design of replacement of three existing concrete tanks and two pump stations, a new Ultraviolet (UV) disinfection facility, and site and pipeline improvements. Amendment No. 1 was added to evaluate two additional alternatives (including reconfiguring the UV facility and adding a new solids dewatering facility), an access road, water treatment plant (WTP) site tours and bench scale testing. Amendment No. 2 was added to provide Value Engineering (VE) support, preparation of supplement Basis of Design Technical Memorandum, and design for added project elements. Amendment No. 3 was added to address changes in scope resulting from two VE efforts, changes in the project elements to be designed and constructed and deferring Construction Period Services to a future amendment. Amendment No. 4 included additional budget for geotechnical explorations and design services related to several components that were added to project just prior to and after completion of the 95% design. This amendment, Amendment No. 5, includes the deferred Construction Period Services.

A detailed description of the scope tasks for Construction Period Service is presented below.

Amendment No. 5 would result in a budget amendment request of \$1,249,830.

CONTRACT SUMMARY

The table below summarizes the contract and amendments for the project.

Item	Execution Date	Budget
Original Contract	28-Mar-17	\$1,772,900
Amendment No. 1	13-Nov-17	\$343,600
Amendment No. 2	26-Nov-18	\$1,111,920
Amendment No. 3	04-April-20	(\$34,437)
Amendment No. 4	09-July-20	\$98,180
Current Authorized Budget		\$3,292,163
Proposed Amendment No. 5		\$1,249,830
Revised Contract Budget		\$4,541,993

SCOPE OF WORK MODIFICATIONS

Task 7. Engineering Services During Construction (ESDC)

This task will involve providing engineering services during the construction phase of this project. Subtasks are as follows:

Subtask 7.1. Progress Meetings & Periodic Site Visits

This task includes attendance at the following meetings by West Yost team members:

- Pre-construction meeting
- Weekly construction meetings
- As needed site visits, at the Construction Manager's request, to provide advice and assistance, or to answer any questions that may arise concerning design intent.

The number of meetings, the type of each meeting (phone call or in-person), and the number of staff attending each meeting are summarized in Table 1 below. As shown, some meetings are assumed to be teleconferences and some meetings are assumed to be in-person meetings. The fee proposal includes five (5) hours of preparation, two (2) hours for attendance, and one (1) hour of debriefing per staff member for each in-person meeting. Teleconferences are assumed to require 0.5 hours of preparation/de-briefing and one (1) hour of attendance for each staff member attending the meeting. It is assumed that the Construction Manager will conduct the meetings, prepare meeting agenda and presentation materials, and prepare meeting notes.

Table 1. Anticipated Progress Meetings							
Meeting Description	Meeting Type	Frequency	West Yost		Subconsultants (Total Number Visits)		
			Total Number	Staff per Meeting	ATEEM	Kleinfelder	Gennett Fleming
Pre-Construction Meeting	In-Person	Once	1	3	n/a	n/a	n/a
Regular Progress Meetings	Phone Call	Weekly	143	2	As Needed		
	In-Person	Monthly	43	1	n/a	n/a	n/a
As-Needed Site Visits	In-Person	As-Needed	43	1	6	4	10

Gennett Fleming's, the project geotechnical engineer, site visits include four (4) during the tank pad subgrade preparation; and six (6) during construction of the soil nail and soldier pile retaining walls.

Subtask 7.1 Deliverables: There are no anticipated deliverables.

Subtask 7.2. Submittal Review

The West Yost design team will review Contractor submittals (e.g. shop drawings, product data, samples, operations and maintenance (O&M) manuals, etc.) for conformance with the design concepts and general compliance with the Contract Documents. This task will also include development and maintenance of a submittal log. Submittal reviews will be provided on the West Yost standard review response form.

The budget assumes West Yost design team will provide responses to up to 240 submittals and re-submittals, with an average 6 hours per submittal or re-submittal review. The submittal review process will be conducted in PDF format and the process will be coordinated by the Construction Manager.

Subtask 7.2 Deliverables: West Yost will provide one (1) electronic copy of submittal review form and related materials for each submittal.

Subtask 7.3. Respond to Requests for Information (RFIs)

The West Yost design team will prepare written responses to Requests for Information (RFIs) from the Contractor. RFI responses will be provided on the West Yost standard RFI response form.

The budget assumes the West Yost design team will provide responses to up to 240 Requests for Information (RFIs), with an average of approximately 4 hours per RFI. The RFI process will be conducted in PDF format and the process will be coordinated by the Construction Manager.

Subtask 7.3 Deliverables: West Yost will provide one (1) electronic copy of RFI response form and related materials for each RFI.

Subtask 7.4. Design Clarifications

When requested by the Construction Manager, West Yost and our design subconsultants will issue design engineer-initiated clarifications (DEICs) and provide new or amended contract documents when necessary. The budget for this task includes 416 hours for engineering, drafting, QA/QC, and administrative activities associated with design clarifications.

Subtask 7.4 Deliverables: West Yost will provide one (1) electronic copy of each memoranda and amended contract documents for each design clarification.

Subtask 7.5. Commissioning and Start-up

The West Yost design team will provide support to City staff during commissioning and start-up testing, including the following:

- Conduct a final inspection prior to startup
- Prepare a letter of final punch list items to be completed by the contractor
- Obtain approval from DDW to issue continuing education credits to staff attending the training program described above, which can be used to satisfy some of the operators' required education credit for license renewal.

- West Yost's subconsultant, ATEEM, will participate in factory witness testing for new MCC equipment including development of factory testing script. This includes on-site witnessing of electrical equipment pre-energization testing.
- West Yost will witness on-site equipment start-up. We anticipate six (6) on-site visits.

Subtask 7.5 Deliverables: Final punch list, and equipment start-up witness letters.

Subtask 7.6 Prepare Record Drawings

Upon completion of the project, the West Yost design team will produce formal project record drawings. This task will be performed using information provided from the Contractor's working record drawings. The budget anticipates that the design team will receive a single, consolidated set of redlined drawings that includes markups from both the Contractor and Construction Management team. A final set of record drawings will be submitted within 45 business days after receipt of the consolidated set of markups.

Subtask 7.6 Deliverables: West Yost will provide One (1) electronic copy of Record Drawings in PDF format and One (1) full size (22" x 34") hard copy of Record Drawings

Subtask 7.7 Project Management (During Construction)

This task includes continued project management during construction including assignment and management of staff; management of work products, management of budget and schedule; quality assurance and control; correspondence with the City or others; and preparation of regular progress reports and invoices to the City.

ESTIMATED BUDGET

Services will be performed on a time and materials basis in accordance with design team's standard rates at the time the services are performed. The estimated fees for each task and subtask are shown in Table 2. We will not exceed the Total Estimated Fee without prior authorization from City.

Table 2. Estimated Fee by Task and Subtask		
Task or Subtask No.	Task	Estimated Fee, dollars
7 – Design Services During Construction Phase		
7.1	Attend Progress Meetings	389,444
7.2	Submittal Review	291,675
7.3	Respond to Requests for Information (RFIs)	154,275
7.4	Design Clarifications	102,668
7.5	Commissioning, Start-up, and O&M Manuals	80,666
7.6	Prepare Record Drawings	112,756
7.7	Project Management	118,346
TOTAL		1,249,830
(a) Billing rates were adjusted to 2022, when the work is assumed to be conducted.		

ANTICIPATED SCHEDULE

It is anticipated that services will be performed for ESDC, Task 7, in accordance with Table 3.

Table 3. Anticipated Project Milestones	
Milestone	Approximate Completion Date
Bid Opening	October 2020
Award	November 2020
Notice to Proceed	December 2020
Substantial Completion	June 2024
Final Completion	July 2024

PROPOSED AMENDMENT BUDGET

West Yost respectfully requests an amendment of \$1,249,830 for the GHWTP Concrete Tanks Project, totaling \$4,451,992. Table 4 summarizes the allocation of the budget request and attachments are provided for detailed breakdown of costs. The revised compensation limit for services performed under this project will not exceed 4,451,993 without prior authorization by the City.

Table 4. Summary of Request Budget Amendment by Task			
Task	Total Authorized Budget, dollars	Proposed Amendment 5 Requested Budget, dollars	Total Budget Request for Authorization, dollars
Task 1. Project Management & Meetings	490,894	0	490,894
Task 2. Data Collection	284,138	0	284,138
Task 3. Basis of Design Report/Jar Testing	574,205	0	574,205
Task 4. Design Services	1,823,163	0	1,823,163
Task 5. Permit Assistance	57,384	0	57,384
Task 6. Bid Period Services	54,379	0	54,379
Task 7. Construction Period Services	0	1,249,830	1,249,830
Total	3,292,163	1,249,830	4,541,993



CITY COUNCIL AGENDA REPORT

DATE: 7/30/2020

AGENDA OF: 8/11/2020

DEPARTMENT: Water Department

SUBJECT: Meter Replacement Project - Approval of Plans and Specifications, Authorization to Advertise for Bids and Award Contract – Budget Adjustment, and Resolution to apply for a U.S. Department of the Interior Bureau of Reclamation Grant (WT)

RECOMMENDATION: Motion to approve the plans and specifications for the Meter Replacement Project (c701603) and authorize staff to advertise for bids and the Director to execute change orders within the approved project budget. The City Manager is hereby authorized and directed to execute the contract as authorized by Resolution No. NS-27,563.

Resolution appropriating \$2,390,000 from the Water Enterprise Operation (Fund 711) to fund the Meter Replacement Project.

Resolution authorizing the Water Department to apply for a U.S. Department of the Interior Bureau of Reclamation grant under the WaterSMART Grants: Water and Energy Efficiency Grants for fiscal year 2021 Funding Opportunity.

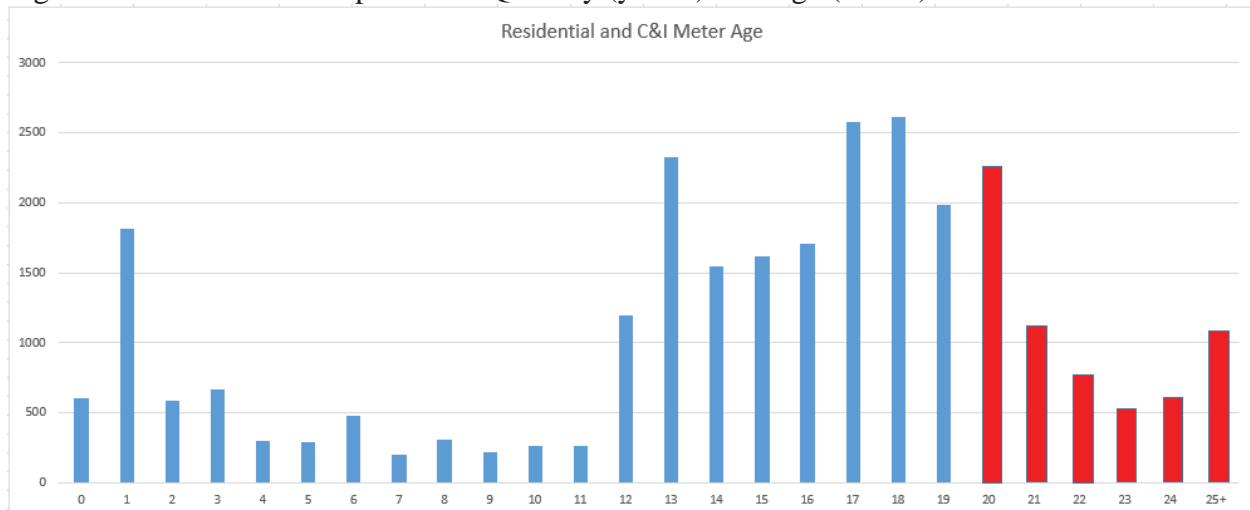
BACKGROUND: The City of Santa Cruz produces and delivers water to over 98,000 people in the City of Santa Cruz, unincorporated Santa Cruz County and parts of the City of Capitola. The Water Department reads and bills over 27,000 meters every month, generating approximately \$35M in annual volumetric water sales. With over 90% of water revenue collected based on the amount of water used, meters are a critical asset.

The Water Department is currently facing critical challenges related to measuring and billing customer water consumption as a result of stuck, aging and under-performing meters, as well as meter reading devices that are near end-of-life. This has created a host of problems, including lost volumetric water sales revenue, excessive truck-rolls to manually retrieve meter reads, and inequitable water charges between customers.

To explore its options, the Water Department contracted with Jacobs Engineering to perform a Feasibility Study to investigate the viability of a system-wide replacement of the City's metering infrastructure. The following are the key findings from the Feasibility Study:

- The average age of the existing meter population is 17 years with 20% of the population exceeding the expected useful life of 20 years. (See Figure 1)
- Approximately 10% of the City's residential meters are estimated to be stuck resulting in significant lost revenue for the City.
- Failing meters and meter reading equipment are a drain on current resources and hindering the staff's ability to efficiently acquire accurate readings to bill its customers.
- 60% of the Meter Shop staff time is spent manually retrieving meter reads via individual truck-rolls to failed meters.

Figure 1: Current Meter Population - Quantity (y-axis) and Age (x-axis)



Based on the above findings, the Feasibility Study concluded that system-wide meter replacement is in City's best interest. Specifically, the study found that the cost of replacing the meter system in a short period of time would be less than the cost of replacing meters over time as they failed. This finding was made, in large part, because the Department could achieve significant savings in purchasing meters at wholesale prices for a defined project (as opposed to paying retail prices for ad hoc replacement over time).

DISCUSSION: The Department recently asked Jacobs to identify several options for *how* to replace the meter system. Jacobs identified three replacement approaches and evaluated each based on the cost, duration, and risk¹ of the approach. The following table summarizes Jacobs' findings:

Replacement Approach	Cost	Duration	Risk
Contract Installation: contract with a third-party meter installer to replace the City's aged and failing meter population using local labor force.	Lowest	Shortest	Low

¹ In terms of the evaluation of meter replacement approaches, risk is defined as the susceptibility of the approach to workflow errors that could cause billing and/or utility inventory problems. System-wide meter replacement will involve thousands of highly specific data entry changes which, if mishandled, can adversely impact utility billings and revenues.

Augmented Workforce: hire temporary employees to replace the City’s aged and failing meter population as part of a program that the City executes and fully manages.	Moderate	Moderate	High
In-House Labor: The City of Santa Cruz’s water meter staff continues its current practices and replaces meters and drive-by radios as they fail.	Highest	Longest	Highest

Contracting with a third-party meter installer to replace the City’s aged and failing meters has several key advantages:

- The meter installer would utilize their proven replacement processes, automated field installation tools and installer training program to efficiently plan, execute and manage a full meter replacement project.
- The City can work with the selected contractor to maximize hiring local labor to implement the project, contributing to the local economy at a much-needed time.
- The meter installer’s focused effort would allow them to complete the project in a much shorter time than utilizing the City’s staff, therefore reducing the amount of lost revenue currently associated with aged and failing meters.

The meter installer would be responsible for managing all aspects of the meter replacement, allowing the City’s staff to focus on their day-to-day responsibilities. Experienced meter installation companies typically complete a replacement the size of the City’s within 12 to 18 months, and the shorter replacement project will move Meter Shop staff from its current “emergency operation” mode to a mode in which they can enhance customer service and meter system operations.

As a prelude to a potential meter replacement project, the Water Department is conducting a system-wide meter box field inventory with the goal of being able to more efficiently deploy meter replacement resources based on having GIS location data for all system meter boxes. To implement the meter box field inventory, the Water Department recently hired 20 additional temporary employees to complete an inventory over the next few months. Though temporary, this work comes at a welcome time as local unemployment rates climb due to the COVID-19 pandemic. This work is performed outdoors in teams of two, with social distance requirements easily maintained, and incumbents will be learning the following skills related to water meters:

- How to read and follow a meter route;
- How to identify metering equipment and correlate equipment to the service location;
- How to assess various issues, including meter box accessibility and condition;
- How to interact with customers courteously and tactfully;
- How to use hand tools and mobile data devices to complete an inventory; and
- How to work safely in a field environment.

These same employees could expect to leverage their experience acquired on the inventory project to transition to roles on the contract installation team. While ultimately under the employ of the contract installer, these employees will be vetted and upskilled by City staff, comprising a ready-made recruitment pool for the contractor. Not only will the City expect the contract

installer to hire local labor, but bid proposals will be evaluated based on the installers willingness to interview and select from this cohort of temporary employees.

Given the critical need to replace the metering system, the basic advantages of contract installation, and the opportunity to create local labor opportunities during a meter replacement project, staff recommends the approval of the plans and specifications for the Meter Replacement Project (c701603) and the authorizing staff to advertise for bids, the City Manager to award the contract, and the Water Director to execute change orders within the approved project budget.

On July 6, 2020, staff presented the proposed Meter Replacement Program implementation strategy to the Water Commission for their review. Following the presentation and discussion, the Water Commission voted unanimously to recommend to the City Council that the staff recommended program be implemented.

Complete project Plans, Specifications, and Contract Documents available at <https://www.cityofsantacruz.com/government/city-departments/water/projects-in-your-neighborhood>

FISCAL IMPACT: The estimate for the Meter Replacement Project is \$11M to be split between two contracts and funded over three fiscal years, starting in FY 2021. The contract authorized for bidding by the current recommended motion is for the installation of the meters and is estimated to cost \$1.5M. The second contract, for the remaining \$9.5M, is for the purchase of the meters and parts and will be in a forthcoming Council agenda.

Partial funding for FY 2021 expenses is available in the Water Department CIP budget for project c701603, Meter Replacement. An appropriation of \$2,390,000 from the Water Enterprise Operations (Fund 711) is requested for current fiscal year expenses.

The Water Department is seeking a WaterSMART Grant in the amount of up to \$2M and requires a 50% match of Water Department funds.

Prepared by:

Kyle Petersen
Customer Service Manager

Submitted by:

Rosemary Menard
Water Director

Approved by:

Martín Bernal
City Manager

ATTACHMENTS:

Budget Adjustment

Grant Application Resolution

Summary Scope of Work for the Meter Replacement Project

Project Plans and Specifications and Bid Documents:

<https://www.cityofsantacruz.com/government/city-departments/water/projects-in-your-neighborhood>

**City of Santa Cruz
BUDGET ADJUSTMENT REQUEST**

PAGE 1 OF 1

<input checked="" type="radio"/> Council Approval	Resolution No. _____
<input type="radio"/> Successor Agency	Resolution No. _____
<input type="radio"/> Administrative Approval	

<input checked="" type="radio"/> Current Fiscal Year
<input type="radio"/> Prior Fiscal Year

TO: FINANCE DIRECTOR
FROM: WATER DIRECTOR

DATE: 07/30/2020

<u>ACCOUNT</u>	REVENUE EDEN ACCOUNT TITLE	
TOTAL REVENUE		0

<u>ACCOUNT</u>	EXPENDITURE EDEN ACCOUNT TITLE	
c701603-100-2020	Meter Replacement	2,390,000
711-70-91-7153-57302	Water systems	
TOTAL EXPENDITURE		2,390,000

NET: \$ (2,390,000)

Purpose:

New appropriation in the amount of \$2,390,000 from Water Enterprise Fund 711 for the Meter Replacement CIP project, c701603.

REQUESTED BY	DEPARTMENT HEAD APPROVAL	ACCOUNTING APPROVAL	FINANCE DIRECTOR APPROVAL	CITY MANAGER APPROVAL
Malissa Kaping <small>Digitally signed by Malissa Kaping DN: cn=Malissa Kaping, o=City of Santa Cruz, ou=Water Department, email=mkaping@cityofsantacruz.com, c=US Date: 2020.07.30 08:17:49 -0700</small> 07/30/20	Rosemary Menard <small>Digitally signed by Rosemary Menard DN: cn=Rosemary Menard, o=Santa Cruz Water Department, ou=Finance, email=rmenard@cityofsantacruz.com, c=US Date: 2020.07.30 08:00:31 -0700</small> 07/30/20	Tracy Cole <small>Digitally signed by Tracy Cole DN: cn=Tracy Cole, o=City of Santa Cruz, ou=Finance, email=trcolet@cityofsantacruz.com, c=US Date: 2020.07.31 10:37:50 -0700</small> 07/31/20	Kim Krause <small>Digitally signed by Kim Krause Date: 2020.07.31 13:35:48 -0700</small>	

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AUTHORIZING
THE WATER DEPARTMENT TO APPLY FOR BUREAU OF RECLAMATION FUNDS
FOR A WATER METER REPLACEMENT PROJECT

WHEREAS, the City of Santa Cruz (the “CITY”) desires and intends to finance expenditures to implement a system-wide meter replacement program (Project); and

WHEREAS, the CITY expects to apply for a grant from the U.S. Department of the Interior, Bureau of Reclamation Funding Opportunity Announcement (FOA) No. BOR-DO-21-F001 for the Project; and

WHEREAS, the Water Director or designee is hereby authorized (the “Authorized Representative”), to enter into an agreement under this FOA; and

WHEREAS, the Authorized Representative, or designee, is designated to represent the CITY in carrying out the CITY’s responsibilities under the agreement, including reviewing the application submitted and verifying support for the application, certifying disbursement requests on behalf of the Entity, and compliance with applicable state and federal laws; and

WHEREAS, the Water Department has the capability to provide the amount of funding and/or in-kind contributions specified in the funding plan; and

WHEREAS, the CITY will work with Reclamation to meet established deadlines for entering into a grant or cooperative agreement.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Santa Cruz supports submittal of a grant application to the U.S. Department of the Interior Bureau of Reclamation and approves this Authorizing Resolution as required in the FOA.

PASSED AND ADOPTED this 11th day of August, 2020, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

4 Embarcadero Center, Suite 3800
 San Francisco, California 94111
 United States
 T +1.415.356.2040
 F +1.415.356.2055
 www.jacobs.com

Subject	Meter Replacement, Summary Scope of Work	Project Name	Meter Replacement Strategy
Attention	Kyle Petersen	Project No.	D3354800
From	Joe Ball, Jaason Englesmith		
Date	July 23, 2020		
Copies to	Rosemary Menard		

Background

The following is a summary scope of work for system-wide meter replacement in the City of Santa Cruz Water Department service area. This scope of work generally describes the more detailed components of the bidding documents used to bid on a meter installation project. This scope of work describes the who, what, when, where, and how of a system-wide meter replacement project and is organized by the following sections:

- **Meter Installer (who)**
- **Meters and Components (what)**
- **Installation Schedule (when and where)**
- **Installation Procedure (how)**
- **Customer Support (how)**

1. Meter Installer

The City requires the installation of meters and requisite equipment to be performed by a contracted, third-party meter installer. The City requires that the installer utilize a proven replacement process with automated field installation tools to efficiently plan, execute, and manage a system-wide meter replacement project. The installer is responsible for managing all aspects of the meter replacement project as further described in this scope of work.

1.1 Local Labor Required

The meter installer is required to hire from the local Santa Cruz labor pool. Local hires will comprise 75% of the team, with the installer's project management team comprising the remaining 25% of the team. The installer is required to train local hires on all aspects of meter installation to efficiently execute the replacement project according to the contract.

2. Meters and Components

The City requires the installer to properly install water meters and meter reading components, including meter interface units (MIUs), meter boxes, meter box lids. The installer is responsible for maintaining the inventory of meters and requisite components during the course of the project to ensure an adequate supply of materials to complete the project according to the contract. The meter installer is responsible for recycling all meters, registers, MIUs, boxes, and lids that are removed from service and shall provide a credit to the City for the value of all recycled material.

2.1 Meter Population

The following tables include key information about the City of Santa Cruz's meter assets.

Meter Size	Quantity
5/8"	24,808
3/4"	617
1"	1,508
1 1/2"	466
2"	428
3"	54
4"	25

6"	13
8"	5
10"	5

2.2 Installation Scenarios

The City requires the meter installer to provide service for several different installation scenarios during the meter replacement project, including replacement of the existing meter and MIU; replacement of the existing MIU only; replacement of the existing meter only; replacement of the existing meter box and lid; and replacement of the existing lid only. Approximate quantities of these scenarios will be provided to the installer after the completion of the Water Department's meter field box inventory.

3. Installation Schedule

The City requires that all meter replacements be done according to a detailed replacement plan and schedule developed in partnership with the Water Department team. The City anticipates a 12-18 month replacement duration to enable it to better manage failing assets, reduce lost revenue and return to efficient meter reading operations.

3.1 Installation Timing

The City requires that all meter replacements be done by billing route and according to billing schedule. The installer is responsible for ensuring that meter installations do not occur within the window of the meter read date and billing date.

3.2 Installation Priorities

The City requires that the billing routes be further prioritized by the number of stuck and aged meters, so those routes with the most stuck meters and oldest meters will be the first routes for meter replacement. If further prioritization is needed, the installer and Water Department team will consider other prioritizing attributes such as hard-to-access meters, large consumption meters, or meters furthest away from the City's Meter Shop.

4. Installation Procedure

4.1 Installation Specifications

The City requires that the meter installer work with the Water Department to develop a detailed set of installation specifications and standard operating procedures for each replacement scenario described above (see 3.2). These specifications and procedures will, at a minimum, include the following steps: evaluation of worksite; verification of service location; check for meter movement; customer notification; evaluation of pipe condition; proper shut off of water; meter removal and documentation; meter installation and documentation; turn on of water; check for leaks and flush line; MIU installation and documentation; final review and customer notification. Installation procedures will also include how to troubleshoot problematic situations, such as frozen curb stops, inadequate spacing between connections, and broken plumbing.

4.2 Installation Confirmation

The City requires that the installer capture and submit photos of as-found meter register and as-left meter register. The photos must be available to the Water Department through secure cloud-based storage and accessible through a customer search index. The City requires the installer to capture several data points with each meter removal and installation, including service address, box number (if in bank), removed meter, removed MIU, meter read upon removal, installed meter, installed MIU, meter read upon installation, and GIS x and y coordinates of service location. The City requires that the installer perform inventory controls that confirm the above-listed data points align with the Water Department's utility database before and after meter installation.

4.3 Installation Data Transfer

The City requires that the installer upload and download meter installation data in a format and schedule specified by the Water Department. The installer is responsible for ensuring the integrity of the data and correcting any errors that prevent timely and accurate transfer of data. All data will be transferred according to the City's security standards and protocols.

4.4 Installation Tools

The City requires the meter installer to provide and use mobile devices that enable importing service location data provided by the Water Department as well as exporting data collected during installation. The installer is responsible for ensuring that these mobile devices work with and conform to the City's applications and security protocols, as well as the installation specifications and SOPs noted above.

4.5 Validation Testing

The City requires the meter installer to perform a “slow start” prior to the commencement of full-scale meter replacement effort to allow the City to evaluate the meter installation teams’ work. During this “slow start” the Water Department and meter installer will evaluate procedures, meter and MIU installation, data management, and problem resolution to ensure they are working and effective. The Water Department will work with the meter installer to modify any procedures that are deemed deficient or ineffective. No work will proceed on new routes until procedures are deemed to meet the Water Department’s requirements.

5. Customer Support

5.1 Customer Notice

The City requires the meter installer to print and send a notice letter two weeks ahead of installations beginning in the upcoming route. The meter installer is also responsible for leaving door tags after the installation is completed. The City requires that all printed materials be reviewed and approved by the Water Department prior to printing and distribution.

5.2 Customer Support

The City requires the meter installer to provide a toll-free number that customers can call to ask questions concerning the project or to report problems concerning the installation. This number is provided to minimize impacts to the Water Department’s customer service representatives; as such, the installer is responsible for promptly responding to customer questions or concerns. The Water Department and installer will develop an escalation protocol for issues that cannot be resolved by the installer’s call center representatives.

5.3 Customer Interaction

The City requires the installer and installer’s employees to comport themselves according to the expectations and standards of the City. The installer and employees are responsible for following City policies that pertain the work, such as the City’s *Respectful Workplace Conduct* policy, *Good Neighbor* policy, and any applicable safety policies including those related to Covid-19.

SUMMARY

The above generally describes the more detailed components of the bidding documents used to bid on a meter installation project. Where further detail is needed, and where the bidding documents do not include these details, the Water Department will work with Jacobs to include

additional technical specifications as part of a request for qualifications for contract meter installation. Additionally, as part of the RFQ process, contractors will have the opportunity to request further detail about the project before finalizing their proposal.

ORDINANCE NO. 2020-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AMENDING
CHAPTER 6.91- CANNABIS RETAILER LICENSES OF THE CITY OF SANTA CRUZ
MUNICIPAL CODE TO ALLOW CANNABIS RETAILER LICENSE TRANSFERS AND TO
UPDATE OTHER PORTIONS OF THE CHAPTER

BE IT ORDAINED By the City of Santa Cruz as follows:

Section 1. Chapter 6.91 – Cannabis Retailer Licenses, is hereby amended as follows:

Chapter 6.91

CANNABIS RETAILER LICENSES

Sections:

6.91.010	Purpose.
6.91.020	Definitions.
6.91.030	Cannabis retail business – License required.
6.91.040	Written applications required.
6.91.050	Notice of availability.
6.91.060	Application contents.
6.91.070	Fee for application.
6.91.080	Review procedure.
6.91.090	Review factors.
6.91.100	Determination contingent.
6.91.105	Appeals.
6.91.110	Effective date.
6.91.120	License transfers.
6.91.130	Annual confirmation of renewal.
6.91.140	Expiration.
6.91.150	Suspension and revocation.
6.91.160	License requirements.
6.91.170	Violations.

6.91.010 Purpose.

Medical marijuana dispensaries have operated within the city of Santa Cruz for a long period of time without land use conflicts. Proposition 64, approved by the voters of California in November 2016, legalized the adult recreational use of marijuana. This chapter is designed to regulate the sale of cannabis based upon the new state laws.

The city has an interest in ensuring that the retail sale of cannabis supports the character and values of the city, including the unique entrepreneurial, creative, and compassionate nature of its residents

and business owners. To this end, the city encourages these qualities in applications for cannabis retailer licenses, requiring some combination of a number of factors that support these values.

The city has determined to initially limit the number of cannabis retail outlets allowed to ensure that this use will not create unforeseen impacts. The city also desires a process by which individual proprietors may relocate their businesses without expanding the number of cannabis retail outlets in the city. To provide a process that limits the number of outlets without tying those outlets to specific properties, this chapter creates a licensing structure for cannabis retail businesses.

6.91.020 Definitions.

The following words and phrases, whenever used in this chapter, shall have the meanings defined in this section unless the context clearly requires otherwise:

1. “Adult use” shall refer to nonmedical use of cannabis by persons twenty-one years of age or older in conformance with the Medical and Adult-Use Cannabis Regulation and Safety Act and the provisions of state law regarding cannabis use and sale.
2. “Application period” shall be the time stated in the notice of availability during which the planning department will accept applications for cannabis retailer licenses.
3. “Cannabis establishment” shall mean any business, including cultivation, manufacturing, distribution, and retail, that requires a state cannabis license or, if located out of the state of California, an equivalent authorization to do business. Each individual location and each online presence shall be considered a separate “cannabis establishment” except that a physical location may have one online presence, so long as the physical location and the online presence are performing essentially the same business function and are operating under a single state license.
4. “Cannabis retail business” shall refer to a business within the city of Santa Cruz holding a valid cannabis retailer license.
5. “Chief of police” shall refer to the city of Santa Cruz chief of police or the person designated by the chief of police.
6. “Date of issuance of cannabis retailer license” shall be the date on which the cannabis retailer license was approved by the planning department and the chief of police.
7. “License vacancy” shall mean any time in which the total number of licenses issued is fewer than allowed by city council.
8. Medical Cannabis, Medical Marijuana. See “Medicinal cannabis.”
9. “Medicinal cannabis” or “medicinal cannabis products” means cannabis or a cannabis product, respectively, intended to be sold for use pursuant to the Compassionate Use Act of 1996 (Proposition 215), found at Health and Safety Code Section 11362.5, by a medicinal cannabis patient in California who possesses a physician’s recommendation.

10. "Person" shall mean any natural person, partnership, cooperative, association, corporation, personal representative, receiver, trustee, assignee, or any other legal entity.
11. "Planning department" means the planning and community development department of the city of Santa Cruz.
12. "Police department" means the police department of the city of Santa Cruz.
13. "Proprietor" shall mean any of the following:
 - A. A person with an aggregate ownership interest of twenty percent or more in a cannabis retail business, unless the interest is solely a security, lien, or encumbrance.
 - B. The chief executive officer of a nonprofit or other entity.
 - C. A member of the board of directors of a nonprofit.
 - D. The trustee(s) and all persons who have control of the trust that holds a cannabis retail business.
 - E. An individual entitled to a share of at least twenty percent of the profits of a cannabis retail business.
 - F. An individual who will be participating in the direction, control, or management of a cannabis retail business. Such an individual includes any of the following:
 - i. A general partner of a cannabis retail business that is organized as a partnership.
 - ii. A nonmember manager or managing member of a cannabis retail business that is organized as a limited liability company.
 - iii. An officer or director of a cannabis retail business that is organized as a corporation.

6.91.030 Cannabis retail business – License required.

It is unlawful for any person conducting, operating, owning, or in control of any premises to sell cannabis or cannabis products, whether medical (medicinal) or adult use (recreational), within the city of Santa Cruz unless such person holds a valid cannabis retailer license therefor, pursuant to the provisions of this chapter. All retail sales of any type, including online and delivery service sales, are included in this requirement and are unlawful without the required cannabis retailer license. A separate cannabis retailer license is required for each location. If a proprietor has more than one location, a license is required for each.

6.91.040 Written applications required.

An application for a cannabis retailer license shall be filed with the planning department, shall be in writing on forms provided by the city, shall be in duplicate, and shall be accompanied by the appropriate documentation and fee.

6.91.050 Notice of availability.

When the number of cannabis retailer licenses falls below the number of licenses set by city council, the city shall place an advertisement in at least one local newspaper of general circulation and post on the city's website an announcement that the city will be accepting applications for cannabis retailer licenses. The notice shall include the dates during which applications will be accepted, the location on the city's website for application requirements and directions, and the contact information for questions.

6.91.060 Application contents.

Each application shall contain:

1. A complete identification of the applicant including name and address;
2. Names, residence and business addresses of any copartners, including limited partners, or, if the applicant is a corporation, the name of the corporation shall be set forth exactly as shown in its articles of incorporation together with the date and place of incorporation, the names and residence addresses of each of the officers, directors, and each stockholder owning more than ten percent of the stock of the corporation. If one or more of the partners is a corporation, the provisions of this section pertaining to a corporate applicant apply;
3. The names, residence and business addresses of the managers and persons to be in charge of the business;
4. The name, residence and business address of the owner of the property, who shall indicate in writing his/her consent to cannabis retail sales being conducted on the property by signing the application in the space provided;
5. A site plan, floor plan, and elevations of the property where the business will operate;
6. An operations plan for the business, including consistency with Section 6.91.090 below, and the name under which it is to be operated;
7. Whether or not any person referred to in subsection (1), (2), (3) or (4) has had a license or use permit for the same or any similar business suspended or revoked anywhere, and, if so, the circumstances of such suspension or revocation;
8. The hours of operation;
9. Such other related information as the planning department and police department may require.

The residential addresses required in subsections (2) and (3), as well as the name(s) of managers and persons to be in charge listed in subsection (3), shall be kept private and not made available to the public.

6.91.070 Fee for application.

The fee to apply for a cannabis retailer license and a license transfer application shall be set by resolution of the city council from time to time. The fee shall be calculated so as not to exceed that amount which would recover the total cost of both license administration and license enforcement, including, for example, issuing the license, administering the license program, retailer education, retailer inspection and compliance checks, documentation of violations, and prosecution of violators. All fees shall be used exclusively to fund the program. Fees are nonrefundable except as may be required by law.

6.91.080 Review procedure.

All complete applications received during the application period shall be reviewed by a panel of no fewer than three city employees. The panel shall review the applications, considering factors of importance to the community including those listed below. The application determined to best meet the community's needs and values shall be granted the license contingent upon meeting the requirements for cannabis retailer licenses (including payment of fees and meeting the required review factors), obtaining a state retail, nonprofit, or microbusiness license, and approval of an administrative use permit for the property from which the business will operate prior to the cannabis retail license becoming effective.

6.91.090 License requirements and review factors.

1. The following are required as conditions for obtaining a cannabis retailer license:
 - A. All cannabis retail businesses shall pay employees a living wage as set annually by city council and further described in Chapter 5.10, with proof of compliance submitted annually by August 1st for the fiscal year beginning July 1st on the Cannabis Retailer Living Wage Compliance form provided by the City;
 - B. Cannabis retailers shall not hinder nor discourage employees from forming or joining a collective bargaining unit or labor union to support their employee rights to collective bargaining, nor shall they interfere with any collective bargaining activities;
2. The application shall also demonstrate that the business owner(s) meets a minimum of six (6) of the following factors:
 - A. A majority of the business is owned by individuals who have been local residents for the previous three years;
 - B. The business owner(s), individually or collectively, have a business interest in no more than six (6) other cannabis establishments, including businesses in other jurisdictions and/or states;
 - C. A majority of the business is minority- or woman-owned;

- D. Provides employee benefits as described in Chapter 5.10, the City's Living Wage Ordinance, in addition to the full living wage, not discounted for benefits;
 - E. Provides medical cannabis;
 - F. Green Business certification through the City's Green Business Certification program;
 - G. Carries a minimum of fifteen percent in total shelf space at any given time products produced or grown within 100 miles of Santa Cruz County;
 - H. A majority of the business is employee-owned;
 - I. Maintains an active and transparent banking relationship with a financial institution.
 - J. Other community benefits, described in detail and approved by the Planning Department.
- 3. For new licenses that are being reviewed through the competitive process, the quality of the operations plan shall also be considered as a factor, and the extent to which a proposal exceeds any minimum factor thresholds shall also be considered in the award process.
 - 4. All cannabis retail businesses shall provide an annual affidavit confirming that the business is meeting each of the requirements and factors included in the initial license application that resulted in the provision of the license. This affidavit shall be provided by August 1 for the prior fiscal year spanning July 1 through June 30.

6.91.100 Determination contingent.

The issuance of a cannabis retailer license shall be contingent upon the following:

- 1. Approval of an administrative use permit within six months or consistent with existing administrative use permit, including all conditions of approval; and
- 2. Obtaining state cannabis retail license, state cannabis nonprofit license, or state cannabis microbusiness license.

6.91.105 Appeals.

An applicant aggrieved by the decision of the city employee review panel to deny a cannabis retailer's license may appeal to the city council in accordance with the provisions of Chapter 1.16.

6.91.110 Effective date.

The approved license shall become effective upon approval of both the administrative use permit for the location (or the determination by the planning department that the application meets the conditions of approval for an existing administrative use permit) and approval of the state license allowing cannabis retail uses.

6.91.120 License transfer.

License transfers may be allowed consistent with the provisions of this section and chapter. Licensees may change locations contingent upon obtaining an administrative use permit for the new location(s) as well as approval from the state licensing agency for the new location in accordance with Section 6.91.100.

1. License Transfer to New Owner. No licensee shall transfer ownership or control of a retail cannabis establishment to another person or entity unless and until the transferee obtains an amendment to the license from the Planning Department stating that the transferee is now the licensee. Such an amendment may be obtained only if the transferee files all required application materials in accordance with all provisions of this chapter, pays all applicable fees, passes the background check, and independently meets the requirements of the cannabis retailer license, as determined by the Planning Department. This can be accomplished by meeting the requirements specified above in Section 6.91.90. A license shall not be transferred to an owner who has engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.
2. Changes in ownership of a licensee's business structure or a change in the ownership of a licensee's business entity (including transfers between individuals with ownership interest) of 50 percent or greater must be approved by Planning Department through the transfer process contained in (1) above. Failure to comply with this provision is grounds for license revocation.
3. In the event of the death of the licensee, the heir(s) may operate the business under the original license for a period not to exceed six months, with the possibility of an extension due to extenuating circumstances, as approved by the Planning Director, during which time the heir(s) must obtain a license transfer as described in section 1 above.
4. No cannabis retailer license may be transferred when the chief of police has notified the licensee that the license has been or may be suspended or revoked.
5. Any attempt to transfer a cannabis retailer license either directly or indirectly in violation of this section is hereby declared void, and such a purported transfer shall be deemed a ground for revocation of the license.

6.91.130 Annual confirmation of renewal.

All cannabis retailer licenses are required to be renewed annually. Licensees shall submit annually for a confirmation of renewal to the police department by providing proof of renewal of their state cannabis retail, nonprofit, or microbusiness license. The police department will review the license before issuing the renewal. A fee commensurate with the cost of reviewing the existing license, the new state license, the history of calls for service at the site, and a site visit as well as any other appropriate review and investigation shall be submitted with the renewal application. This fee shall be set by city council.

6.91.140 Expiration.

A license shall expire if not in active use for a period of six months at any time after the date of issuance. This period may be extended if the licensee has applied for an administrative use permit

that has been delayed through no fault of the licensee. Expired licenses may not be renewed but the license holder may reapply at a later date.

6.91.150 Suspension and revocation.

In addition to any other remedy authorized by law, a cannabis retailer license may be suspended and/or revoked if the chief of police, the planning director, or their designees find that the licensee, or any of the licensee's agents or employees, has violated any of the requirements, conditions, or prohibitions of the use permit, state law, or the city's municipal code. During any period of license suspension, the business must remain closed and no operations may continue.

1. Suspension of License. Upon the chief of police, the planning director, or their designees determining a violation of the requirements, conditions, or prohibitions of the use permit, state law, or the city's municipal code has occurred, a cannabis retailer license shall be suspended for up to sixty days.
2. Revocation of License. Upon the chief of police, the planning director, or their designees determining that a second violation of the requirements, conditions, or prohibitions of the use permit, state law, or the city's municipal code has occurred, the cannabis retailer license shall be revoked and no new license may be issued for the proprietor or any other business entity in which the proprietor is a partner or owner of ten percent or more of the business for a period of five years from the date of revocation.
3. Appeal of Suspension or Revocation. A licensee may appeal the suspension or revocation of a cannabis retailer license to the city council by filing an appeal with the planning department within ten working days of the revocation.

6.91.160 License requirements.

The following requirements shall apply to all cannabis retailer licenses:

1. Limited Number Set by City Council. The city council has determined that the initial number of cannabis retailer licenses within the city shall be set at no more than five licenses for both commercial adult use and medical cannabis. This number includes the two existing dispensaries originally approved as medical marijuana provider association dispensaries, which shall be granted licenses upon receipt of a complete application without the need to undergo the review procedure set forth in Section 6.91.080. In order to obtain this privilege, the two existing dispensaries shall submit cannabis retailer license applications within sixty days of the final adoption of the ordinance codified in this chapter. In the event that one or both of these licenses lapse or are revoked, the proprietor shall be required to compete for a new license under the same terms and conditions as all other applicants. The city council may, by resolution, modify the maximum number of licenses allowed under this section.
2. Concurrent or Existing Administrative Use Permit. A license can only be used in conjunction with an approved administrative use permit for the property at which the business is located. If the property does not have an existing use permit for cannabis retail use, the applicant may apply for the required administrative use permit concurrently with the license application as long as all of the following conditions are met: (1) the property zoning allows cannabis retail

or microbusiness uses; (2) the property owner agrees to such use; (3) the property is not within a six-hundred-foot radius of a school providing instruction in kindergarten or any grades one through twelve, day care center, or youth center; and (4) there is not another cannabis retail establishment within six hundred feet of the property unless the applicant is seeking an exception from said separation requirements, consistent with provisions in Section 24.12.1330.

3. State License for Retail or Other Compatible License Type. City cannabis retailer licenses are not valid without a valid California cannabis retail, nonprofit, or microbusiness license. City licenses may be issued contingent upon the applicant receiving a state license; however, the application for the state license must be submitted prior to approval of the city license unless otherwise authorized by the director due to unusual circumstances. If the state license is not approved within six months of the issuance of the city license, the city license shall become invalid unless an extension is obtained. The applicant may apply for an extension if the delay in obtaining the state license is not due to a delay on the part of the applicant in providing any application or other materials to the state. If the applicant's license is deemed invalid due to a delay in obtaining the state license, the applicant may reapply when another license is available.
4. Consistency with State Law and Conditions of Approval for Administrative Use Permit. Operations of the business shall be in compliance with applicable state law and with the conditions of approval of the approved use permit for the property on which the business is located.
5. Cannabis retailer licenses are issued to the proprietor and are not specific to the location. Each license shall be for one retail outlet only and additional licenses must be obtained for additional retail outlets.

6.91.170 Violations.

1. It shall be unlawful for any person to act as a cannabis retailer or to display or advertise the sale of cannabis products without obtaining and maintaining a valid cannabis retailer license pursuant to this chapter for each location at which that activity is to occur.
2. Online sales of medical or adult use cannabis without a cannabis retailer license are prohibited.
3. Each cannabis retailer license shall be prominently displayed in a publicly visible location at the licensed location and on any business website or advertisement.
4. In the course of cannabis retailing or in the operation of a business or maintenance of a location for which a cannabis retailer license has been issued, it shall be a violation of this chapter for a licensee, or any of the licensee's agents or employees, to violate any local or state law applicable to cannabis products, cannabis paraphernalia, or cannabis retailing.

Section 2. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every

Section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Section 3. This ordinance shall take effect and be in force thirty (30) days after final adoption.

PASSED FOR PUBLICATION this 23rd day of June, 2020, by the following vote:

AYES: Councilmembers Beiers, Brown, Golder; Mayor Cummings.

NOES: Councilmembers Mathews, Watkins; Vice Mayor Meyers.

ABSENT: None.

DISQUALIFIED: None.

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

ORDINANCE NO. 2020-13

PASSED FOR FINAL ADOPTION this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

This is to certify that the above and foregoing document is the original of Ordinance No. 2020-13 and that it has been published or posted in accordance with the Charter of the City of Santa Cruz.

Bonnie Bush, City Clerk Administrator

**Proof of Publication
(2015 C.C.P.)**

I, the undersigned, declare:

That I caused the attached legal notice/advertisement to be published in the Santa Cruz *Good Times*, a weekly newspaper published and circulated in the County of Santa Cruz, and adjudged a newspaper of general circulation by the Superior Court of California in and for the County of Santa Cruz, under Proceeding No. 68833; and that the legal notice/advertisement was published in the above-named newspaper on the following date(s), to wit:

July 29, 2020

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.


This 3rd day of August, 2020, Santa Cruz, California

Julia Wood

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerks
Department, email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 08:20:41 -07'00'

Julia Wood

Deputy City Clerk Administrator

<p>NOTICE OF PUBLICATION OF ORDINANCE BY POSTING (ORDINANCE NO. 2020-13)</p> <p>The City Council of the City of Santa Cruz having authorized the City Clerk Administrator, that the ordinance hereafter entitled and described, be published by posting copies thereof in three (3) prominent places in the City, to wit:</p> <p>The City of Santa Cruz website www.cityofsantacruz.com City Hall – 809 Center Street: Bulletin Board, Room 9/10 Bulletin Board outside Council Chambers</p> <p>NOTICES HEREBY GIVEN that copies of said ordinance were posted according to said order. (Original on file with city clerk). Said ordinance was introduced on the 23rd day of June, 2020, and is entitled and described as follows:</p> <p style="text-align: center;">ORDINANCE NO. 2020-13 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AMENDING CHAPTER 6.91- CANNABIS RETAILER LICENSES OF THE CITY OF SANTA CRUZ MUNICIPAL CODE TO ALLOW CANNABIS RETAILER LICENSE TRANSFERS AND TO UPDATE OTHER PORTIONS OF THE CHAPTER</p> <p>This ordinance revises chapter 6.91 of the Municipal Code for cannabis retailer licenses to allow license transfers. PASSED FOR PUBLICATION on this 23rd day of June, 2020, by the following vote: AYES: Councilmembers Beiers, Brown, Golder; Mayor Cummings. NOES: Councilmember Mathews, Watkins; Vice Mayor Meyers. ABSENT: None. DISQUALIFIED: None. APPROVED: ss/ Mayor Cummings. ATTEST: ss/Bonnie Bush, City Clerk Administrator. This Ordinance is scheduled for further consideration and final adoption at the Council meeting of August 11th, 2020.</p>	
---	--

DECLARATION OF POSTING

STATE OF CALIFORNIA)
) SS.
COUNTY OF SANTA CRUZ)

On the 27th day of July, 2020, I posted conspicuously in three public places within the City of Santa Cruz, Ordinance No. 2020-13, to wit:

1. City Hall Bulletin Board
2. Central Branch Library
3. The City of Santa Cruz website

The document, posted in its entirety, consists of pages 1—11.

I declare under penalty of perjury that the foregoing is true and correct. Executed this 3rd day of August, 2020, in Santa Cruz, California.

Julia Wood

Julia Wood
Deputy City Clerk Administrator

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerk's Department,
email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 10:16:51 -0700

Rosemary Balsley

From: Garrett <garrettphilipp@aol.com>
Sent: Friday, August 07, 2020 1:06 PM
To: City Council
Subject: 8/11/20 Meeting Agenda Item # 25, 2'nd reading Cannabis License Requirements

8/11/20 Meeting Agenda Item # 25, 2'nd reading Cannabis License Requirements

Dear Council,

On June 26, the Leftist legislature in California voted to remove the State Constitutional prohibition on "discriminating against or granting preferential treatment to persons on the basis of race, sex, color, ethnicity, or national origin in public employment, public education, and public contracting." That's right, California just voted to allow racial and gender discrimination. It attempts to repeal Prop 209 which was an initiative of the people which passed 55% affirmative in 1996, and was upheld in a Supreme Court challenge.

What we have is an attempt through legislative parliamentary procedure to set back racial discrimination 56 years back to before the nation's 1964 Civil Rights Act. The Leftist State legislator wishes to discriminate as they please, treating different people unequally as they please based on what should be and are protected personal characteristics.

The repeal of Prop 209 is not yet law, and hopefully Prop 216 will go down in the prejudicial flames it's anti-racist racists want to fan.

For the 4'th time, I would remind the council the requirement advantages accorded minority and women in the proposed cannabis ordinance are just such race gender based discrimination banned by current state law in that they show preference, for no good reason either, why one applicant's application is superior to another based on race or gender in Section 6.91.090 2. C. "A majority of the business is minority- or woman-owned".

Is this some kind of revenge justice punishing the innocent, advantaging the undeserving? Yes.

There can be no justification for race/gender discrimination. This is what it is. Those who vote for this are the new anti-racist racists of the Leftist Progressive far Left.

Let's hear Mr Condotti's take on how he would defend a civil rights lawsuit should this requirement be challenged by one so denied a license for such an ill-conceived reason.

Let's hear yours also. I expect weak tea empty words compared to the fair truth.

Don't set civil rights back 56 years.

I'm not in agreement with other provisional requirements either. The living wage requirement means anyone not worth what you define as a living wage cannot get a job. **Sweden**, Singapore, Norway, Denmark, and Switzerland have all foregone the **minimum wage** - yet their economies are thriving and enjoy some of the world's highest standards of living because the government does not burden business like here. They make it easy to open a business.

"Other community benefits," as defined by the planning dept is vague, and more big government open ended interference in creating a business. Hopefully the council will vote on any such although nothing in the ordinance says you will be.

"local residents" is vague. Is that city residents?

Sincerely, Garrett Philipp

ORDINANCE NO. 2020-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ ADDING SECTION 18.06.075 (ET SEQ) OF THE SANTA CRUZ MUNICIPAL CODE TO SET FORTH PROCEDURES FOR EXPEDITING PERMIT PROCESSING FOR ELECTRIC VEHICLE CHARGING SYSTEMS

BE IT ORDAINED By the City of Santa Cruz as follows:

Section 1. Section 18.06.75 – Electric Vehicle Charging Station Permit Expediting of Chapter 18.06 – Special Building Regulations of the City of Santa Cruz Municipal Code is hereby added to read as follows:

18.06.75 – ELECTRIC VEHICLE CHARGING STATION PERMIT EXPEDITING

18.06.75.010 PURPOSE

The purpose of this Chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This Chapter is also purposed to comply with California Government Code Section 65850.7.

18.06.75.020 DEFINITIONS

- (a) “Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this Chapter, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.
- (b) “Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.
- (c) “Electronic submittal” means the utilization of the City’s online building permit application portal.

18.06.75.030 EXPEDITED REVIEW PROCESS

Consistent with Government Code Section 65850.7, the Building Official shall implement an expedited administrative permit review process for electric vehicle charging stations and adopt a checklist of all requirements with which electric vehicle charging stations shall comply in order to be eligible for expedited review. The City’s adopted checklist shall be published on the City’s website.

18.06.75.040 PERMIT APPLICATION PROCESSING

- (a) Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; areas of charging station equipment and vehicle parking.
- (b) A permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed. Upon confirmation by the Building Official that the permit application and supporting documents meet the requirements of the City adopted checklist and are consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, approve the application and issue all necessary permits. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until approval is granted by the City. If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.
- (c) Consistent with Government Code Section 65850.7, the Building Official shall allow for electronic submittal of permit applications covered by this Ordinance and associated supporting documentations. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

18.06.75.050 TECHNICAL REVIEW

- (a) It is the intent of this Ordinance to encourage the installation of electric vehicle charging stations by removing obstacles to permitting for charging stations so long as the action does not supersede the Building Official's authority to address higher priority life-safety situations. If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the public health or safety, as defined in this Chapter, the City may require the applicant to apply for an administrative use permit.
- (b) In the technical review of a charging station, consistent with Government Code Section 65850.7, the Building Official shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

18.06.75.060 ELECTRIC VEHICLE CHARGING STATION INSTALLATION REQUIREMENTS

- (a) Electric vehicle charging station equipment shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission or a Municipal Electric Utility Company regarding safety and reliability.
- (b) Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.
- (c) Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.
- (d) Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

Section 2. Any provision of the City of Santa Cruz Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, are hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

Section 3. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every Section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Section 4. This ordinance shall take effect and be in force thirty (30) days after final adoption

ORDINANCE NO. 2020-15

PASSED FOR PUBLICATION this 23rd day of June, 2020, by the following vote:

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

PASSED FOR FINAL ADOPTION this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

This is to certify that the above and foregoing document is the original of Ordinance No. 2020-15 and that it has been published or posted in accordance with the Charter of the City of Santa Cruz.

Bonnie Bush, City Clerk Administrator

**Proof of Publication
(2015 C.C.P.)**

I, the undersigned, declare:

That I caused the attached legal notice/advertisement to be published in the Santa Cruz *Good Times*, a weekly newspaper published and circulated in the County of Santa Cruz, and adjudged a newspaper of general circulation by the Superior Court of California in and for the County of Santa Cruz, under Proceeding No. 68833; and that the legal notice/advertisement was published in the above-named newspaper on the following date(s), to wit:

July 29, 2020

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.


This 3rd day of August, 2020, Santa Cruz, California

Julia Wood

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerks
Department, email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 07:12:02 -0700

Julia Wood

Deputy City Clerk Administrator

<div><div><div>NOTICE OF PUBLICATION OF ORDINANCE BY POSTING (ORDINANCE NO. 2020-15)</div><div></div></div><div><p>The City Council of the City of Santa Cruz having authorized the City Clerk Administrator, that the ordinance hereafter entitled and described, be published by posting copies thereof in three (3) prominent places in the City, to wit:</p><p>The City of Santa Cruz website www.cityofsantacruz.com City Hall – 809 Center Street: Bulletin Board, Room 9/10 Bulletin Board outside Council Chambers</p><p>NOTICES HEREBY GIVEN that copies of said ordinance were posted according to said order. (Original on file with city clerk). Said ordinance was introduced on the 23rd day of June, 2020, and is entitled and described as follows:</p><p style="text-align: center;">ORDINANCE NO. 2020-15 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ ADDING SECTION 18.06.075 (ET SEQ) OF THE SANTA CRUZ MUNICIPAL CODE TO SET FORTH PROCEDURES FOR EXPEDITING PERMIT PROCESSING FOR ELECTRIC VEHICLE CHARGING SYSTEMS</p><p>This ordinance adds section 18.06.075 to the Municipal Code for Electric Vehicle Charging systems. PASSED FOR PUBLICATION on this 23rd day of June, 2020, by the following vote: AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings. NOES: None. ABSENT: None. DISQUALIFIED: None. APPROVED: ss/ Mayor Cummings. ATTEST: ss/Bonnie Bush, City Clerk Administrator. This Ordinance is scheduled for further consideration and final adoption at the Council meeting of August 11th, 2020.</p></div></div>
--

DECLARATION OF POSTING

STATE OF CALIFORNIA)
) SS.
COUNTY OF SANTA CRUZ)

On the 3rd day of August, 2020, I posted conspicuously in three public places within the City of Santa Cruz, Ordinance No. 2020-15, to wit:

1. City Hall Bulletin Board
2. City Manager's Office Bulletin Board
3. The City of Santa Cruz website

The document, posted in its entirety, consists of pages 1—4.

I declare under penalty of perjury that the foregoing is true and correct. Executed this 3rd day of August, 2020, in Santa Cruz, California.

Julia Wood

Julia Wood

Deputy City Clerk Administrator

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerk's Department,
email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 07:14:55 -07'00'

ORDINANCE NO. 2020-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ
AMENDING SECTIONS 24.08.410 AND 24.12.241 OF THE SANTA CRUZ MUNICIPAL
CODE TO EXEMPT THE DESIGN PERMIT REQUIREMENT FOR ELECTRIC VEHICLE
CHARGING SYSTEMS AND UPDATE PARKING STANDARDS FOR ELECTRIC
VEHICLE CHARGING SYSTEMS

BE IT ORDAINED By the City of Santa Cruz as follows:

Section 1. Subsection 24.08.410 – General Provisions of Part 5 – Design Permit of Chapter 24.08 – Land Use Permits and Findings of the City of Santa Cruz Municipal Code is hereby amended as follows:

24.08.410 GENERAL PROVISIONS.

A design permit shall be required for the following types of projects:

1. Multiple dwellings and dwelling groups containing three or more dwelling units;
2. New structures intended for commercial use;
3. New structures intended for industrial use;
4. Commercial or industrial uses of land not involving a building;
5. Accessory structures and uses except those accessory uses or structures customarily associated with a single-family dwelling unless a design permit is otherwise required in this title;
6. Any structure on, or use of, a substandard residential lot, except for structures which provide access to the first floor for the physically challenged;
7. Any exterior remodeling and/or site alteration of either fifty thousand dollars or twenty-five percent additional floor area to any existing commercial or industrial building or structure, except within the Central Business District (CBD) zone, within which a design permit shall be required for any exterior alteration or remodeling for which the construction costs of such work exceed ten thousand dollars; the design of such exterior improvements shall provide an attractive, visually interesting, and pedestrian-scale facade treatment.
8. Any project where the applicant is a public agency over which the city may exercise land use controls;
9. Public projects in the Coastal Zone, including but not limited to buildings, roads, bridges, wharf structures, shoreline riprap, and port district projects;

10. Any project which requires a design permit as a result of a specific city action or as a result of a condition of a prior project approval;
11. Parking lots with capacity for five or more spaces;
12. Any project which requires a planned development permit;
13. Single-family homes over four thousand square feet in R-1-10, three thousand five hundred square feet in R-1-7, and three thousand square feet in R-1-5 zoning districts;
14. Any structures in the West Cliff Drive Overlay District.

Electric vehicle charging stations are exempt from the requirement for a design permit.

Section 2. Section 1 – Definitions of Subsection 24.12.241 – Electric Vehicle Charging Station Requirements of Part 3: Off-Street Parking and Loading Facilities of Section 24.12 – Community Design of the City of Santa Cruz Municipal Code is hereby amended as follows:

24.12.241 ELECTRIC VEHICLE CHARGING STATION REQUIREMENTS.

1. Definitions.

- a. “Electric vehicle” means a vehicle that operates, either partially or exclusively, on electrical energy from the electrical grid, or an off-grid source, that is stored on board for motive purposes.
- b. Electric Vehicle Supply Equipment (EVSE) Installed. “EVSE installed” shall mean an installed Level 2 or higher EVSE, as defined by the California Green Building Standards Code (CAL Green) of California Building Standards regulations, et seq.

The remainder of Subsection 24.12.241 remains unchanged.

Section 3. Any provision of the City of Santa Cruz Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, are hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

Section 4. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every Section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Section 5. This ordinance shall take effect and be in force thirty (30) days after final adoption except within the Coastal Zone, where it shall take effect upon approval of the California Coastal Commission.

PASSED FOR PUBLICATION this 23rd day of June, 2020, by the following vote:

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

PASSED FOR FINAL ADOPTION this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

This is to certify that the above and foregoing document is the original of Ordinance No. 2020-16 and that it has been published or posted in accordance with the Charter of the City of Santa Cruz.

Bonnie Bush, City Clerk Administrator

**Proof of Publication
(2015 C.C.P.)**

I, the undersigned, declare:

That I caused the attached legal notice/advertisement to be published in the Santa Cruz *Good Times*, a weekly newspaper published and circulated in the County of Santa Cruz, and adjudged a newspaper of general circulation by the Superior Court of California in and for the County of Santa Cruz, under Proceeding No. 68833; and that the legal notice/advertisement was published in the above-named newspaper on the following date(s), to wit:

July 29, 2020

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.

This 3rd day of August, 2020, Santa Cruz, California


Julia Wood

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City
Clerks Department,
email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 10:18:48 -0700

Julia Wood

Deputy City Clerk Administrator

**NOTICE OF
PUBLICATION
OF ORDINANCE
BY POSTING
(ORDINANCE NO. 2020-16)**



The City Council of the City of Santa Cruz having authorized the City Clerk Administrator, that the ordinance hereafter entitled and described, be published by posting copies thereof in three (3) prominent places in the City, to wit:

The City of Santa Cruz website
www.cityofsantacruz.com
City Hall – 809 Center Street
Bulletin Board, Room 9/10
Bulletin Board outside Council Chambers

NOTICES HEREBY GIVEN that copies of said ordinance were posted according to said order. (Original on file with city clerk). Said ordinance was introduced on the 23rd day of June, 2020, and is entitled and described as follows:

**ORDINANCE NO. 2020-16
AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SANTA CRUZ AMENDING
SECTIONS 24.08.410 AND 24.12.241 OF
THE SANTA CRUZ MUNICIPAL CODE
TO EXEMPT THE DESIGN PERMIT
REQUIREMENT FOR ELECTRIC VEHICLE
CHARGING SYSTEMS AND UPDATE
PARKING STANDARDS FOR ELECTRIC
VEHICLE CHARGING SYSTEMS**

This ordinance amends the Santa Cruz Municipal Code to exempt the design permit requirement and update parking standards for electric vehicle charging stations. **PASSED FOR PUBLICATION** on this 23rd day of June, 2020, by the following vote: **AYES:** Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings. **NOES:** None. **ABSENT:** None. **DISQUALIFIED:** None. **APPROVED:** ss/ Mayor Cummings. **ATTEST:** ss/Bonnie Bush, City Clerk Administrator. This Ordinance is scheduled for further consideration and final adoption at the Council meeting of August 11th, 2020.

DECLARATION OF POSTING

STATE OF CALIFORNIA)
) SS.
COUNTY OF SANTA CRUZ)

On the 27th day of July, 2020, I posted conspicuously in three public places within the City of Santa Cruz, Ordinance No. 2020-16, to wit:

1. City Hall Bulletin Board
2. Central Branch Library
3. The City of Santa Cruz website

The document, posted in its entirety, consists of pages 1—3.

I declare under penalty of perjury that the foregoing is true and correct. Executed this 3rd day of August, 2020, in Santa Cruz, California.

Julia Wood

Julia Wood
Deputy City Clerk Administrator

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerk's Department,
email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 10:19:58 -0700

ORDINANCE NO. 2020-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ ADDING
CHAPTER 9.85 “SURVEILLANCE TECHNOLOGY” TO ARTICLE 9 “PEACE, SAFETY
AND MORALS” OF THE SANTA CRUZ MUNICIPAL CODE

WHEREAS, the City Council desires to have an informed public debate about decisions related to surveillance technology.

WHEREAS, whenever possible, decisions relating to surveillance technology should occur with strong consideration given to the impact that such technologies may have on civil rights and civil liberties.

WHEREAS, currently, the propensity for Face Recognition Technology and Predictive Policing Technology to endanger civil rights and civil liberties outweighs these technologies’ purported benefits.

WHEREAS, currently, Face Recognition Technology and Predictive Policing Technology appear to have the propensity to potentially exacerbate racial injustice.

WHEREAS, the City Council finds that Face Recognition Technology and Predictive Policing Technology currently lack the protections needed to adequately safeguard the rights and liberties of all people.

WHEREAS, the City Council supports, approves, and hereby establishes a temporary, ad hoc advisory committee of councilmembers, to be comprised of Mayor Cummings and two other councilmembers. This ad hoc committee is hereby tasked with returning to the City Council with recommendations for police reform measures to address racial equity and social justice in policing. The committee shall seek opinions and advice from the Chief of Police and from the local community, including the African American and Latinx communities.

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

SECTION 1. Chapter 9.85 “Surveillance Technology Ordinance” is hereby added to Article 9 “PEACE, SAFETY AND MORALS” of the City of Santa Cruz Municipal Code to read as follows:

9.85.010 PURPOSE AND INTENT OF CHAPTER.

This Chapter shall be known as the Surveillance Technology Ordinance.

The purpose and intent of this Chapter is to prohibit the City’s acquisition and/or use of Face Recognition Technology and Predictive Policing Technology, prior to obtaining City Council approval, by resolution, based on the City Council’s finding that the technology meets

scientifically validated and peer reviewed research, protects and safe guards the civil rights and liberties of all people, and will not perpetuate bias.

9.85.020 DEFINITIONS.

For purposes of this Chapter, the following words, terms, and phrases shall have these definitions:

- A. "City Department" means any City department and its officers and employees.
- B. "Face Recognition Technology" means an automated or semi-automated process that assists in identifying or verifying an individual based on an individual's face.
- C. "Predictive Policing Technology" means software that is used to predict information or trends about crime or criminality in the past or future, including but not limited to the characteristics or profile of any person(s) likely to commit a crime, the identity of any person(s) likely to commit crime, the locations or frequency of crime, or the person(s) impacted by predicted crime.

9.85.030 PROHIBITION ON CITY'S ACQUISITION OR USE OF PREDICTIVE POLICING TECHNOLOGY AND FACE RECOGNITION TECHNOLOGY.

- A. Notwithstanding any other provision of this Chapter, it shall be unlawful for any City Department to obtain, retain, access, or use Predictive Policing Technology and/or Face Recognition Technology prior to obtaining City Council approval, by resolution, based on the City Council's finding that the technology meets scientifically validated and peer reviewed research, protects and safe guards the civil rights and liberties of all people, and will not perpetuate bias.
- B. City staff's inadvertent or unintentional receipt, access of, or use of any information obtained from Predictive Policing Technology or Face Recognition Technology shall not be a violation of this Section provided that: (1) City staff did not request or solicit the receipt, access of, or use of such information, and (2) City staff logs such receipt, access, or use and publishes that information on the City Council's website within thirty (30) days or in the agenda for the next regular meeting of the City Council. Such report shall not include any personally identifiable information or other information the release of which is prohibited by law.

9.85.040 ENFORCEMENT

Any City resident or other person injured by a violation of this Chapter may institute proceedings for injunctive relief or writ of mandate in any court of competent jurisdiction to enforce this Chapter. An action instituted under this paragraph may be brought against the City of Santa Cruz, if necessary to effectuate compliance with this Chapter (including to expunge information unlawfully collected, retained, or shared thereunder). Prior to the initiation of any legal proceeding, the City of Santa Cruz shall be given written notice of the alleged violation(s) and an opportunity to correct such alleged violation(s) within 90 days of receipt of the notice. If the

alleged violation is substantiated and subsequently cured, a notice shall be posted in a conspicuous space on the City's website that generally describes the corrective measure(s) taken to address the violation(s).

9.85.050 SEVERABILITY

The provisions of this Chapter are declared to be separate and severable. The invalidity of any clause, phrase, sentence, paragraph, subdivision, section, or portion of this Chapter, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this Chapter, or the validity of its application to other persons or circumstances. Nothing in this Chapter is intended to, or shall be interpreted to, conflict with the Constitution of the United States, the Constitution of the State of California or with any State or federal law.

SECTION 2. The City Clerk shall certify to the adoption of this Ordinance and shall cause the same or a summary thereof to be published as required by law.

SECTION 3. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

PASSED FOR PUBLICATION this 23rd day of June, 2020, by the following vote:

AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings.

NOES: None.

ABSENT: None.

DISQUALIFIED: None.

APPROVED: _____

Justin Cummings, Mayor

ATTEST: _____

Bonnie Bush, City Clerk Administrator

PASSED FOR FINAL ADOPTION this 11th day of August, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Justin Cummings, Mayor

ATTEST: _____
Bonnie Bush, City Clerk Administrator

This is to certify that the above and foregoing document is the original of Ordinance No. 2020-17 and that it has been published or posted in accordance with the Charter of the City of Santa Cruz.

Bonnie Bush, City Clerk Administrator

**Proof of Publication
(2015 C.C.P.)**

I, the undersigned, declare:

That I caused the attached legal notice/advertisement to be published in the Santa Cruz *Good Times*, a weekly newspaper published and circulated in the County of Santa Cruz, and adjudged a newspaper of general circulation by the Superior Court of California in and for the County of Santa Cruz, under Proceeding No. 68833; and that the legal notice/advertisement was published in the above-named newspaper on the following date(s), to wit:

July 29, 2020

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.


This 3rd day of August, 2020, Santa Cruz, California

Julia Wood

Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City
Clerks Department,
email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 10:21:27 -0700

Julia Wood

Deputy City Clerk Administrator

<p>NOTICE OF PUBLICATION OF ORDINANCE BY POSTING (ORDINANCE NO. 2020-17)</p> <p>The City Council of the City of Santa Cruz having authorized the City Clerk Administrator, that the ordinance hereafter entitled and described, be published by posting copies thereof in three (3) prominent places in the City, to wit:</p> <p>The City of Santa Cruz website www.cityofsantacruz.com City Hall – 809 Center Street: Bulletin Board, Room 9/10 Bulletin Board outside Council Chambers</p> <p>NOTICES HEREBY GIVEN that copies of said ordinance were posted according to said order. (Original on file with city clerk). Said ordinance was introduced on the 23rd day of June, 2020, and is entitled and described as follows:</p> <p>ORDINANCE NO. 2020-17 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ ADDING CHAPTER 9.85 "SURVEILLANCE TECHNOLOGY" TO ARTICLE 9 "PEACE, SAFETY AND MORALS" OF THE SANTA CRUZ MUNICIPAL CODE</p> <p>This ordinance adds chapter 9.85 to the Municipal Code regarding police surveillance technology. PASSED FOR PUBLICATION on this 23rd day of June, 2020, by the following vote: AYES: Councilmembers Beiers, Mathews, Brown, Golder, Watkins; Vice Mayor Meyers; Mayor Cummings. NOES: None. ABSENT: None. DISQUALIFIED: None. APPROVED: ss/Mayor Cummings. ATTEST: ss/Bonnie Bush, City Clerk Administrator. This Ordinance is scheduled for further consideration and final adoption at the Council meeting of August 11th, 2020.</p>	
---	--

DECLARATION OF POSTING

STATE OF CALIFORNIA)
) SS.
COUNTY OF SANTA CRUZ)

On the 27th day of July, 2020, I posted conspicuously in three public places within the City of Santa Cruz, Ordinance No. 2020-17, to wit:

1. City Hall Bulletin Board
2. Central Branch Library
3. The City of Santa Cruz website

The document, posted in its entirety, consists of pages 1—4.

I declare under penalty of perjury that the foregoing is true and correct. Executed this 3rd day of August, 2020, in Santa Cruz, California.

Julia Wood Digitally signed by Julia Wood
DN: cn=Julia Wood, o=City of Santa Cruz, ou=City Clerks
Department, email=jwood@cityofsantacruz.com, c=US
Date: 2020.08.03 10:22:33 -07'00'

Julia Wood
Deputy City Clerk Administrator



City Council AGENDA REPORT

DATE: 08/03/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Planning

SUBJECT: 914 & 916 Seabright Ave. (Application No. CP18-0187) Assessor's Parcel Number 011-123-66 - Tentative Map, Design Permit and Residential Demolition Authorization Permit to Demolish Three Residential Units and Construct a Nine-unit Townhouse Development on a 21,237 Square Foot Parcel Located in the R-L Zone District (PL)

RECOMMENDATION: Continue this item to the August 25, 2020 City Council agenda at the request of the applicant.

BACKGROUND: On May 16, 2019, the Planning Commission heard an application to demolish three residences and construct a nine-unit townhouse development at the parcel known as 914 and 915 Seabright Avenue. The Planning Commission voted 6-1-0 to continue the item indefinitely with a motion to redesign to: reduce the building massing, to stay within the density range, and if possible, to provide a diversity of housing types within that range and return to the Planning Commission when the project is ready to review. The Planning Commission noted that consideration of the application of a density bonus shall not be precluded.

The Planning Commission reviewed a redesigned project and heard public testimony on June 4, 2020. After much deliberation, the Planning Commission voted 7-0 to recommend that the City Council approve the application. Additionally they took separate votes on the following staff recommendations:

- 1) Remove the requirement for public pedestrian access through the parcel. (5-2)
- 2) During the time that the units are being rented, require that the property owner provide one rental inclusionary unit and one rental replacement housing unit, rather than providing a single rental unit that qualifies as both the inclusionary unit and replacement housing. (4-3)

For the purposes of determining relocation assistance requirements, the city previously utilized Section 24.08.1345(1)(a)(3) of the Zoning Ordinance that allows for the city to assume that a tenant is low to moderate income if the tenant's income is not provided. Since the June 4, 2020 Planning Commission meeting, the property owner has decided to work with the tenants to verify their income levels and is actively working through the process of verification with the County Housing Authority. Section 24.08.1360 of the Zoning Ordinance requires that replacement housing is provided for projects that include the demolition of three or more dwelling units occupied by low to moderate income households. Therefore, if it is determined that one of the units is not eligible for relocation assistance based on their household income level, then the proposal would only include the demolition of two eligible residential units, and the replacement

housing provisions would no longer apply to the project. The applicant and the property owner have requested that the City Council continue the item to the August 25, 2020 City Council meeting to allow for them to work with the County Housing Authority and the City to complete the tenant income verification process.

DISCUSSION: None.

FISCAL IMPACT: No fiscal impact.



CITY COUNCIL AGENDA REPORT

DATE: 7/31/2020

AGENDA OF: 8/11/2020

DEPARTMENTS: City Manager, Water, Public Works, Economic Development

SUBJECT: Update on Staff Work Related to Project Labor Agreements and
Community Benefit Strategies for Capital Improvement Projects (CM)
(WT) (PW) (ED)

RECOMMENDATION: Receive status report on staff's analysis of Project Labor Agreements, consider staff's recommended next steps, and provide further direction to staff.

BACKGROUND: This section summarizes Council direction to staff and provides a summary of staff's analysis to date.

1. Council Direction:

On January 28, 2020 the Council directed staff to engage with the Monterey-Santa Cruz Counties Building and Construction Trades Council (Building Trades Council) to develop a project labor agreement (PLA) for Council's consideration and to bring an agreement to Council by April 2020. The Council also directed staff to engage with other community stakeholders, in particular local contractors and business interests such as the Chamber of Commerce and the County Business Council on topics related to the Council's potential decision to use PLAs for potential future work.

On April 14, 2020, the Council acknowledged that, due to the impacts of COVID-19 on the City's operations, it would be necessary to delay action on the PLA work as well as other items of work on the Council's special projects list that the Council had directed staff to undertake.

At its June 9, 2020 meeting, the Council further revised and updated its special projects list for staff due to the direct financial impacts of COVID-19 on the City's resources, including eliminating a few items and specifically directing staff to re-engage with the Building Trades Council on PLAs.

2. Summary of Staff Analysis

In Council discussions of a possible PLA approach several themes emerge as being desired outcomes of any approach that is ultimately adopted and implemented. Staff's summary of these themes includes the following:

- Strong interest in providing living wage jobs for local workers, including adequate and sustainable long term health and pension benefits;
- Strong interest in increasing local employment-related to City public works and housing development and in the resulting local economic benefits to the community from an increased workforce where workers are making a livable wage; and
- Strong interest in identifying and pursuing workforce development opportunities for Santa Cruz's economically disadvantaged residents.

These interests are very aligned with the City's recently adopted Health in All Policies program and in particular support the Equity, and Sustainability pillars while helping to create and sustain a solid foundation for the public health pillar. In addition, existing provisions addressing these Council's interests are codified at Santa Cruz Municipal Code Chapter 3.10 – Local Hiring—Public Works Contractors, which also addresses the apprenticeship requirement.

A. Overview of Project Labor Agreements:

Many government agencies look for opportunities to increase the community benefits associated with completing capital improvement projects in their jurisdictions. Some agencies have chosen to use Project Labor Agreements (PLAs) as a tool to help achieve those types of benefits. PLAs are pre-hire collective bargaining agreements that establish standard terms and conditions applicable to a specific construction project or category of projects covered by the agreement. PLAs are typically negotiated between the project owner and the organized labor groups such as the Monterey-Santa Cruz Counties Building and Construction Trades Council and/or individual construction trade unions. A requirement to be bound by the PLA becomes part of the bid submission, procurement documents, and contract. The contractor and all subcontractors of any tier must sign onto the PLA before performing any covered work. In addition, PLAs often include provisions to promote participation in covered projects for targeted categories of workers, such as local residents, apprentices, historically underutilized residents and businesses, and veterans.

B. Legal Analysis¹

As any application of a PLA must relate to and comply with competitive bidding requirements for capital projects, the City Attorney has specifically analyzed these issues related to PLAs. The conclusion of the City Attorney's analysis is excerpted below:

“...neither the legislature nor the courts will sanction a blanket PLA requirement or a requirement that a PLA will always be applied to a particular class of public work contracts that may come before the public agency within the foreseeable or distant

¹ See Legal Analysis included as Attachment 1

future. In order to require a PLA, the public agency must consider the particular facts and circumstances of the "specific project" for which a PLA is proposed and then, on the basis of evidence presented to the public agency with reference to that specific project, determine whether employment of a PLA will 'serve the goals of competitive bidding, in particular to secure the best work ... at the lowest price practicable for the benefit of property holders and taxpayers, and not for the benefit or enrichment of bidders.' Where the public agency is presented with substantial evidence in a given case that award of a public works contract entailing the use of a PLA will serve to assure a steady supply of skilled labor and will also serve to avoid reasonably foreseeable strikes, lockouts and other labor disputes resulting in interruption, delay or slowdown in project construction work with adverse project budget consequences, the public agency, in compliance with its competitive bidding obligations, can award the contract subject to a PLA. And it can do so despite being presented with evidence that the project might be constructed for a lower price in the absence of a PLA."

C. Existing Programs – Municipal Code Sections 3.10, Local Hire and Apprenticeships²

For more than twenty years, the City of Santa Cruz has had some form of a Local Hiring Preference Ordinance for Public Works Contracts. The current version of the ordinance, found in Municipal Code Section 3.10, includes a provision for apprenticeship hiring as well as preference for hiring local labor and apprentices. Section 3.10.010 includes the Council's findings and summarizes the ordinance's main provisions, and is excerpted below:

"The city council of the city of Santa Cruz hereby finds that:

- (1) Unless such a provision would conflict with a state or federal law or regulation applicable to a particular contract for public works or improvements, all city contracts for public works or improvements of estimated value of greater than the formal bid limit shall contain provisions pursuant to which the contractor promises to make a good-faith effort, with the assistance of local labor union hiring halls or community organizations designated by the city to employ qualified individuals who are, and have been for one year prior to the effective date of the contract, residents of the county of Santa Cruz in sufficient numbers so that no less than fifty percent of the contractor's total construction workforce, including any subcontractor workforce, measured in labor work hours, is comprised of Santa Cruz County residents.
- (2) Unless such provision would conflict with a state or federal law or regulation applicable to a particular contract for a public works project, all city contracts for a public works project referenced in subsection (1) shall contain provisions pursuant to which each contractor or subcontractor shall make a good faith effort to employ apprentices who are enrolled in and participating in a viable apprenticeship program serving the Monterey Bay Area and approved by the State Department of Apprenticeship Standards. This apprenticeship requirement shall apply for each

² See <https://www.codepublishing.com/CA/SantaCruz/#!/SantaCruz03/SantaCruz0310.html#3.10>

apprenticable craft or trade in which the contractor employs workers in performing any of the work under the contract.”³

Like similar provisions in other jurisdictions across the country, these Municipal Code requirements call for “good faith efforts” to be undertaken to comply with the goal of 50% of workers on the job be local residents or apprentices enrolled in apprenticeship programs serving the Monterey Bay area.

The City’s Local Hire and Apprenticeship provisions are being implemented as a routine part of City contracting but, unfortunately, data to document the actual performance of contractors in meeting local hire goals or utilizing apprentices on City-funded construction jobs is not readily available, so no conclusions can be drawn about the success of these provisions. One thing that is clear, however, and that is that the size and characteristics of the Santa Cruz County construction labor workforce is a factor that has and will continue to influence the availability of skilled trades workers for both construction projects as well as for ongoing operations and maintenance of city facilities and operations.

Even given some of the constraints of the local construction labor force, it does appear that there are opportunities to increase participation of local construction workers and construction-related businesses and apprentice utilization in City planned construction projects. Those opportunities will be discussed in more detail in the Discussion section of this staff report.

D. Profile of Santa Cruz County’s Construction Workforce

A variety of factors can influence the size and the characteristics of a workforce sector in a geographically defined area such as the County of Santa Cruz. These include:

- the nature of the work that is available in an area, including cyclical or seasonal factors that affect the consistency of work being available,
- the educational and/or training requirements needed to enter a particular workforce segment and succeed in that work,
- the local or regional unemployment rate,
- the local or regional economy, and
- the availability and effectiveness of various strategies for recruiting, training and retaining workers into certain fields.

In analyzing opportunities and challenges for addressing the Council’s interests, staff contracted with Beacon Economics, an economic and research analysis firm that completed the Santa Cruz County Workforce Development Board’s 2019 State of the Santa Cruz County Workforce Report, to prepare an analysis specific to Santa Cruz County’s construction workforce.⁴

³ In contrast to the Santa Cruz ordinance, the draft Community Workforce Agreement proposed by the Building Trades Council to the City Council in January, at Section 8.4, states that “[i]t is the objective of the parties that not less than twenty five percent (25%) of all hours worked on the project will be worked by residents of the Local Area.”

⁴ Attachment 2 -- July 2020 Beacon Economics Report on Santa Cruz County’s Construction Workforce

The Construction Workforce Analysis starts with the big picture and focuses in. Figure 1⁵ provides a general picture of unemployment in Santa Cruz County for the last decade, with the data set ending just prior to the COVID-19 shutdown in March of 2020. The significant unemployment of the great recession period 2008-2012 is reflected here as is the rising local employment and falling unemployment rate during the years from 2012 on.

Figure 1

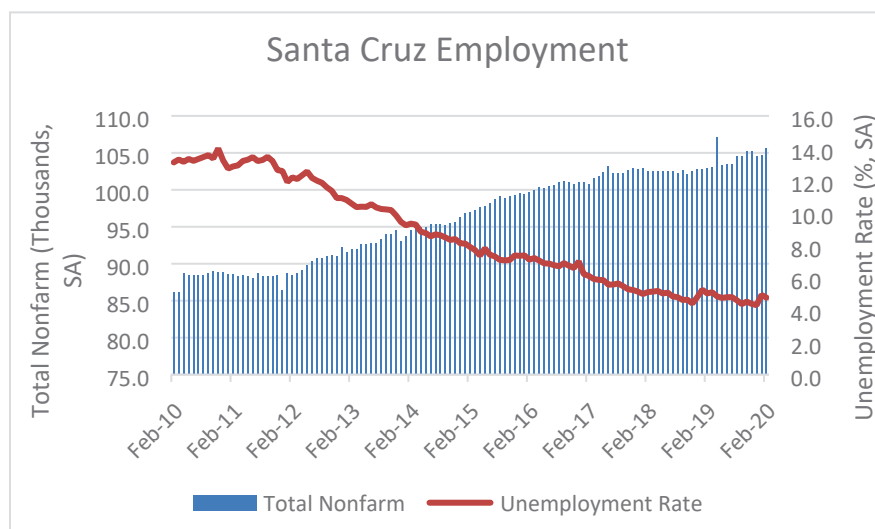


Table 1 is from Santa Cruz County Workforce Development Board’s 2019 State of the Workforce Report,⁶ and provides a perspective on the year-over-year (YOY) change in employment by industry sectors between February 2020 and February 2019.

⁵ Source: California Employment Development Department

⁶ For the Santa Cruz County Workforce Development Board 2019 “State of the Workforce” Report. November 2019 see:

[https://www.santacruzhumanservices.org/Portals/0/wib/pdf/2019%20State%20of%20the%20Workforce%20Report%20-%20pages%20-%20digital%20\(ADA%20compliant\).pdf?ver=2019-08-19-172528-637](https://www.santacruzhumanservices.org/Portals/0/wib/pdf/2019%20State%20of%20the%20Workforce%20Report%20-%20pages%20-%20digital%20(ADA%20compliant).pdf?ver=2019-08-19-172528-637)

Table 1**Santa Cruz Employment by Industry**

Variable	Feb-20	YOY Change (#)	YOY Change (%)
Government	23,849	1,670	7.5
NR/Construction⁷	4,673	316	7.2
Manufacturing	7,344	224	3.1
Leisure and Hospitality	14,676	116	0.8
Retail Trade	11,768	116	1.0
Professional/Business	10,904	108	1.0
Wholesale Trade	3,456	107	3.2
Other Services	5,355	107	2.0
Real Estate	1,640	106	6.9
Information	602	0	0.1
Transport, Warehouse, Util.	1,649	-1	-0.1
Finance and Insurance	2,000	-3	-0.2
Farm	7,888	-4	-0.1
Education/Health	17,785	-64	-0.4
Total Nonfarm	105,700	2,800	2.7
Source: California Employment Development Department			

It is notable that the Natural Resources/Construction segment shows the second highest increase in total numbers of employees. These data should resonate with our individual and collective anecdotal experience in observing construction activities in Santa Cruz County over the last several years.

In spite of the past growth and the projected continued growth in this sector, in total, Natural Resources/Construction employment made up only 4.4% of the total Santa Cruz County workforce in February 2020 which, as shown in Table 1, is dominated by government, leisure and hospitality, retail, professional/business, and education/health employment.

Table 2 provides a more detailed perspective by breaking out the amount of construction workers in Santa Cruz County in the various trades. A key data element included in Table 2 is the Location Quotient (LQ) information that puts the construction labor force employment in perspective, particularly as it relates to the availability of, in this case, skilled trade workers regionally as compared to their availability nation or state-wide.

⁷ Natural Resources/Construction includes occupations in US Bureau of Labor Statistics Occupational Categories, 45-000, Fishing, Farming and Forestry, 47-000 Construction and Extraction, and 51-000 Installation, Maintenance and Repair.

Specifically, the location quotient is the ratio of the area concentration of occupational employment to the national or state average concentration. **A location quotient greater than one indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average.**

Table 2⁸

Santa Cruz Employment by Occupation

BLS 49-000 Construction and Extraction Occupations	Average 2016 to 2018	LQ
Total Construction Occupations	4,911	0.83
Construction Laborers	1,568	0.86
Carpenters	903	1.09
First-Line Supervisors Of Construction Trades/Extraction Workers	615	1.12
Electricians	296	0.53
Other Construction And Related Workers	272	0.55
Carpet, Floor, And Tile Installers And Finishers	248	1.56
Painters And Paperhangers	228	0.44
Pipelayers, Plumbers, Pipefitters, And Steamfitters	193	0.44
Construction Equipment Operators	130	0.81
Glaziers	119	3.31
Sheet Metal Workers	102	1.46
Plasterers And Stucco Masons	88	2.42
Construction and building inspectors	55	0.78
Brickmasons, Blockmasons, Stonemasons, And Rebar Workers	28	0.41
Structural Iron And Steel Workers	25	0.53
Drywall Installers, Ceiling Tile Installers, And Tapers	21	0.49
Elevator Installers And Repairers	21	1.49
Source: U.S. Census Bureau American Community Survey		

Many City-funded construction projects call for skilled trades in specialization categories included in Table 2 which, notably, have LQs that are substantially below 1. Specific skilled trades of concern include Construction Laborers; Electricians; Pipelayers, Plumbers, Pipefitters, and Steamfitters; Construction Equipment Operators; and Other Construction and Related Workers.

For added perspective, staff accessed the US Bureau of Labor Statistics May 2019 data looking at Location Quotients for metropolitan areas with the highest concentration of jobs and Location Quotients in the Construction and Extraction Occupations.⁹ These results are presented in Table 3 below.

⁸ LQ data in Table 2 compares local employment levels in Santa Cruz with California specific data.

⁹ Similar summary data are included in the Beacon Economics Construction Workforce Analysis included as Attachment 2.

Table 3¹⁰

**Metropolitan areas with the highest concentration of jobs and location quotients for
Construction and Extraction Occupations:**

Metropolitan area	Employment	Employment per thousand jobs	Location quotient	Annual mean wage
Odessa, TX	14,150	174.04	4.13	\$48,310
Midland, TX	17,180	154.99	3.68	\$51,190
Farmington, NM	6,060	127.63	3.03	\$49,030
Greeley, CO	13,150	123.44	2.93	\$49,080
Baton Rouge, LA	40,710	103.05	2.44	\$47,420
Wheeling, WV-OH	6,110	94.52	2.24	\$60,250
Beaumont-Port Arthur, TX	14,520	90.25	2.14	\$49,700
Enid, OK	2,140	86.74	2.06	\$48,350
St. George, UT	5,820	85.5	2.03	\$42,460
Corpus Christi, TX	15,980	84.57	2.01	\$46,070

Attachment 3 includes additional information about availability (Location Quotient information) for regional Metropolitan Service Areas including San Jose-Sunnyvale-Santa Clara and San Francisco-Oakland-Hayward.

The real constraints of having a limited local construction workforce means that projects in Santa Cruz requiring these skills are highly unlikely to be sourced from local labor, regardless of union representation. This reality is likely to continue to be true as long as general economic conditions locally and regionally stabilize at a low to moderate unemployment level.

With respect to current unemployment levels for local construction trades workers, recent, post-COVID-19 unemployment data for the Santa Cruz-Watsonville Metropolitan Services Area (MSA), show only a marginal downturn in employment levels for skilled trade occupations.¹¹ In fact, virtually all job losses in April 2020, for example, having been recovered to pre-COVID-19 levels by June. While the longer-term impacts of COVID-19 related economic conditions are still emerging and yet to be fully identified and understood, the local situation with respect to the availability of skilled trade workers seems unlikely to change unless regional construction activities decline significantly.

E. Summary of Outreach to Local Contractors and Businesses

As requested by Council, staff reached out to local contractors and businesses that have historically been involved in implementing public works projects for the City. The Santa Cruz Chamber of Commerce and the Santa Cruz County Business Council took the lead in reaching out to its members and conducted a survey about member issues and concerns with having the

¹⁰ Table 3 provides LQs comparing employment levels in various Metropolitan Services Areas with national averages.

¹¹ See: [https://www.labormarketinfo.edd.ca.gov/file/lfmonth/scrz\\$pds.pdf](https://www.labormarketinfo.edd.ca.gov/file/lfmonth/scrz$pds.pdf)

City pursue use of PLAs for public works contracting. Results of the survey are included as Attachment 4.

Over 50 contractors, most of whom had done or plan to do work for the City of Santa Cruz responded to the survey. Eighty percent of those responding indicated that they would not participate in bidding on projects with PLA requirements. The following statement from one survey respondent does a good job of summarizing this perspective:

“Our company and our employees choose not to work in a unionized environment. Besides this overlying issue, there are multiple other reasons including - 1) PLA's limit our ability to use our existing workforce; 2) A significant portion of our employee's benefit payments would be placed into funds where they receive no benefit; 3) To ensure our employee receive benefits, we would be compelled to fund both our current benefit program and the Union programs. This would significantly increase our costs. 4) Being a one-job PLA signatory employer only, the union would have no incentive to dispatch us their better workers.”

An additional stand out concern raised by survey respondents related to workforce development opportunities. The following statement from a survey respondent summarizes these concerns:

“As above, incentivizing apprenticeship and internal company training programs, both union and non union, would be of great benefit. Our specialty trained employees work throughout the SF and Monterey Bays, returning dollars from the region to our area through our employees, and they are able to do so due to the specialty training we provide that allows them to perform our firm's specialty services. Incentives to hire underserved individuals and "take a risk" on employees who may or may not work out are excellent as well. As stated above, the CAB's Smart Hire program is a good model. We have utilized it to provide opportunity to people in the program and think it is an excellent way to engage people in the workforce.”

The full survey results, including responses to open ended questions and a list of participants who asked to be included in ongoing discussions of PLAs and community benefits strategies are provided in Attachment 4.

DISCUSSION: City staff has identified needs for capital investment in City infrastructure, and a number of the identified projects are scheduled to proceed in the coming years. Given the Council's interests, as summarized in the introduction to this Staff Report, the City's existing Local Hire and Apprenticeship provisions for construction projects, and the realities of the availability and capacity of the County's construction workforce, staff has worked to develop and evaluate realistically implementable opportunities to make progress towards meeting the Council's interests.

The discussion below is divided into two sections: analyzing opportunities for improving community benefits associated with capital investments in City infrastructure and providing some recommendations for next steps for the Council's consideration.

1. Leveraging Opportunities for Community Benefits

Stepping back and taking a long term view, the City's and the County's needs for technically skilled workers fall into two categories:

- Ongoing operations of critical facilities such as the Graham Hill Water Treatment Plant and the Santa Cruz Regional Wastewater Treatment Facility, which serve customers in mid and northern Santa Cruz County; and
- Capital construction related projects related to both utility infrastructure and other public and private developments that provide facilities such as housing, commercial construction etc., or address community needs or strategic initiatives such as electrification or climate adaptation and sustainability projects.

Ideally, and to a greater degree than currently feasible, skilled trade workers living in Santa Cruz County would be available to be hired to participate in meeting both of these needs. The question isn't: "Is there an opportunity to improve the current situation with respect to the availability of a local workforce that can participate in this work?" It is: "What steps can the City take to improve the current situation?"

A. Opportunity to Invest in More Apprenticeships

The workforce development process for skilled trades workers typically involves participation in an apprenticeship program¹² over multiple years, often as many as four or five. Admission into apprenticeship programs is competitive and one strategy that has been widely used in other communities is to develop and support Pre-Apprenticeship Programs that help potential apprenticeship candidates prepare for and be more successful in the apprenticeship program they eventually participate in.

With the realities of the current construction trades workforce in Santa Cruz, the most likely road to success probably means starting at the beginning and working overtime towards the ultimate goal of more local skilled trades workers. A critical first step in this approach would be identifying and supporting candidates for participation in Pre-Apprenticeship programs.

Locally a Pre-Apprenticeship Program is offered by the Tri-County Pre-Apprenticeship Program,¹³ which is a program provided by the Monterey County Workforce Development Board through a grant from the California Workforce Development Board Prop 39 funds, and in partnership with the Santa Cruz and San Benito Workforce Development Boards and the Monterey-Santa Cruz Building Trades Council Training & Education Fund. The Watsonville/Aptos/Santa Cruz Adult Education¹⁴ program offers the same Pre-Apprenticeship Program as that offered by the Tri-County program, providing the program in Watsonville rather than in Castroville.

A City initiative to work with local agencies such as the Community Action Board, Salvation Army, and others to showcase career opportunities for skilled trades workers, both in the ongoing operations and maintenance of City facilities and/or as members of contract construction

¹² See California State Certified Apprenticeship Programs at <https://www.dir.ca.gov/databases/das/aigstart.asp>

¹³ See <https://www.apprenticeprep.org/>

¹⁴ See <https://waae-pajaro-ca.schoolloop.com/preapprenticeshipprogram>

crews, presents a real opportunity to invest in our community and support development of an important element of the County's workforce. From the preliminary work staff has done, there may be good opportunities to partner with the County Workforce Development Board to identify partnership opportunities for recruiting candidates for Pre-Apprenticeship Programs as well as funding opportunities to support increased participation in Pre-Apprenticeship Programs.

The County Workforce Development Board's own work includes three recent documents that provide insights into the trends, the strategies, and the resources that could be available to support action to increase high-demand skilled trade workers in the County. The three documents are:

- 2019 State of the Workforce Report,¹⁵
- A Guide to Workforce Assistance for Employers in Santa Cruz County,¹⁶ and
- The Comprehensive Economic Development Strategy.¹⁷

Initial conversations between City staff and Workforce Development Board staff have already occurred and can be pursued should the Council choose to direct staff to do so.

B. Opportunities for Increasing Local Contractor Participation in City Contracts

As noted in the background and analysis section of this report, the City's existing Local Hire provisions for construction contracts have been in place for many years. These provisions require a "good faith" effort on the part of construction contractors to hire local labor and apprentices as part of the work, with a goal of having 50% of the work done by locals.

From the staff's analysis, there appears to be an opportunity to improve the engagement of local contractors, particularly in some of the very large projects being planned by the Water Department. The idea is to create a mechanism for and facilitate information distribution to local contractors on projects that are likely to have general contractors (primes) from outside the area due to project scope or scale.

A recent example of a City effort that might be copied and expanded upon is the Construction Contractors and Design Consultants Open House that the Water Department organized and held at the Civic Auditorium in May of 2019. At the time, the very heated construction environment in the Bay Area Region, including Santa Cruz, created concerns among staff that several critically important projects that would be ready for bidding soon wouldn't attract adequate interest to produce competitive bids. Some 80 construction and consulting firms attended this event, including some local firms. Planned projects were presented in both "science fair" type

¹⁵ See

[https://www.santacruzhumanservices.org/Portals/0/wib/pdf/2019%20State%20of%20the%20Workforce%20Report%20-%20pages%20-%20digital%20\(ADA%20compliant\).pdf?ver=2019-08-19-172528-637](https://www.santacruzhumanservices.org/Portals/0/wib/pdf/2019%20State%20of%20the%20Workforce%20Report%20-%20pages%20-%20digital%20(ADA%20compliant).pdf?ver=2019-08-19-172528-637)

¹⁶ See

<https://www.santacruzhumanservices.org/Portals/0/wib/pdf/Guide%20to%20Workforce%20Employer%20Services%20in%20Santa%20Cruz%20County.pdf?ver=2020-06-19-162145-633>

¹⁷ See <https://www.santacruzhumanservices.org/Portals/0/wib/reports/2020%20CEDs%205%20Yr%20Plan%20-%20ADA%20Compliant.pdf>

tabling where contractors could talk with staff about the details, and in brief presentations to all attendees with opportunities for Q&A.

Capital project materials created for the May 2019 Open House are posted and updated on the Water Department's website, but contractors of any stripe, local or non-local, wouldn't necessarily know they were there unless they know to look. This means there are opportunities to improve local participation by creating, for example, a capital projects marketplace where information about projects in the works are posted well in advance of actual bidding timeframes so that contractors can become aware of what work may be available and when so they can do longer-term workforce planning. Local contractors looking to team with potential out of town prime contractors could provide profiles of their businesses, references, contact information, etc. that would facilitate building contracting teams. The technology needed to support this kind of construction marketplace or clearinghouse is likely readily available and easily deployable. Other agencies, such as the County Workforce Development Board, could monitor the site as part of its planning work and could provide input to those using the site about resources and programs that could support workforce development and training.

C. Opportunities for Strategic Investments in Key Apprenticeships Programs

As described at the beginning of the Discussion section, the first of the City's needs for skilled trades workers is for its own ongoing operational needs. Both Water and Public Works Departments have experienced difficulty hiring and retaining electricians, mechanics, and instrumentation and facility operations and maintenance personnel. So, in the long run, it is greatly in the City's interest to find ways to develop this workforce. This particular opportunity would involve forming a partnership with those providing apprenticeship programs¹⁸ to create greater opportunities for developing apprenticeships geared to the City's ongoing operational needs. A specific set of strategically identified skilled trades areas would be identified for inclusion in this effort, and a plan to move this initiative forward would be developed and implemented by staff of the partner agencies, which could include other regional employers if they are experiencing similar difficulty in hiring or retaining skilled workers.

D. Opportunities for Project Specific Project Labor Agreements

Staff recognizes that there are likely to be future opportunities for using a PLA for specific City projects. Should a project be identified that provides two¹⁹ or more of the benefits identified in the City Attorney's legal analysis presented earlier, staff considered other project characteristics most likely to produce "value-added" workforce development benefits the Council has identified.

¹⁸ See, for example

https://www.dir.ca.gov/databases/das/results_aignlist.asp?varCounty=SANTA+CRUZ&varType=%25&Submit=Search or https://www.dir.ca.gov/databases/das/results_aignlist.asp?varCounty=SANTA+CRUZ&varType=%25&Submit=Search

¹⁹ It is staff's view that the threat of labor unrest, in and of itself, is not an adequate reason to enter into a PLA absent other identified benefit.

Project cost and construction duration and involvement of multiple trades are the additional characteristics identified by staff. Taken together, these characteristics reflect the greater opportunities for worker development that comes from larger, more complex projects with longer construction timeframes. In particular, the longer construction timeframe is important because it creates more opportunity for an apprentice to complete the longer duration of many apprentice programs.

Recommended Next Step #1 – Adopt Key Findings

Based on all the work completed to date, staff has developed a set of recommendations for next steps for the Council's consideration. To anchor any work going forward, the first recommendation is for the Council to adopt a set of key findings, with recommended findings included below:

- A. The Council's goals related to Project Labor Agreements and Community Benefits Opportunities include the following:
 - 1. Providing living wage jobs for local workers, including adequate and sustainable long term health and pension benefits;
 - 2. Increasing local employment-related to City public works and housing development and in the resulting local economic benefits to the community from an increased workforce where workers are making a livable wage; and
 - 3. Identifying and pursuing workforce development opportunities for members of Santa Cruz's disadvantaged communities.
- B. City Attorney legal analysis indicates that a Project Labor Agreement (PLA) approach can be used only when two or more specific PLA benefits have been identified for a specific project. The types of benefits that would need to be demonstrated include one or more of the following:
 - 1. Decrease in the likelihood of strikes, lockouts or other labor disruptions;
 - 2. Decrease in the likelihood of direct or indirect project cost overruns;
 - 3. Increase in the likelihood of timely completion of the project;
 - 4. Increased assurance that a steady supply of skilled labor would be available for the project; and
 - 5. Increase in the percentage of local residents who will be working on the project and thus contributing positively to the local economy.
- C. The City's planned and funded utility-related construction projects provide opportunities for generating community benefits through including local contractors and local workers in completing the work.
- D. Although many of the City's larger utility-focused capital projects will likely be awarded to general contractors from out of the area due to their size and the lack of local contractors with experience on similar projects, there are still substantial opportunities to achieve community benefit goals through working to increase the participation of local contractors as subcontractors for these projects; such as potential consideration of an exemption for local contractors for subcontracts under a specified amount.

- E. The City's capital investment program construction projects also provide opportunities for workforce development through strategic utilization of both local hiring and apprenticeship programs.

Recommended Next Step #2 – Consider Pursuing a PLA Enabling Strategy

Staff also recommends that the Council consider directing staff to pursue development of a PLA Enabling Strategy that would create the mechanisms for using PLAs if and when appropriate based on the following terms, conditions, and criteria for project selection.

- A. Adopt an enabling ordinance modifying Muni Code Section 3.08 to allow for use of PLAs if two or more of the community benefits identified in the Key Finding B above.
- B. Include in the enabling ordinance provisions that a construction project has:
 - 1. a construction cost threshold of a minimum of \$5 million dollars; and
 - 2. a construction schedule of a minimum of 24 months; and
 - 3. a construction process that involves three or more types of skilled trades.
- C. Negotiate a PLA template with the Monterey/Santa Cruz Counties Construction Building Trades Council. This template would lay out the general terms and conditions of the PLA and provide the framework for negotiating project-specific provisions if and as needed for any selected projects to be implemented with a PLA.

Recommended Next Step #3 – Consider Pursuing a Community Benefits Strategy

Finally, staff recommends that the Council consider directing staff to pursue development of a Community Benefits Strategy that would be focused on a variety of workforce development and local hire opportunities.

- A. Identify and engage with local construction related businesses to inform them about the City's planned construction projects and the skilled trades that will be needed for these jobs.
- B. Create and support a local construction trades clearing house for large capital projects to support subcontracting opportunities for local contractors with general contractors.
- C. Work with local Pre-Apprenticeship Programs and local agencies such as the Community Action Board to identify and support increased participation of local residents in Pre-Apprenticeship Programs.
- D. Work with the Monterey/Santa Cruz Building Construction Trades Council, County Workforce Development Board, and Cabrillo College, to increase participation of local residents in strategically identified apprenticeship programs that will provide long term, living wage jobs in employment sectors where availability of skilled workers is highly limited. Initially identified apprenticeship program²⁰ areas would include:
 - 1. Electrician
 - 2. Mechanics
 - 3. Operating Engineers
 - 4. Instrumentation Technicians

²⁰ Specific Apprenticeship program identification to support some of these skills areas would be done in consultation with appropriate program providers.

5. Utility Maintenance Technicians
6. Plumbers, Pipefitters

FISCAL IMPACT: Staff has not identified specific fiscal impacts at this time. At this point the most likely fiscal impact, should one be identified, would be related to the proposed Pre-Apprentice Program initiative.

Prepared by:
Rosemary Menard
Water Director

Submitted by:
Rosemary Menard
Water Director

Approved by:
Martín Bernal
City Manager

Mark Dettle
Public Works Director

Bonnie Lipscomb
Economic Development
Director

ATTACHMENTS:

Attachment 1 - 2020-02-18 Memorandum on Project Labor Agreement

Attachment 2 - Beacon Economics 7-1-2020

Attachment 3 - Additional Regional Location Quotient Information
Project Labor Contractor Survey Results Summary



CITY ATTORNEY

PO BOX 481, SANTA CRUZ, CA 95061-0481 • 831 420-6200 • Fax: 831 576-2269 • www.cityofsantacruz.com

M E M O R A N D U M

February 18, 2020

TO: Martin Bernal, City Manager; Rosemary Menard, Water Department Director;
Mark Dettle, Public Works Director

FROM: John G. Barisone, Deputy City Attorney

RE: Project Labor Agreements – Legal Permissibility

CC: Anthony P. Condotti, City Attorney

I. *Introduction:*

The purpose of this memorandum is to address a charter city's legal ability to enter into a project labor agreement ("PLA") and the legal requirements a charter city must adhere to before entering into such an agreement.

II. *Project Labor Agreements:*

A PLA is a pre-hire collective bargaining agreement with one or more labor organizations that establishes terms and conditions of employment for a specific construction project or projects. The California Supreme Court, in *Associated Builders & Contractors, Inc. v. San Francisco Airport Com.* (1999) 21 Cal. 4th 352, 359, articulated the reasons why a public agency might decide to contract for construction of a public works project with a PLA intended to govern the labor component of that project:

The PSA is an example of a type of prehire agreement designed for large and complex construction projects. It is designed to eliminate potential delays resulting from labor strife, to ensure a steady supply of skilled labor on the project, and to provide a contractually binding means of resolving worker grievances. Such agreements, also called project labor agreements, have long been used in large construction projects undertaken by both private concerns and ...public agencies.

The following significant provisions are commonly set forth in PLA's to accomplish these objectives:

- Unions agree not to strike or engage in other disruptive activities, and the contractors and their subcontractors agree to no lockouts for the duration of the construction project.
- Employer or contractor recognition of a particular union or group of unions as the exclusive collective bargaining agent(s) for all employees on the project;
- A promise by the employer or contractor to hire exclusively from union hiring halls, provided that the union controlling this employee referral system may not discriminate on the basis of a worker's union or non-union status;
- A requirement that new employees, within a certain period of time, pay dues to the union for representing their interests before the employer or contractor;
- Provisions related to management's rights;
- Grievance procedures, wages, hours, and working conditions and schedule, including whether work will take place on weekends and holidays; and
- A requirement that non-union contractors obtain their labor force from a union hiring hall.

The Sacramento City Attorney's Office in an article which appeared in the League of California Cities' February 2012 edition of Western City magazine succinctly summarized the arguments in favor and against the use of PLA's that a city council might consider in awarding a public works construction contract with a PLA requirement:

The main argument made by advocates to use PLAs in public sector construction is that PLAs reduce the risk of construction delays and increased costs caused by worker shortages or labor disputes, due to the no-strike provisions and the use of centralized referral systems or hiring halls to obtain workers. Advocates also maintain that PLAs foster positive communication channels to address worker concerns, grievances or disputes and resolve them quickly, thereby creating workforce continuity and stability at the job site.

Opponents of PLAs argue that they limit competition, raise costs and favor union over non-union contractors and workers. Opponents characterize PLAs as union-only agreements, which make it more difficult for non-union workers to gain employment. Non-union contractors tend to prefer not to be bound by PLAs because these agreements force the non-union contractor to essentially act as a union contractor for the duration of a project by requiring the contractor to pay union wages and contribute to union benefit plans, rather than funding their own plan, and to be bound to unions that are traditionally hostile to them.

III. *Competitive Bidding Requirement:*

Both the Santa Cruz City Charter and the State of California require that public works contracts be let on a competitive bidding basis. Charter Section 1415 states:

Any public works or improvements costing more than such amount as may be prescribed by ordinance [\$50,000] shall be executed by contract, except where a specific work or

improvement is authorized by the Council to be performed directly by a City department or officer in conformity with detailed plans, specifications and estimates. All such contracts shall be awarded to the lowest responsible bidder after such public notice and competition as may be prescribed by ordinance or resolution, provided the Council or the City Manager, when so authorized, shall have the power to reject all bids and may readvertise in its discretion. All advertisements as to such contract shall so provide. All contracts entered into by the City shall be signed by the City Manager or other officer or officers as the Council may by ordinance or resolution prescribe.

Similarly, California Public Contracts Code Section 20162 provides that when the expenditure required for a public project exceeds five thousand dollars (\$5,000), it shall be contracted for and let to the lowest responsible bidder after notice.¹

The foregoing “lowest responsible bidder” provisions do not necessarily mean that a contractor who agrees to construct the project for the lowest price is necessarily the lowest *responsible* bidder. The California Supreme Court in *Domar Electric, Inc. v. City of Los Angeles* (1994) 9 Cal. 4th 161 articulated the purpose of charter and statutory competitive bidding requirements. The court noted that “...competitive bidding requirements necessarily imply equal opportunities to all whose interests or inclinations may impel them to compete at the bidding,” (Id at p. 173) and that “...perhaps the most important goal of competitive bidding is to protect against insufficient competition to assure the government gets the most work for the least money” (Id at p. 177). At page 173 of its opinion the Court elaborated:

“The provisions of statutes, charters and ordinances requiring competitive bidding in the letting of municipal contracts are for the purpose of inviting competition, to guard against favoritism, improvidence, extravagance, fraud and corruption, and to secure the best work or supplies at the lowest price practicable, and they are enacted for the benefit of property holders and taxpayers, and not for the benefit or enrichment of bidders, and should be so construed and administered as to accomplish such purpose fairly and reasonably with sole reference to the public interest. These provisions are strictly construed by the courts, and will not be extended beyond their reasonable purpose. Competitive bidding provisions must be read in the light of the reason for their enactment, or they will be applied where they were not intended to operate and thus deny municipalities authority to deal with problems in a sensible, practical way.”

Five years after *Domar Electric*, the California Supreme Court in *Associated Builders & Contractors, Inc. v. San Francisco Airports Com.* (1999) 21 Cal. 4th 352, 366 explained why these principles, when properly employed on a case by case basis, will not necessarily preclude the award of a public works contract to a contractor whose bid does not offer the lowest contract price:

The term “lowest responsible bidder” has been construed to mean “ ‘the lowest bidder whose offer best responds in quality, fitness, and capacity to the particular requirements

¹ As a charter city, Santa Cruz has the legal prerogative to use a higher monetary threshold before requiring formal competitive bidding. California Constitution, Article XI, section 5.

of the proposed work.’ ” ...[D]espite use of the term “best,” the lowest responsible bidder must be selected without consideration of relative superiority vis-à-vis other bidders. Notably, this definition emphasizes the element of “responsiveness.” A responsible bid thus is one that responds to all proper bid specifications, and in setting such, the public agency must be accorded considerable latitude. By necessary implication, therefore, the direct cost of the project need not be the agency’s sole consideration in setting bid specifications. Rather, any requirements reasonably relating to the “quality, fitness and capacity of a bidder to satisfactorily perform the proposed work”...generally are permissible.

As explained in further detail below, the Court then held that the San Francisco Airport Commission could properly include a PLA bid specification in a \$4 billion airport expansion project.

IV. *The Requirement for Case by Case Analysis / Substantial Evidence:*

As noted above, the California Supreme Court, in *Associated Builders & Contractors*, sanctioned a public agency’s prerogative to require a PLA in connection with a public works project if , but only if, the public agency determines with respect to that specific project, a PLA will most likely insure the timely, efficient and economic completion of the project. And it may do so even when presented with evidence that the project without a PLA might be constructed for a lower contract price. The court emphasized that the public agency must always bear in mind that “...the competitive bidding laws are “ ‘enacted for the benefit of property holders and taxpayers, and not for the benefit or enrichment of bidders, and should be so construed and administered as to accomplish such purposes fairly and responsibly with sole reference to the public interest.” *Associated Builders & Contractors, supra* at pp 372-373. In order to assure that the public interest is so served, each public works contract must be considered individually at the time of award in order to assess the advisability of a PLA specification:

Having concluded ABC has failed to demonstrate that the PSA in the present case conflicts with competitive bidding laws, we observe that future challenges to the imposition of project labor agreements as bid requirements will be reviewed, *on a case-by-case basis*, for consistency with the competitive bidding laws under the principles articulated in this opinion. Id at p. 376. (Italics added)

In 2011, twelve years after the California Supreme Court’s decision in *Associated Builders & Contractors*, the California legislature statutorily sanctioned a public agency’s use of PLA’s, subject to certain specified conditions. Pursuant to Public Contracts Code Section 2500, “A public entity may use, enter into, or require contractors to enter into, a project labor agreement for a construction project only if the agreement includes all of the following taxpayer protection provisions ...”Per the statute, the following taxpayer protection provisions must be included in every PLA: all qualified contractors, whether union or non-union, are eligible to bid on the project; no racial, religious, sexual, political or national origin discrimination; a drug testing protocol; a guarantee against strikes, work stoppages, lockouts and similar labor disruptions; and neutral arbitration of disputes. Significantly Public Contracts Code Section 2501 then provides:

The members of the governing board of a local public entity may choose by majority vote whether to use, enter into, or require contractors to enter into a project labor agreement that includes all the taxpayer protection provisions of Section 2500 *for a specific project or projects* awarded by the entity and whether to allocate funding *to a specific project* covered by such an agreement. A charter provision, initiative, or ordinance shall not prevent the governing board of a local public entity, other than a charter city, from exercising this authority *on a project-specific basis*. (Italics added).

Hence, in requiring a project specific analysis as to the advisability of a PLA, the legislative echoed the California Supreme Court. Per the Court, the project specific analysis must be evidentiary based. A public agency's decision to require a PLA will be upheld by the courts if there is substantial evidence in the record of the proceedings before the public agency concerning the project that the public interest will be served, and the objectives of competitive bidding will be fostered, with the adoption of a PLA requirement. The *Associated Builders & Contractors*, court, at pp.374-375, articulated the substantial evidence standard and then proceeded to apply that standard to the evidentiary record pertaining to the specific disputed airport expansion PLA it had been asked to rule upon:

The familiar principles constraining our review are easily reiterated: In determining whether the Commission's decision to adopt the PSA bid specification was supported by substantial evidence, we resolve all conflicts in favor of the prevailing party, indulging in all legitimate and reasonable inferences from the record. When a finding is attacked as being unsupported, the power of the appellate court begins and ends with a determination as to whether there is any substantial evidence in the record, contradicted or uncontradicted, that will support the finding. When two or more inferences can be reasonably deducted from those facts, the reviewing court has no power to substitute its deductions for those of the fact finder. ... On review of administrative agency findings, extra-record evidence cannot be admitted merely to contradict the evidence on which the agency relied in making a quasi-legislative decision or to raise a question regarding the wisdom of that decision.

We conclude substantial evidence supports the Commission's adoption of the PSA bid specification as being in furtherance of legitimate governmental interests. Consistent with the competitive bidding laws, these interests include preventing costly delays and assuring contractors access to skilled craft workers. *The record reflects* that the Commission was concerned about the potential for labor strife during the life of the project. Before voting on the resolution adopting the PSA, the Commission held two public meetings to hear evidence and argument on the desirability of the agreement. As the Court of Appeal observed: "Seventy-seven separate construction contracts were interrelated by time and effect. John L. Martin, director of airports, whose declaration was submitted by the Commission in opposition to ABC's petition below, stated that for every month of delay in completion of the master plan, it was estimated that the cost of administering the project would increase by \$1.5 million, and the Commission would lose revenue of \$13million. Inflation alone would add an additional \$4,635,000 monthly to

the cost of the master plan. In addition, there would be increased expenditures needed for the continuation of temporary facilities, and an unquantifiable loss of tourist revenue to San Francisco. Director Martin noted that significant delays in the completion of one contract would likely have a ‘domino effect’ by causing delays in the completion of other, later-in-time contracts.” On the other hand, the Commission had before it no evidence that the cost of prosecuting the work contemplated by the master plan would increase as a result of the PSA compliance requirement. The PSA includes provisions designed to prevent strikes, slowdowns and other work stoppages, and to ensure contractors a steady and reliable source of skilled labor for the project. *In view of the evidence before the Commission* demonstrating the substantial costs associated with preventable delays, we cannot say that the adoption of the PSA requirement was arbitrary, capricious, or lacking in evidentiary support. The Commission could properly find that these provisions serve the goals of the competitive bidding laws, in particular to “ ‘secure the best work or supplies at the lowest price practicable... for the benefit of property holders and taxpayers, and not for the benefit or enrichment of bidders. (Italics added).

V. Conclusion:

In summary, neither the legislature nor the courts will sanction a blanket PLA requirement or a requirement that a PLA will always be applied to a particular class of public work contracts that may come before the public agency within the foreseeable or distant future. In order to require a PLA, the public agency must consider the particular facts and circumstances of the “specific project” for which a PLA is proposed and then, on the basis of evidence presented to the public agency with reference to that specific project, determine whether employment of a PLA will “...serve the goals of competitive bidding, in particular to secure the best work... at the lowest price practicable for the benefit of property holders and taxpayers, and not for the benefit or enrichment of bidders”. Where the public agency is presented with substantial evidence in a given case that award of a public works contract entailing the use of a PLA will serve to assure a steady supply of skilled labor and will also serve to avoid reasonably foreseeable strikes, lockouts and other labor disputes resulting in interruption, delay or slow down in project construction work with adverse project budget consequences, the public agency, in compliance with its competitive bidding obligations, can award the contract subject to a PLA. And it can do so despite being presented with evidence that the project might be constructed for a lower price in the absence of a PLA.

Very truly yours,

John G. Barisone
Deputy City Attorney

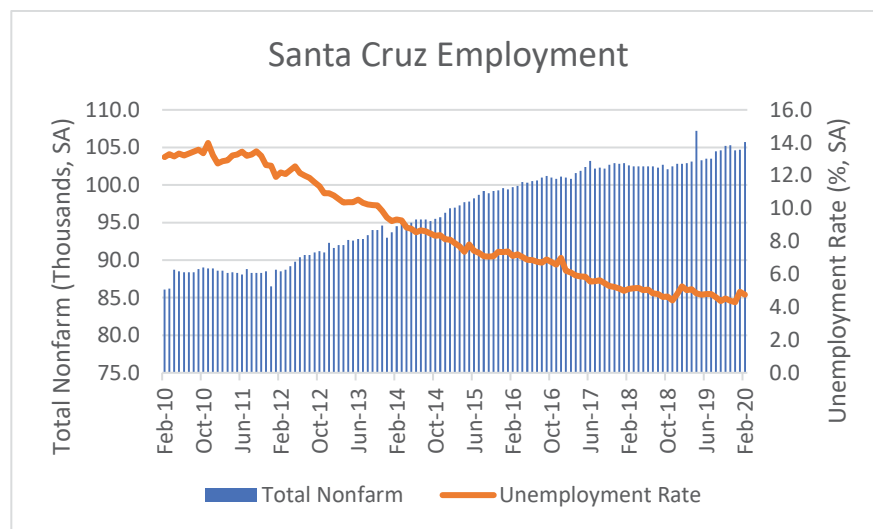
JGB/at

City of Santa Cruz

Construction Workforce Analysis

Santa Cruz Regional Profile

By almost every measure, the Santa Cruz County labor market has performed exceptionally well in recent years. While the recent COVID-19 pandemic will be a major test of the region's strength, the county entered the downturn from a position of strength, which should auger well for the County's recovery. Indeed, at more than 105,700 jobs in February 2020, payroll employment expanded by 2.7% over the last year, outperforming the state's economy.



Source: California Employment Development Department

At the industry level, the Government, Education and Health Care Services, and Leisure and Hospitality industries employ a significant number of residents in Santa Cruz County. Health Care is one of the largest industries in practically every urban area across the U.S., and this is also true in Santa Cruz County. The construction industry is essential to developing the housing stock necessary to sustain further economic growth in the region. It may not be the largest employing industry in the city, but it was the fastest growing private sector over the past year, increasing payrolls by 316 positions or 7.2%. This outpaces the 2.7% growth in across all industries and is considerably higher than the 2.8% growth in construction sector payrolls in the state over the same period.

Santa Cruz Employment by Industry

Variable	Feb-20	YOY Change (#)	YOY Change (%)
Government	23,849	1,670	7.5
NR/Construction	4,673	316	7.2
Manufacturing	7,344	224	3.1
Leisure and Hospitality	14,676	116	0.8
Retail Trade	11,768	116	1.0
Professional/Business	10,904	108	1.0
Wholesale Trade	3,456	107	3.2
Other Services	5,355	107	2.0
Real Estate	1,640	106	6.9
Information	602	0	0.1
Transport,Warehouse,Util.	1,649	-1	-0.1
Finance and Insurance	2,000	-3	-0.2
Farm	7,888	-4	-0.1
Education/Health	17,785	-64	-0.4
Total Nonfarm	105,700	2,800	2.7
Source: California Employment Development Department			

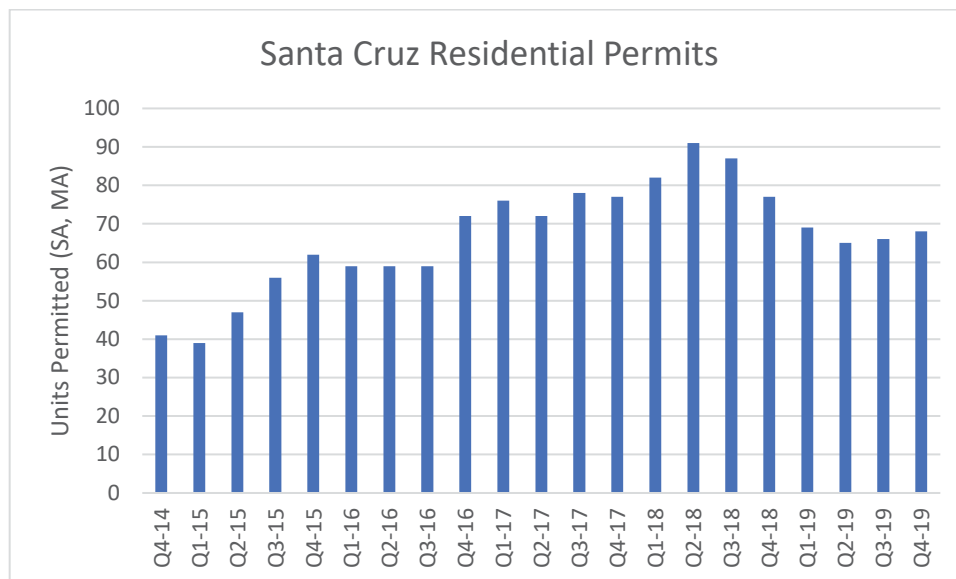
Santa Cruz Taxable Receipts (\$ Millions)

Category	Q4-19	YOY Change (%)
Food and Drugs	1,072	1.9
Restaurants and Hotels	1,522	1.6
Business and Industry	1,017	0.2
Autos and Transportation	1,258	0.2
Building and Construction	1,026	-2.8
General Consumer Goods	2,132	-3.2
Fuel and Service Stations	798	-7.2
Santa Cruz County Total	11,040	5.2
Source: HdL Companies		

The strong labor market in Santa Cruz County can also be seen in consumer and business spending figures. Taxable Receipts expanded by 5.2% from the fourth quarter of 2018 to the fourth quarter of 2019, outpacing the 4.2% increase in the state overall over the same period. Growth was particularly strong in Food and Drug Stores in Santa Cruz County, which expanded by 1.9% over the period. Other categories posting sizeable gains over the period were Restaurants and Hotels, Business and Industry, and Autos and Transportations. In contrast to the overall growth, taxable receipts for Building and Construction category fell by 2.8% over the period.

The housing crisis in California has been felt in Santa Cruz County, where purchase and rental costs have been escalating. In the County's neighbor to the north, San Jose, home prices and rents have also soared. Since the recession, San Jose has experienced significant yearly rent growth, at times reaching double digits; however, in recent years rent growth has slowed, in part because of the increase in housing stock from new developments. Consequently, renters are increasingly flooding markets farther from Silicon Valley in search of housing, including that of Santa Cruz County. With the uptick in demand, rents in Santa Cruz County are rapidly rising. In the first quarter of 2020, yearly rent growth matched San Jose (2.1%). Rents are considerably more affordable in Santa Cruz County compared to San Jose. As of the first quarter of 2020, the average rent in Santa Cruz County was \$2,159 per month, and in San Jose it was \$2,756 per month.

Similarly, Santa Cruz County home purchase prices have been driven by the same market forces affecting rents. From 2014 to 2019, the median price of a single-family home in Santa Cruz County grew over 30%, to \$818,680. Behind this steep price increase is limited supply amid increased demand from buyers priced out of the Bay Area. Although prices have risen over 30% in the past five years, the average number of home sales per quarter has fallen by 1.3% — an indication that supply has not kept up with demand. Despite the rapid price appreciation in Santa Cruz County, residents can enjoy significant costs savings relative to other areas in Silicon Valley.



Santa Cruz County's relatively slow growth policies have also contributed to the housing shortage, with minimal construction activity in Santa Cruz County in recent years. Specifically, the County is adding roughly one housing unit for every 7 jobs added. For years, local government pursued policies aimed at preserving the County's open space. As a result, the new residential development that has occurred has not alleviated the County's long-term housing shortage. In the decade following the Great Recession, residential permitting has been modest and steady even as home prices have skyrocketed. Only in the last five years or so has there been a noticeable increase in residential permitting. In 2019, 256 residential building permits were

issued, a 12.9% decrease from the year before and the second straight year of decline permitting activity.

Years of minimal multifamily development have led to one of the lowest apartment vacancy rates in the region. As of the first quarter of 2020, Santa Cruz County's apartment vacancy rate was around 3.2%, 0.7 percentage points lower than San Jose's 3.9% rate. The region has made some progress in recent years, with recent increases in development increasing the number of housing units in the region by 1.9% from 2013 to 2018, according to the American Community Survey. However, this level of development is far below the levels needed to sustain the levels of economic growth the region has enjoyed recently.

With new development minimal in recent years, the region simply has not produced the housing stock it needs to support job growth in the county. Indeed, the population of Santa Cruz County has declined over the last three years and declined by 0.2% over the last year. Declines were driven by a net outflow of 1,274 resident from 2018 to 2019. In contrast, natural increase (births minus deaths) remain positive in the county, growing by 651 over the last year. A lack of population growth in the region remains a barrier to sustained economic growth in the region. At the city level, the City of Santa Cruz's population declined to 64,424 in 2020, a decline 1.3% from 2019 levels.

Construction Workforce Occupational Profile

As mentioned earlier, the Construction sector plays an important, if relatively small, role in the economy of Santa Cruz County. Relative to the state overall, Construction occupations account for a smaller share of the overall workforce in Santa Cruz County, with 17% fewer jobs in the county relative to the state overall. The highest employing occupation for construction workers in Santa Cruz County are construction laborers, which accounted for roughly 32% of the construction workers in the region. Carpenters also accounted for a significant share of the local construction workforce, accounting for over 18% of the total. Together construction laborers and carpenters account for just over half of the overall construction workforce.

Santa Cruz Employment by Occupation

Occupation	Average 2016 to 2018	LQ ¹
Total Construction Occupations	4,911	0.83
Construction Laborers	1,568	0.86
Carpenters	903	1.09
First-Line Supervisors Of Construction Trades/Extraction Workers	615	1.12
Electricians	296	0.53
Other Construction And Related Workers	272	0.55
Carpet, Floor, And Tile Installers And Finishers	248	1.56
Painters And Paperhangers	228	0.44
Pipelayers, Plumbers, Pipefitters, And Steamfitters	193	0.44
Construction Equipment Operators	130	0.81
Glaziers	119	3.31
Sheet Metal Workers	102	1.46
Plasterers And Stucco Masons	88	2.42
Construction and building inspectors	55	0.78
Brickmasons, Blockmasons, Stonemasons, And Rebar Workers	28	0.41
Structural Iron And Steel Workers	25	0.53
Drywall Installers, Ceiling Tile Installers, And Tapers	21	0.49
Elevator Installers And Repairers	21	1.49
Source: U.S. Census Bureau American Community Survey		

Skilled occupations play a vital role in the construction workforce in Santa Cruz County, however there are significant shortages in a number of skilled occupations in the region. In the period of analysis, there was an average of just under 300 electricians in Santa Cruz County. Compared to the state overall there are roughly 47% fewer electricians in the county, after adjusting for the total workforce in each region. For comparison, nearby counties like Monterey, San Benito, San Francisco, and Santa Clara have a significantly higher number of electricians as a share of their workforce than is the case in Santa Cruz County. The shortage of electricians in Santa Cruz County means the region would have fill demand for such positions from outside the region. As a result, an uptick construction activity may ultimately benefit surrounding counties, which have a higher number of electricians relative to Santa Cruz County.

¹ A location quotient (LQ) is an analytical statistic that measures a region's industrial specialization relative to a larger geographic unit (in this case California). The LQ is computed as an industry's share of a regional employment divided by the industry's share of employment. For example, an LQ of 1.0 in construction means that the region and the state are equally specialized in construction; while an LQ of 1.8 means that the region has a higher concentration in construction than the state. A LQ of less than 1 means that the region has a lower concentration of construction workers than other areas of the state.

Construction Workforce

Occupation	Monterey/San Benito		San Francisco		Santa Clara		Santa Cruz	
	Share (%)	LQ	Share (%)	LQ	Share (%)	LQ	Share (%)	LQ
Total Construction Occupations	100.0	0.98	100.0	0.83	100.0	0.84	100.0	0.83
Construction Laborers	26.1	0.83	30.0	0.80	27.6	0.75	31.9	0.86
Carpenters	16.8	1.17	16.3	0.96	14.7	0.88	18.4	1.09
First-Line Supervisors Of Construction Trades/Extraction Workers	8.2	0.87	9.2	0.82	10.9	1.00	12.5	1.12
Electricians	9.1	0.94	10.5	0.91	12.2	1.08	6.0	0.53
Other Construction And Related Workers	8.0	0.94	7.8	0.77	5.3	0.53	5.5	0.55
Carpet, Floor, And Tile Installers And Finishers	3.0	1.11	2.4	0.75	2.3	0.73	5.0	1.56
Painters And Paperhangers	10.2	1.14	4.9	0.46	7.9	0.75	4.6	0.44
Pipelayers, Plumbers, Pipefitters, And Steamfitters	9.5	1.27	7.5	0.85	5.7	0.66	3.9	0.44
Construction Equipment Operators	1.4	0.52	1.8	0.55	2.3	0.72	2.6	0.81
Glaziers	0.5	0.76	0.5	0.69	1.4	1.97	2.4	3.31
Sheet Metal Workers	3.0	2.47	1.8	1.24	2.4	1.71	2.1	1.46
Plasterers And Stucco Masons	0.7	1.13	0.2	0.27	0.8	1.13	1.8	2.42
Construction and building inspectors	0.8	0.68	0.9	0.62	1.8	1.24	1.1	0.78
Brickmasons, Blockmasons, Stonemasons, And Rebar Workers	1.6	1.37	1.0	0.68	0.6	0.46	0.6	0.41
Structural Iron And Steel Workers	0.0	0.00	1.1	1.16	0.2	0.17	0.5	0.53
Drywall Installers, Ceiling Tile Installers, And Tapers	1.0	1.43	2.7	3.18	3.8	4.47	0.4	0.49
Elevator Installers And Repairers	0.0	0.00	1.4	4.81	0.2	0.86	0.4	1.49
Source: U.S. Census Bureau American Community Survey								

Electricians are not the only skilled occupation that are underrepresented in Santa Cruz County workforce. The relative shortage is also evident for Masons, Painters, Pipelayers, and Structural Iron and Steel Workers, which are significantly less represented in Santa Cruz County compared to the state overall. Because of the lack of workers in these positions in Santa Cruz County, construction activity that would necessitate such workers would likely need to be partially covered by workers from surrounding counties, diminishing some of the local benefits of new construction activity.

“Other construction”, which includes roofers, fencers, insulation workers and several other occupations, occupations are also underrepresented in Santa Cruz County. In Santa Cruz County there was an average of 272 workers employed in other construction and related occupation between 2016 and 2018. This is significantly below the number of workers that would be expected to be employed in these occupations, if these occupations followed statewide trends. Indeed, there were 45% fewer workers employed in other construction and related occupations relative to the state overall, after adjusting for size. Santa Clara County has a similar shortage of workers in these occupations as well, but areas like Monterey and San Benito Counties are well represented in these occupations. As mentioned previously, because of the lack of workers in

these positions in Santa Cruz County, local benefits from new construction would be limited since firms would need to draw on the labor force from surrounding counties to meet demand. This shortage is also evident in occupations tangentially related to construction activity. For example, Installation, Maintenance, and Repair occupations are less represented in Santa Cruz County relative to the nation overall.²

The low unemployment rate in the region exacerbates this shortage of workers. A decade ago, the region was facing a substantial uptick in unemployment, particularly in construction related occupations. Investment in large scale construction projects during this period would have mitigated some of these negative effects, and the region would have had local labor supply to fill these positions. However, with unemployment rates reaching record lows over the last year, the region is facing a lack of workers in construction occupations. Together these factors make it extremely difficult to quickly fill a surge in demand for high-skilled, construction workers and basic construction laborers.

Despite the shortage of workers in many skilled construction occupations in Santa Cruz County, a handful of skilled construction occupations are well represented in Santa Cruz County relative to the state overall. Between 2016 and 2018, there were an average of 615 first-line supervisors for construction in Santa Cruz County, accounting for 12.5% of the overall construction workforce. First-line supervisors for construction accounted for a larger share of the county's workforce relative to the state, with 12% more jobs in the county relative to the state. Other occupations that are well represented in the county were Carpenters; Carpet, Floor and Tile Installers and Finishers; Glaziers, Sheet Metal Workers; and Elevator Installers and Repairers.

Unsurprisingly, higher skilled construction occupations pay higher wages in Santa Cruz County. First-line supervisors of construction workers were the highest earners among construction occupations, earning an average annual wage of \$57,276 between 2016 and 2018. Other high-earning occupation were Elevator Installers and Repairers (\$50,000); Pipelayers, Plumbers, Pipefitters, and Steamfitters (\$39,038), and Construction Equipment Operators (\$35,202). Still, many of the county's most abundant construction workers were on the lower end of the wage spectrum, with Carpenters (\$25,175) and Construction Laborers (\$23,270) earning lower wages compared to their higher skilled counterparts and other workers in Santa Cruz County.

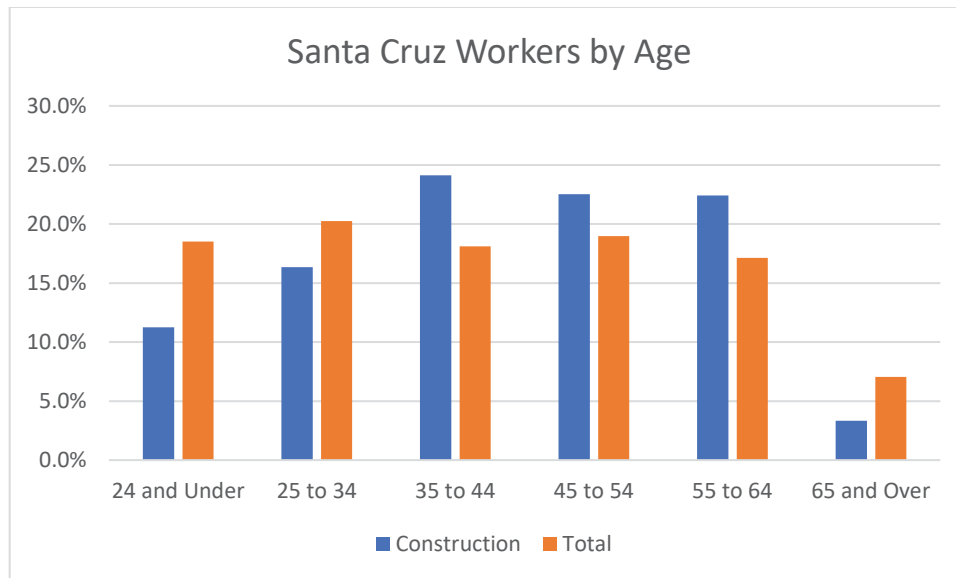
² U.S. Bureau of Labor Statistics, Occupational Employment Statistics (OES)

Santa Cruz Earnings by Occupation (\$)

Occupation	Average 2016 to 2018
First-Line Supervisors Of Construction Trades And Extraction Workers	57,276
Elevator Installers And Repairers	50,000
Pipelayers, Plumbers, Pipefitters, And Steamfitters	39,038
Construction Equipment Operators	35,202
Electricians	34,138
Carpet, Floor, And Tile Installers And Finishers	29,907
Other Construction And Related Workers	28,994
Sheet Metal Workers	28,317
Plasterers And Stucco Masons	26,667
Carpenters	25,175
Construction and building inspectors	24,197
Construction Laborers	23,270
Glaziers	21,667
Structural Iron And Steel Workers	18,333
Painters And Paperhangers	17,041
Source: U.S. Census Bureau American Community Survey	

Construction Workforce Demographic Profile

The construction workforce is fairly diverse across age groups. However, workers in construction occupations tend to be older than the overall workforce in Santa Cruz County. Between 2016 and 2018, roughly 48% of the workers in construction occupations were over the age of 45, compared to just 43% of workers across all occupations in Santa Cruz County. Similarly, young workers are underrepresented in construction occupations. Roughly 11% of construction workers are under the age of 25 in Santa Cruz County, compared to 18.5% in the county overall.

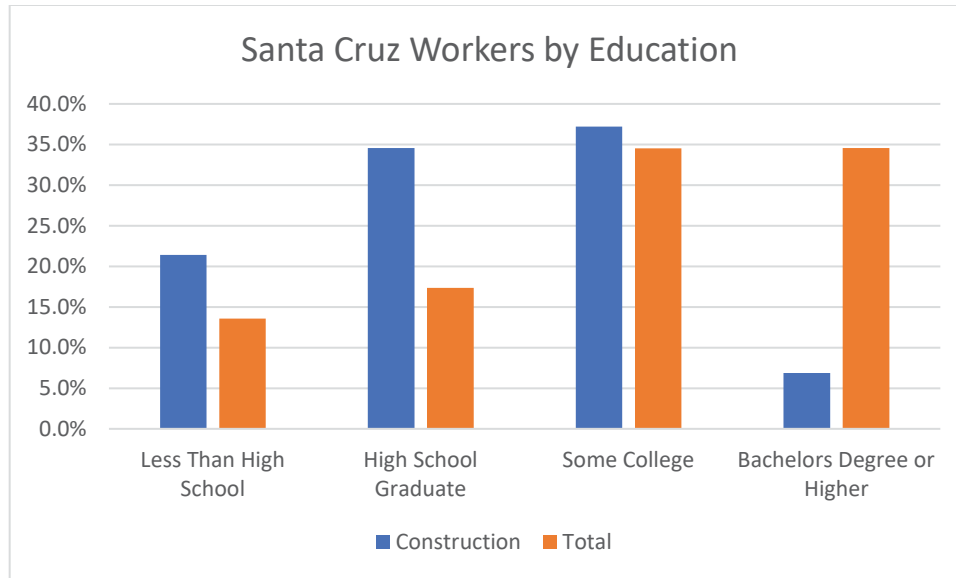


Source: U.S. Census Bureau American Community Survey

The construction workforce is fairly homogenous from a gender perspective, with the industry dominated by a male workers. Roughly 94% of the Construction workforce identified themselves as male in Santa Cruz County between 2016 and 2018. This is stark contrast to the overall workforce in Santa Cruz County where 49.7% of workers identify themselves as male. The minimal representation of female workers in the construction workforce is a potential area the sector could expand its workforce in the coming years, increasing diversity in the industry and helping alleviate some shortage in construction workers in the region.

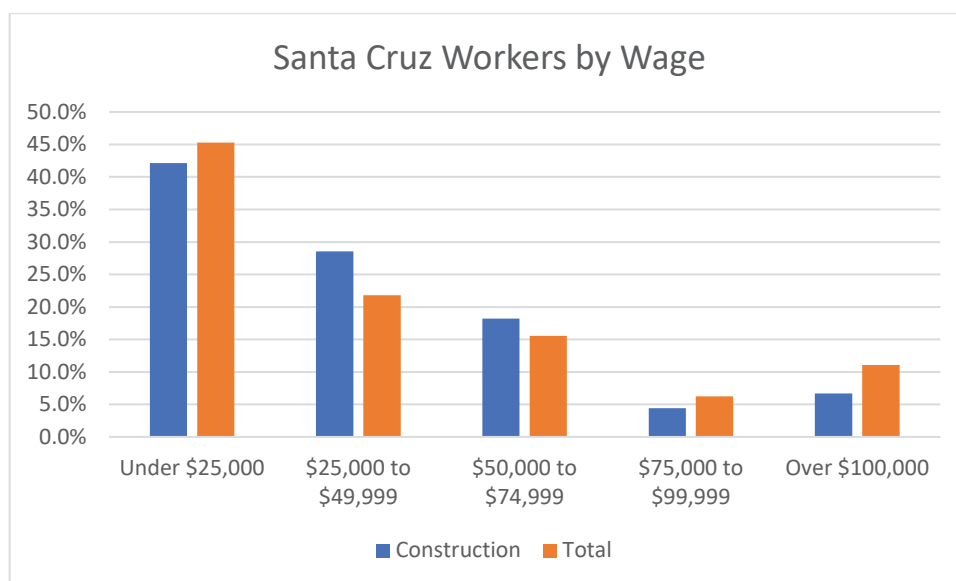
The racial and ethnic make-up of the construction workforce is diverse. Between 2016 and 2018, roughly 57% of the construction workforce in Santa Cruz County was white, while Hispanics accounted for 22.6% and other races accounted for the remaining 20.4%. This largely mirrors the demographic make-up of the county overall, which signals the industry is able to attract workers from a broad range of backgrounds.

Educational attainment for workers in construction occupations is lower compared to the overall population. Between 2016 and 2018, just 6.9% of the construction workforce had a bachelor's degree or higher, compared to just over 34% of the overall workers in Santa Cruz County. Workers with less than a high school education also make up a relatively large share of the construction workforce, accounting for 21.4% of workers compared to just under 14% of the workers in the county overall. While workers with less than a high school education make up a relatively large share compared to the counties overall workforce, construction workers in Santa Cruz County are more educated than the state overall, with just under one-third of all construction workers possessing less than a high school education in the state overall. More importantly, the opportunities the sector creates for workers with lower levels of educational attainment provides a vital job source for local residents.



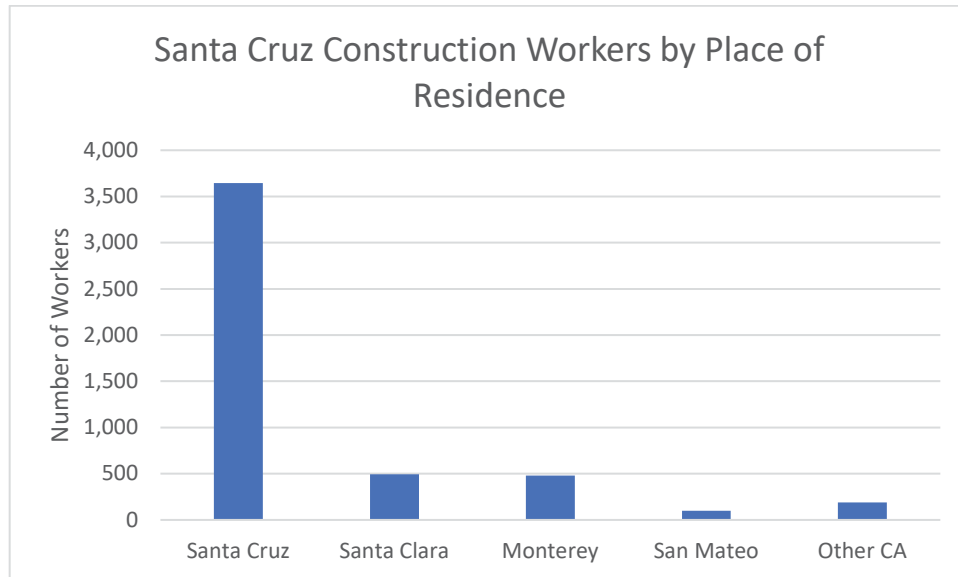
Source: U.S. Census Bureau American Community Survey

While the construction sector is creating opportunities for workers across a variety of educational backgrounds, incomes remain comparatively low for workers in construction occupations. Between 2016 and 2018, 42% of workers in construction occupations earned below \$25,000 annually, which is slightly below the 45.3% earning below \$25,000 annually across all occupations in Santa Cruz County. This situation is not unique to Santa Cruz County, however. Statewide, 39% of workers in construction occupations earned below \$25,000 annually, slightly lower than the levels in Santa Cruz County. The sector also provides a fair amount of high wage positions, with 6.7% of construction workers in Santa Cruz County earning over \$100,000 annually, slightly above the state overall figure of 6.1%. While this is below the percentage of high earners across the all occupations in Santa Cruz County it shows that skilled construction workers can thrive in the region.



Source: U.S. Census Bureau American Community Survey

The vast majority of construction workers employed locally live and work in Santa Cruz County. Between 2016 and 2018, 74.2% of the county's construction workforce lived and worked in the county. Santa Clara (10.1%) and Monterey (9.8%) also accounted for significant portion of the county's construction workforce.



Source: U.S. Census Bureau American Community Survey

The U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) survey can provide some insights for the City of Santa Cruz. In 2018, there were 922 jobs in the Construction sector in the City of Santa Cruz. At the county level the LEHD survey estimates the construction sector at 4,824. As a result, the City of Santa Cruz accounts for less than 20% of the County's construction workforce. The lack of construction workers in the City indicate that the large construction efforts in the city would likely be provided primarily by workers from outside the city.

Construction Workforce Occupational Forecast

The Construction sector in Santa Cruz is expected to expand modestly in the coming years. From 2016 to 2026, the sector is expected to expand 6.1%, adding 290 positions. Paving, surfacing, and tamping equipment occupations are expected to expand the most rapidly, growing by 69.2% or 90 positions. This matches the number of construction labor positions added, one of the county's largest subcategories for construction positions. Plumbers, pipefitters, and steamfitters is also anticipated grow rapidly over the coming years, increasing payrolls by 17.4% or 80 positions.

In contrast to the widespread growth, carpenters, the county's largest subcategory for construction positions, is expected to decline, decreasing payrolls by 11.3% or 160 positions. Similarly, painters, construction and maintenance is expected to decline by 5.6% 20 positions over the period.

Santa Cruz Construction Occupation Forecast

Occupation	2016	2026	Change (#)	Change (%)
Construction and Extraction Occupations	4,750	5,040	290	6.1%
Supervisors of Construction and Extraction Workers	250	280	30	12.0%
First-Line Supervisors of Construction Trades and Extraction Workers	250	280	30	12.0%
Construction Trades Workers	4,190	4,410	220	5.3%
Carpenters	1,420	1,260	-160	-11.3%
Floor Layers, Except Carpet, Wood, and Hard Tiles	30	50	20	66.7%
Cement Masons and Concrete Finishers	60	80	20	33.3%
Construction Laborers	830	920	90	10.8%
Paving, Surfacing, and Tamping Equipment Operators	130	220	90	69.2%
Operating Engineers and Other Construction Equipment Operators	150	150	0	0.0%
Drywall and Ceiling Tile Installers	110	100	-10	-9.1%
Electricians	220	250	30	13.6%
Painters, Construction and Maintenance	360	340	-20	-5.6%
Plumbers, Pipefitters, and Steamfitters	460	540	80	17.4%
Plasterers and Stucco Masons	110	100	-10	-9.1%
Roofers	130	170	40	30.8%
Sheet Metal Workers	50	60	10	20.0%
Helpers, Construction Trades	90	110	20	22.2%
Helpers--Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	30	40	10	33.3%
Other Construction and Related Workers	160	190	30	18.8%
Construction and Building Inspectors	50	50	0	0.0%
Septic Tank Servicers and Sewer Pipe Cleaners	30	40	10	33.3%
Extraction Workers	70	60	-10	-14.3%
Source: California Employment Development Department				

Attachment 3
Construction and Extraction Occupation Information For Surrounding Metropolitan Areas

May 2019 Metropolitan Area Information for San Jose, Sunnyvale, Santa Clara

Occupati on Code	Occupation Title	Total Employe ment	Locatio n Quotie nt	Mean Annual Wage
47-0000	Construction and Extraction Occupations	37,650	0.78	\$68,390
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	2,810	0.58	\$108,140
47-2021	Brickmasons and Blockmasons	-8	-8	\$52,000
47-2031	Carpenters	5,210	0.91	\$63,550
47-2041	Carpet Installers	-8	-8	\$54,320
47-2044	Tile and Stone Setters	290	0.91	\$52,000
47-2051	Cement Masons and Concrete Finishers	1,680	1.1	\$57,140
47-2061	Construction Laborers	5,600	0.71	\$53,770
47-2073	Operating Engineers and Other Construction Equipment Operators	1,160	0.37	\$83,670
47-2081	Drywall and Ceiling Tile Installers	3,370	4.22	\$72,390
47-2082	Tapers	910	6.49	\$69,370
47-2111	Electricians	3,870	0.72	\$77,910
47-2121	Glaziers	-8	-8	\$58,390
47-2141	Painters, Construction and Maintenance	2,260	1.25	\$52,500
47-2151	Pipelayers	-8	-8	\$57,750
47-2152	Plumbers, Pipefitters, and Steamfitters	2,260	0.66	\$86,030
47-2161	Plasterers and Stucco Masons	610	2.89	\$65,360
47-2181	Roofers	1,390	1.38	\$55,060
47-2211	Sheet Metal Workers	1,040	1.02	\$79,320

Attachment 3
Construction and Extraction Occupation Information For Surrounding Metropolitan Areas

47-2221	Structural Iron and Steel Workers	340	0.56	\$70,290
47-2231	Solar Photovoltaic Installers	-8	-8	\$49,710
47-3011	Helpers--Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	230	1.24	\$39,300
47-3012	Helpers--Carpenters	-8	-8	\$41,970
47-3015	Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters	-8	-8	\$39,910
47-3016	Helpers--Roofers	-8	-8	\$40,950
47-4011	Construction and Building Inspectors	690	0.81	\$95,770
47-4031	Fence Erectors	-8	-8	\$43,680
47-4041	Hazardous Materials Removal Workers	-8	-8	\$48,980
47-4051	Highway Maintenance Workers	400	0.34	\$70,020
47-4090	Miscellaneous Construction and Related Workers	90	0.36	\$61,200
47-5022	Excavating and Loading Machine and Dragline Operators, Surface Mining	120	0.35	\$77,740

Note: A '- 8' figure in the table means "data not available or released at the time the information was prepared"

Attachment 3
Construction and Extraction Occupation Information For Surrounding Metropolitan Areas

May 2019 Metropolitan Area Information for San Francisco, Oakland, Hayward MSA

Occupation Code	Occupation Title	Total Employment	Location Quotient	Mean Annual Wage
47-0000	Construction and Extraction Occupations	100,140	0.96	\$75,000
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	8,420	0.8	\$99,580
47-2011	Boilermakers	70	0.28	\$86,630
47-2021	Brickmasons and Blockmasons	580	0.57	-8
47-2022	Stonemasons	310	1.47	-8
47-2031	Carpenters	18,490	1.5	\$71,490
47-2041	Carpet Installers	690	1.58	\$64,200
47-2042	Floor Layers, Except Carpet, Wood, and Hard Tiles	980	3.59	\$66,540
47-2044	Tile and Stone Setters	700	1.03	\$59,410
47-2051	Cement Masons and Concrete Finishers	3,240	0.98	\$65,350
47-2061	Construction Laborers	14,900	0.87	\$55,970
47-2071	Paving, Surfacing, and Tamping Equipment Operators	290	0.38	\$63,960
47-2072	Pile Driver Operators	200	3.38	\$91,240
47-2073	Operating Engineers and Other Construction Equipment Operators	3,890	0.57	\$86,240
47-2081	Drywall and Ceiling Tile Installers	3,280	1.89	\$70,700
47-2082	Tapers	660	2.19	\$67,680
47-2111	Electricians	11,550	1	\$100,400
47-2121	Glaziers	1,020	1.15	\$72,550
47-2131	Insulation Workers, Floor, Ceiling, and Wall	200	0.36	\$66,740
47-2141	Painters, Construction and Maintenance	6,410	1.64	\$67,770

Attachment 3
Construction and Extraction Occupation Information For Surrounding Metropolitan Areas

47-2151	Pipelayers	-8	-8	\$68,280
47-2152	Plumbers, Pipefitters, and Steamfitters	8,010	1.07	\$87,230
47-2161	Plasterers and Stucco Masons	1,040	2.26	\$53,000
47-2171	Reinforcing Iron and Rebar Workers	180	0.57	\$56,750
47-2181	Roofers	2,730	1.25	\$55,100
47-2211	Sheet Metal Workers	1,390	0.63	\$68,510
47-2221	Structural Iron and Steel Workers	1,360	1.06	\$75,630
47-2231	Solar Photovoltaic Installers	-8	-8	\$58,650
47-3011	Helpers--Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	320	0.81	\$41,760
47-3012	Helpers--Carpenters	770	1.4	\$41,650
47-3013	Helpers--Electricians	220	0.16	\$42,130
47-3014	Helpers--Painters, Paperhangers, Plasterers, and Stucco Masons	310	1.72	\$33,100
47-3016	Helpers--Roofers	-8	-8	\$48,760
47-3019	Helpers, Construction Trades, All Other	150	0.31	\$36,580
47-4011	Construction and Building Inspectors	1,510	0.81	\$101,820
47-4021	Elevator and Escalator Installers and Repairers	700	1.47	\$104,600
47-4031	Fence Erectors	520	1.18	\$44,820
47-4041	Hazardous Materials Removal Workers	1,700	2.28	\$48,770
47-4051	Highway Maintenance Workers	700	0.28	\$63,210
47-4090	Miscellaneous Construction and Related Workers	230	0.42	\$63,360
47-5012	Rotary Drill Operators, Oil and Gas	150	0.43	\$112,770

Attachment 3
Construction and Extraction Occupation Information For Surrounding Metropolitan Areas

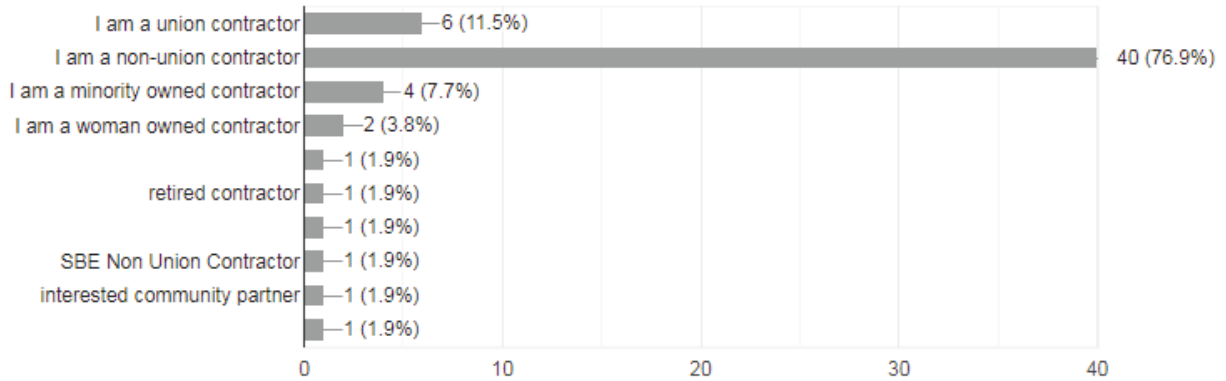
47-5022	Excavating and Loading Machine and Dragline Operators, Surface Mining	160	0.21	\$91,850
47-5081	Helpers--Extraction Workers	-8	-8	\$48,630
47-5097	Earth Drillers, Except Oil and Gas; and Explosives Workers, Ordnance Handling Experts, and Blasters	140	0.32	\$64,130

Note: A '- 8' figure in the table means "data not available or released at the time the information was prepared"

City of Santa Cruz PLA Contractor Survey Results Summary as of 7/30/20

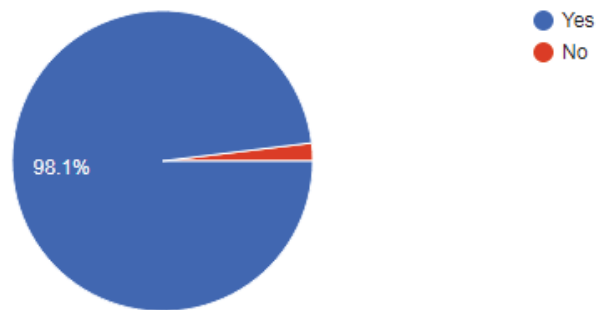
Contractor Description:

52 responses



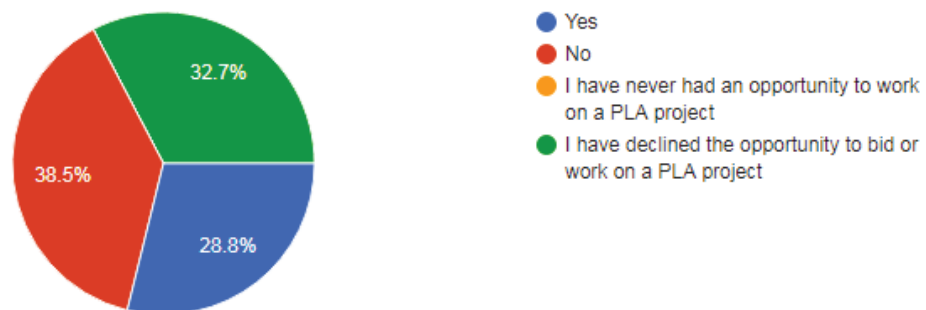
Do you currently or do you plan to do business in Santa Cruz County?

52 responses



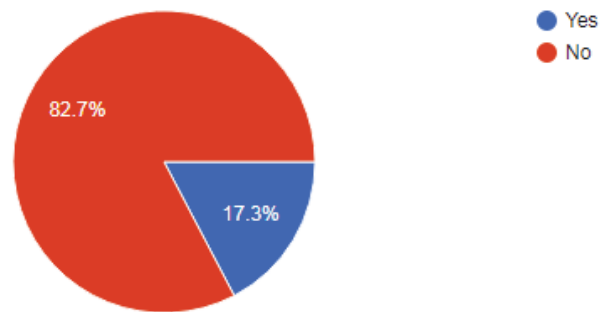
Have you ever worked on a project associated with a PLA?

52 responses



Are you willing to bid a project with a PLA?

52 responses



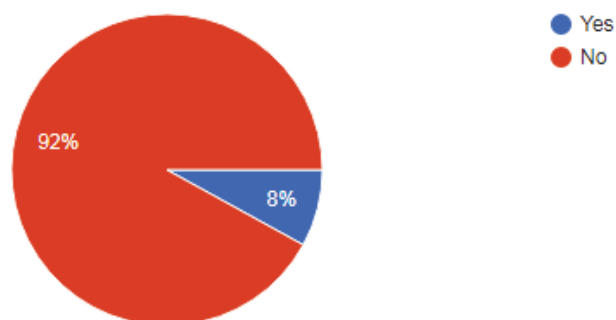
If you are not willing to bid on a project with a PLA please explain why.

We are a specialty contractor. We are unable to safely execute the work in a predictable mater under a fixed price contract.
I do not want to be unionized, and SC should hire local contractors that comply with the DIR
Non Union. All my employees would lose over \$10/hr of the Benefits
Our local workforce is currently non-union and will not join the union which would be required under the PLA
Employees loose benefits & cost to do business increases - Labor pool not available from union sources
We are a non union public works contractor and have been performing successful projects for over 25 years without the need for PLA
The playing field will not be level. Therefore why bid projects where other contractors have an advantage?
Our employees will have their benefits with held from them by the Unions. To clarify if they do not work enough hours then medical benifits will not be put into effect and when the project is over the and the employees return to working in a non union enviroment the Unions keep their Pension portion of their prevailing wage which is forced to be pay to the Union. Another way to explain this is prevailing wage law requires that Apprentices be hire ed on public works project. there are both union and non union Apprentices, when we do get a Union apprentice on our project we pay the medical and pension portion direct to the apprentice(employee) because to require him/her to contribute to our health and pension plan would not be fair. especially if they did not work enough hours to get the benefit(health).
Too restrictive and cost prohibitive
PLAs universally require that prevailing wage fringe benefits be paid into union trust funds. Thus our non-union employees (who normally pay into a certified non-union trust fund) never see either the cash or benefits from the fringes on a PLA project. This, in my opinion, amounts to legalized wage theft by the unions and negatively impacts our (local, Santa Cruz County resident) employees
Geared toward making you become a union contractor, unfair practices.
While we are signatory with the laborers we are not with other trades. A PLA forces us to be signatory with all unions and the changes what crews we can use on the job. It also changes what subs we can use on the job.
To much red tape (paper work). We are not union and we do not want to be unionized even if only for the duration of a project.
We are a non-union contractor and our company management will not work on a project with a PLA.
I do not want to join the union.
We are an open shop company that hires union and non-union shops. There are not enough local union shops to support a fully local PLA project.
Our company and our employees choose not to work in a unionized environment. Besides this overlying issue, there are multiple other reasons including - 1) PLA's limit our ability to use our existing workforce; 2) A significant portion of our employee's benefit payments would be placed into funds where they receive no benefit; 3) To ensure oure employee receive

benefits, we would be compelled to fund both our current benefit program and the Union programs. This would significantly increase our costs. 4) Being a one-job PLA signatory employer only, the union would have no incentive to dispatch us their better workers.
Not sure if my non-Union company can handle the administrative effort necessary for a PLA
No control of labor force, I believe the union will send their best labor to union contractors not non-union.
Discriminatory to open shop (merit shop) contractors and their employees
I'm a small business and a PLA is too complicated and expensive to manage
No cost is main reason plus added paperwork
I have not had a good experience using the laborers provided by the union and lots of additional paperwork
I'm a small semi retired building contractor that lives in Santa Cruz county and I enjoy doing small public work projects in my area. I have no employees and don't usually use sub contractors. I already think it's ridiculous that have to fill out DIR prevailing wage reports stating that I paid myself prevailing wages on a job I was awarded because I was the lowest bidder. If I made a mistake bidding where does the extra wage money come from? My saving account? Adding another layer of bureaucracy will most likely cause me to walk away the these small jobs that the city already has a hard time finding people to do. I think it would be sad for the community to lose local people doing work for their community and keeping the money here.
The requirements of most PLAs exclude non-union companies from bidding the project. In some cases as a non-union company we can elect to sign into a one-time project specific union agreement. This agreement requires us to join our employees into the Union and pay roughly \$10/hour per employee to the Union even though we get no benefits from that money paid. Secondly the local Union office may decide that they do not wish to grant us a one-time union agreement requiring us to withdraw our bid and risk possible litigation.
PLA's put open shop contractors at a large disadvantage. We have to double pay fringe benefits (first into the union, and secondly to our employees)
We have to hire a whole new workforce to comply with PLA
Usually PLA contracts obligate the contractors to join unions for example electrical contractor have to join IBEW TO BE ABLE TO PERFORM AT PLA's jobs
This is meant for Union only workers. There are no Garage Door companies that are union locally. A PLA is meant to promote workers in your local area but that never works because they create situations that require the use of out of town workers due to the Union requirement.
We are strongly non-union and will not bid union required jobs.
I work alone and have no employees
Local economies and contractors are most important, PLA's do not favor either one
It is an unfair and unreasonable business practice.
No cost is main reason plus added paperwork
Past experiences
We are a non-union company and will not sign a one time agreement.
PLA would exclude our company from bidding because we are a merit shop
Philosophically opposed
PLA's require Union Labor and we are not a Union signatory contractor
too political; too many unforeseen consequences; adds to project completion times
Expense and hiring process limits a project viability

From your experience, are there benefits from working under a PLA?

50 responses



If yes, please explain the benefits of working under a PLA.

Level playing field for all contractors, skilled workforce, better paying jobs for community members, fair treatment of employees

Except that when there are few bidders we can raise our price

None that I am aware of. They claim to fix problems that do not exist.

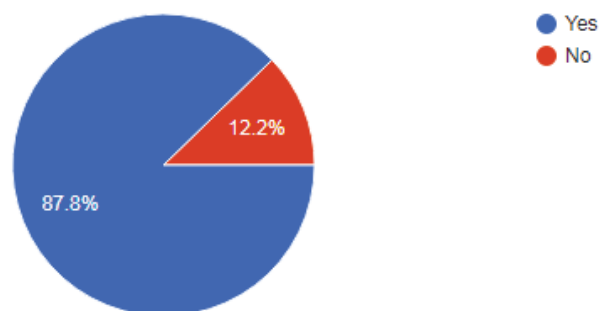
Better job site morale and coordination between the trades. Skilled workforce.

The PLA defines each contractors role for the project

Too many strings attached.

From your experience, are there limitations or concerns you have working under a PLA?

49 responses



If yes, please explain the limitations or concerns of working under a PLA.

Unknown work force, that we are responsible for fixed price contracts. It is impossible to accurately predict our labor production with a work force we are not experienced with.

I do not want to be unionized, and SC should hire local contractors that comply with the DIR

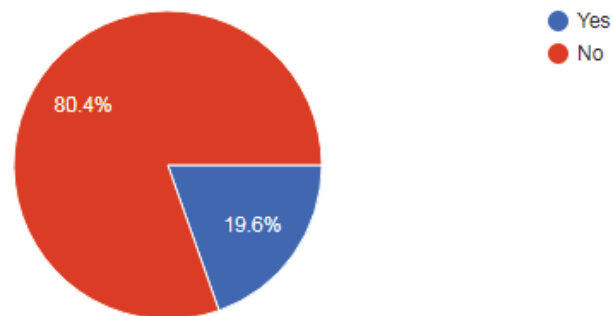
Many Subcontractors won't work under a PLA. Even if they are Union with a trade they have to join other

Unions that they don't normally use
Our local workforce is currently non-union and will not join the union which would be required under the PLA. Non-union apprentices are excluded. Excluding Local workers who do not want to join the union.
A PLA just increases cost to the end customer and causes a great deal of useless paperwork. The DIR system is the same.
Cannot use my apprentices and skilled workers. Assessments by unions
one, I believe I would have to enter into a specific agreement with the trade unions for the project. My company has been non union for over 30 years and we are not interested in aligning with the trade unions, so we wouldn't be participating in any PLA projects which would be essentially segregation.
We are not a union shop. And I do not wish to integrate union labor into our operations.
We would be required to have our long time loyal employees sit home while we were forced to hire people who we do not know and have an inherent dislike for open shop employers. The prevailing wage laws of this state make a perfectly level playing field why would the City want to tilt this in favor of either group and limit competition which will drive their capital cost up.
Too restrictive and disruptive to normal operations
Added unnecessary bureaucracy, and loss of significant income for our employees, as described above.
Union harassment.
PLAs change the work rules, crews you can use, subs you can use and while sold to the owner to have labor harmony, it is actually the opposite. Under a PLA all trades can come in and claim work trying to get a bite of the apple, causing work assignment conflicts and disputes between the trades, possibly requiring contractors to use unions they may not have planned on. Without a PLA you are only dealing with the unions you have signed with or no union at all claiming the work. Change costs money, uncertainty costs money and the owner pays for that.
We do not want to be under the control of the union.
We will not sign a union agreement to work on a project. We have no problem paying prevailing wages and benefits, however, signing a PLA would put the company at risk.
There is not enough local union shops to support a project. We would have to source from outside the region and would not let city funds remain local.
See prior response
Additional restraints and documentation that will increase cost
City projects are already required to utilize prevailing wages and certified payroll anyhow. Incorporating a PLA can add a layer of management and cost which may not necessarily benefit the City. I am a union contractor, and am therefore impacted minimally by a PLA. However, objectively speaking, a PLA might create a hassle for the City overall because it is very likely that fewer non-union contractors will bid projects. Certified payroll comes with its process requirements, which is not terribly difficult. However PLA's often come with more process requirements which non-union contractors are less likely to be interested in. As a result, fewer contractors can be expected to bid, and competition reduces, which increases costs. That said, a good Prime Contractor would work to minimize this impact for their client (in a negotiated process) and help communicate the PLA appropriately in order to encourage participation from their trade partners. With that in mind, in a negotiated project setting, a PLA can be beneficial. However, for the City of SC specifically, I do not see the benefit to a PLA that the prevailing wage process doesn't already provide, aside from introducing a collective bargaining agreement into a project that doesn't necessarily need to exist.
The union wants to be part of your company's management
Payment of fringe benefits into plans that our employees will likely never see.

my concern is added paperwork, administration - time i don't have
Too much union involvement
More paperwork
It can exclude many local companies from bidding on these projects. This drives down the competition and increases the cost of construction for the City. It can require an unnecessary amount of paperwork and administrative work pushing projects out months past their expected completion date.
PLA's result in: -Fewer Bidders -Higher costs -Less local companies and more out of towners -Construction delays -Poor quality of work
the one time union fee is above the expected norm. The unions do not cover our scope of work, instead hire our guys and take credit for local hire whereas there is no benefit.
PLA's obligates the contractor to use labor from a specific union labor
It's Union only. Our business is not Union.
We are required to be a union contractor and we refuse to become union affiliated.
Local contractors will be negatively affected as well as local economies losing out on these funds.
I am an open shop. I do not want to be signatory, even for one project.
Too much union involvement
paperwork and politics make things complicated
PLA's are a sole benefit to the Unions that promote and lobby for the PLA's. They are of no benefit to either the Owner's that institute them or Union Contractor's.
we can't work on a project with a PLA as a non-union contractor
PLA restrict fair trade and fair labor practices, by discriminating against non-union merit shop contractors, from working and bidding on these projects. PLA will cost the City more money , because it reduces advantages in open bidding processes, restricting the City only to use contractors that are signatory to the Unions.
Being forced to hire union labor instead of utilizing my own crew.
PLA's are discriminatory in that they do not allow non-union professional labor participate in a project. Non signatory contractors cannot utilize their trained and established teams when performing contracts therefore they are limited and incur significant additional risk to performance, quality, and safety on a PLA contract.
Hamstrung by rules, cannot go with the subs that you may want
finding skilled labor using a PLA forces the employee to join a union shop where they pay into the pension program with interest to be a union shop member

Would your bid be the same for a PLA contract versus a non-PLA contract?

51 responses

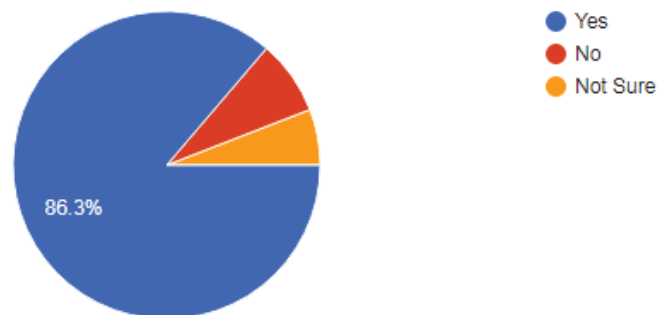


If no, please state the difference.
Our Labor production would not be anywhere close to the same. As we would have to hire new people. We have experienced crews that work together. An new employees slow it down and cause safety concerns.
I do not want to be unionized, and SC should hire local contractors that comply with the DIR
Limited Subcontractors
Additional cost: Recruit union local work force. Double Benefits cost: Direct Company Benefits and then Union Benefits. Extra Fee's and Union Cost
It would definitely be cheaper. We would increase our bid to match the inflated union costs
PLA cost to do business is 15%-20% greater
if we were to bid a project with PLA I believe our overhead would be approximately 5% higher and our productivity would decrease
It is less cost effective to deal with the union's prescribed job positions which limit the abilities of any single employee to one job classification.
our cost would be hire for two big reasons we would have to pay benifits twice to our employees to ensure they get health and pension. We could not use our productivity rates that we are accustomed to based on our employees when being forced to use a union work force. the third reason would be all the extra non productive paperwork which would be required.
Much higher for a PLA contract
Were we to bid a PLA contract would need to increase prices significantly to reimburse our employees for benefit loss to the union trust fund and for the added needless bureaucracy.
Additional costs add additional dollars to bids.
Increased costs due to uncertian assignment claims and double benefits for non union workers forced to join the union can add as much as 14%-18%
We would charge (money) a lot more for the pain.
We will not bid a project with a PLA.
I do not want to join a union.
Union shop rates are often higher than non-union shop rates. A PLA would require hiring union shops.

We would not bid one. If we HAD to bid one, we would increase our bid to cover the additional benefit costs, cost related to lost productivity, and the additional administrative costs and risks costs associated with the PLA.
Same as above
Definitely higher
15% to 25% higher based on having to duplicate many benefits for employees for both existing programs and the required union programs.
Labor, material and office work increase costs
PLA requires union labor and the cost is 30% higher than typical prevailing wages
Not sure yet
If we did elect to bid it typically will increase our number by 35-45%
Would be a higher bid.
Our bid if we were to bid a PLA project would be higher because of the double payment of fringes and the one time fee for each employee to join the union. Also we have seen that most PLA projects only receive one bid, union contractors know that there is less competition and therefore raise their margins
For PLA projects union dues can be more expensive.
Usually PLA contracts increase the cost of the project, due to restrictions on labor agreements
Not Applicable. We wouldn't bid a PLA Contract.
I will not even bid a PLA.
The bid would raise considerably due to the monetary requirements needed as a union member.
PLA's require more extensive process therefore raising our pricing
It would make it more costly for me.
Labor, material and office work increase costs
Wages
PLA contracted projects need more time to negotiate the project.
We would have to pay Union Benefits to Unions that we are currently not signatory to.
We'd have to add more money
Cost will be higher
It would need to carry a much larger budget to address the additional risk and inefficiency of performance
If we bid it would increase the project cost and most likely would limit our ability to win the bid.

Do you believe that mandating the use of PLAs on City contracts will discourage local contractors from bidding?

51 responses

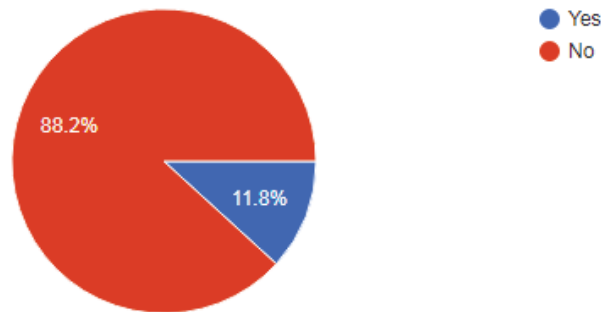


Some PLAs regulate the use of Core Employees. Is this an issue for you? If so, what is the concern? What are the minimum number of Core Employees you need to be effective?
No
We typically have 3-6 person crews. So we need all our personel to be effiecent.
90%
N/A. Won't bid it.
Any restrictions on how we a project done is a negative.
We know our Core employees work standards (workmanship). We have found that union workers do not have the same work ethics.
my core employees have been with us for over 20 years, I would need alll of them to be a productive team
That depends entirely on the project at hand.
Absolutely Yes, WE are not going to allow our employees whom have been loyal to us for many years sit at home. We need to be able to use them all. They all have unique skill sets and they pay there taxes and have just as much right to work on a public works project as an individual who chooses to belong to a Union. any rule to the contrary is DISCRIMINATION.
I do not understand this question.
As a specialty firm who performs habitat restoration contracting, we need 100% of our specialty trained core employees to provide quality service. A union hall cannot provide people with the specialty knowledge (plant identification, restoration techniques) that our work demands.
All business have Core employees not just PLA's.
Yes, 10 coreworkers is a good number but if the contractor is required to pay into the union trust funds for non union core workers you have only fixed half the problem.
PLA requires to much control over me and my employees.
We will not bid a project with a PLA so this question does not apply.
Our management can work on the job, but our field staff would not be able to work on the job under a PLA, which is beneficial company, crew, and staff.
We consider all of our employees core employees. We would not be comfortable with the random

dispatching of strangers who have not gone through our pre-hire processes.
Definitely a factor for small business having only a few employees.
My understanding of the Core Employees component of a PLA is that those core employees are properly trained for their trade which, in essence, is similar to an apprenticeship program. With that understanding, any firm worth hiring should have an apprenticeship program in place, which is typically a requirement of City contracts.
Most of my employees are core employees
same as above. It would be OK to use "core" employees if those employees benefits do not need to or be required to go into the union programs. As long as we could use core employees and pay into the bonafide benefit programs we now have it would likely be OK.
Not sure
again too complicated.
I would bid project have seen nightmare s with p.l.a.s
yes this is an issue, we have a strong culture and bringing in outside labor drastically compromises this.
This is not an issue for us but it can lead to employees being brought in from out of town where labor is cheaper. Such as Fresno and Bakersfield.
No. Unions are willing to work with you on core employees.
The use of core employees helps the contractor to provide the best personnel for the project
Yes, this forces the contractor to send good qualified help home.
I don't do PLA's so this does not effect me.
N/A
Yes, our core employees make up a large portion of our workforce and PLA's would not allow all of our core employees to work on these jobs.
I would bid project have seen nightmare s with p.l.a.s
Yes
This is an issue. We need all of our employees available for any situation. Limitations handcuff the department and can slow things down.
Not sure
Yes restricting work force creates unfair work force mandates, it again discriminates against employees who do not want to be members of a Union . and also restricts local employment due to the fact many local contractors are NON union.
I need 100% of my core employees. It would be like city council firing 80% of their staff and hiring temps to replace them. How efficiently would your business run?
Core Employees are critical. The number required varies based on project size and scope.
Sometimes needs can arise only after one gets into a project. may be difficult to anticipate before, when bidding. To be bound by # or cores is a potential limitation that is unnecessary.
yes

To your knowledge, are there any impediments currently in place at the City that prevent or reduce the likelihood of local labor being hired by the City for public capital improvement projects?

51 responses



If your answer above was yes, please state the impediments below.

The DIR system

We already have a workforce 96% living in Santa Cruz County, with the exceptions being one Santa Clara County and one Alameda County resident.

Yes, the current local hire policy you can drive a bus through. It counts workers dispatched by the union as "local". That really means a contract can come from Fresno with Fresno residents have them dispatched through the local hall and comply with the policy. What does that say about the "policy".

Prevailing wage requirements.

Requirement of union labor does not allow contractors to be nimble; city should keep construction related fees down as much as possible

Do you have any questions about PLAs that you would want more information about so you could more fully assess the potential impact of a city decision to implement a PLA for one or more projects on your business?

No

N/A

How much more paperwork/overhead would it cost?

Will not bid a PLA project

I believe the current system of bidding public work is fair to both the union and open shop employers and employees. The projects are generally prescribed at prevailing wage labor rates, which levels the playing field enough for everyone to have the opportunity to bid and execute

No PLA's are proven to cost the more money. Why would the City want to waste tax payers money? Political Contributions is typically what is the motivation of PLA's, I would ask the poll taker provide the campaign contribution's of the City Council members.

No

No, having worked under PLAs we are already well informed enough to know that we do not want to work under one and believe they will negatively impact community hiring.

No need to educate us on PLA.
I hate to be negative but No. I know enough about PLA to know it is to burdensome on my business. In my particular line of work, I am a professional land surveyor, I should not even have this issue come across my desk. We are not a trade, we are professionals. Does PLA apply to your outsourced civil engineers? No. I have been in business and doing business with the City of Santa Cruz for 20 years and working for the City gets harder and harder, out of reach.
Actually, I do have some questions. Is the City pursuing this line of action? Is the City being strong armed by the unions? or the State of California? I worked for the City of Santa Cruz Public Works Engineering for 4 years and in my experience I do not think the City is volunteering for PLA. What is the motivation?
No
How would a citywide PLA affect Santa Cruz's flexibility of the charter city status?
We are very familiar with PLA's. That is why do not bid PLA projects.
I am uncertain on the full impact
Please clarify the benefit to the City of SC that a PLA provides which is not already met by the prevailing wage process.
No
NO.
No
no
No
No
We will not bid any project that has labor agreements. Preventative Maintenance projects that include chip seal, slurry seal and micro should be deemed "speciality" under any project that has a PLA the agency is currently receiving one bid most times and if luck they might once in awhile receive a second bid.
If your goal is to create jobs for local residents this does not work. We have seen many Cities and Counties end up having out of town workers on the PLA jobs because there are not any Union companies for a lot of the Subcontractors who would normally do the work for the Cities or Counties. Local workers actually get pushed out.
Please do NOT become a PLA project city, you will only attract out of town contractors and their subs. You will not be putting local people to work.
No
No
No
City's that cave to Union pressure for PLA's are doing so based on a sales pitch from the Union's that lobby and promote them.
No
No

Please write down a list of up to three benefits that you would want to see as a provision of any PLA or Community Benefit Strategy.
Local hire, apprenticeship requirements to train new workers
We won't bid if there is any PLA
N/A
It would only benefit the trade unions and their organization
There are no benefits under a PLA
in my opinion, there are no benefits
I see no benefit to the city by signing any exclusive labor agreement, union or non-union.
I would not want to see a PLA at all. As described above, a PLA will harm our community and actively undermine efforts to benefit the local workforce. A non-PLA community benefit strategy is an excellent idea. Things that could be included to accomplish the goal of local hiring and training, especially of those most in need: 1. Local office bid advantage (perhaps 5%?) 2. Incentivization of internal company training programs or certified external programs (perhaps through bid advantages or other means). Our firm already has a robust internal training program for our specialized employees that benefits the local workforce, and incentivization of such programs would be great to see. 3. Incentives to hire underserved individuals. The Community Action Board's Smart Hire program is a good model we have utilized.
Zero.
None.
There are no benefits to us with a PLA because we will not bid a project with a PLA.
None
Local Hire Requirement within Santa Cruz County, Allow Non-Unions to participate without mandating them to join union
None from a PLA. PLA's are not the same as local hire provisions.
Applicable to contract over \$1m only
Can use our own employees first. Can continue to pay into existing Merit Shop programs and not ONLY union programs. Can use apprentices from Merit Shop programs.
No pla
a percentage of workers must reside locally
Local contractor preference -+5% SBE (small business enterprise) preference -+5% Non-Union companies able to bid projects Sub-contractor exclusions on the PLA requirements
Local Hire, DBE provisions, Apprenticeship provisions
Safety, Prevailing Wage, Accountability
draft as part of the agreement that specialty contractors which would include trades like pavement maintenance products like chip slurry and micro be excluded from the PLA. There are only 10 contractors State Wide and 13 on the entire West Coast that perform these products. It should be classified as specialty.

There are no benefits for a PLA.
Please do NOT become a PLA project city, you will only attract out of town contractors and their subs. You will not be putting local people to work.
N/A
Local dollars stay local Local contractors are given primary chance to bid and land work, then open up for other contractors if local companies are not able to perform at a fair prices
No pla
There are no Community benefits for a PLA.
1st there is no added benefit to the city with a PLA agreement . PLA only benefits Unions to discriminate against local NON- Union , Merit show employers and there employees.
If you have prevailing wage and staff oversight, you do not need a PLA.
If a PLA exists, exemptions can be made for established local companies utilizing local non-union labor complying with CA DIR PW requirements
More flexibility
The city is interested in growing our local workforce with improved apprenticeship programs. Please provide any ideas you have to improve existing apprenticeship programs and/or any new ideas to develop our local workforce.
I am a member of the PHCC & ABC and do have apprentices
If a Union GC bids make it mandatory that they don't have Union agreements stating they can only hire union contractors
Juvenile Detention Centers back to work program, Pre-Highschool Graduate Trade & Craft training
Convince local colleges to develop apprenticeship programs.
Potential apprentices are not aware of programs available to them. Suggest the City do an outreach program to workers and invite representatives to such a program. The City should partner with apprentice programs to showcase those programs.
find more people to enter into apprenticeship programs, there are not enough in the "pool" to fully staff projects with required rations to Journeymen.
There certainly could be more done within the public school system with regards to development of the trades in general. ROP programs would be a great help and I believe would have a good turnout.
The current prevailing wage laws require apprenticeship participation on public works projects. Ask the ABC Northern California chapter to open up a local apprenticeship school
As above, incentivizing apprenticeship and internal company training programs, both union and non union, would be of great benefit. Our specialty trained employees work throughout the SF and Monterey Bays, returning dollars from the region to our area through our employees, and they are able to do so due to the specialty training we provide that allows them to perform our firm's specialty services.
Incentives to hire underserved individuals and "take a risk" on employees who may or may not work out are excellent as well. As stated above, the CAB's Smart Hire program is a good model. We have utilized it to provide opportunity to people in the program and think it is an excellent way to engage people in the workforce.
Invite all business union and non union to participate in apprenticeship programs.
I offer and have apprenticeship opportunities and I employ apprentices. These apprentices I employ will not be eligible to work under a PLA contract because they are not union. As it is now, working under the Department of Industrial Relations, prevailing wage requirements, as is

required to perform my services to the City now, I can not use my apprentices on City projects because the DIR will not allow it. I have to use a union apprentice. When I request a union apprentice, as required, I never get a union apprentice because there aren't any. Instead I just have to pay the union money to satisfy my obligation. Hence no apprentice gets to work on the DIR prevailing wage job, not even my in house employed apprentice.
Get rid of the unions influence. Get rid of the State's influence.
We have not ideas to provide at this time.
Does Santa Cruz have an apprenticeship program?
Provide a local apprenticeship program within the city or county, that has an open policy and not require specific membership.
Open shop contractors provide training in house. We hire local and grow good people.
Don't use PLA's. They will decrease local workforce unless you have a provision that require 50% or more to live in County
Connect with local high schools and Cabrillo to implement programs so students can graduate with a specialty degree or certificate in the trades or construction management.
Cabrillo College could have a construction apprenticeship program for local non- union contractors to draw labor from.
The current Apprenticeship programs work well. Need to encourage additional programs and allow Merrit Shop Apprenticeship programs to flourish rather than to be stymied.
No pla
We would support this however we can
Currently there is no local Apprenticeship for the laborers Union. The closest appears to be Livermore. It would be great to get a an apprenticeship going locally for that trade.
Provide a process to recruit high school and local community college students into the union apprenticeship programs.
Union Labor has excellent Apprentice programs
Mandate an "achievable and mandatory" local hire goal that would include local business goals into the project. Make the contractor hire some local people. However it should only be like 1-2 per 10 crew members because of training and expertise you can have a large number or quality and safety would suffer.
Start apprentice programs with no links to any union They should be independent with no political or economic interest.
Promote Trade Schools that are not Union related. Get the Community Colleges to teach some of the trades.
Please offer apprenticeship programs at the local colleges, at this time people have to go to the Bay Area and/or join a union to learn a trade.
Increased Trade schools in area, funding for training
No pla
Continue to promote vocational training at high school and community college.
There are Non- Union apprentice programs doing very well. ABC. IRCC . These are just to that are in full compliance of state training regulations and these allow for Cities to use Union contractors as well as Non - union contractors that meet this criteria
Partner with highschoools, community colleges and the ABC organization

Much of our labor is currently engaged in apprenticeship programs. The current DIR Prevailing Wage Laws require it. No need to have a PLA unless you are a Union and Organizer and want to politically exclude compliant Merit shop Contractors from performing contracts.

Need to recruit at high school "career days"

The city is interested in growing our local workforce with improved apprenticeship programs. Please provide any ideas you have to improve existing apprenticeship programs and/or any new ideas to develop our local workforce.

I am a member of the PHCC & ABC and do have apprentices

If a Union GC bids make it mandatory that they don't have Union agreements stating they can only hire union contractors

Juvenile Detention Centers back to work program, Pre-Highschool Graduate Trade & Craft training

Convince local colleges to develop apprenticeship programs.

Potential apprentices are not aware of programs available to them. Suggest the City do an outreach program to workers and invite representatives to such a program. The City should partner with apprentice programs to showcase those programs.

find more people to enter into apprenticeship programs, there are not enough in the "pool" to fully staff projects with required rations to Journeymen.

There certainly could be more done within the public school system with regards to development of the trades in general. ROP programs would be a great help and I believe would have a good turnout.

The current prevailing wage laws require apprenticeship participation on public works projects. Ask the ABC Northern California chapter to open up a local apprenticeship school

As above, incentivizing apprenticeship and internal company training programs, both union and non union, would be of great benefit. Our specialty trained employees work throughout the SF and Monterey Bays, returning dollars from the region to our area through our employees, and they are able to do so due to the specialty training we provide that allows them to perform our firm's specialty services.

Incentives to hire underserved individuals and "take a risk" on employees who may or may not work out are excellent as well. As stated above, the CAB's Smart Hire program is a good model. We have utilized it to provide opportunity to people in the program and think it is an excellent way to engage people in the workforce.

Invite all business union and non union to participate in apprenticeship programs.

I offer and have apprenticeship opportunities and I employ apprentices. These apprentices I employ will not be eligible to work under a PLA contract because they are not union. As it is now, working under the Department of Industrial Relations, prevailing wage requirements, as is required to perform my services to the City now, I can not use my apprentices on City projects because the DIR will not allow it. I have to use a union apprentice. When I request a union apprentice, as required, I never get a union apprentice because there aren't any. Instead I just have to pay the union money to satisfy my obligation. Hence no apprentice gets to work on the DIR prevailing wage job, not even my in house employed apprentice.

Get rid of the unions influence. Get rid of the State's influence.

We have not ideas to provide at this time.

Does Santa Cruz have an apprenticeship program?

Provide a local apprenticeship program within the city or county, that has an open policy and not require specific membership.

Open shop contractors provide training in house. We hire local and grow good people.
Don't use PLA's. They will decrease local workforce unless you have a provision that require 50% or more to live in County
Connect with local high schools and Cabrillo to implement programs so students can graduate with a specialty degree or certificate in the trades or construction management.
Cabrillo College could have a construction apprenticeship program for local non- union contractors to draw labor from.
The current Apprenticeship programs work well. Need to encourage additional programs and allow Merit Shop Apprenticeship programs to flourish rather than to be stymied.
No pla
We would support this however we can
Currently there is no local Apprenticeship for the laborers Union. The closest appears to be Livermore. It would be great to get a an apprenticeship going locally for that trade.
Provide a process to recruit high school and local community college students into the union apprenticeship programs.
Union Labor has excellent Apprentice programs
Mandate an "achievable and mandatory" local hire goal that would include local business goals into the project. Make the contractor hire some local people. However it should only be like 1-2 per 10 crew members because of training and expertise you can have a large number or quality and safety would suffer.
Start apprentice programs with no links to any union They should be independent with no political or economic interest.
Promote Trade Schools that are not Union related. Get the Community Colleges to teach some of the trades.
Please offer apprenticeship programs at the local colleges, at this time people have to go to the Bay Area and/or join a union to learn a trade.
Increased Trade schools in area, funding for training
No pla
Continue to promote vocational training at high school and community college.
There are Non- Union apprentice programs doing very well. ABC. IRCC . These are just to that are in full compliance of state training regulations and these allow for Cities to use Union contractors as well as Non - union contractors that meet this criteria
Partner with highschoools, community colleges and the ABC organization
Much of our labor is currently engaged in apprenticeship programs. The current DIR Prevailing Wage Laws require it. No need to have a PLA unless you are a Union and Organizer and want to politically exclude compliant Merit shop Contractors from performing contracts.
Need to recruit at high school "career days"

If you would like to be kept informed of the date of the meeting, the approximate agenda item discussion time and/or would like to speak during the public comment period for this item, please check the appropriate boxes below and provide your name and email address so we can contact you.

Name:	Email:
Wade Crosno	wade@crosnoconstruction.com
Larry Montano	larry@montanoplumbing.com
Evan Lundin	Lundin@gatewaypacific.com
Sean McBurney	sm@andpac.com
Pete Schratz	pschratz@calcon.com
Dick Johnson	dick@johnson-electronics.com
William A Thayer	wthayer@thayerconstruction.com
Robert Holt	roberth@triadelectric.com
Lee Cushman	Lee@cushmancontracting.com
Jon Laslett	jaslett@ecologicalconcerns.com
Mark Mertle	mark@fortbraggelectric.com
	ken.kreischer@westernwater.com
Paul Hanagan	paul@hanagansurvey.com
Mitchell Scott	mitch@crosnoconstruction.com
Jessie Bristow	jbristow@swenson.com
Gary Ifland	gary@iflandsurvey.com
Jared Bogaard	jared@bogardconstruction.com
Wiktor Kluzniak	wiktor@cen-con.com
Don Chapin	dchapin@donchapin.com
Gloria Sedano	gloria@tightaccess.net
Herschel Griggs	buddy@buddygriggsplumbing.com
Kendel White	kendel@kndlandscaping.com
Rick Duckart	rickduckart@icloud.com
Justin White	justin@kndlandscaping.com
Matt Scott	Matt.scott@kiewit.com
	lkent@kentconstruction.com
Rick Cross	rick.cross@slurry.com
Pedro Sauce	psrelectric@comcast.net
Kristina Hurkmans	khurkmans@odcsalinas.com

Michael Wolf	accuratemeters@gmail.com
Shane White	Shane@kndlandscaping.com
mark randazzo	mark@randazzoent.com
Jeremy Ross	Jeremy@kndlandscaping.com
Matt Bouquet	matt@avilaconst.com
Peter H Scudder	pete@scudderroofing.com
Christian Pelledchia	cpelledchia@slattcon.com
Scott Laskey	scott@sandbarsc.com

Rosemary Balsley

From: Bonnie Bush
Sent: Thursday, August 06, 2020 5:33 PM
To: City Council
Subject: Fwd: [CAUTION: Verify Sender Before Opening!] Re: PLA Letter of Contest
Attachments: image001.jpg; ATT00001.htm; PLA Letter to City of Santa Cruz.docx; ATT00002.htm

Bonnie Bush, CMC
City Clerk Administrator
831-420-5035

Begin forwarded message:

From: Mark Mertle <mark@fortbraggelectric.com>
Date: August 6, 2020 at 5:02:15 PM PDT
To: Justin Cummings <jcummings@cityofsantacruz.com>, Donna Meyers <dmeyers@cityofsantacruz.com>, Martine Watkins <mwatkins@cityofsantacruz.com>, Katherine Beiers <kbeiers@cityofsantacruz.com>, Sandy Brown <sbrown@cityofsantacruz.com>, Cynthia Mathews <CMathews@cityofsantacruz.com>, Renee Golder <rgolder@cityofsantacruz.com>
Cc: Bonnie Bush <bbush@cityofsantacruz.com>
Subject: [CAUTION: Verify Sender Before Opening!] Re: PLA Letter of Contest

Dear Mayor and Council Members,

Please read my letter and consider the decision you are making. I have worked for the University of Santa Cruz and for the City of Santa Cruz on many projects. Santa Cruz has a hard time attracting contractors to do work, limiting competition will rise your construction costs and your ability to afford and perform much needed work.

Sincerely,

Mark Mertle
Fort Bragg Electric
Phone: 707-964-9118
Fax: 707-964-1404
Mark@fortbraggelectric.com

Fort Bragg Electric, Inc.

PO Box 1578, Fort Bragg, Ca. 95437 License #391464
707-964-9118 Fax 964-1404

Dear Mayor and Council members

I am writing on behalf of Fort Bragg Electric and its employees to express our concern and opposition to the potential PLA being evaluated by The City of Santa Cruz. As a long-standing business employing close to 32 people, we are greatly concerned with the exclusionary and restrictive nature a PLA. Fort Bragg Electric has worked directly for the City of Santa Cruz at the Santa Cruz City Hall Generator replacement project, and we enjoy a mutually beneficial relationship which has been developed through those years of service to our community. As a merit-based contractor, should the City enter into a PLA, Fort Bragg Electric would no longer be able to continue to support the City, nor work together in the future. Fort Bragg Electric has to pay to travel and to stay in Santa Cruz and can still be competitive there. If you add further exclusions by mandating a PLA your construction prices will skyrocket. Our company has 40 years of experience and competes daily with the union contractors. This is an exclusionary measure that benefits ONLY the union contractors.

If the City is considering a PLA as a protective measure for labor wages, it would be an unfounded basis given the structure of California Prevailing Wage requirements. California Prevailing wages dictate the wages, benefits, and pension contributions required to be paid for each hour of each respective trade on any and all Public Projects. In fact, as a merit shop, our labor employees actually retain more of their earned wages than local Union labor since the Union withholds dues and manages benefits and pensions directly "on behalf of labor". If a desire to utilize and support local labor is the goal, these can be achieved via local labor requirements written into RFP solicitations and agreements. Such structures have been put forward historically and can be written in as a means of encouraging or awarding projects based on local labor components.

Should you like to discuss Fort Bragg Electric's experience and concerns surrounding PLA's further, please do not hesitate to reach out to me

Fort Bragg Electric, Inc.

PO Box 1578, Fort Bragg, Ca. 95437 License #391464
707-964-9118 Fax 964-1404

directly or however appropriate. We appreciate your consideration of this very significant and consequential matter and look forward to continuing to work with the City building our community.

Regards,

Mark Mertle
President
Fort Bragg Electric



Rosemary Balsley

From: Bonnie Bush
Sent: Friday, August 07, 2020 10:18 AM
To: City Council
Subject: Fwd: 8/11 Consideration of Project Labor Agreement.
Attachments: image001.jpg

Bonnie Bush, CMC
City Clerk Administrator
831-420-5035

Begin forwarded message:

From: Paul Bruno <paul@mpe2000.com>
Date: August 7, 2020 at 10:16:06 AM PDT
To: Justin Cummings <jcummings@cityofsantacruz.com>, Donna Meyers <dmeyers@cityofsantacruz.com>, Martine Watkins <mwatkins@cityofsantacruz.com>, Katherine Beiers <kbeiers@cityofsantacruz.com>, Sandy Brown <sbrown@cityofsantacruz.com>, Cynthia Mathews <CMathews@cityofsantacruz.com>, Renee Golder <rgolder@cityofsantacruz.com>
Cc: Bonnie Bush <bbush@cityofsantacruz.com>, "BBruno@MPE2000.com" <BBruno@MPE2000.com>
Subject: 8/11 Consideration of Project Labor Agreement.

Mayor Cummings and Members of the Santa Cruz City Council,

We are writing in opposition to Project Labor Agreements (PLAs). And we are not alone. As noted in your Contractor Survey, there is very little support amongst the local contractors for one. An in-depth review of the Contractor Survey clearly lays out the concerns and pitfalls of implementing a PLA.

MPE is a family owned and managed general engineering contractor. We often perform the type of work put out to bid by your City. We appreciate the opportunity to perform this work and hope to continue to provide our services to you in the future.

We have been in business for 40 years. We have completed a countless number of projects on time and on budget. We are proud to be a local employer and have found an ample supply of skilled local residents available to perform our work. Moreover, we have provided additional on-the-job training to many of these local residents so that they could advance in their careers. During these past 40 years, we have not had a single job negatively impacted because of a lack of manpower, covered work disputes, strike, lockout or labor unrest. While union employers may encounter some of these issues, labor harmony generally exists in the open shop environment.

Unfortunately, if the City adopts a PLA policy, companies like MPE will not submit a bid. MPE is an open shop contractor. This does not make us anti-union. In fact, we often hire local union subcontractors to assist us on our projects. While we have no issue with performing public work contracts or the payment of prevailing wages, we choose not to bid on projects that requires us to become signatory to a Project Labor Agreement. We are not unique. Very few open shop contractors will engage in this sort of arrangement. In fact, the City may have trouble finding a sufficient number of qualified bidders while a

PLA requirement is in place. And, as everyone knows, fewer bidders means less competition which often results in higher prices.

MPE has many long-tenured employees who live in Santa Cruz County. We provide these employees with steady work, good pay, benefits and opportunity for advancement. One of the unfair aspects of a PLA is that it would require our employees to contribute a significant portion of their weekly earnings into a union benefit plan. Given the limited duration of any one employee's dispatching on the PLA project, they would not vest or receive benefits from these plans. It would be extremely unfair to them for these significant payments to be siphoned away to a union benefit program that they would not get any value from.

When looked at objectively, it is clear that PLA's are unnecessary and impede open and fair competition. They do not increase the employment of local workers. They do not provide the benefits they claim nor do they cure the problems they supposedly are meant to address. They are nothing more than a mechanism to favor some over others. PLA's discriminate against those construction employees in our community who chose not to join a union. These merit shop workers far outnumber the unionized workforce. These workers are often minorities. They are your residents, voters, and taxpayers. These workers should not be overlooked or removed from the table.

There is no compelling need to change how your City puts projects out to bid. So why now? With COVID-19 creating havoc, there must be bigger and more pressing issues facing the City.

Thank you for your consideration of my letter. For every letter you receive, there are many more similarly situated companies who do not speak up. Please review you Contractor Survey and dig deep into the statistics. Let objectivity and fairness be your guide.

Sincerely,

Monterey Peninsula Engineering

Paul B. Bruno
CFO / Principal



Save A Tree - please don't print this unless you really need to



This email and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to whom they are addressed. This communication may contain material protected by the attorney-client privilege. If you are not the intended recipient or the person responsible for delivering this email to the intended recipient, be advised that you have received this email in error and that any use, dissemination, forwarding, printing or copying of this email is strictly prohibited. If you have received this email in error, please immediately notify the sender by telephone at [831-384-4081](tel:831-384-4081).



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Rosemary Balsley

From: Shawna <shawna@allegrielectric.com>
Sent: Friday, August 07, 2020 2:38 PM
To: City Council
Cc: Janice Allegri; Nick@allegrielectric.com
Subject: PLA LETTER OF OPPOSITION FROM PHIL ALLEGRI ELECTRIC INC
Attachments: SANTA CRUZ CITY PLA LETTER 8 7 2020.pdf

Dear Mayor Cummings, City Council Members and City Clerk,

Attached and copied below is a letter of opposition in regards to adopting a PLA for the city of Santa Cruz's contracting services.

If you have any questions, please contact me.

Thank you for your time.

Sincerely,

Shawna Allegri



3980 Research Park Ct. Ste E
Soquel, CA 95073
(831) 464-1422
<http://www.allegrielectric.com/>



Calif. Contr. Lic. # 389438

August 7, 2020

Mayor Justin Cummings (jcummings@cityofsantacruz.com)

Dear Mayor Cummings, City of Santa Cruz Council Members and City Clerk,

We are writing on behalf of our company, Phil Allegri Electric, Inc and our employees. We are a local family electrical contracting business with Phil's father starting our company in 1949. We are immensely proud of our reputation and employing local residents.

We are greatly concerned with the exclusionary and restrictive nature of a PLA. We have worked with the City of Santa Cruz on many projects for over 70 years. As a merit based contractor, should the City of Santa Cruz adopt a PLA, we would no longer be able to continue doing work for the City.

We pay our electricians Prevailing Wage and follow the California Prevailing Wage requirements on all our Public Works Projects. California Prevailing Wage requirements dictate the wages, benefits and pension contributions required to be paid for each hour worked. Our electricians actually retain more of their earned Prevailing Wages because our employees directly receive the added pension contributions and benefits that are withheld from a union electrician's paycheck.

As a merit based contractor, and a locally owned family business, not being able to do work for the City of Santa Cruz would hurt our business. We support the city and local businesses. We would like the city to continue to support us and our business by allowing us to continue doing electrical work for the City of Santa Cruz. We urge you not to adopt a PLA.

Sincerely,

A handwritten signature in blue ink, appearing to read "Phil Allegri".

Phil Allegri
2nd Generation President

A handwritten signature in blue ink, appearing to read "Nick Allegri".

Nick Allegri
3rd Generation President

CC: Vice Mayor Meyers dmeyers@cityofsantacruz.com
Councilmember Watkins mwatkins@cityofsantacruz.com
Councilmember Beiers kbeiers@cityofsantacruz.com
CouncilmemberGolder rgolder@cityofsantacruz.com

City Clerk bbush@cityofsantacruz.com
Councilmember Brown sbrown@cityofsantacruz.com
CouncilmemberMathews cmathews@cityofsantacruz.com



P.O. Box 2867 • Santa Cruz, CA 95063-2867
3980 Research Park Ct., Suite E • Soquel, CA 95073 • Fax (831) 464-8290 (831) 464-1422

Rosemary Balsley

From: Judi Grunstra <judiriva@hotmail.com>
Sent: Friday, August 07, 2020 2:47 PM
To: City Council; Martin Bernal; Bonnie Lipscomb
Subject: Council Meeting Aug 11_AGENDA ITEM #30

Dear Mayor, Council and City Staff,

I was reviewing the agenda packet this agenda item interested me. Lately I have wondered whether the many city projects coming on board will employ union labor and/or local residents. So I was interested to read about PLA's, and the city's aim to have at least a good percentage (50%?) of contractors be local firms. I also read the challenges in doing so, as far as a fairly low number of residents who actually have the necessary skills in the construction industries.

I would like to see the city take the "next step" of investing in pre-apprenticeship programs as described. As the report states in section C: "In the long run it is greatly in the City's interest to find ways to develop this work force." Just think how many people this would help get GOOD-PAYING jobs, in a town where so many don't have the skills to do more than work at low-paying jobs in the tourist sector. Contrast a truly worthwhile expenditure like this job-training with the city's ongoing expenditure on the money-losing DelaVeaga Golf Course!! Defund the golf course! Where are our priorities? Please invest in workforce training, not in an amusement for a select few.

Thank you.

Judi Grunstra

Rosemary Balsley

From: ericchristen <ericdchristen@gmail.com>
Sent: Sunday, August 09, 2020 10:53 AM
To: Martine Watkins; Justin Cummings; Sandy Brown; dglover@cityofsantacruz.com; ckrohn@cityofsantacruz.com; Cynthia Mathews; Donna Meyers; City Council
Cc: Bonnie Bush; Martin Bernal; Suzanne Haberman; Tony Condotti; jyork@santacruzsentinel.com; 'Casey Beyer'
Subject: Why are you voting on Tuesday to steal wages from construction workers?
Importance: High



Santa Cruz City Councilmembers:

Despite your staff hearing from a wide variety of stakeholders during the past 6 months when you started looking into the issue of Project Labor Agreements (PLAs) and after hearing from DOZENS of local contractors about how they will not bid any work under one of these exclusionary “agreements”, staff chose not to incorporate any of this in their report. Really?

My name is Eric Christen and I am the Executive Director of the Coalition for Fair Employment in Construction (CFEC). Formed 22 years ago to oppose Project Labor Agreements (PLAs) CFEC seeks to educate those considering their use and why that would be a terrible idea.

Project Labor Agreements (PLAs) [are banned in 24 states](#) and [11 entities have done the same in California](#) Why? Because, in California’s case, they implicitly and explicitly discriminate against [the 85% of the workforce who are union-free](#).

PLAs create barriers for local, minority and women-owned construction employers and their employees from participating in building their community because they contain provisions that do not allow for the full utilization of their own workforces [and force union-free workers to pay into union pension plans they will never vest in](#). This is wage theft.

Furthermore, [studies show these types of agreements increase project costs](#) – anywhere from 10-30% above prevailing wage because they restrict competition. Open competition is healthy and increases quality. It levels the playing field and local money is invested into the community. With the construction market so busy right now and with more work than workers, why would you do anything that makes is less likely you’ll attract bidders.

Bigotry and exclusion in order to reward special interest groups has no place in America let alone Santa Cruz.

Reject this divisive and unnecessary PLA.

Eric Christen
Executive Director
Coalition for Fair Employment in Construction
858-431-6337
www.opencompca.com

Rosemary Balsley

From: Bonnie Bush
Sent: Tuesday, August 11, 2020 9:31 AM
To: City Council
Subject: FW: PLA Agreement to be discussed on 8-11-2020
Attachments: Santa Cruz PLA letter - Randazzo Enterprises, Inc. 8-10-2020.pdf

Bonnie Bush, CMC

City Clerk Administrator
City of Santa Cruz
831-420-5035

Public Records Requests may be submitted online via the Public Records Request form, by email to bwillman@cityofsantacruz.com, or by hard copy form available at the City Clerk's Office located at 809 Center Street, Room 9, Santa Cruz, CA 95060.

Please note: Public Record Act Requests submitted via email, fax, USPS, or dropoff after 5:00 p.m. on a business day, Saturdays, Sundays, or holidays will be processed as received on the next open business day. The 10-day response period begins when the request is received.

From: Sandy Lynch [mailto:sandy@randazzoent.com]
Sent: Tuesday, August 11, 2020 8:48 AM
To: Justin Cummings <jcumming@cityofsantacruz.com>
Cc: Donna Meyers <dmeayers@cityofsantacruz.com>; Martine Watkins <mwatkins@cityofsantacruz.com>; Katherine Beiers <kbeiers@cityofsantacruz.com>; Renee Golder <rgolder@cityofsantacruz.com>; Donna Meyers <dmeayers@cityofsantacruz.com>; Sandy Brown <sbrown@cityofsantacruz.com>; Cynthia Mathews <CMathews@cityofsantacruz.com>; Renee Golder <rgolder@cityofsantacruz.com>; Bonnie Bush <bbush@cityofsantacruz.com>; Mark Randazzo <mark@randazzoent.com>
Subject: PLA Agreement to be discussed on 8-11-2020

Dear Mayor and Council Members,

Please take a moment to read the attached letter from our company (Randazzo Enterprises, Inc.) concerning the PLA agreement that is on today's agenda.

Thank you,

Sandy Lynch – Senior Compliance Officer
Randazzo Enterprises, Inc.
13550 Blackie Rd.
Castroville, CA 95012
O.831.633.4420
C.831.809.3662

Randazzo Enterprises, Inc.

13550 Blackie Road ~ Castroville, Ca. 95012

Phone (831) 633-4420 ~ Fax (831) 633-4588 ~ info@randazzoent.com

CA License # 471936 A, B, C-8, C-21, C-22, HAZ

Dear Mayor and Council members

I am writing on behalf of Randazzo Enterprises, Inc. and its employees to express our concern and opposition to the potential PLA being evaluated by The City of Santa Cruz. As a long standing local business employing 60 + local people, we are greatly concerned with the exclusionary and restrictive nature a PLA. Randazzo Enterprises, Inc. has worked directly for the City of Santa Cruz on multiple projects for over 40 years, and we enjoy a mutually beneficial relationship which has been developed through those years of service to our community. As a merit based contractor, should the City enter into a PLA, Randazzo Enterprises, Inc. would no longer be able to continue to support the City, nor work together in the future.

If the City is considering a PLA as a protective measure for labor wages, it would be an unfounded basis given the structure of California Prevailing Wage requirements. California Prevailing wages dictate the wages, benefits, and pension contributions required to be paid for each hour of each respective trade on any and all Public Projects. In fact, as a merit shop, our labor employees actually retain more of their earned wages than local Union labor since the Union withholds dues, and manages benefits and pensions directly "on behalf of labor". If a desire to utilize and support local labor is the goal, these can be achieved via local labor requirements written in to RFP solicitations and agreements. Such structures have been put forward historically, and can be written in as a means of encouraging or awarding projects based on local labor components.

Should you like to discuss Randazzo Enterprises, Inc.'s experience and concerns surrounding PLA's further, please do not hesitate to reach out to me directly or however appropriate. We appreciate your consideration of this very significant and consequential matter and look forward to continuing to work with the City building our community.

Our goals are safety and satisfied customers.

Regards,

Sandy Lynch

Sandy Lynch – Senior Compliance Officer
Randazzo Enterprises, Inc.
p.831.633.4420
c.831.809.3662
f.831.633.4588

Our goals are safety and satisfied customers.



Staff Analysis and Recommendations related to Project Labor Agreements and Community Benefits Strategy

August 11, 2020

Council Goals

- ▶ Providing living wage jobs for local workers, including adequate and sustainable long term health and pension benefits;
- ▶ Increasing local employment-related to City public works and housing development projects; and
- ▶ Identifying and pursuing workforce development opportunities for members of Santa Cruz's economically disadvantaged groups.

Adopt Key Findings

- ▶ Project Labor Agreements are appropriate when two or more PLA benefits, as listed below are identified for a specific project.
 - ▶ *Decrease* in the likelihood of strikes, lockouts or other labor disruptions or in the likelihood of direct or indirect project cost overruns;
 - ▶ *Increase* in the likelihood of timely completion of the project, or an assurance of a steady supply of skilled labor is available for the project, or in the percentage of local residents working on the project and contributing positively to the local economy.

Adopt Key Findings (continued)

- ▶ The City's construction projects provide opportunities for generating community benefits through including local contractors and local workers in completing the work.
- ▶ The City's construction projects also provide opportunities for workforce development through strategic utilization of both local hiring and apprenticeship programs.

Adopt Key Findings (continued)

- ▶ Many of the City's larger will likely be awarded to general contractors from out of the area due to the lack of local contractors with experience on similar projects.
- ▶ However, there are still substantial opportunities to achieve community benefit goals through working to increase the participation of local contractors as subcontractors for these projects.

Consider a PLA Enabling Strategy

- ▶ Consider directing staff to pursue a PLA Enabling Strategy based on the defined terms, conditions, and criteria for project selection.
- ▶ Adopt a PLA enabling ordinance to allow for PLAs to be used for projects with two or more defined community benefits.

Consider a PLA Enabling Strategy (continued)

- ▶ Include in the enabling ordinance provisions that a PLA construction project has:
 - ▶ a construction cost threshold of a minimum of \$5 million dollars; and
 - ▶ a construction schedule of a minimum of 24 months; and
 - ▶ a construction process that involves three or more types of skilled trades.
- ▶ Negotiate a PLA template with the Monterey/Santa Cruz Counties Construction Building Trades Council.

Consider a Community Benefit Strategy

- ▶ Identify and engage with local construction related businesses to inform them about the City's planned construction projects and the skilled trades that will be needed for these jobs.
- ▶ Create and support a local construction trades clearing house for large capital projects to support subcontracting opportunities for local contractors with general contractors.

Consider a Community Benefit Strategy (continued)

- ▶ Work with local Pre-Apprenticeship programs and local agencies to support increased participation of local residents in Pre-Apprenticeship programs.
- ▶ Work with local labor entities and others to increase the participation of local residents in strategically identified apprenticeship programs.



City Council AGENDA REPORT

DATE: 08/03/2020

AGENDA OF: 08/11/2020

DEPARTMENT: City Attorney

SUBJECT: Senate Bill 946 Pertaining to Sidewalk Vendors (CA)

RECOMMENDATION: Introduce for publication an ordinance revising three chapters of the Santa Cruz Municipal Code so as to bring them into compliance with Senate Bill 946 (California Government Code Sections 51036-51039). The three Municipal Code chapters requiring revision are Chapter 5.22 pertaining to mobile vendors, Chapter 5.81 pertaining to vending and display devices on City property, and Chapter 13.10 pertaining to sales in and on City parks and beaches.

BACKGROUND: Senate Bill 946 was signed into state law by Governor Brown in 2018 and went into effect on January 1, 2019. The City has been complying with SB 946 since its effective date. Absent amendment to bring it into compliance with SB 946, however, certain provisions of the Santa Cruz Municipal Code can no longer be enforced inasmuch as they do not conform. The purpose of the proposed ordinance is to bring the three impacted Municipal Code chapters into conformance with SB 946.

By its own terms, SB 946 applies to charter cities and defines a “sidewalk vendor” as someone who “sells food or merchandise,” on a sidewalk or pedestrian path, with or without a pushcart, stand, or other non-motorized conveyance. It prohibits local agencies from regulating sidewalk vendors except in accordance with Government Code Sections 51038 and 51039, and provides that existing ordinances regulating sidewalk vendors remain valid only so long as they substantially comply with SB 946.

If a local agency adopts sidewalk vendor regulations, those regulations must comply with various standards.

SB 946 compliant regulations cannot:

- require the sidewalk vendor to only operate within specific parts of the public right of way except when the restriction is directly related to objective health, safety, or welfare concerns. Gov. Code § 51038(b)(1).
- prohibit sidewalk vendors from operating in a public park, but the regulations can prohibit stationary sidewalk vending where the City already has an agreement with a third party for exclusive concessions inside the park. A city can also adopt reasonable time, place and manner restrictions inside public parks if the restrictions are directly related to objective health, safety, or welfare concerns, or are necessary to ensure the public’s use and enjoyment of the park, or are

necessary to prevent an undue concentration of commercial activity that unreasonably interferes with the character of the park. Gov Code § 51038(b)(2).

- require a sidewalk vendor to obtain the approval of a non-governmental entity before selling food or merchandise. Gov. Code § 51038(b)(3).
- restrict sidewalk vendors to operate only in designated neighborhoods except when the restriction is directly related to objective health, safety, or welfare concerns. Cities can prohibit stationary sidewalk vendors from operating in residential zones, but cannot prohibit roaming sidewalk vendors. Gov. Code § 51038(b)(4).
- restrict the overall number of sidewalk vendors permitted to operate within a jurisdiction, unless the restriction is directly related to objective health, safety, or welfare concerns. Gov. Code § 51038(b)(5).

SB 946 compliant regulations can:

- limit the hours of operation for sidewalk vendors so long as they are not unduly restrictive. In commercial areas, these restrictions cannot be more restrictive than any limitations on other businesses on the same street. Gov. Code § 51038(c)(1).
- impose sanitary conditions and requirements to comply with disabled access standards. Gov. Code § 51038(c)(2)-(3).
- require sidewalk vendors to submit information to the City regarding their operations, including a mailing address, a description of merchandise, and other information. Gov. Code § 51038(c)(8).
- prohibit sidewalk vendors from operating near farmers' markets, swap meets, and other events subject to a special permit. Gov. Code § 51038(d).
- require the sidewalk vendor to possess a valid California Department of Tax and Fee Administration seller's permit, along with other additional licenses from other state or local agencies, to the extent required by law. Gov. Code § 51038(c)(5)-(6).

Under SB 946, perceived community animus and economic competition do not constitute objective health, safety, or welfare concerns. Gov. Code § 510389(e). The new law also limits penalties for violating local regulations on sidewalk vendors to administrative citations, the amounts of which range from \$100-\$500 for most violations and fines ranging from \$250-\$1,000 for vending without a permit. Cal. Gov. Code § 51039(a). Criminal penalties and arrest are not available to cities as enforcement tools. Gov. Code § 51039(d). Finally, cities are required to give notice to a cited individual that he/she has the right to request an ability-to-pay determination before the administrative fine adjudicator. Gov. Code § 51039(f).

In enacting Senate Bill 946 the state legislature stated that, among other objectives, the purpose of the statute was to provide "...important entrepreneurship and economic development opportunities to low-income and immigrant communities" and to increase public access to "...desired goods, such as culturally significant food and merchandise." In enacting the statute the state legislature, in its findings, also noted that "the safety and welfare of the general public is promoted by encouraging local authorities to support and properly regulate sidewalk vending."

DISCUSSION: As noted in the foregoing recommendation, the provisions of three Municipal Code chapters are at variance with SB 946 requirements and therefore require revision, by way of amendments to those chapters, to make our local law consistent with the controlling state law.

A. Chapter 5.22 Pertaining To Mobile Food Vendors

With the objective of liberalizing food truck regulations, in 2015 the City Council enacted a series of amendments to Chapter 5.22. As revised in 2015 Chapter 5.22, in addition to motorized food trucks, continued to regulate vending from non-motorized pushcarts and sidewalk stands in the same fashion as it regulated food trucks, despite the fact that the primary objective of amendments was to put in place a variety of rules governing food trucks to assure that food trucks operations did not unduly interfere with vehicular and pedestrian traffic or with fixed-location retail food businesses.

Senate Bill 946, by its terms, applies only to “non-motorized conveyances” such as pushcarts and therefore it does not restrict a city’s discretion regarding food truck regulation. The City Attorney therefore recommends transforming Chapter 5.22 into an ordinance that serves to regulate food trucks only and does not purport to regulate stands, pushcarts or other non-motorized conveyances. As amended Chapter 5.22 would not absolve these sidewalk vendors from complying with other applicable provisions of the Municipal Code including Chapter 5.04 business license requirements and Chapter 9.50’s prohibition forbidding the obstruction of public ways so as to interfere with the flow of pedestrian or vehicular traffic.

B. Chapter 5.81 Pertaining To Vending and Display Devices On City Streets And Sidewalks.

Generally speaking, throughout the City at large, vending on streets and sidewalks from a fixed location such as a lemonade stand or garage sale has never been regulated by the city. The City does not require such vendors to obtain a permit or license other than a business license when required by Chapter 5.04 of the Municipal Code. One exception to this “no regulation” policy is Chapter 5.81 of the Municipal Code which regulates sidewalk and street vending with the assistance of display devices on certain delineated streets and sidewalks that are subject to high vehicular and pedestrian congestion. Those streets and sidewalks are identified at Section 5.81.003 and are all located in the City’s waterfront and downtown districts. Currently, per Chapter 5.81, street and sidewalk vending with the assistance of a display device is prohibited in these areas unless, per City Council resolution, an “exempt zone” has been designated by the City Council, in which case street and sidewalk vending with the assistance of a display device (subject to other time, place and manner conditions) is permitted within the exempt zone. Accordingly, the general rule is no street or sidewalk vending with a display device except within an exempt zone.

Senate Bill 946 essentially requires a reversal of this general rule i.e. street and sidewalk vending with the assistance of a display device is authorized on all the streets and sidewalks identified in Section 5.81.003 except within those areas designated by the City Council to be “no display device zones.” Specifically Senate Bill 946, at Government Code Section 51038(b)(1) states “A local authority shall not require a sidewalk vendor to operate within specific parts of the public right-of-way, except when that restriction is directly related to objective health, safety, or welfare concerns.” Accordingly while the City may still regulate street and sidewalk vending with the assistance of a display device on the streets and sidewalks identified in Section 5.81.003, it cannot do so by way of a flat general prohibition. Rather it must do so based on evidence establishing that at given times of the day or the year, all or portions of these streets and sidewalks identified in Section 5.81.003 are subject to levels of pedestrian or vehicular congestion that renders display device vending on these streets and sidewalks at those times incompatible with pedestrian safety or pedestrian/vehicular traffic flow.

The identified revisions to Chapter 5.81 are intended to accomplish this objective. In addition the revisions serve to liberalize some of the ordinance's time, place and manner and regulations so as to render them compatible with Senate Bill 946's requirement that such regulations not be "unduly restrictive" while still accomplishing the public health, safety and welfare objectives the regulations were originally enacted to advance.

Finally, Chapter 5.81, at Section 5.81.009, has been revised to specify administrative penalties for street/sidewalk vending violations as required by Senate Bill 946 at Government Code Section 51839.

C. Chapter 13.10 Pertaining To Sales On Public Beaches And In Public Parks.

Currently, pursuant to Municipal Code Chapter 13.10 the vending of "goods", wares, merchandise, services, liquids, or edibles for human consumption" is only allowed in City parks and on City beaches if the vendor has a permit from the City to so vend. Therefore, with regard to the sale of goods, wares, merchandise, liquids, and edibles, Chapter 13.10 does not comply with Senate Bill 946. (Senate Bill 946 does not effect the City's authority to regulate the sale of services such as tennis lessons or surf lessons at city parks and beaches.)

Specifically, at Government Code Section 51039 (6)(2), Senate Bill 946 states, "A local authority shall not prohibit a sidewalk vendor from selling food or merchandise in a park owned or operated by the local authority". Senate Bill 946 sets forth a number of exceptions to this general prohibition. Cities can exclude sidewalk vendors from a park and beach if it has awarded an exclusive concession contract to a vendor for that park or beach. In addition, on the basis of objectively verifiable health, safety, or welfare concerns, or in order to assure the public's use and enjoyment of a park/beach's natural resources and recreational opportunities, a city can regulate the time, place and manner of sidewalk vending operations in its parks and on its beaches. A city can also do so in order "to prevent an undue concentration of commercial activity that unreasonably interferes with the scenic and natural character of the park."

The proposed revisions are intended to harmonize Chapter 13.10 and Senate Bill 946 and they do so by more or less by specifically incorporating the applicable provisions of Senate Bill 946 into Chapter 13.10. As required by Senate Bill 946, and as was done with the proposed Chapter 5.81 revisions, the proposed Chapter 13.10 revisions decriminalize unlawful park/beach sidewalk vending, imposing administrative penalties instead.

As noted above Senate Bill 946 applies to parks and beaches which are either owned or operated by a local authority. Accordingly, city parks or beaches which are not owned by a city are still governed by Senate Bill 946 if the City is authorized to operate that park or beach. It may not be generally understood that the City does not own a large portion of Main Beach; it is owned by the Santa Cruz Seaside Company and the City operates a public beach on that property pursuant to a 1933 Santa Cruz County Superior Court judgment quieting title to the Main Beach property with the Seaside Company but reserving a recreational easement over that property in favor of the City. Pursuant to that easement the City owns the easement in trust for the public and the public, in turn, can use the beach property "for recreational and beach purposes only." In addition, the easement mandates "that no peddling, soliciting or bartering shall be permitted thereon." Accordingly, while the City is authorized to operate a recreational facility on Main Beach, the Seaside Company as owner of the beach, retains all other operational authority for

Main Beach, including commercial operations. In recognition of the foregoing, Section 13.10.080 has been included in the proposed Chapter 13.10 revisions.

D. Further Action Should the City Council Proceed To Adopt the Recommended Municipal Code Revisions.

Staff will return to the City Council with recommendations for Senate Bill 946 compliant display device and park/beach vending regulations. Those recommendations may be adopted by City Council resolution and will be accompanied by an explanation of the objective health, safety and welfare concerns and objectives which form the basis for the recommendations.

FISCAL IMPACT: Approval of this recommendation will not result in a fiscal impact to the General Fund.

Prepared By:

Submitted By:
Anthony Condotti
City Attorney

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:

1. ORDINANCE - REDLINE.DOCX
2. ORDINANCE - CLEAN.DOCX

ORDINANCE NO. 2020-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AMENDING CHAPTERS 5.22 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO MOBILE VENDORS, CHAPTER 5.81 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO VENDING AND DISPLAY DEVICES ON CITY PROPERTY,, AND CHAPTER 13.10 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO SALES ON PUBLIC BEACHES AND IN PUBLIC PARKS SO AS TO BRING SAID SANTA CRUZ MUNICIPAL CODE CHAPTERS INTO CONFORMANCE WITH SENATE BILL 946 (CALIFORNIA GOVERNMENT CODE SECTION 54036 ET SEQ)

BE IT ORDAINED By the City of Santa Cruz as follows:

Section 1. Chapter 5.22 of the Santa Cruz Municipal Code is hereby amended to read as follows:

5.22.005 PURPOSE.

This chapter establishes requirements for the vending of food and goods in the public right-of-way and on private property to prevent traffic, safety, and health hazards.

The primary purpose of the public streets, sidewalks, parking lots, and other public ways is for use by vehicular and pedestrian traffic. Regulating mobile vending will protect the public health and safety and ensure safe pedestrian and vehicular traffic. Unregulated vending in the public right-of-way, from pushcarts, vehicles including food trucks, stands, or by persons, ~~contributes~~contribute to traffic congestion and ~~can impede~~impede the orderly movement of pedestrians and vehicles. The unregulated use of congested streets and sidewalks with a high concentration of vehicular, pedestrian and commercial activity by mobile vendors ~~makes~~can make the streets and walkways unsafe for motorists, cyclists, pedestrians, and mobile vendors ~~themselves~~.

5.22.010 DEFINITIONS.

For the purpose of this chapter, certain words and phrases shall be construed as herein set forth, unless it is apparent from the context that a different meaning is intended.

(a) "Mobile vendor" means any person in charge of or ~~operating~~driving any motorized mobile vending ~~vehicle~~either vehicle requiring a state driver's license to operate, either as agent, employee, or otherwise under the direction of the owner.

(b) "Mobile vending vehicle" means any motorized vehicle, ~~wagon or pushcart~~including food trucks and lunch wagons, from which ~~goods, wares, merchandise,~~ fruits, vegetables or foodstuffs are sold, displayed, solicited or offered for sale or bartered or exchanged, ~~or any lunch wagon, including food trucks, or eating cart or vehicle~~ on any portion of any street within the city.

(c) "Owner" means any person, firm, association or corporation having proprietary control of or right to proprietary control of any mobile vending vehicle as defined herein.

(d) “Permit officer” shall mean the city manager or the city manager’s designee.

5.22.020 PERMIT REQUIRED.

No person, either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, advertise, or otherwise be engaged in or profess to be engaged in the business or service of operating mobile vending vehicles upon the streets, alleys, or any public way or place of the city unless such person holds a currently valid mobile vending permit, issued pursuant to this chapter.

Permits shall be issued to mobile vendors selling food only; vending of goods, wares, or merchandise from mobile vending vehicles is prohibited.

5.22.030 EXEMPTIONS.

(a) A mobile vending vehicle owned or operated by any public agency, or operated pursuant to a franchise issued in accordance with the Santa Cruz City Charter, or for the operation of which a certificate of public convenience and necessity has been granted by the Public Utilities Commission of the state of California, shall not be subject to the provisions of this chapter.

(b) This chapter shall not apply to persons delivering goods, wares, merchandise, fruits, vegetables or foodstuffs upon order of, or by agreement with, a customer from a store or other fixed place of business or distribution.

(c) This chapter shall not apply to vendors participating in farmer’s markets, street fairs, sidewalk sales or other special events permitted by the city pursuant to Chapters 10.64 or 10.65.

5.22.040 REVOCATION OF PERMITS.

(a) Mobile vending permits may be revoked for any cause ~~which~~that would have warranted denial thereof in the first instance, or for a failure to comply with any of the provisions of this chapter or any of the conditions of the mobile vending permit.

(b) Mobile vending permits are subject to renewal in March of each calendar year, irrespective ~~if~~whether a twelve-month period has ~~not~~ elapsed since the original issuance of the permit.

5.22.050 APPLICATIONS.

(a) Any person selling foodstuffs, fruits, or vegetables from a mobile vending vehicle may apply to the city for a mobile vending permit by filing with the permit officer, upon forms supplied by the city, an application containing the following information:

(1) The residence and business address of applicant, if a natural person. If a firm, association or partnership, the name and address thereof and the names and residences of partners or association members. If a corporation, the name and address thereof and the names and residences of officers and local manager, if any;

- (2) Nature of business;
- (3) Number, make, model and engine number, and photograph, if any, of mobile vending vehicles proposed to be operated, or so much of said information as is available at the time of application;
- (4) A list of the fruits, vegetables or foodstuffs to be sold, displayed, exchanged or bartered;
- (5) The days of the week and hours of the day and locations in the city for which permission is being sought to operate the mobile vending business; and
- (6) Such other information as the city may require and as requested in said application form.

5.22.060 INVESTIGATION AND FINDINGS FOR MOBILE VENDING PERMIT.

(a) Completed applications for a mobile vending permit shall be filed with the permit officer who shall investigate each applicant and make a written determination whether to grant or deny the mobile vending permit within ninety days after the filing of the application, or as soon thereafter as is reasonably possible. Final approval may require Santa Cruz city council review and vote depending upon the operation's impact on public property, pedestrian traffic, vehicle traffic, and public safety. The permit officer may submit the application to the city council for approval, conditional approval or denial; alternatively, the city council may inform the permit officer of its intention to take final action on a particular permit application. Permit applications in all cases are to be submitted to the permit officer. The city council will not accept applications.

(b) No mobile vending permit may be granted unless the permit officer makes each of the following findings:

- (1) The mobile vending permit business has met each of the requirements listed elsewhere in this chapter;
- (2) The operation of the mobile vending vehicle, ~~wagon or cart~~ will not result in traffic hazards;
- (3) The operation of the mobile vending vehicle, ~~wagon or cart~~ will not disrupt the neighborhoods in which it will be operated; and
- (4) The applicant has not been convicted during the last seven years of any felony or any crime involving driving under the influence of alcohol or other controlled substance; any crime involving the sale, use of, or transportation of narcotics; any crime involving reckless driving, any suspension of driver's license; a criminal assault; any crime involving theft or embezzlement; or any child annoyance or sex-related crime, as determined through a background investigation conducted by the police department.

5.22.070 PERMIT NOT TRANSFERABLE.

Mobile vending permits shall not be assignable or transferable, except as herein provided. If the ownership of in excess of thirty-three percent of the mobile vending business whether corporate stock, partnership interest or otherwise shall change, a new permit must be obtained; provided, however, that in the event of an involuntary transfer, by reason of the death or mental incapacity of the permittee, the personal representative or successor of such decedent or mentally incapacitated permittee may continue to operate the business under such permit, subject to all the provisions of this chapter, if such personal representative or successor would otherwise qualify for such permit pursuant to the terms of this chapter.

5.22.080 ISSUANCE OF PERMIT – GROUNDS FOR DENIAL – CONDITIONS.

(a) The permit officer shall issue the mobile vending permit upon payment of the license fees required and proof of a valid city-issued business license and county environmental health permit required of all applicants for a permit to operate a mobile vending vehicle over the streets of the city, unless he or she finds, as a result of the investigation of the applicant, that:

- (1) Any mobile vending vehicle proposed to be operated is inadequate or insufficient for the purpose intended, is insufficiently equipped with reasonable safety devices or fails the required fire department safety inspection;
- (2) The granting of such permit would be in violation of any ordinance of this city or would endanger the public health, peace, morals or safety, or on the basis of any reasonable cause it is determined that the proposed operation would be undesirable in the city or inadequate; provided, however, that if the issuance of the permit were conditioned upon certain performance standards, the grounds upon which it would otherwise be denied might be prevented or avoided, such permit may be issued subject to reasonable conditions;
- (3) The granting of such a permit would result in an undue concentration of mobile food vendors at a particular location or at a particular day or time in the city;
- (4) The applicant fails the criminal history background investigation referenced in Section 5.22.060(b)(4);
- (5) Any of the other requirements for the approval of a permit application prescribed elsewhere in this chapter have not been met.

5.22.090 OPERATORS OF MOBILE VENDING VEHICLES.

No person shall operate a ~~for-hire~~mobile vending vehicle ~~unless~~if that person has ~~not~~ been convicted during the last seven years of any felony or any crime involving driving under the influence of alcohol or other controlled substance; any crime involving the sale, use of, or transportation of narcotics; any crime involving reckless driving; any offense resulting in suspension of driver's license; a criminal assault; any crime involving theft or embezzlement; or any child annoyance or sex-related crime; and unless that person has a currently valid operator's ~~or chauffeur's~~ license authorizing the operation of such vehicle; ~~if required~~. All operators shall undergo a background investigation with the police department and meet the aforesaid qualifications prior to issuance of a mobile vending permit.

5.22.100 MAINTENANCE OF MOBILE VENDING VEHICLES.

(a) Every mobile vending vehicle operating under this chapter shall be inspected by:

- (1) The fire department prior to issuance of the mobile vending permit; and
- (2) The police department at such intervals as shall be established by the permit officer to ensure the continued maintenance of safe operating conditions. Every such vehicle shall be kept in a clean and sanitary condition at all times in conformance with the rules and regulations promulgated by the chief of police.

5.22.110 ADDITIONAL REGULATIONS.

(a) All mobile vendors shall comply with the following regulations:

- (1) No vending in areas not approved by the permit officer with the exception of mobile food vendors stopping adjacent to businesses that contract with them to provide food. Such contracted mobile food vendors shall comply with all other provisions of this chapter;
- (2) No vending within three hundred feet of any school or park, except at specific parks as per Section 5.22.120;
- (3) The vendor may stop for a maximum of four hours per stop, except in single residential and multiple residential zone districts in which case the vendor may stop for a maximum of fifteen minutes. A vendor's vehicle may occupy more than one parking space when parking in metered spaces ~~and normal~~. Normal parking rates for each space wholly or partially occupied shall apply. The vendor must move at least one block before making another stop;
- (4) Tables, chairs, shade structures, and signs are prohibited on streets, parking spaces, and on sidewalks;
- (5) No vending in congested areas where it may impede or inconvenience the public or create a traffic hazard;

(6) Vendor shall provide waste containers, shall provide litter removal services in all areas within fifty feet of the vending location, and shall comply with Chapter 16.19 in regard to proper waste disposal;

(7) No vendor shall use amplified sound, but may use bells or other devices described in the application and approved by the permit officer;

(8) Vending may only occur when the mobile vending vehicle is legally parked in a roadway. Vendors shall comply with the California Vehicle Code, Title 10 (Vehicles and Traffic) and Title 15 (Streets and Sidewalks) of the Santa Cruz Municipal Code, and with all posted parking, stopping, and standing restrictions at all times;

(9) Vending within the public right-of-way shall not be conducted before 8:00 a.m. or after 9:00 p.m.;

(10) No part of the vehicle, furniture, or other equipment related to the vending operation may encroach onto the public sidewalk. Vendors may place waste containers on public sidewalks; provided, that a minimum four-foot clearance for pedestrian accessibility is maintained. Vendors are responsible for managing customer queuing and ensuring ~~ensuring~~ that a pedestrian ~~accessibility~~ thoroughfare is maintained;

(11) Mobile vendors shall prohibit loitering by persons within fifty feet of the vending location;

(12) ~~Vehicle~~ Mobile vending vehicles shall park in a manner which ensures that customers shall be able to order and pick up food safely without stepping into a parking space, into a street, or into landscaping;

(13) The vendor may sell only fruits, vegetables or foodstuffs described in the application filed with the permit officer and approved by the permit officer; and

(14) The vendor shall have a business license, a Santa Cruz County health department permit, and shall comply with the California Retail Food Code. The vendor shall maintain possession of evidence of applicable licenses and permits at all times during operation and shall furnish evidence of such licenses and permits to City officials upon request.

5.22.120 EXEMPTION TO ADDITIONAL REGULATIONS.

The following exemption shall apply:

The Director of Parks and Recreation may review and approve mobile vending activities conducted by permitted mobile vendors on City property operated under the jurisdiction of the Parks and Recreation Department and promulgate rules of operation in these locations, including operation hours.

5.22.130 PRIVATE PROPERTY USE.

No property owner shall allow any mobile vendor to operate on private property except in compliance with ~~all~~fall of the following requirements:

- (1) Vendors shall have the property owner's written authorization to operate on the property in their possession at all times. The written authorization shall describe the approved location and operation schedule;
- (2) Vending shall only be conducted on property used for nonresidential purposes, except as otherwise permitted by other provisions of this code;
- (3) Vendors shall only occupy parking spaces not required to meet the minimum requirements of the current permitted uses on the property per Title 24 (Zoning), or of other off-site uses if those spaces are leased. This requirement does not apply if the hours of operation for the vendors and permitted uses do not coincide;
- (4) Vendors shall not occupy any paved area required for loading, circulation or fire access;
- (5) Tables, chairs and shade structures may be allowed in conjunction with food vendors if they occupy excess parking spaces or areas not required for loading, circulation or fire access, and they are removed daily after use. Tables and chairs may be on turf or mulched areas provided that precautions are taken or improvements are installed to protect and maintain landscaped areas;
- (6) Up to three vendors may be on the property at a time; provided that vendors do not operate before 8:00 a.m. or after 9:00 p.m.;
- (7) No vendor shall use amplified sound;
- (8) ~~Vendor~~Vendors shall provide waste containers, shall provide litter removal services in all areas within fifty feet of the vending location, and shall comply with Chapter 16.19 ~~in regards with~~regard to proper waste disposal;
- (9) Vendors may sell only fruits, vegetables or foodstuffs;
- (10) Compliance with Government Regulations. The vendor shall have a business license, a Santa Cruz County Health Department permit, and shall comply with the California Retail Food Code and any other applicable laws and regulations. The vendor shall maintain

possession of evidence of applicable licenses and permits at all times during operation and shall furnish evidence of such licenses and permits to City officials upon request;

(11) ~~Vending~~Mobile vending operations on private property beyond the requirements of this section may be allowed by permit pursuant to Title 24 (Zoning). In addition, the director of community development may require a permit whenever it appears that mobile vending activities are having an adverse impact on the use of the property or neighboring properties, including traffic, circulation, parking availability, noise, trash, or other reasons of public health or safety; and

(12) This section does not apply to any private event where a mobile vendor has obtained the property owner's written permission to cater for a private event that is held exclusively on the property and that is not open to the general public.

Section 2. Chapter 5.81 of the Santa Cruz Municipal Code is hereby amended to read as follows:

Chapter 5.81 VENDING AND DISPLAY DEVICES ON CITY ~~PROPERTY~~STREETS AND SIDEWALKS

5.81.001 PURPOSE.

The purpose of this chapter is, for those certain ~~named~~ high vehicular and pedestrian traffic areas within the city of Santa Cruz, identified in Section 5.81.003, to:

- (a) Encourage traditional expressive speech ~~and,~~ petitioning activities and performances, ~~by banning commercial vending, and thus, making more room for inherently expressive activities;~~
- (b) Protect public health, safety, and welfare by preventing overcrowding and trip and fall hazards;
- (c) Prevent the visual clutter and blight associated with unregulated vending and the display of goods;
- (d) Encourage tourism, shopping, and commerce by making certain areas walkable and visually appealing;
- (e) Discourage the sale of stolen, defective, or counterfeit merchandise associated with unregulated ~~commercial~~ vending;
- (f) Discourage the sale of narcotics which is associated with unregulated ~~commercial~~ vending; ~~and~~

(g) Provide clear enforcement guidelines; and

(h) To accomplish all of the foregoing public health, safety and welfare policy objectives while simultaneously assuring ample public access to desired goods, including culturally significant food and merchandise, and providing ample opportunity for underrepresented community members including low-income persons and immigrants to access the formal economy through entrepreneurial sidewalk vending on city sidewalks.

5.81.002 DEFINITIONS.

For the purpose of this chapter, the following words and phrases are defined as follows:

(a) The term “~~commercial~~sidewalk vending” means to sell, offer for sale, expose or display for sale, solicit offers to purchase, or to barter food, goods, merchandise, or services ~~in on~~ any aresidewalk from a stand, table, pushcart, motor vehicle, bicycle, or by a person with or without the use of any other device, or to require someone to pay a fee or to set, negotiate, or establish a fee before providing any such food, goods, merchandise, or services, even if characterized by the vendor as a donation.

This definition of “~~commercial~~sidewalk vending” includes the practice of providing, free of charge, an item which may not be vended, in exchange for the purchaser purchasing an item which may be vended as a condition for receiving the free item.

This definition of “~~commercial~~sidewalk vending” does not include:

(i) Traditional expressive speech and petitioning activities, and the distribution of the following expressive items: newspapers, leaflets, pamphlets, bumper stickers, patches, and/or buttons.

(ii) The vending or distribution of the following items, which have been created, written or composed by the vendor or performer: books, audio, video, or other recordings of their performances, paintings, photographs, prints, or any other item that is inherently communicative and is of nominal value or utility apart from its communication.

Although an item may have some expressive purpose, it will be deemed to have more than nominal utility apart from its communication if it has a common and dominant nonexpressive purpose. Examples of items that have more than nominal utility apart from their communication, and thus are subject to the ~~commercial~~limited sidewalk vending ban under the provisions of this chapter, include but are not limited to the following: food, housewares, appliances, articles of clothing, hats, scarves, sunglasses, auto parts, oils, incense, perfume, crystals, rocks, geodes, lotions, candles, jewelry, jewelry holders, toys, stuffed animals, glass and metal pipes, and any vaping device.

(iii) A performance, which is hereby defined to mean: the act of engaging in

any of the following activities: playing musical instruments, singing, dancing, acting, pantomiming, puppeteering, juggling, reciting, engaging in magic, creating visual art in its entirety, presenting or enacting a play, work of music, physical or mental feat, or other constitutionally protected entertainment or form of expression. The term

~~“performancesperformance”~~ shall not include: (a) the application of substances to others’ bodies, including but not limited to, paints, dyes, and inks; (b) the provision of personal services such as massage or hair weaving, cutting, or styling; (c) the completion or other partial creation of visual art; (d) the creation of visual art which is mass produced or produced with limited variation; or (e) the creation of handcrafts, such as weaving, carving, stitching, sewing, lacing, and beading objects such as jewelry, pottery, silver work, leather goods, and trinkets.

(b) “Display device” means a freestanding table, rack, chair, box, stand, or any container, structure, or other object used or capable of being used for holding or displaying tangible things, together with any associated seating facilities. “Display device” does not include any street furniture such as benches or planters, any other structure permanently installed by the city of Santa Cruz or with the consent of the city of Santa Cruz, or newsracks placed in conformity with the provisions of this code regulating newsracks.

(c) ~~“Exempt zonesNo display zone”~~ means a clearly ~~markeddefined~~ area where display devices ~~may be placedare prohibited from placement~~ on streets and sidewalks. The city council may establish ~~exemptno display~~ zones, as set ~~outforth~~ in Section 5.81.004.

5.81.003 APPLICATION.

~~The~~Unless otherwise stated, the rules ~~statedset forth~~ in this chapter shall only apply to the following places:

- (a) On the streets or sidewalks of West Cliff Drive between Columbia Street and Beach Street;
- (b) On the streets or sidewalks of Beach Street between West Cliff Drive and Third Street;
- (c) On the vehicle and pedestrian thoroughfares of the Santa Cruz Municipal Wharf or on the Municipal Wharf’s South End, Commons, and Agora;
- (d) On the parcel of property abutting the ocean side of Beach Street between Westbrook and Cliff Streets (Assessor’s Parcel No. 05-341-03);
- (e) On the Beach Street Promenade Deck; ~~or~~
- (f) On the streets or sidewalks of Beach Street, between the Municipal Wharf and Third Street;
- (g) On the streets or sidewalks of Pacific Avenue; and
- (h) On the streets or sidewalks of the side streets, alleys, and surface parking lots one block

in either direction from Pacific Avenue, between Laurel and Water Streets.

5.81.004 DISPLAY DEVICES AND ~~EXEMPT~~NO DISPLAY ZONES.

- (a) ~~Except for in exempt zones, or unless~~Unless specifically permitted by another ~~part~~provision of this municipal code, no person, ~~in any of the areas listed in Section 5.81.003,~~ shall place, erect, maintain, or cause to be placed, erected, or maintained a display device ~~on city property, in any of the areas listed in Section 5.81.003.~~in a no display zone
- (b) The city council, by resolution, may from time to time designate ~~exempt~~no display zones where display devices ~~may be placed on city streets and sidewalks~~are prohibited from placement at locations ~~in any of the areas listed in Section 5.81.003~~ where placement would ordinarily be ~~prohibited~~permitted. In designating ~~an exempt~~a no display zone, the city council shall first determine that the placement of display devices in the ~~exempt~~no display zone ~~will not~~would impede or interfere with the safe, orderly, and adequate public access and pedestrian traffic on city streets and sidewalks.
- (c) This section shall not be construed as prohibiting events that are conducted pursuant to, and in accordance with, Chapters 10.64 and 10.65.

5.81.~~005~~CONDUCT IN EXEMPT ZONES005 SIDEWALK VENDING CONDUCT.

- (a) No person, using a display device, shall allow a display device and its contents to remain in the same location on the sidewalk for a period of time exceeding ~~one hour~~four hours. After ~~one hour~~four hours, the person who placed, maintained, or controlled a display device shall not place a display device in the original display device location, or within one hundred feet of the original display device location, for ~~twenty~~four hours. The specific display device and its contents also shall not be placed in the original display device location, or within one hundred feet of the original display device location, for ~~twenty~~four hours.
- (b) ~~Display devices in exempt zones~~In order to minimize pedestrian trip and fall hazards, ~~display devices~~ shall be at least eighteen inches in height, except that musicians and others engaged in performances may place a hat, guitar case, or other receptacle directly on the ground ~~within three feet of their person~~ to collect donations.
- (c) No person shall place, erect, or maintain a display device in an area for which a special event permit has been issued for a specific time or during periods in which safety enhancement zones are in effect.
- (d) No person ~~engaged in an exempt zones~~sidewalk vending may be accompanied by or in the custody or possession of a dog or any other animal.
- (e) A display device may not exceed six feet in height.

~~(f) Neither a display device, nor personal items, nor the person(s) with custody of the display device may protrude onto the sidewalk beyond the performance space or tabling space in which the display device is permitted.~~

~~(g)(f) person(f)~~

~~(g)(f) In order to assure that pedestrians have adequate walking thoroughfares on sidewalks, no person engaged in sidewalk vending may lay a cloth, tarp, or other similar material on the ground in an exempt zonesidewalk.~~

~~(h)(g) Except for (i) display devices and associated seating, (ii) hats, guitar cases, and other receptacles intended for collecting donations, or (iii) personal belongings wholly contained underneath a tabledisplay device, no person may set down any item directly on the engaging in sidewalk or street in an exempt zonevending shall use sidewalks to store merchandise or personal belongings.~~

5.81.006 COMMERCIAL VENDING.

~~Whether inside an exempt zone or outside of an exempt zone, it shall be unlawful for any person or organization to engage in commercial vending, as defined above, in any of the areas listed in Section 5.81.003.~~

~~This section shall not be construed as prohibiting commercial events or noncommercial events in the foregoing designated areas which are conducted pursuant to, and in accordance with, Chapters 10.64 and 10.65.~~

5.81.007 BENCHES AND STREET FURNITURE.

No person shall use any street furniture, including any bench, planter, utility cabinet, or other street furniture or structure permanently installed on public property, for the display, sale, or distribution of food, goods, merchandise, or services. This provision shall apply ~~to~~throughout the city, both inside and outside of the areas listed in Section 5.81.003.

5.81.008007 DISPLAY OF GOODS ~~ON~~ DIRECTLY ON SIDEWALKS OR STREETSTREETS.

(a) No person, for the purpose of displaying items for sale or for some other form of distribution, even if characterized as a donation, may lay cloths, tarps, or other similar materials directly upon the street or sidewalk. This provision shall apply ~~to~~ throughout the areascity, both inside ~~of exempt zones~~ and outside of ~~exempt zones~~the areas, listed in Section 5.81.003.

(b) No person may place food, goods, or merchandise directly on the sidewalk or street, so as to display those items for sale or for some other form of distribution, even if characterized as a donation. This provision shall apply ~~to~~throughout the areascity, both inside ~~of exempt zones~~ and outside of ~~exempt zones~~the areas, listed in Section 5.81.003.

5.81.009 VIOLATIONS.

(a) Any person who violates this chapter is ~~guilty~~ subject only to an administrative citation pursuant to chapter 4.14. A first violation shall be punishable by a fine not exceeding \$100. A second violation within one year of an infraction for the first offense. Any subsequent violation shall be punishable by a fine not exceeding \$200. Each additional violation within one year of the first violation shall be punishable by a fine not exceeding \$500. Failure to pay a fine assessed pursuant to this chapter occurring within six months after the first violation shall constitute a section shall not be punishable as an infraction or misdemeanor. At _____

(b) When assessing an administrative fine pursuant to this section, the discretion of administrative hearing officer shall take into consideration the violator's ability to pay the fine. The city attorney, said violations shall provide the violator with notice of his or her right to request an ability-to-pay determination and shall make available instructions or other materials for requesting an ability-to-pay determination. The violator may be prosecuted as an infraction. In addition to request an ability-to-pay determination at adjudication or while the fine remains unpaid, including during periods of delinquency.

(c) If a violator meets the criteria delineated in Government Code Section 68632(a) or Section 68632(b), the city shall accept in full satisfaction of any other available remedies and penalties, assessed fine, twenty percent (20%) of any violation(s) shall be subject to the remedies and penalties provided for in Title 4. such assessed fine.

(e) _____

~~(e)(d)(e)~~(d) The city may allow a violator to complete community service in lieu of paying the total fine, may waive the fine, or may offer the violator alternative disposition.

Section 3. Chapter 13.10 of the Santa Cruz Municipal Code is hereby amended to read as follows:

Chapter 13.10 SALES – PUBLIC BEACHES AND PARKS

13.10.010 COMMERCIAL ENTERPRISES AND SALES IN PUBLIC PARKS AND BEACHES.

(a) In city parks and on city beaches including all waters for which the city has law enforcement authority, jurisdiction and lifeguarding responsibility, no person shall solicit, sell, hawk, or peddle any goods, wares, merchandise, services, liquids, or edibles for human consumption, except as permitted by the city. in accordance with subsections (b), (c) and (d). This prohibition includes sales activities that utilize park and beach property or facilities to complete the terms of sale or provide a service as a result of the sale or that effect park or beach operations, facility use or visitor safety. ~~This prohibition also includes sales activities which encroach on the sales rights of a vendor authorized to sell such products or services~~

~~pursuant to a concession contract with the city.~~

~~(1)-~~

(b) Sidewalk vendors shall be prohibited from vending in city parks and on city beaches:

(1) where the city has signed an agreement for concessions that exclusively permits the sale of food or merchandise by the concessionaire in the subject city park or on the subject city beach; or

(2) on that portion of Main Beach over which the City has an easement for recreation and beach purposes only pursuant to a 1933 Superior Court judgment quieting title to the Seaside Company, which mandates “that no peddling, soliciting or bartering shall be permitted thereon.”

(c) The director of parks and recreation may promulgate regulations governing sidewalk vending in city parks and on city beaches when necessary to insure the public’s use and enjoyment of a given park or beach’s natural resources and recreational opportunities or when necessary to prevent an undue concentration of commercial activity that unreasonably interferes with a given park or beach’s scenic and natural character.

(d) A sidewalk vendor in violation of this section shall only be punished in accordance with the provisions of Government Code Section 51039 and in accordance with the procedures delineated in Section 5.81.009 of this code.

13.10.020 APPLICATION FOR PERMIT.

Any person who desires a permit may apply for such permit by filing an application with the director of parks and recreation. The application shall be filed on forms provided by the department of parks and recreation, and shall include such information as may be requested by the department.

13.10.030 LOCAL NONPROFIT ORGANIZATIONS – ISSUANCE OF PERMITS BY DIRECTOR.

The director of parks and recreation may issue permits only for nonprofit organizations meeting the following criteria:

(a) The organization has its home base, or a local branch with a home base, in Santa Cruz County;

(b) The organization has qualified for and received tax-exempt status as a nonprofit organization under the California Revenue and Taxation Code and under the federal Internal

Revenue Code, or is organized for purposes and conducted in such a manner that it would so qualify for tax-exempt status as a nonprofit organization;

- (c) The organization's services are directed toward the local community;
- (d) The organization will directly conduct, promote, and/or benefit from the event.

13.10.040 OTHER PERSONS AND ORGANIZATIONS – ISSUANCE OF PERMIT BY CITY COUNCIL.

Any other person or organization applying for a permit under this chapter may receive such a permit only if issued by the city council. Upon receipt of an application from such other person or organization, the director of parks and recreation shall obtain any information necessary or appropriate and shall forward the application to the council, together with any appropriate recommendation.

13.10.050 ISSUANCE OR DENIAL OF PERMIT – CRITERIA AND CONDITIONS.

The director or city council may issue or deny the permit, depending upon whether the decision maker finds that issuance or denial is consistent with the public welfare. If the decision maker issues a permit, it may be issued subject to any terms and conditions considered appropriate or necessary in order to protect the public welfare, and in order to make sure that any activities subject to the permit are conducted in a manner that is consistent with the use of parks and beaches by other persons. In addition, any permit issued shall be subject to such rules and regulations as the director of parks and recreation may have adopted or may thereafter adopt. If a permit is granted, it shall specify the times and places wherein the permit may be exercised, and may limit the number of days during any week, month or year wherein a permit may be exercised by any one person or organization.

13.10.060 APPEALS.

Any person aggrieved by a decision of the director may appeal the decision to the city council, in accordance with Chapter 1.16 of this code.

13.10.070 VIOLATIONS.

Any person who sells any goods, food, beverages, or any other thing in any public park or on any beach under the jurisdiction of the department of parks and recreation, without first having obtained the permit required by this chapter, or in violation of any of the terms or conditions of such permit, is guilty of an infraction.

13.10.080 PRIVATELY OWNED PROPERTY.

This Chapter shall not be applied to, or construed as vesting the city with authority to permit, approve or otherwise regulate sidewalk vending, peddling, soliciting, bartering or any other commercial activity on park and beach property which the city does not own in fee, lease or hold in public trust, including, but not limited to, Main Beach. The fact that the city may hold a recreational easement or leasehold interest over any such property shall not in and of itself serve to confer such authority upon the city. In such a case the terms of the recreational easement or lease shall define the city's authority, if any, in this regard.

Section 3. This ordinance shall take effect and be in force thirty (30) days after final adoption.

PASSED FOR PUBLICATION this ____ day of _____, 2020, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Mayor

ATTEST: _____
City Clerk Administrator

PASSED FOR FINAL ADOPTION this ____ day of _____, 2020 by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED: _____
Mayor

ATTEST: _____
City Clerk Administrator

ORDINANCE NO. 201X-XX

This is to certify that the above
and foregoing document is the
original of Ordinance No. 201X-XX
and that it has been published or
posted in accordance with the
Charter of the City of Santa Cruz.

City Clerk Administrator

ORDINANCE NO. 2020-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CRUZ AMENDING CHAPTERS 5.22 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO MOBILE VENDORS, CHAPTER 5.81 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO VENDING AND DISPLAY DEVICES ON CITY PROPERTY,, AND CHAPTER 13.10 OF THE SANTA CRUZ MUNICIPAL CODE PERTAINING TO SALES ON PUBLIC BEACHES AND IN PUBLIC PARKS SO AS TO BRING SAID SANTA CRUZ MUNICIPAL CODE CHAPTERS INTO CONFORMANCE WITH SENATE BILL 946 (CALIFORNIA GOVERNMENT CODE SECTION 54036 ET SEQ)

BE IT ORDAINED By the City of Santa Cruz as follows:

Section 1. Chapter 5.22 of the Santa Cruz Municipal Code is hereby amended to read as follows:

q5 . 2019

D F I N T M Q M B X F 4 V

00000006 G4 6 F VMS

This chapter establishes revuirements for the gendink of food and koods from motorized gehicles in the public rikht-of-way and on prigate property to pregent traffic, safety, and health hazards. The primary purpose of the public streets, sidewalxs, parxink lots, and other public ways is for use by gehicular and pedestrian traffic. Rekulatink mobile gendink will protect the public health and safety and ensure safe pedestrian and gehicular traffic. Unrekulated gendink in the public rikht-of-way from motorized gehicles includink food trucxs and lunch wakons, can contribute to traffic conkestion and can impede the orderly mogement of pedestrians and gehicles. The unrekulated use of conkested streets and sidewalxs with a hikh concentration of gehicular, pedestrian and commercial activity by mobile gendors can maxe the streets and walxways unsafe for motorists, cyclists, pedestrians, and mobile gendors themselges.

00000001 L X M B N 3 N F 3 VS

For the purpose of this chapter, certain words and phrases shall be construed as herein set forth,
unless it is apparent from the conte“t that a different meanink is intended.

(a) qMobile gendor” means any person in charke of or drigink any motorized mobile gendink gehicle revuirink a state driger’s license to operate, either as akent, employee, or otherwise under the direction of the owner.

(b) "Mobile vending vehicle" means any motorized vehicle, including food trucks and lunch wagons, from which fruits, vegetables or foodstuffs are sold, displayed, solicited or offered for sale or bartered or exchanged, on any portion of any street within the city.

(c) "Owner" means any person, firm, association or corporation having proprietary control of or right to proprietary control of any mobile vending vehicle as defined herein.

(d) "Permit officer" shall mean the city manager or the city manager's designee.

CHAPTER 6.4.0 - MOBILE VENDING

No person, either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, advertise, or otherwise be engaged in or profess to be engaged in the business or service of operating mobile vending vehicles upon the streets, alleys, or any public way or place of the city unless such person holds a currently valid mobile vending permit, issued pursuant to this chapter.

Permits shall be issued to mobile vendors selling food only; vending of goods, wares, or merchandise from mobile vending vehicles is prohibited.

CHAPTER 6.4.1 - EXEMPTIONS

(a) A mobile vending vehicle owned or operated by any public agency, or operated pursuant to a franchise issued in accordance with the Santa Cruz City Charter, or for the operation of which a certificate of public convenience and necessity has been granted by the Public Utilities Commission of the state of California, shall not be subject to the provisions of this chapter.

(b) This chapter shall not apply to persons delivering goods, wares, merchandise, fruits, vegetables or foodstuffs upon order of, or by agreement with, a customer from a store or other fixed place of business or distribution.

(c) This chapter shall not apply to vendors participating in farmer's markets, street fairs, sidewalk sales or other special events permitted by the city pursuant to Chapters 10.64 or 10.65.

CHAPTER 6.4.2 - REVOCATION

(a) Mobile vending permits may be revoked for any that would have warranted denial thereof in the first instance, or for a failure to comply with any of the provisions of this chapter or any of the conditions of the mobile vending permit.

(b) Mobile vending permits are subject to renewal in March of each calendar year, irrespective of whether a twelve-month period has elapsed since the original issuance of the permit.

CHAPTER 6.4.3 - RENEWAL

(a) Any person selling foodstuffs, fruits, or vegetables from a mobile vending vehicle may apply to the city for a mobile vending permit by filing with the permit officer, upon forms supplied by the city, an application containing the following information:

(1) The residence and business address of applicant, if a natural person. If a firm, association or partnership, the name and address thereof and the names and residences of partners or association members. If a corporation, the name and address thereof and the names and residences of officers and local manager, if any;

(2) Nature of business;

(3) Number, make, model and engine number, and photograph, if any, of mobile vending vehicles proposed to be operated, or so much of said information as is available at the time of application;

(4) A list of the fruits, vegetables or foodstuffs to be sold, displayed, exchanged or bartered;

(5) The days of the week and hours of the day and locations in the city for which permission is being sought to operate the mobile vending business; and

(6) Such other information as the city may require and as requested in said application form.

ARTICLE 10. VENDING PERMITS

(a) Completed applications for a mobile vending permit shall be filed with the permit officer who shall investigate each applicant and make a written determination whether to grant or deny the mobile vending permit within ninety days after the filing of the application, or as soon thereafter as is reasonably possible. Final approval may require Santa Cruz city council review and vote depending upon the operation's impact on public property, pedestrian traffic, vehicle traffic, and public safety. The permit officer may submit the application to the city council for approval, conditional approval or denial; alternatively, the city council may inform the permit officer of its intention to take final action on a particular permit application. Permit applications in all cases are to be submitted to the permit officer. The city council will not accept applications.

(b) No mobile vending permit may be granted unless the permit officer makes each of the following findings:

(1) The mobile vending permit business has met each of the requirements listed elsewhere in this chapter;

(2) The operation of the mobile vending vehicle will not result in traffic hazards;

(3) The operation of the mobile vending vehicle will not disrupt the neighborhoods in which it will be operated; and

(4) The applicant has not been convicted during the last seven years of any felony or any crime involving driving under the influence of alcohol or other controlled substance; any crime involving the sale, use of, or transportation of narcotics; any crime involving reckless driving; any suspension of driver's license; a criminal assault; any crime involving theft or embezzlement; or any child annoyance or sex-related crime, as determined through a background investigation conducted by the police department.

ORDINANCE NO. 2020-374 A3 VBM AI TMS

Mobile vending permits shall not be assignable or transferable, except as herein provided. If the ownership of in excess of thirty-three percent of the mobile vending business whether corporate stock, partnership interest or otherwise shall change, a new permit must be obtained; provided, however, that in the event of an involuntary transfer, by reason of the death or mental incapacity of the permittee, the personal representative or successor of such decedent or mentally incapacitated permittee may continue to operate the business under such permit, subject to all the provisions of this chapter, if such personal representative or successor would otherwise qualify for such permit pursuant to the terms of this chapter.

ORDINANCE NO. 2020-374 A3 VBM AI TMS

(a) The permit officer shall issue the mobile vending permit upon payment of the license fees required and proof of a valid city-issued business license and county environmental health permit required of all applicants for a permit to operate a mobile vending vehicle over the streets of the city, unless he or she finds, as a result of the investigation of the applicant, that:

(1) Any mobile vending vehicle proposed to be operated is inadequate or insufficient for the purpose intended, is insufficiently equipped with reasonable safety devices or fails the required fire department safety inspection;

(2) The granting of such permit would be in violation of any ordinance of this city or would endanger the public health, peace, morals or safety, or on the basis of any reasonable cause it is determined that the proposed operation would be undesirable in the city or inadequate; provided, however, that if the issuance of the permit were conditioned upon certain performance standards, the grounds upon which it would otherwise be denied might be presented or avoided, such permit may be issued subject to reasonable conditions;

(3) The granting of such a permit would result in an undue concentration of mobile food vendors at a particular location or at a particular day or time in the city;

(4) The applicant fails the criminal history background investigation referenced in Section 5.22.060(b)(4);

(5) Any of the other revuirements for the approgl of a permit application prescribed elsewhere in this chapter hage not been met.

ØØCSL LF 6M A7 F 4 VF B D F I NTMQMB XN h QM N TMS

No person shall operate a mobile gendink gehicle if that person has been congicted durink the last segen years of any felony or any crime ingolgink drigink under the influence of alcohol or other controlled substancej any crime ingolgink the sale, use of, or transportation of narcoticsj any crime ingolgink rectxless driginkj any offense resultink in suspension of driger’s licensej a criminal assaultj any crime ingolgink theft or embezzlementj or any child annoyance or se“-related crimej and unless that person has a currently galid operator’s license authorizink the operation of such gehicle. if. All operators shall underko a bacxkround ingestikation with the police department and meet the aforesaid vualifications prior to issuance of a mobile gendink permit.

ØØCSILLD AN 7 MB A3 5 MF B D F I NTMQMB XN h QM N TMS

(a) Egery mobile gendink gehicle operatink under this chapter shall be inspected by:

(1) The fire department prior to issuance of the mobile gendink permitj and

(2) The police department at such intergals as shall be established by the permit officer to ensure the continued maintenance of safe operatink conditions. Egery such gehicle shall be xept in a clean and sanitary condition at all times in conformance with the rules and rekulations promulkated by the chief of police.

ØØCS1LAXXN NF 3 AT 4 Mh GTA7 NF 3 VS

(a) All mobile gendors shall comply with the followink rekulations:

(1) No gendink in areas not approged by the permit officer with the e“ception of mobile food gendors stoppink ad7acent to businesses that contract with them to progide food. Such contracted mobile food gendors shall comply with all other progisions of this chapterj

(2) No gendink within three hundred feet of any school or parx, e“cept at specific parxs as per Section 5.22.120j

(3) The gendor may stop for a ma“imum of four hours per stop, e“cept in sinkle residential and multiple residential zone districts in which case the gendor may stop for a ma“imum of fifteen minutes. A gendor’s gehicle may occupy more than one parxink space when parxink in metered spaces. Normal parxink rates for each space wholly or partially occupied shall apply. The gendor must moge at least one blocx before maxink another stopj

(4) Tables, chairs, shade structures, and signs are prohibited on streets, parking spaces, and on sidewalks

(5) No vending in congested areas where it may impede or inconvenience the public or create a traffic hazard

(6) Vendor shall provide waste containers, shall provide litter removal services in all areas within fifty feet of the vending location, and shall comply with Chapter 16.19 in regard to proper waste disposal

(7) No vendor shall use amplified sound, but may use bells or other devices described in the application and approved by the permit officer

(8) Vending may only occur when the mobile vending vehicle is legally parked in a roadway. Vendors shall comply with the California Vehicle Code, Title 10 (Vehicles and Traffic) and Title 15 (Streets and Sidewalks) of the Santa Cruz Municipal Code, and with all posted parking, stopping, and standing restrictions at all times

(9) Vending within the public right-of-way shall not be conducted before 8:00 a.m. or after 9:00 p.m.

(10) No part of the vehicle, furniture, or other equipment related to the vending operation may encroach onto the public sidewalk. Vendors may place waste containers on public sidewalks provided, that a minimum four-foot clearance for pedestrian accessibility is maintained. Vendors are responsible for maintaining customer view and ensuring that a pedestrian thoroughfare is maintained

(11) Mobile vendors shall prohibit loitering by persons within fifty feet of the vending location

(12) Mobile vending vehicles shall park in a manner which ensures that customers shall be able to order and pick up food safely without stepping into a parking space, into a street, or into landscaping

(13) The vendor may sell only fruits, vegetables or foodstuffs described in the application filed with the permit officer and approved by the permit officer and

(14) The vendor shall have a business license, a Santa Cruz County health department permit, and shall comply with the California Retail Food Code. The vendor shall maintain possession of evidence of applicable licenses and permits at all times during operation and shall furnish evidence of such licenses and permits to City officials upon request.

ORDINANCE NO. 67 OF 2020 AT 4 M. 7 VS

The following exemption shall apply:

The Director of Parks and Recreation may review and approve mobile vending activities conducted by permitted mobile vendors on City property operated under the jurisdiction of the Parks and Recreation Department and promulgate rules of operation in these locations, including operation hours.

ORDINANCE NO. 64 OF 2020 AT 4 M. 7 VS

No property owner shall allow any mobile vendor to operate on private property except in compliance with all of the following requirements:

- (1) Vendors shall have the property owner's written authorization to operate on the property in their possession at all times. The written authorization shall describe the approved location and operation schedule
- (2) Vending shall only be conducted on property used for nonresidential purposes, except as otherwise permitted by other provisions of this code
- (3) Vendors shall only occupy park spaces not required to meet the minimum requirements of the current permitted uses on the property per Title 24 (Zoning), or of other off-site uses if those spaces are leased. This requirement does not apply if the hours of operation for the vendors and permitted uses do not coincide
- (4) Vendors shall not occupy any paved area required for loading, circulation or fire access
- (5) Tables, chairs and shade structures may be allowed in conjunction with food vendors if they occupy excess park spaces or areas not required for loading, circulation or fire access, and they are removed daily after use. Tables and chairs may be on turf or mulched areas provided that precautions are taken or improvements are installed to protect and maintain landscaped areas
- (6) Up to three vendors may be on the property at a time provided that vendors do not operate before 8:00 a.m. or after 9:00 p.m.
- (7) No vendor shall use amplified sound
- (8) Vendors shall provide waste containers, shall provide litter removal services in all areas within fifty feet of the vending location, and shall comply with Chapter 16.19 with regard to proper waste disposal
- (9) Vendors may sell only fruits, vegetables or foodstuffs

(10) Compliance with Government Regulations. The vendor shall have a business license, a Santa Cruz County Health Department permit, and shall comply with the California Retail Food Code and any other applicable laws and regulations. The vendor shall maintain possession of evidence of applicable licenses and permits at all times during operation and shall furnish evidence of such licenses and permits to City officials upon request.

(11) Mobile vending operations on private property beyond the requirements of this section may be allowed by permit pursuant to Title 24 (Zoning). In addition, the director of community development may require a permit whenever it appears that mobile vending activities are having an adverse impact on the use of the property or neighboring properties, including traffic, circulation, parking availability, noise, trash, or other reasons of public health or safety.

(12) This section does not apply to any private event where a mobile vendor has obtained the property owner's written permission to cater for a private event that is held exclusively on the property and that is not open to the general public."

Section 2. Chapter 5.81 of the Santa Cruz Municipal Code is hereby amended to read as follows:

§ 5.20 PURPOSE

QMB XN3 h A3 X XN6TAr XMQN5 M/F 3 5 N r V7 4 MM/ VA3 X VNXMWATKV

PURPOSE 6G4 6F VMS

The purpose of this chapter is, for those certain high vehicular and pedestrian traffic areas within the city of Santa Cruz, identified in Section 5.81.003, to:

- (a) Encourage traditional expressive speech, petitioning activities and performances;
- (b) Protect public health, safety, and welfare by preventing overcrowding and trip and fall hazards;
- (c) Prevent the visual clutter and blight associated with unregulated vending and the display of goods;
- (d) Encourage tourism, shopping, and commerce by maximizing certain areas walkable and visually appealing;
- (e) Discourage the sale of stolen, defective, or counterfeit merchandise associated with unregulated vending;
- (f) Discourage the sale of narcotics which is associated with unregulated vending.

(k) Provide clear enforcement guidelines and

(h) To accomplish all of the foregoing public health, safety and welfare policy objectives while simultaneously ensuring ample public access to desired goods, including culturally significant food and merchandise, and providing ample opportunity for underrepresented community members including low-income persons and immigrants to access the formal economy through entrepreneurial sidewalk vending on city sidewalks.

DEFINITIONS

For the purpose of this chapter, the following words and phrases are defined as follows:

(a) The term “sidewalk vending” means to sell, offer for sale, expose or display for sale, solicit offers to purchase, or to barter food, goods, merchandise, or services on any sidewalk from a stand, table, pushcart, motor vehicle, bicycle, or by a person with or without the use of any other device, or to require someone to pay a fee or to set, negotiate, or establish a fee before providing any such food, goods, merchandise, or services, even if characterized by the vendor as a donation.

This definition of “sidewalk vending” includes the practice of providing, free of charge, an item which may not be vendible, in exchange for the purchaser purchasing an item which may be vendible as a condition for receiving the free item.

This definition of “sidewalk vending” does not include:

(i) Traditional expressive speech and petitioning activities, and the distribution of the following expressive items: newspapers, leaflets, pamphlets, bumper stickers, patches, and/or buttons.

(ii) The vending or distribution of the following items, which have been created, written or composed by the vendor or performer: books, audio, video, or other recordings of their performances, paintings, photographs, prints, or any other item that is inherently communicative and is of nominal value or utility apart from its communication.

Although an item may have some expressive purpose, it will be deemed to have more than nominal utility apart from its communication if it has a common and dominant non-expressive purpose. Examples of items that have more than nominal utility apart from their communication, and thus are subject to the limited sidewalk vending ban under the provisions of this chapter, include but are not limited to the following: food, housewares, appliances, articles of clothing, hats, scarves, sunglasses, auto parts, oils, incense, perfume, crystals, rocks, beads, lotions, candles, jewelry, jewelry holders, toys, stuffed animals, glass and metal pipes, and any other device.

(iii) A performance, which is hereby defined to mean: the act of engaging in any of the following activities: playing musical instruments, singing, dancing, acting, pantomiming,

puppeteerink, 7ukklink, recitink, enkakink in makic, creatink gisual art in its entirety, presentink or enactink a play, worx of music, physical or mental feat, or other constitutionally protected entertainment or form of e“pression. The term qperformance” shall not include: (a) the application of substances to others’ bodies, includink but not limited to, paints, dyes, and inxsj (b) the progision of personal sergices such as massake or hair weagink, cuttink, or stylinkj (c) the completion or other partial creation of gisual artj (d) the creation of gisual art which is mass produced or produced with limited gariationj or (e) the creation of handcrafts, such as weagink, cargink, stitchink, sewink, lacink, and beadink ob7ects such as 7ewelry, pottery, silger worx, leather koods, and trinxets.

(b) qDisplay degice” means a freestandink table, racx, chair, bo“, stand, or any container, structure, or other ob7ect used or capable of beink used for holdink or displayink tankible thinks, tokether with any associated seatink facilities. qDisplay degice” does not include any street furniture such as benches or planters, any other structure permanently installed by the city of Santa Cruz or with the consent of the city of Santa Cruz, or newsracxs placed in conformity with the progisions of this code rekulatink newsracxs.

(c) qNo display zone” means a clearly defined area where display degices are prohibited from placement on streets and sidewalxs. The city council may establish no display zones, as set forth in Section 5.81.004.

~~OELSL- A66TN5 A7NF3S~~

Unless otherwise stated, the rules set forth in this chapter shall only apply to the followink places:

- (a) On the streets or sidewalxs of West Cliff Drige between Columbia Street and Beach Streetj
- (b) On the streets or sidewalxs of Beach Street between West Cliff Drige and Third Streetj
- (c) On the gehicle and pedestrian thoroukhfares of the Santa Cruz Municipal Wharf or on the Municipal Wharf’s South End, Commons, and Akoraj
- (d) On the parcel of property abuttink the ocean side of Beach Street between Westbroox and Cliff Streets (Assessor’s Parcel No. 05-341-03)j
- (e) On the Beach Street Promenade Decxj
- (f) On the streets or sidewalxs of Beach Street, between the Municipal Wharf and Third Streetj
- (k) On the streets or sidewalxs of Pacific Agenuej and
- (h) On the streets or sidewalxs of the side streets, alleys, and surface parxink lots one

block in either direction from Pacific Avenue, between Laurel and Water Streets.

SECTION 5.81.003. NO DISPLAY ZONES

(a) Unless specifically permitted by another provision of this municipal code, no person, in any of the areas listed in Section 5.81.003, shall place, erect, maintain, or cause to be placed, erected, or maintained a display device in a no display zone

(b) The city council, by resolution, may from time to time designate no display zones where display devices are prohibited from placement at locations in any of the areas listed in Section 5.81.003 where placement would ordinarily be permitted. In designating a no display zone, the city council shall first determine that the placement of display devices in the no display zone would impede or interfere with the safe, orderly, and adequate public access and pedestrian traffic on city streets and sidewalks.

(c) This section shall not be construed as prohibiting events that are conducted pursuant to, and in accordance with, Chapters 10.64 and 10.65.

SECTION 5.81.004. DISPLAY DEVICES

(a) No person, using a display device, shall allow a display device and its contents to remain in the same location on the sidewalk for a period of time exceeding four hours. After four hours, the person who placed, maintained, or controlled a display device shall not place a display device in the original display device location, or within one hundred feet of the original display device location, for four hours. The specific display device and its contents also shall not be placed in the original display device location, or within one hundred feet of the original display device location, for four hours.

(b) In order to minimize pedestrian trip and fall hazards, display devices shall be at least eighteen inches in height, except that musicians and others engaged in performances may place a hat, guitar case, or other receptacle directly on the ground within three feet of their person to collect donations.

(c) No person shall place, erect, or maintain a display device in an area for which a special event permit has been issued for a specific time or duration periods in which safety enhancement zones are in effect.

(d) No person engaged in sidewalk vending may be accompanied by or in the custody or possession of a dog or any other animal.

(e) A display device may not exceed six feet in height.

(f) In order to assure that pedestrians have adequate walking thoroughfares on sidewalks, no person engaged in sidewalk vending may lay a cloth, tarp, or other similar material on the sidewalk.

(k) Except for (i) display devices and associated seating, (ii) hats, guitar cases, and other receptacles intended for collecting donations, or (iii) personal belongings wholly contained underneath a display device, no person occupying a sidewalk shall use sidewalks to store merchandise or personal belongings. .

SECTION 5.81.003

No person shall use any street furniture, including any bench, planter, utility cabinet, or other street furniture or structure permanently installed on public property, for the display, sale, or distribution of food, goods, merchandise, or services. This provision shall apply throughout the city, both inside and outside of the areas listed in Section [5.81.003](#).

SECTION 5.81.004

(a) No person, for the purpose of displaying items for sale or for some other form of distribution, even if characterized as a donation, may lay cloths, tarps, or other similar materials directly upon the street or sidewalk. This provision shall apply throughout the city, both inside and outside of the areas, listed in Section [5.81.003](#).

(b) No person may place food, goods, or merchandise directly on the sidewalk or street, so as to display those items for sale or for some other form of distribution, even if characterized as a donation. This provision shall apply throughout the city, both inside and outside of the areas, listed in Section 5.81.003.

SECTION 5.81.005

(a) Any person who violates this chapter is subject only to an administrative citation pursuant to chapter 4.14. A first violation shall be punishable by a fine not exceeding \$100. A second violation within one year of the first violation shall be punishable by a fine not exceeding \$200. Each additional violation within one year of the first violation shall be punishable by a fine not exceeding \$500. Failure to pay a fine assessed pursuant to this section shall not be punishable as an infraction or misdemeanor.

(b) When assessing an administrative fine pursuant to this section, the administrative hearing officer shall take into consideration the violator's ability to pay the fine. The city shall provide the violator with notice of his or her right to request an ability-to-pay determination and shall make available instructions or other materials for requesting an ability-to-pay determination. The violator may request an ability-to-pay determination at adjudication or while the fine remains unpaid, including during periods of delinquency.

(c) If a violator meets the criteria delineated in Government Code Section 68632(a) or Section 68632(b), the city shall accept in full satisfaction of any assessed fine, twenty percent (20%) of any such assessed fine.

(d) The city may allow a violator to complete community service in lieu of paying the total fine, may waive the fine, or may offer the violator alternative disposition.”

Section 3. Chapter 13.10 of the Santa Cruz Municipal Code is hereby amended to read as follows:

**q5 . 2019-1-SL
VATM 6 GI TN 1 MA 5 e MA 3 X 6 A 4 KV**

**1-SL 1L 5 F D D M 5 NAT MB 7 M 6 4 NM MA 3 X VATM 6 GI TN 6 A 4 KV
A 3 X I MA 5 e MS**

(a) In city parks and on city beaches including all waters for which the city has law enforcement authority, jurisdiction and lifeguard responsibility, no person shall solicit, sell, hawk, or peddle any goods, wares, merchandise, services, liquids, or edibles for human consumption, except as permitted by the city in accordance with subsections (b), (c) and (d). This prohibition includes sales activities that utilize park and beach property or facilities to complete the terms of sale or provide a service as a result of the sale or that effect park or beach operations, facility use or visitor safety.

(b) Sidewalk vendors shall be prohibited from vending in city parks and on city beaches: (i) where the city has signed an agreement for concessions that exclusively permits the sale of food or merchandise by the concessionaire in the subject city park or on the subject city beach; or (ii) on that portion of Main Beach over which the City has an easement for recreation and beach purposes only pursuant to a 1933 Superior Court judgment vesting title to the Seaside Company, which mandates that no peddling, soliciting or bartering shall be permitted thereon.”

(c) The director of parks and recreation may promulgate regulations governing sidewalk vending in city parks and on city beaches when necessary to insure the public’s use and enjoyment of a given park or beach’s natural resources and recreational opportunities or when necessary to prevent an undue concentration of commercial activity that unreasonably interferes with a given park or beach’s scenic and natural character.

(d) A sidewalk vendor in violation of this section shall only be punished in accordance with the provisions of Government Code Section 51039 and in accordance with the procedures delineated in Section 5.81.009 of this code.

1-SL CLA 6 6 TN 3 A 7 NF 3 BF 4 6 M D NS

Any person who desires a permit may apply for such permit by filing an application with the director of parks and recreation. The application shall be filed on forms provided by the department of parks and recreation, and shall include such information as may be requested by the department.

**1-SISL-LTF 5 AT 3 F 3 64 F B 7 F 4 h A3 NZA7 NF 3 Vp NVGA3 5 MF B 6M D N V
I r XN M 5 7 F 4 S**

The director of parks and recreation may issue permits only for nonprofit organizations meeting the following criteria:

(a) The organization has its home base, or a local branch with a home base, in Santa Cruz County;

(b) The organization has qualified for and received tax-exempt status as a nonprofit organization under the California Revenue and Taxation Code and under the federal Internal Revenue Code, or is organized for purposes and conducted in such a manner that it would so qualify for tax-exempt status as a nonprofit organization;

(c) The organization's services are directed toward the local community; and

(d) The organization will directly conduct, promote, and/or benefit from the event.

**1-SISHLF 7 e M 6M VF 3 VA3 X F 4 h A3 NZA7 NF 3 Vp NVGA3 5 MF B
6M D N I r 5 N r 5 F G 3 5 N S**

Any other person or organization applying for a permit under this chapter may receive such a permit only if issued by the city council. Upon receipt of an application from such other person or organization, the director of parks and recreation shall obtain any information necessary or appropriate and shall forward the application to the council, together with any appropriate recommendation.

**1-SISLCLNVGA3 5 MF 4 XMB NAT F B 6M D N p 5 4 N M NA A3 X
5 F 3 XN NF 3 VS**

The director or city council may issue or deny the permit, depending upon whether the decision maker finds that issuance or denial is consistent with the public welfare. If the decision maker issues a permit, it may be issued subject to any terms and conditions considered appropriate or necessary in order to protect the public welfare, and in order to make sure that any activities subject to the permit are conducted in a manner that is consistent with the use of parks and beaches by other persons. In addition, any permit issued shall be subject to such rules and regulations as the director of parks and recreation may have adopted or may thereafter adopt. If a permit is granted, it shall specify the times and places wherein the permit may be exercised, and may limit the number of days during any week, month or year wherein a permit may be exercised by any one person or organization.

369



City Council AGENDA REPORT

DATE: 07/21/2020

AGENDA OF: 08/11/2020

DEPARTMENT: City Clerks

SUBJECT: Appointment of Three Commissioners to the Commission for the Prevention of Violence Against Women (Mayor Cummings', Councilmember Beiers', and Councilmember Golder's Nominations) (CC)

RECOMMENDATION: Motion to approve Mayor Cummings' nomination of Karen M. Madura, Councilmember Beiers' nomination of Mervyn Maze, and Councilmember Golder's nomination of Shannon McGuire to the Commission for the Prevention of Violence Against Women.

BACKGROUND: The Commission for the Prevention of Violence Against Women is comprised of members who have been nominated by each Councilmember. When a new Councilmember is elected, or if there is a vacancy for any reason, new commissioners must be nominated.

DISCUSSION: Due to the resignation of Vrinda Quintero, Mayor Cummings must nominate a replacement for CPVAW. Due to the recall of Councilmember Chris Krohn, Councilmember Beiers requested to nominate her own commissioner. Due to the resignation of Krishna Leikind-Williamson, Councilmember Golder must nominate a replacement. Mayor Cummings would like to nominate Karen M. Madura, Councilmember Beiers would like to nominate Mervyn Maze, and Councilmember Golder would like to nominate Shannon McGuire. The following people are seeking appointment to the Commission.

Christie, Deborah
Costa, Anna Marie
Keneipp, Shelley
Madura, Karen M.
Maze, Mervyn
McGuire, Shannon
Norton, Alix
Pakzad, Roya

FISCAL IMPACT: None.

Prepared By:
Bonnie Bush
City Clerk Administrator

Submitted By:
Laura Schmidt
Assistant City Manager

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
Applications

RECEIVED

DEC 20 2018

CITY OF SANTA CRUZ APPLICATION FOR APPOINTMENT TO ADVISORY BODIES

Applications will be considered active for two years from date of submission.

DEC 17 2018

NAME Deborah Christie DATE 12/15/18 Parks & Recreation

RESIDENCE ADDRESS [REDACTED] CITY SC ZIP 95062

RESIDENCE PHONE [REDACTED] BUSINESS PHONE [REDACTED] EMAIL [REDACTED]

EMPLOYER PVUSD OCCUPATION teacher

REGISTERED CITY VOTER? YES ☒ NO ☐ YEARS LIVED IN CITY OF SANTA CRUZ since 1979

EMPLOYED BY CITY OF SANTA CRUZ? YES ☐ NO ☒ ARE YOU PRESENTLY SERVING ON AN ADVISORY BODY? YES ☐ NO ☒

PERSONAL REFERENCE (Optional) Caryn Lane (principal) PHONE [REDACTED]

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

<u> </u> Arts Commission*	<u> 1 </u> Parks and Recreation Commission*
<u> </u> Board of Building Appeals*	<u> </u> Planning Commission*
<u> 2 </u> Commission for the Prevention of Violence Against Women*	<u> </u> Transportation and Public Works Commission*
<u> </u> Downtown Commission*	<u> </u> Sister Cities Committee
<u> </u> Equal Employment Opportunity Committee	<u> </u> Water Commission*
<u> </u> Historic Preservation Commission*	<u> </u> Other <u> </u>

If you are applying for a specialized category, please indicate:

Advisory Body Category

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

Certain personal information on this application is confidential and will be used by City personnel only; however, please note that personal information pertaining to applicants who are appointed to City Boards or Commissions, including address and phone number, will become a matter of public record.

Return to: City Clerk's Department
809 Center St., Room 9
Santa Cruz, CA 95060

Fax: 420-5031

[Signature]
Signature of Applicant

• PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION •

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

① Commission appointments: Women's Commission received a grant from ARLU to further education @ UC Berkeley extension-writing received Emily's List training

② educator locally since 1980, 31 years in Pajaro Valley Unified Schools

- MS in Education
- Bilingual teaching credential (Spanish)
- experience with court related juveniles, students with learning challenges and students who excel (GATE) Gifted + Talented Education

③ Many years ago I worked as a naturalist in an outdoor Education Programs. Worked YCC (Youth Conservation Corps) as a supervisor. Avid backpacker, outdoor enthusiast, environmentalist + I've lived in my home behind Arana Gulch since 1985. Raised 3 children ages 29, 26 + 19. ☺

How did you hear about the advisory body opening?

☒ City website ☐ Word of mouth ☐ Display ad ☐ City staff or commissioner

Other (explain) _____

CITY OF SANTA CRUZ APPLICATION FOR APPOINTMENT TO ADVISORY BODIES

Applications will be considered active for two years from date of submission.

RECEIVED

JAN 04 2019

NAME Anna Marie Costa DATE 01/03/20 CITY CLERK'S DEPT. _____

RESIDENCE ADDRESS [REDACTED] CITY Santa Cruz ZIP 95060

RESIDENCE PHONE [REDACTED] BUSINESS PHONE _____ EMAIL [REDACTED]

EMPLOYER Google OCCUPATION Accounting Manager

REGISTERED CITY VOTER? YES ☒ NO ☐ YEARS LIVED IN CITY OF SANTA CRUZ 1

EMPLOYED BY CITY OF SANTA CRUZ? YES ☐ NO ☒ ARE YOU PRESENTLY SERVING ON AN ADVISORY BODY? YES ☐ NO ☒

PERSONAL REFERENCE (Optional) Molly Murphy PHONE [REDACTED]

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

<u>2</u> Arts Commission* _____ Board of Building Appeals* <u>3</u> Commission for the Prevention of Violence Against Women* _____ Downtown Commission* _____ Equal Employment Opportunity Committee _____ Historic Preservation Commission*	_____ Parks and Recreation Commission* <u>1</u> Planning Commission* _____ Transportation and Public Works Commission* _____ Sister Cities Committee _____ Water Commission* _____ Other _____
---	---

If you are applying for a specialized category, please indicate:

Advisory Body _____ Category _____

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

Certain personal information on this application is confidential and will be used by City personnel only; however, please note that personal information pertaining to applicants who are appointed to City Boards or Commissions, including address and phone number, will become a matter of public record.

Return to: City Clerk's Department
 809 Center St., Room 9
 Santa Cruz, CA 95060

Fax: 420-5031



Signature of Applicant

• PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION •

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

Hello!

My name is Anna Marie Costa and I moved to Santa Cruz in July when I bought my first house. I currently work at Google as an Accounting Manager in the Fixed Assets group and I lead the team responsible for the accounting for the construction of our global fleet of data centers. I have a currently inactive CPA license (issued in Oregon in 2009). I am currently halfway through a graduate program at American University where I am pursuing a Masters in Public Policy and Administration. My undergraduate work was completed at the University of Portland where I double-majored in Finance and Accounting and minored in Political Science.

I am currently the Treasurer-Secretary for the Board of Directors for the School Health Clinics of Santa Clara County. My fiancé and I plan to be in Santa Cruz for a long time and start our family here so I would love nothing more than to help the local government as much as I can and where I can be the most effective. I believe my finance and accounting background is best suited to the Planning Commission but I am also passionate about the arts.

Thank you for your consideration.

How did you hear about the advisory body opening?

☐ City website ☐ Word of mouth ☐ Display ad ☐ City staff or commissioner

Other (explain) Nextdoor

Applications will be considered active for two years from date of submission.

ADVISORY BODIES

<input type="checkbox"/> Arts Commission*	<input type="checkbox"/> Parks and Recreation Commission*
<input type="checkbox"/> Board of Building Appeals*	<input type="checkbox"/> Planning Commission*
<input checked="" type="checkbox"/> Commission for the Prevention of Violence Against Women*	<input type="checkbox"/> Transportation and Public Works Commission*
<input type="checkbox"/> Downtown Commission*	<input type="checkbox"/> Sister Cities Committee
<input type="checkbox"/> Equal Employment Opportunity Committee	<input type="checkbox"/> Water Commission*
<input type="checkbox"/> Historic Preservation Commission*	<input type="checkbox"/> Other

Shelley Reneipp
Signature of Applicant

376

I am Shelley Keneipp, MH, DiHom (UK), age 69 years, and a resident of Santa Cruz. My husband of 47 years and I moved here ten years ago from Boulder, Colorado. We bought a home and a 4-Plex, which we completely remodeled, in the city of Santa Cruz. We are both active climate change activists and employ the principles of green building, carbon reduction, solar technology, and energy efficiency using environmental-friendly products in our home, businesses, and rental property. We love Santa Cruz and are grateful to live in such a beautiful environment.

I majored in Psychology at the University of Colorado 1970-1972. I went on to become a clinical hypnotist at the Boulder Institute of Hypnosis, where I specialized in working with women who were survivors of sexual, mental, and physical abuse. Along with Medical Doctors and Psychiatrists, I worked in this capacity for 25 years.

Thus, I feel I can be a good contributor and participator on the Commission for the Prevention of Violence Against Women.

Twenty years ago, I wanted to explore a more natural alternative to the toxic pharmaceutical drugs for depression and anxiety. So many women who have been victims of sexual abuse suffer from these two conditions. I embarked on a journey to study homeopathy. My mission was to give women a safer, gentler, and more effective alternative to dealing with these conditions. The majority of my training took place in England with two homeopaths who were teachers at the Centre for Homeopathic Education and founders of The Guild of Homeopaths in London. I hold diplomas from the British Institute of Homeopathy U.K., as well as, the Dynamis School for Advanced Homeopathic Studies, U.K.

I went on to write a book, *The Parent's Guide to Homeopathy for Children*, which now has been translated into two languages. I am presently working on a second book, *Aging Well with Homeopathy*. I have also mostly written a beginner's study guide for The National Center for Homeopathy.

I have been a guest lecturer at the Neuro-Psychiatric Institute at UCLA, twice at the annual conference for The California Homeopathic Medical Society, and at the annual conference of The National Center for Homeopathy. I have also taught many parents how to effectively use homeopathy for their families.

I served on the board of the California Homeopathic Medical Society for five years; two of those years I served as secretary and two more as vice-president. I am presently a volunteer on the education committee for the National Center for Homeopathy.

Locally, in the past, I volunteered my time and homeopathic skills, at no cost, to the mentally-ill homeless at MHCAN and veterans at the Santa Cruz Veteran's Center. Presently, I am a volunteer and donator for the Santa Cruz Warming Center.

I am a firm believer of the three-legged stool when it comes to in dealing with sexual assault, sexual harassment, and domestic violent behaviors. The three legs are: education, establishment of clear boundaries, and the use of law enforcement to provide safety and prosecutors to provide justice, as well as professional resources to make changes in the behaviors of the victims and perpetrators. While the seat of the stool stands for and employs the "art of listening" to all parties involved.

I thank you for reading my application, your consideration, and hope to be chosen to serve the women, their children, and or teens in our community so they can be safe from violence and live a healthy and happy life.

Sincerely,

Shelley Keneipp
Shelley Keneipp

How did you hear about the advisory body opening?

☐ City website ☐ Word of mouth ☐ Display ad ☐ City staff or commissioner
Other (explain) BROOKE NEWMAN, COMMISSIONER

Please use the following space to provide any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

Please see attached file.

How did you hear about the advisory body opening?

☐ City Website ☒ Word of mouth ☐ Display ad ☒ City Staff or Commissioner

Other (explain)

Justin Cummings, Current Mayor, SC City Council

Thank you very much for your consideration for a seat on the Commission for the Prevention of Violence Against Women. I am honored to even be considered. I am eager to be involved and to have a chance to help others at an institutional level. This is a cause and a mission that is not simply close to my heart, but lies within my very core.

I feel I would make an excellent candidate for this position because I have always believed in a call to service of others. In my time in Santa Cruz, I have consistently used my positions as a business owner and a private citizen to further the cause of women in society, amongst other issues. I have an innate compassion for all people, coupled with my practical economic and management awareness from the business world, that I would like to bring to this table to contribute. I also know I have the chance to learn so much from and to collaborate with the talented members of this Commission. My experience with our local community and my abilities to both lead and listen with strength and compassion, makes me an asset for this Commission as it works to end violence towards women.

As a small business owner since 2011, I have consistently advocated and worked to help women and families. I have raised resources and increased awareness through fundraising at my own community events, directly assisting local resources such as the Walnut Avenue Women and Family Center (WAWFC), the Monarch Center, and Planned Parenthood. Through these events, we've contributed thousands annually to the WAWFC. Furthermore, as a recognized Community Partner, I have worked to raise visibility of this necessary resource, which spreads the net for future fundraising and volunteer opportunities.

As the owner of two neighborhood bars and a local pub, I am in a unique position to rally the power of people in my community and to push my staff and patrons together to do good. I like to bring people together and have everyone contribute a small amount to collectively make a big impact. I am proud of the work I have done and will continue to do, because I know it makes an immediate difference for local people. My ability to undertake and execute these events by working with many, including the administration and police of the City of Santa Cruz, demonstrates my ability to work in concert with various people at multiple entities smoothly and efficiently, to reach my goals. I hope to bring these skills and others to help achieve the stated goals of this Commission.

Beyond this help in terms of fundraising and awareness, I feel my core values reflect the mission of this Commission as it seeks to end sexual assault, sexual harassment and domestic violence. Prior to being a small business owner in the City of Santa Cruz, I graduated from University of California – Santa Cruz with a BA in Socio-Cultural Anthropology with Honors. From my studies, I know most behaviors are taught: we are enculturated in our belief systems starting at birth. Best practice must begin with equalizing women within existing outdated belief structures. When women are not seen as equals, they are not afforded humane treatment by others.

To stop the cycles of sexual harassment, sexual assault, and violence towards women, we need to work to change the minds of our society at large. This kind of change may take a generation,

but it is urgently needed. If we can broadcast a consistent message of equality, then we will see an impact now, and as it reverberates, it will amplify over time . Changing people's minds and perceptions is never easy, but having a clear message from the start is important in normalizing our view: namely that women are equal, we are strong, smart, and capable, we are not sex objects or property to be preyed upon, and violence is never the answer.

I believe this change must happen publicly, and individually, through access to counseling and other methods for behavioral changes. People who are victims and the perpetrators need immediate action: either to receive help or to be punished if applicable. Victims especially need strong and immediate support. Offenders need to be dealt with effectively, and overall we need to give people other roadmaps to act so sexual subjugation and violence are not a part of their go-to behaviors. Cycles of violent or oppressive behavior need to be broken and new tools for living need to be taught. I would like to be part of this Commission to help provide a strong advocate for this change.

To even be considered to serve the Commission is a great honor. I have always felt the call to act in the service of others, and I strive to administer my help and resources with warmth and compassion in my life. If I'm fortunate enough to be selected, I promise to bring these same qualities to further the goal of ending violence towards women. I am driven and passionate, and I also like to work collaboratively with other strong and dynamic people. I believe that helping the people in our society should be the primary goal of any governing body, and to combine my core values of service, with my feminist ideals, with the greater reach of the Commission would be an incredible chance for me to help in a way that is larger than myself. Thank you kindly.

CITY OF SANTA CRUZ APPLICATION FOR APPOINTMENT TO ADVISORY BODIES

Applications will be considered active for two years from date of submission.

NAME Mervyn Maze DATE June 3rd 2020
RESIDENCE ADDRESS [REDACTED] CITY Santa Cruz ZIP 95060
RESIDENCE PHONE [REDACTED] BUSINESS PHONE [REDACTED] EMAIL [REDACTED]
EMPLOYER University California San Francisco OCCUPATION Physician-Scientist
REGISTERED CITY VOTER? YES ☒ NO ☐ YEARS LIVED IN CITY OF SANTA CRUZ 33
EMPLOYED BY CITY OF SANTA CRUZ? YES ☐ NO ☐ ARE YOU PRESENTLY SERVING ON AN ADVISORY BODY? YES ☐ NO ☒
PERSONAL REFERENCE (Optional) Katherine Beiers PHONE 831-426-6108

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

- | | |
|---|--|
| <input type="checkbox"/> Arts Commission* | <input type="checkbox"/> Parks and Recreation Commission* |
| <input type="checkbox"/> Board of Building Appeals* | <input type="checkbox"/> Planning Commission* |
| <input checked="" type="checkbox"/> Commission for the Prevention of
Violence Against Women* | <input type="checkbox"/> Transportation and Public Works Commission* |
| <input type="checkbox"/> Downtown Commission* | <input type="checkbox"/> Sister Cities Committee |
| <input type="checkbox"/> Equal Employment Opportunity Committee | <input type="checkbox"/> Water Commission* |
| <input type="checkbox"/> Historic Preservation Commission* | <input type="checkbox"/> Other |

If you are applying for a specialized category, please indicate:

Advisory Body _____ Category _____

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

Please note: this application is considered a public document, and will be available for release upon request.

Return to: City Clerk's Department
809 Center St., Room 9
Santa Cruz, CA 95060

Fax: 420-5031


Signature of Applicant

• PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION •

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

PLEASE SEE ATTACHED CurriculumVitae

How did you hear about the advisory body opening?

☐

City website

☒

Word of mouth

☐

Display ad

☐

City staff or commissioner

Other (explain) KATHERINE BEIERS SUGGESTED I APPLY

**University of California, San Francisco
Curriculum Vitae**

Prepared: September 2013

Name: Mervyn Maze, MB, ChB, FRCP, FRCA, FMedSci

Position: Professor and Chairman
Department of Anesthesia and Perioperative Care
William K. Hamilton Distinguished Professor in Anesthesia

Address: University of California, San Francisco
521 Parnassus Avenue, Suite C455, Box 0648
San Francisco, CA 94143-0648

Voice: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

Education

Year	Institution attended	Degree	Specialty
1965-1970	University of Cape Town, South Africa	MB, ChB	Bachelor of Medicine (Honors) Bachelor of Surgery (Honors)
1971-72	Groote Schuur Hospital, Cape Town, S. Africa	Internship, Resident Medical Officer	Medicine
1973-1976	Royal Free Hospital	Registrar	Medicine
1976-1979	Stanford University, Department of Medicine	Postdoctoral Research Fellow	Medicine
1979-1981	Stanford University, Department of Anesthesia	Residency	Anesthesia

Licenses, Certification

1973 MRCP, Member of the Royal College of Physicians, UK

1982 Certified By the American Board of Anesthesiology

1996 FRCP, Fellow of the Royal College of Physicians, UK

1999 FRCA, Fellow of the Royal College of Anaesthetists, UK

2002 FMedSci, Fellow of the Academy of Medical Sciences

2009 California State Physician, License # A30619

Principal Positions Held

Year	Institution	Rank	Specialty
1972	Department of Medicine, Groote Schuur Hospital, Cape Town, South Africa	Senior House Officer	
1973-1976	Department of Medicine, Royal Free Hospital, London	Registrar, Professorial	
1981-1987	Department of Anesthesia, Stanford University	Assistant Professor	Anesthesia
1981-1999	Veterans Affairs, Palo Alto Health Care System	Staff Physician	
1987-1999	Neuroscience Graduate Program, Stanford University		
1988-1994	Stanford University	Associate Professor	Department of Anesthesia
1994-1999	Stanford University	Professor & Vice-chair	Department of Anesthesia
1999-2006	Imperial College, London, UK	Professor & Chair	Department of Anaesthesia
2006 - August 2009	Imperial College, London, UK	Head	Division of Surgery, Oncology, Reproductive Biology and Anaesthetics
September 2009 - present	University of California San Francisco	Professor & Chair	Department of Anesthesia & Perioperative Care

Other Positions Held Concurrently

Year	Institution /Department	Title/Position, Service or Program
1995-1997	Stanford University, Department of Anesthesia	Director of Research
1997-1999	Stanford University, Department of Anesthesia	Associate Chair for Research
1999-now	Imperial College, London, UK	Sir Ivan Magill Professor of Anaesthetics
1999-now	Chelsea and Westminster Hospital, London, UK	Honorary Consultant Anaesthetist
2000-2009	Imperial College, London, UK	Head, Department of Anaesthetics, Pain Medicine and Intensive Care
2001-2008	Chelsea and Westminster Hospital, London, UK	Director, Research and Development

2002-2006	Chelsea and Westminster Hospital, London, UK	Director, Multi-Disciplinary Education Training and Research
2002-2009	Chelsea and Westminster Hospital Site, Imperial College, London, UK	Campus Dean
2011-present	University of California, San Francisco	William K. Hamilton Distinguished Professor in Anesthesia

Professional Organizations**Memberships**

Year	Organization Name
	California Society of Anesthesiologists
	International Anesthesia Research Society
	American Society of Anesthesiologists
	California Medical Association
	Association of University Anesthesiologists
	American Association for the Advancement of Science
	Society for Neuroscience

Service to Professional Publications

Year	Position	Publication
1988-1992	Associate Editor	Anesthesiology
1995-1999	Associate Editor	Anesthesiology
1999-now	Editor	Anesthesiology
2003-now	Associate Editor	British Medical Bulletin
2004-now	Editor-in-Chief F1000	Anesthesiology

Departmental Service

Year	Department	Committee
2009-present	Department of Anesthesia, UCSF	Chair's Advisory Committee
2009-present	Department of Anesthesia, UCSF	Chief Residents Committee
2009-present	Department of Anesthesia, UCSF	Clinical Services Committee
2009-present	Department of Anesthesia, UCSF	Faculty Affairs Committee
2009-present	Department of Anesthesia, UCSF	Finance Committee
1981-1990	Department of Anesthesia, Stanford University	Resident's Education Committee
1987-1999	Department of Anesthesia, Stanford University	Appointment and Promotions Committee
1995-1999	Department of Anesthesia, Stanford University	Research Committee

University and Public Service

2009	Foundation for Anesthesia Education & Research (FAER)	Member of Scientific Advisory Board & Board of Directors
------	---	--

2010-present	SmartTots	Scientific Advisory Board Member
2010-present	UCSF	Operational Excellence: Faculty Oversight Committee
2009-present	UCSF, Medical Center	Executive Medical Board
2009-present	UCSF, Medical Center	Moffitt/Long Block Time
2009-present	UCSF, Medical Center	NORA Management Committee
2009-present	UCSF, Medical Center	OR Block Committee
2009-present	UCSF, Medical Center	Perioperative Leadership Council
2009-present	UCSF, Medical Center	Parnassus Heights & MZ Space Committee
2009-present	UCSF, Medical Center	Risk Management Committee
2009-present	UCSF, School of Medicine	Dean's Finance Committee
2009-present	UCSF, School of Medicine	Space Committee
2009-present	UCSF, School of Medicine	Committee on Measuring Education
1982-1999	Stanford Health Services	Well-Being of Physicians
1985-1995	Veterans Affairs Hospital	Animal Care and Use Committee
1988-1992	Stanford University	Minority Admissions Advisory Committee
1992-1999	Stanford University	Medical School Admission Committee
1992-1999	Stanford University	South African Faculty Initiative Committee
1996-1999	Stanford University	Laboratory Safety Committee
United Kingdom		
2001-2009	Faculty of Medicine, Imperial College	Chair, Finance Committee
2001-2004	Faculty of Medicine, Imperial College	Research Committee
2001-2009	Imperial College Liaison Group	Chair, Chelsea and Westminster Hospital
2002-2009	Imperial College	Principals Advisory Group
2002-2009	Faculty of Medicine, Imperial College	Human Resources Committee
2002-2005	Faculty of Medicine, Imperial College	Chair, Estates Committee
2002-2009	Imperial College	Deputy Head, Division of Surgery, Anaesthetics, and Intensive Care
2002-2009	Chelsea and Westminster Hospital Campus, Imperial College	Dean
2002-2009	Chelsea and Westminster Hospital, Imperial College	Chair, Research and Development Committee
2002-2009	Chelsea and Westminster Hospital	Chair, Multidisciplinary Education and Training Committee
2002-2008	Chelsea and Westminster Hospital	Chair, Way Forward Group
2003-2007	Academy of Medical Scientists	Clinical Academic Careers Committee
2004-2007	Division of Surgery, Oncology, Reproductive Biology and Anaesthetics, Imperial College	Deputy Head

2006-2008	Research Activity Exercise for HEFCE	Panelist
2007-2009	Division of Surgery, Oncology, Reproductive Biology and Anaesthetics, Imperial College	Head
2007-2009	Academic Health Sciences Centre	Director, Research Surgery & Oncology
2008-2009	UK Clinical Research Network	Chair, Anaesthesia Specialty Group
International		
1988-1992	Association of University Anesthesiologists	Scientific Advisory Board
1995-1998	Association of University Anesthesiologists	Councilor
2001-now	European Society of Anesthesia	Scientific Committee
2004-2007	Wellcome Trust	Clinical Research Committee
2004-2007	Academy of Medical Sciences	Selection Committee
2005-now	European Society of Anesthesia	Chair, Subcommittee on Pain

Research Trainees

Undergraduate – 24

Medical Students – 26

Postdoctoral Fellows – 22

PhD Students – 10

Research and Creative Activities**Research Awards and Grants**Current

1. No grant number (Co-Principal Investigator)	2006 - 2009
MRC Project Grant, UK	
Sleep Pathways and General Anaesthesia	
2. No grant number (Co-Principal Investigator)	2008 - 2010
MRC Project Grant, UK	
Xenon-hypothermia for Neonatal Asphyxia	
3. No grant number (Co-Principal Investigator)	2009 – 2011
MRC, UK	
Xenon for Renal Transplantation	

Pending

1 RO1 GM104194-01A1	2013-2017
Inflammation resolving mechanism dysregulation in postoperative cognitive decline	Impact Score: 27 Percentile: 11

Past

1. 5732 GM 07026-03 (Trainee) NIH	1977
Membrane Pathology Postdoctoral Research Fellowship	

2. 1F32 AM 05987-01 (Trainee)	1978
NIH	
Postdoctoral Research Fellowship	
3. 1R23 GM 30232 (PI)	1981 – 1983
NIH	
New Investigator Research Award	
Catecholamine Halothane Interactions during anesthesia	
4. No grant number (PI) Department of Veterans Affairs	1981 – 1983
RAG	
Myocardial sensitization by halothane to exogenous catecholamines	
5. 2507-RR5353-20 (PI)	1982
NIH	
Biomedical Research Support Grant	
Adrenergic function and cardiopulmonary bypass	
6. R01 GM 30232 (PI)	1983 – 1993
NIH	
Adrenergic Actions During Anesthesia With Volatile Agents	
7. Grant-in-aid 86N133 (PI)	1986
American Heart Association, California Affiliate	
8. No grant number (PI)	1987 – 1988
American Cancer Society	
Sympathetic nervous system in a rat model of pheochromocytoma	
9. No grant number (PI)	1987 – 1989
International Anesthesia Research Society - BB Sankey Award	
Anesthetic depth and central monoaminergic neurotransmission	
10. No grant number (PI)	1988 – 2004
VA Merit Review – Department of Veterans Affairs	

Functional effects of anesthesia on the adrenergic nervous system	
11. No grant number (Co-Principal Investigator)	1989 – 1992
VA-DOD Collaborative Project – Department of Veterans Affairs	
Perioperative use of clonidine as an adjunctive anesthetic agent	
12. R01 GM 30232(PI)	1993 – 2002
NIH	
Actions Of Alpha-2 Adrenergic Agonists In Anesthesia	
13. RO1 GM 57545 (PI)	1998 - 2003
NIH	
Mechanisms for tolerance to Actions of alpha-2 agonists	
14. No grant number (PI)	1999 - 2005
MRC Programme Grant, UK	
Endogenous and Exogenous actions of alpha-2 agonists in Anaesthesia and Analgesia	
15. No grant number (Co-Principal Investigator)	2000 - 2007
MRC Co-operative Group Grant, UK	
General Anaesthesia and Neuronal Excitability	
16. No grant number (Co-Principal Investigator)	2000 - 2001
JIF Award, UK	
General Anaesthesia: from Molecular Actions to Neuronal Pathways	
17. No grant number (Investigator)	2001 - 2003
MRC Clinical Trial, UK	
A clinical trial as proof of principle of the analgesic effectiveness of cannabinoids on post-operative pain	

Peer Reviewed Publications

Bibliography

Scientific Articles

1. **Maze M**, Novis BH, Lurie BB: Involuntary muscle involvement in dystrophia myotonica. S African Med J 47:1947-1950, 1973
2. **Maze M**, Novis BH, Lurie BB, Bank S: Involuntary muscle involvement in dystrophia Myotonica. Case report. S Afr Med J 47; 1947-50, 1973
3. James O, Wood J, **Maze M**, Gayotto LC, Williams HS, Sherlock S: Proceedings: 67Ga citrate liver scanning: evaluation of its use in 80 patients and evidence of intrahepatic distribution by autoradiography. Gut 15: 342, 1974
4. **Maze M**, Wood JJ: 67Ga-uptake in liver lesions. J Nuclear Med 16:442-443, 1975
5. Agnew J, **Maze M**, Mitchell C: Review Article: Pancreatic scanning. Br J Radiol 49:979-995, 1976
6. Agnew J, **Maze M**: Clinical trial of four pancreatic scanning agents. Br J Radiol 51:206-209, 1978
7. **Maze M**, Gray GM: Intestinal brush border amino-oligopeptidases: Cytosol precursors of the membrane enzyme. Biochemistry 19:2351-2358, 1980
8. Samuels SI, **Maze M**: Beta-receptor blockade following the use of eye drops. Anesthesiology 52:369-379, 1980
9. **Maze M**: Clinical implications of membrane receptor function in anesthesia. Anesthesiology 55:160-171, 1981.
10. Scott J, **Maze M**, Peters TJ: Prednisolone enhances aminopeptidase turnover in the adult rat small intestine. Biochim Biophys Acta 719:464-473, 1982
11. **Maze M**, Smith CM: Identification of receptor mechanism mediating epinephrine-induced arrhythmias during halothane anesthesia in the dog. Anesthesiology 59:322-326, 1983
12. **Maze M**, Mason DM, Kates RE: Verapamil decreases MAC for halothane in dogs. Anesthesiology 59:327-329, 1983
13. **Maze M**, Mason DM: Etiology and treatment of halothane-induced arrhythmias. Clinics in Anaesthesiology 1:301-322, 1983
14. Spiss CK, Smith CM, **Maze M**: Alpha-adrenergic responsiveness correlates with epinephrine dose for arrhythmias during halothane anesthesia in dogs. Anesth Analg 63:297-300, 1984
15. Berry AJ, Isaacson IL, Kane MA, Shatz GC, Bastron RD, **Maze M**, Spiss CK, Rizk SK, Ronai AK, Kimovec MA: Multicenter study of the prevalence of hepatitis B viral serologic markers in anesthesia personnel. Anesth Analg 63:738-742, 1984
16. Spiss CK, Smith CM, **Maze M**: Halothane-epinephrine arrhythmias and adrenergic responsiveness following chronic imipramine administration in dogs. Anesth Analg 63:825-828, 1984
17. Spiss CK, **Maze M**: Adrenerge Rezeptore: Der Anesthesist 34:1-10, 1985

18. Spiss CK, Smith CM, Tsujimoto G, Hoffman BB, **Maze M**: Prolonged hyporesponsiveness of vascular smooth muscle contraction after halothane anesthesia in rabbits. *Anesth Analg* 64:1-6, 1985
19. **Maze M**, Smith CM, Baden JM: Halothane anesthesia does not exacerbate hepatic dysfunction in cirrhotic rats. *Anesthesiology* 62:1-5, 1985
20. Metz S, **Maze M**: Halothane concentration does not alter the threshold for epinephrine-induced arrhythmias in dogs. *Anesthesiology* 62:470-474, 1985
21. Berry AJ, Isaacson IJ, Kane MA, Schatz GC, Clark BT, Beaupre P, Derrer S, Kapur P, Thompson J, Martin D, Lange HS, **Maze M**, Spiss CK, Ronai AK, Komovec MA: A multicenter study of the epidemiology of hepatitis B in Anesthesia Residents. *Anesth Analg* 64:672-676, 1985
22. Gaba DM, Metz S, **Maze M**: Post-countershock myocardial damage after pretreatment with adrenergic and calcium channel antagonists in halothane-anesthetized dogs. *Anesthesiology* 62:610-614, 1985
23. Metz S, **Maze M**: Antiarrhythmic effect of verapamil may be independent of calcium channel blockade. *Anesthesiology* 63; 233, 1985
24. **Maze M**, Hayward E, Gaba DM: Alpha-1 adrenergic blockade raises epinephrine-arrhythmia threshold in halothane-anesthetized dogs in a dose-dependent fashion. *Anesthesiology* 63:611-615, 1985.
25. Baden JM, Kundomal YR, Luttrupp ME, **Maze M**, Kosek JC: Effects of volatile anesthetics or fentanyl on hepatic function in cirrhotic rats. *Anesth Analg* 64:1183-1188, 1985
26. **Maze M**, Spiss CK, Tsujimoto G, Hoffman BB: Epinephrine infusion induces hyporesponsiveness of vascular smooth muscle. *Life Sci* 37:1571-1578, 1985
27. Prokocimer PG, Nicholls E, Gaba DM, **Maze M**: Epinephrine arrhythmogenicity is enhanced by acute, but not chronic, aminophylline administration during halothane anesthesia in dogs. *Anesthesiology* 65:13-18, 1986
28. Nicholls EA, Louie GL, Prokocimer PG, **Maze M**: Halothane anesthetic requirements are not affected by aminophylline treatment in rats and dogs. *Anesthesiology* 65:637-641, 1986
29. Louie GL, Prokocimer PG, Nicholls EA, **Maze M**: Aminophylline shortens thiopental sleep-time and enhances noradrenergic neurotransmission in rats. *Brain Research* 383:377-381, 1986.
30. Pearl RG, **Maze M**, Rosenthal MH: Pulmonary and systemic hemodynamic effects of central venous and left atrial vasopressor administration in the dog. *Journal of Cardiothoracic Anesthesia* 1:29-35, 1987
31. Rice SA, **Maze M**, Smith CM, Kosek JC, Mazze RI: Halothane hepatotoxicity in Fischer 344 rats pretreated with isoniazid. *Toxicology and Applied Pharmacology* 87:411-419, 1987
32. Prokocimer PG, **Maze M**, Hoffman BB: Role of the sympathetic nervous system in the maintenance of hypertension in rats harboring pheochromocytoma. *J Pharmacol Exp Ther* 241:870-874, 1987
33. **Maze M**, Birch B, Vickery RG: Clonidine reduces halothane MAC in rats (Correspondence; Peer-Reviewed). *Anesthesiology* 67: 868-869, 1987
34. Birch BD, Louie GL, Vickery RG, Gaba DM, **Maze M**: L-Phenylisopropyladenosine (LPIA) diminishes halothane anesthetic requirements and decreases noradrenergic neurotransmission in rats. *Life Sciences* 42: 1355-1360, 1988.

35. Prokocimer PG, **Maze M**, Vickery R, Kraemer F, Gandjei R, Hoffman B: Mechanism of halothane-induced inhibition of isoproterenol-stimulated lipolysis in isolated adipocytes. *Molecular Pharmacology* 33:338-343, 1988
36. **Maze M**, Vickery RG, Merlone SC, Gaba DM: Anesthetic and hemodynamic effects of the alpha-2 adrenergic agonist, azepexole, in isoflurane-anesthetized dogs. *Anesthesiology* 68:689-694, 1988
37. Vickery RG, Sheridan BC, Segal IS, **Maze M**: Anesthetic and hemodynamic effects of the stereoisomers of medetomidine, an alpha-2 adrenergic agonist, in halothane-anesthetized dogs. *Anesth Analg* 67:611-615, 1988
38. Prokocimer PG, **Maze M**, Vickery RG, Hoffman BB: Mechanism for desensitization of β -adrenergic response in fat cells. *Endocrinology* 123:528-533, 1988
40. Segal IS, Vickery RG, Sheridan BC, Doze VA, **Maze M**: Dexmedetomidine diminishes halothane anesthetic requirements in rats through a postsynaptic alpha-2 adrenergic receptor. *Anesthesiology* 69:818-823, 1988
41. **Maze M**, Prokocimer PG, Marty JM, Syrota A, Seto M, Kraemer FB, Hoffman BB: Perioperative changes in adrenergic responsiveness: Effects of anesthetics on adrenoceptor effector mechanisms. *Neurology and Neurobiology* 42C:461-468, 1988
42. Doze VA, Chen B-X, Li Z, **Maze M**: Pharmacologic characterization of the receptor mediating the hypnotic action of D-medetomidine. *Acta Veterinaria Scandinavica* 85:61-64, 1989
43. Vickery RG, **Maze M**: Action of the stereoisomers of medetomidine in halothane-anesthetized dogs. *Acta Veterinaria Scandinavica* 85:71-76, 1989
44. Segal IS, Vickery RG, **Maze M**: Dexmedetomidine decreases halothane anesthetic requirements in rats. *Acta Veterinaria Scandinavica* 85:55-59, 1989
45. **Maze M**, Segal IS, Bloor BC: Clonidine and other alpha-2 adrenergic agonists. *Journal of Clinical Anesthesia* 1:149-157, 1989
46. **Maze M**: Anesthesia and ion channel function in the autonomic nervous system. *Int Anesthesiol Clin* 27:248-258, 1989
47. Weinger MB, Segal IS, **Maze M**: Dexmedetomidine, acting through central alpha-2 adrenoceptors, prevents opiate-induced muscle rigidity in the rat. *Anesthesiology* 71:242-249, 1989
48. Doze VA, Chen B-X, **Maze M**: Dexmedetomidine produces a hypnotic-anesthetic action in rats via activation of central alpha-2 adrenoceptors. *Anesthesiology* 71:75-79, 1989
49. Doze VA, Chen B-X, Tinklenberg JA, Segal IS, **Maze M**: Pertussis toxin and 4-aminopyridine differentially affect the hypnotic-anesthetic action of dexmedetomidine and pentobarbital. *Anesthesiology* 73:304-307, 1990
50. **Maze M**: Transmembrane signalling and the holy grail of anesthesia. *Anesthesiology* 72:959-961, 1990.
51. Segal IS, Walton JK, Irwin I, DeLanney LT, Ricaurte GA, Langston JW, **Maze M**: Modulating role of dopamine on anesthetic requirements. *Eur J Pharm.* 186: 9-15, 1990.
52. De Campli WM, Baldwin JC, Hagberg RC, Gaba DM, **Maze M**: Adrenergic characteristics of the pulmonary artery "baroreflex". *J Appl Cardiology.* 5:339-347, 1990
53. **Maze M**. The role of alpha-2 agonists in anesthesia. *Advances in Anesthesia* 8:115-156, 1990.

54. Segal IS, Jarvis DD, Duncan SR, White PF, **Maze M**: Clinical efficacy of oral-transdermal clonidine combinations during the perioperative period. *Anesthesiology* 74:220-225, 1991
55. **Maze M** and Tranquilli: Alpha-2 adrenoceptors agonists: defining its role in clinical anesthesia. *Anesthesiology* 74:581-605, 1991
56. Guo T-Z, Maze B, **Maze M**: Attenuation of central alpha-2 adrenergic action in diabetic rats. *J Pharm Biochem & Behav* 39:383-387, 1991
57. Hayashi Y, Sumikawa K, **Maze M**, Yamatodani, Kamibayashi T, Kuro M, Yoshiya I. Dexmedetomidine prevents epinephrine-induced arrhythmias through stimulation of central alpha-2 adrenoceptors in halothane-anesthetized dogs. *Anesthesiology* 75:113-117, 1991
58. Tinklenberg JA, Segal IS, Guo T-Z, Aldrich R, **Maze M**: Analysis of anesthetic action on the potassium channels of the Shaker mutants of drosophila. *Ann NY Acad Sci* 625:524-534, 1991
59. **Maze M**, Regan JW: Role of signal transduction in anesthetic action of alpha-2 adrenergic agonists. *Ann NY Acad Sci* 625:409-423, 1991
60. **Maze M**, Virtanen R et al: Effects of dexmedetomidine, a novel imidazole sedative-anesthetic agent, on adrenal steroidogenesis: in vivo and in vitro studies. *Anesth Analg* 73:204-208, 1991
61. Guo T-Z, Tinklenberg J, Olikar R, **Maze M**: Central alpha-1 adrenoceptor stimulation functionally antagonizes the hypnotic response to dexmedetomidine, an alpha-2 adrenoceptor agonist. *Anesthesiology* 75:252-256, 1991
62. Savola MKT, Woodley SJ, **Maze M**, Kendig JJ: Isoflurane and an alpha-2 adrenoceptor agonist suppress nociceptive neurotransmission in neonatal rat spinal cord. *Anesthesiology* 75:113-117, 1991
63. Kendig JJ, Savola MKT, Woodley SJ, **Maze M**: Alpha-2 adrenoceptors inhibit a nociceptive response in neonatal rat spinal cord. *Eur J Pharmacol.* 192:293-300, 1991.
64. Savola MKT, MacIver MB, Doze VA, Kendig JJ, **Maze M**: The alpha-2 adrenoceptor agonist dexmedetomidine increases the apparent potency of the volatile anesthetic isoflurane in rats in vivo and in hippocampal slice in vitro. *Brain Research* 548:23-28, 1991
65. Hayashi Y, Sumikawa K, **Maze M**: Mechanism of antiarrhythmic effect of dexmedetomidine on epinephrine-induced arrhythmias (Correspondence; Peer-Reviewed). *Anesthesiology* 75:1116-1117, 1991
66. Schwinn SA, Correa-Sales C, Page SO, **Maze M**: Functional effects of activation of α_1 -adrenergic receptors by dexmedetomidine: in vivo and in vitro studies. *J Pharm Exp Ther* 259:1147-1152, 1991
67. Ford SR, **Maze M**, Gaba D: A comparison of etomidate and thiopental anesthesia for cardioversion. *J Cardiothoracic and Vascular Anesthesia* 5:563-565, 1991
68. Salonen MA, Kanto JH, **Maze M**: Clinical interactions with alpha-2 adrenergic agonists in anesthetic practice. *J Clin Anesth* 4:164-172, 1992
69. Fujinaga M, **Maze M**, Hoffman BB, Baden JM: Activation of alpha-1 adrenergic receptors modulates the control of left/right sidedness in rat embryos. *Developmental Biology* 150: 419-421, 1992
70. Correa-Sales C, Rabin BC, **Maze**: A hypnotic response to dexmedetomidine, an alpha-2 agonist is mediated in the locus coeruleus in rats. *Anesthesiology* 76:948-952, 1992

71. Jarvis DA, Duncan S, Segan IS, **Maze**: Ventilatory effects of clonidine alone, and the presence of alfentanil, in human volunteers. *Anesthesiology* 76: 899-905, 1992
72. Salonen M, Reid KR, **Maze M**: Synergistic interaction alpha-2 adrenergic agonists and benzodiazepines in rats. *Anesthesiology* 76:1004-1011, 1992
73. Salonen M, Onaivi ES, **Maze M**: Dexmedetomidine synergism with midazolam in the elevated plus - Maze test in rats. *Psychopharmacology* 108:229-234, 1992
74. Belleville JP, Ward DS, Bloor BC, **Maze M**: Effects of intravenous dexmedetomidine in humans. I. Sedation, ventilation, and metabolic rate. *Anesthesiology* 77:1125-1133, 1992
75. Bloor BC, Ward DS, Belleville JP, **Maze M**: Effects of intravenous dexmedetomidine in humans. II. Hemodynamic change. *Anesthesiology* 77:1134-1142 1992
76. Correa-Sales C, Nacif-Coelho C, Reid K, **Maze M**: Inhibition of adenylate cyclase in the locus coeruleus mediates the hypnotic response to an alpha-2 agonist in the rat. *J Pharmacology & Experimental Therapeutics* 263:1046-1049, 1992
77. Correa-Sales C, Reid K, **Maze M**: Pertussis toxin-mediated ribosylation of G proteins blocks the hypnotic response to an alpha-2 agonist in the locus coeruleus of the rat. *Pharmacology, Biochemistry, Behavior* 43:723-727, 1992
78. Dyck JB, **Maze M**, Haack C, Vuorilehto L, Shafer SL: The pharmacokinetics and hemodynamic effects of intravenous and intramuscular dexmedetomidine hydrochloride in adult human volunteers. *Anesthesiology* 78:813-820, 1993
79. **Maze M**, Scheinin M: Molecular Pharmacology of alpha-2 adrenergic receptors. *Anesthetic Pharmacology Review* 1:233-237, 1993
80. Dyck JB, **Maze M**, Haack C, Azarnoff DL, Vuorilehto L, Shafer SL: Computer-controlled infusion of intravenous dexmedetomidine hydrochloride in adult human volunteers. *Anesthesiology* 78:821-828, 1993
81. Hayashi Y, Kamibayashi T, **Maze M**, Yamatodani A, Sumikawa K, Kuro M, Yoshiya I. Role of imidazoline-preferring receptors in the genesis of epinephrine-induced arrhythmias in halothane-anesthetized dogs. *Anesthesiology*, 78:524-530, 1993
82. Zornow MH, **Maze M**, Dyck B, Shafer SL: Dexmedetomidine decreases cerebral blood flow velocity in humans. *J Cerebral Blood Flow and Metabolism* 13:350-3, 1993
83. Salonen M, **Maze M**: Implementation of a Radioreceptor Assay for Dexmedetomidine. *Pharmacology and Toxicology* 73:254-256, 1993
84. Hayashi Y, **Maze M**: Alpha-2 adrenoceptor agonists and anaesthesia. *British Journal of Anaesthesia* 71:108-18, 1993
85. Matsumoto M, Zornow MH, Rabin BC, **Maze M**: The alpha-2 adrenergic agonist, dexmedetomidine, selectively attenuates ischemia-induced increases in striatal norepinephrine concentrations. *Brain Research*.627:325-329, 1993
86. Maier C, Steinberg GK, Sun GH, Tian Zhi G, **Maze M**: Neuroprotection by the alpha-2 adrenoceptor agonist, dexmedetomidine, in a focal model of cerebral ischemia. *Anesthesiology* 79:306-12, 1993
87. Daunt DA, Dunlop CI, Chapman PL, Shafer SL, Ruskoaho H, Vakkuri O, Hodgson DS, Tyler LM, **Maze M**: Cardiopulmonary and behavioral responses to computer-driven infusions of detomidine in standing horses. *Am J Vet Res*. 54:2075-2082, 1993

88. Reid K, Hayashi Y, Guo T-Z, Correa-Sales C, Nacif-Coelho C, **Maze M**: Chronic administration of an alpha-2 adrenergic agonist desensitizes rats to the anesthetic effects of dexmedetomidine. *Pharmacology Biochemistry Behavior* 47:171-175, 1994
89. Nacif-Coelho C, Correa-Sales C, Chang LL, **Maze M**: Perturbation of ion channel conductance alters the hypnotic response to the alpha-2 adrenergic agonist dexmedetomidine in the locus coeruleus of the rat. *Anesthesiology* 81:1527-1534, 1994
90. Hayashi Y, Guo T-Z, **Maze M**: Desensitization to the behavioral effects of alpha-2 adrenergic agonists in rats. *Anesthesiology* 82:954-962, 1995
91. Mizobe T, **Maze M**: Alpha-2 adrenoceptor agonists and anesthesia. *Int Anesthesiol Clin* 33:81-102, 1995
92. **Maze M**, Poree L, Rabin BC: Anaesthetic and analgesic action of alpha-2 adrenoceptor agonists. *Pharmacology Communications* 6:175-182, 1995.
93. Seidel, W.F., **M. Maze**, W.C. Dement and D.M. Edgar: Alpha-2 adrenergic modulation of sleep: time-of-day-dependent pharmacodynamic profiles of dexmedetomidine and clonidine in the rat. *J. Pharmacol. Exp. Ther.* 275:263-273, 1995
94. Hayashi, Y, Rabin BC, Guo T-Z, **Maze M**: The role of pertussis toxin-sensitive g proteins in the analgesic and anesthetic actions of alpha-2 adrenergic agonists in the rat. *Anesthesiology* 83:816-822, 1995
95. Mizobe T, **Maze M**, Lam V, Suryanarayana S, Kobilka BK: Arrangement of transmembrane domains in adrenergic receptors: Similarity to Bacteriorhodopsin. *J Biological Chemistry* 271:2387-2389, 1996
96. Buttermann AE, **Maze M**: Alpha-2 adrenergic agonists in Anesthesiology. *Seminars in Anesthesia* 15:27-40, 1996
97. Guo T-Z, Buttermann AE, Jiang J-Y, **Maze M**: Dexmedetomidine injection into the locus coeruleus produces analgesia. *Anesthesiology* 84:873-881, 1996
98. Kim HK, Zornow MH, Strnat MAP, **Maze M**: Dexmedetomidine does not attenuate increases in excitatory amino acids after transient global ischemia in the rabbit. *J Neurosurgical Anesthesiology* 8:230-235, 1996
99. Rabin BC, Guo T-Z, Gregg K, **Maze M**: The role of alterations in serotonergic neurotransmission in the hypnotic response to dexmedetomidine, a selective alpha-2 adrenoceptor agonist. *Eur J Pharmacol* 306:51-59, 1996
100. Rabin BC, Reid K, Guo T-Z, Gustaffson E, Zhang C, **Maze M**: The sympatholytic and mac-sparing responses are preserved in rats rendered tolerant to the hypnotic and analgesic action of dexmedetomidine, a selective alpha-2 adrenergic agonist. *Anesthesiology* 85:565-573, 1999
101. Mizobe T, Maghsoudi K, Sitwala K, Guo T-Z, Ouj J, **Maze M**: Antisense technology reveals the alpha-2A adrenoceptor to be the subtype mediating the hypnotic response to the highly selective agonist, dexmedetomidine, in the locus coeruleus of the rat. *J Clin Invest* 98; 1076-80 1996
102. Kamibayashi T, **Maze M**: Perioperative use of alpha-2 adrenergic agonists. *Current Opinion in Anaesthesiology* 9:323-327, 1996
103. Hayashi, Y, Guo T-Z, **Maze M**: Hypnotic and analgesic effects of the alpha-2 adrenergic agonist dexmedetomidine in morphine tolerant rats. *Anesth Analg* 83:606-610, 1996

104. Guo T-Z, Poree L, Golden W, Stein J, Fujinaga M, **Maze M**: The antinociceptive response to nitrous oxide is mediated by supraspinal opiate and spinal alpha-2 adrenergic receptors in the rat. *Anesthesiology* 85:846-852, 1996
105. Kamibayashi T, Harasawa K, **Maze M**: Alpha 2 adrenergic agonists. *Can J Anaesth* 44; R 31-22 1997
107. Reid K, Hsu J, Maguire PA, Rabin BC, Guo T-Z, **Maze M**: Chronic administration of dexmedetomidine decreases an alpha-2 adrenergic receptor binding affinity, ribosylation of PTX-sensitive G proteins, and inhibition of adenylyl cyclase in the locus coeruleus of rats. *Pharmacology Biochemistry Behavior* 57:63-71, 1997
108. Rabin BC, Guo T-Z, **Maze M**: Dissociation of hypnotic-anesthetic actions of alpha-2 agonists from cyclic AMP in the rat. *Pharmacology Biochemistry Behavior* 57:23-29, 1997
109. Mizobe T; **Maze M**: Molecular Pharmacology of alpha-2 adrenoceptors; relevance to anesthesia. *Anesthesiology Clinics of North America* 1:1-26,1997
110. Lakhani PP, MacMillan LB, Guo T-Z, McCool BA, Lovinger DM, **Maze M**, Limbird LE: Substitution of a mutant alpha 2A- adrenergic receptor via "hit and run" targeting reveals the role of this subtype in sedative, analgesic, and anesthetic-sparing responses. *PNAS* 94:9950-9955, 1997
111. Reid K, Guo T-Z, Davies MF, **Maze**: Nifedipine, a L-type calcium channel blocker, restores the hypnotic response in rats made tolerant to the alpha-2-adrenergic agonist dexmedetomidine. *J Pharmacol Experimental Therapeutics* 283: 993-999, 1997
112. Fang F Guo T-Z, Davies MF, **Maze M**: Opiate receptors in the periaqueductal gray mediate analgesic effect of nitrous oxide in rats. *European J Pharmacology* 336:137-41, 1997
114. **Maze M**: Why does insensitivity to opioid narcotics develop? *Anesthesiology* 87:1033-034, 1997
115. **Maze M**: "Exciting" aspects of opiate receptor signal transduction. *Anesthesiology* 87:1032-1033, 1997
116. Poree LR, Guo T-Z, Kingery WS, **Maze**: Evidence for the role of peripheral alpha-2 adrenoceptors in inhibition of neuropathic thermal and mechanical hyperalgesia. *Anesthesia and Analgesia* 87:941-948, 1998
117. Buttermann AE, Reid KR, **Maze M**: Are Cholinergic Pathways involved in the anesthetic response to alpha-2 agonists. *Toxicology Letters* 100:17-22, 1998
118. Guo T-Z Reid K, Davies MF, Nacif-Coelho C, Rabin BC, Gonzalez F, **Maze**: Chronic desipramine treatment desensitizes the rat to anesthetic and antinociceptive effects of the a-2 adrenergic agonist dexmedetomidine. *Anesthesiology* 88:1634-1642, 1998
119. MacMillan LB, Lakhani PP, Hein L, Piscik M, Guo T-Z, Lovinger DM, **Maze M**, Limbird LE: In vivo mutations of the alpha 2A-adrenergic receptor by homologous recombination reveals the role of this receptor subtype in multiple physiological processes. *Adv Pharmacol* 42:493-496, 1998
120. Kingery WS, Guo T-Z, Poree LR, **Maze M**: Colchicine treatment of the sciatic nerve reduces neurogenic extravasation, but does not affect nociceptive thresholds or collateral sprouting in neuropathic or normal rats. *Pain*, 74:11-20, 1998
121. Poree LR, Guo T-Z, Kingery WS, **Maze M**: The analgesic potency of dexmedetomidine is enhanced after nerve injury: a possible role for peripheral alpha-2 adrenoceptors. *Anesth Analg* 87; 941-8 1998
122. Guo T-Z, Davies MF, Kingery WS, **Maze**: Nitrous oxide produces antinociceptive response via alpha 2B and/or alpha 2C adrenoceptor subtypes in mice. *Anesthesiology* 90 470-6 1999

123. Kingery, W.S., Castellote, J.M., **Maze M**: Methylprednisolone prevents the development of autotomy and neuropathic edema in rats, but has no effect on nociceptive thresholds. *Pain* 80: 555-556 1999.
124. Zhang C, Davies MF, Guo T-Z, **Maze M**: The analgesic action of nitrous oxide is dependent on the release of norepinephrine in the dorsal horn of the spinal cord. *Anesthesiology* 91; 1401-7 1999
125. Kingery, W., Guo, T.-Z., Davies, M.F., Limbird, L., **Maze, M**: The alpha 2A adrenoceptor and the sympathetic postganglionic neuron contribute to the development of neuropathic heat hyperalgesia in mice. *Pain* 85: 345-58 2000
126. **Maze M**, Talke P, Hassan E: Dexmedetomidine: Viewpoints. *Drugs* 59:269-270, 2000
127. Kamibayashi, T, **Maze M**: Clinical Uses of alpha-2 adrenergic agonists. *Anesthesiology* 93: 1345-1349 2000
128. **Maze M**, Fujinaga M: Recent Advances in understanding the actions and toxicity of nitrous oxide. *Anaesthesia* 55: 311-4 2000
129. **Maze M**, Fujinaga M: Alpha-2 adrenoceptors in pain modulation: which subtype should be targeted to produce analgesia? *Anesthesiology* 92: 934-6 2000
130. Sawamura S, Kingery WS, Davies MF, Agashe GS, Clark JD, Kobilka BK, Hashimoto T, **Maze M**: Antinociceptive action of nitrous oxide is mediated by stimulation of noradrenergic neurons in the brainstem and activation of (alpha) 2B adrenoceptors. *J Neurosci* 20: 9242-51 2000
131. Fender C, Fujinaga M, **Maze M**: Strain differences in the antinociceptive effect of nitrous oxide on the tail flick test in rats. *Anesth Analg* 90; 195-9 2000
132. Fujinaga M, Doone R, Davies MF, Krane EJ, **Maze**: Nitrous oxide lacks the antinociceptive effect on the tail flick test in newborn rats. *Anesth Analg* 91; 6-10 2000
133. Wilhelm S, **Maze M**. Current issues in adult and paediatric ambulatory anaesthesia: is there a role for alpha-2 agonists in conscious sedation in adults and paediatric ambulatory surgical practice? *Curr Opin Anaesthesiol* 13: 619-624
134. Kingery WS, Agashe GS, Sawamura S, Davies MF, Clark JD, **Maze M**: Glucocorticoid inhibition of neuropathic hyperalgesia and spinal C Fos expression. *Anesth Analg* 92(2):476-482, 2001
135. **Maze M**, Fujinaga M: Pharmacology of Nitrous Oxide *Best Pract Res Clin Anaesthesiol* 15:339-348, 2001
136. Anand KJ, **Maze M**. Fetuses, fentanyl, and the stress response: signals from the beginnings of pain? *Anesthesiology* 95:823-5, 2001
137. Jones ME, **Maze M**. Can we characterize the central nervous system actions of alpha2-adrenergic agonists? *Br J Anaesth* 86:1-3, 2001
138. Kingery WS, Guo T, Agashe GS, Davies MF, Clark JD, **Maze M** Glucocorticoid inhibition of neuropathic limb edema and cutaneous neurogenic extravasation. *Brain Res* 913:140-8, 2001
139. Hashimoto T, **Maze M**, Ohashi Y, Fujinaga M. Nitrous oxide activates GABAergic neurons in the spinal cord in Fischer rats. *Anesthesiology* 95:463-9, 2001
140. **Maze M**, Scarfini C, Cavaliere F. New agents for sedation in the intensive care unit. *Crit Care Clin.* 17:881-97, 2001

141. Davies MF, Reid K, Guo TZ, Agashe GS, Amin YK, **Maze M**. Sedative but not analgesic alpha2 agonist tolerance is blocked by NMDA receptor and nitric oxide synthase inhibitors. *Anesthesiology*. 95:184-91, 2001
142. Kingery WS, Agashe GS, Guo T, Sawamura S, Davies MF, Clark JD, Kobilka BK, **Maze M**. Isoflurane and nociception: Spinal α_{2A} adrenoceptors mediate antinociception while supraspinal α_1 adrenoceptors mediate pronociception. *Anesthesiology* 96:367-374, 2002
143. Kingery WS, Agashe GS, Guo TZ, Davies MF, Clark JD, **Maze M**. Capsaicin sensitive afferents mediate the development of heat hyperalgesia and hindpaw edema after sciatic section in rats. *Neurosci Lett*. 318:39-43, 2002
144. Takada K, Clark JD, Davies MF, Tonner PH, Bertaccinni E, **Maze M**. Meperidine exerts agonist activity at the α_{2B} adrenoceptor. *Anesthesiology* 96:1420-6, 2002
145. Fujinaga M, **Maze M**. Neurobiology of nitrous oxide induced antinociceptive effects. *Molecular Neurobiology* 25:167-89, 2002
146. Hashimoto T, Ohashi Y, Nelson LE, **Maze M**, Fujinaga M. Developmental variation in nitrous oxide-induced c-Fos expression in Fischer rat spinal cord. *Anesthesiology* 96:249-51, 2002
147. Wilhelm S, Ma D, **Maze M**, Franks NP. Effects of xenon on in vitro and in vivo models of neuronal injury *Anesthesiology*. 96:1485-91, 2002
148. Nelson LE, Guo TZ, Lu J, Saper CB, Franks NP, **Maze M**. The sedative component of anesthesia is mediated by GABA(A) receptors in an endogenous sleep pathway. *Nat Neurosci*. 5:979-84, 2002
149. Ma D, Wilhelm S, **Maze M**, Franks NP. Neuroprotective and neurotoxic properties of the "inert" gas xenon *Br J Anaesth* 2002 Nov;89(5):739-46
150. Ohashi Y, Stowell JM, Nelson LE, Hashimoto T, **Maze M**, Fujinaga M. Nitrous oxide exerts age-dependent antinociceptive effects in Fischer rats. *Pain* 100: 7-18, 2002
151. Orii R, Ohashi Y, Guo T, Nelson LE, Hashimoto T, **Maze M**, Fujinaga M. Evidence for the involvement of spinal cord alpha1 adrenoceptors in nitrous oxide-induced antinociceptive effects in Fischer rats. *Anesthesiology* 97:1458-65, 2002
152. Weller JM, Bloch M, Young S, **Maze M**, Oyesola S, Wyner J, Dob D, Haire K, Durbridge J, Walker T, Newble D. Evaluation of high fidelity patient simulator in assessment of performance of anaesthetists. *Br J Anaesth* 90:43-7, 2003
153. Nelson LE, Lu J, Guo T, Saper CB, Franks NP, **Maze M**. The alpha2-adrenoceptor agonist dexmedetomidine converges on an endogenous sleep-promoting pathway to exert its sedative effects. *Anesthesiology* 98:428-36, 2003
154. Ma D, Yang H, Lynch J, Franks NP, **Maze M**, Grocott HP. Xenon attenuates cardiopulmonary bypass-induced neurologic and neurocognitive dysfunction in the rat. *Anesthesiology* 2003 98:690-8
155. Sanders RD, Franks NP, **Maze M**. Xenon: no stranger to anaesthesia. *Br J Anaesth* 91: 709-17, 2003

156. Ohashi Y, Guo T, Orii R, **Maze M**, Fujinaga M. Brain stem opioidergic and GABAergic neurons mediate the antinociceptive effect of nitrous oxide in Fischer rats. *Anesthesiology* 99: 947-54, 2003
157. Homi HM, Yokoo N, Ma D, Warner DS, Franks NP, **Maze M**, Grocott HP. The neuroprotective effect of xenon administration during transient middle cerebral artery occlusion in mice. *Anesthesiology* 99: 876-81, 2003
158. Ma D, Hossain M, Rajakumaraswamy N, Franks NP, **Maze M**. Combination of xenon and isoflurane produces a synergistic protective effect against oxygen-glucose deprivation injury in a neuronal-glia-co-culture model. *Anesthesiology* 99: 748-51, 2003
159. Sawamura S, Obara M, Takeda K, **Maze M**, Hanaoka K. Corticotropin-releasing factor mediates the antinociceptive action of nitrous oxide in rats. *Anesthesiology* 99: 708-15, 2003
160. Orii, R, Ohashi Y, Halder S, Giombini M, **Maze M**, Fujinaga M. GABAergic interneurons at supraspinal and spinal levels differentially modulate the antinociceptive effect of nitrous oxide in Fischer rats. *Anesthesiology* 98; 1223-30, 2003
161. Sanders RD, Franks NP, **Maze M**. Xenon no stranger to anaesthesia. *British Journal of Anaesthesia* 91: 709-17
162. Nekhendzy V, Fender CP, Davies MF, Lemmens HJ, Kim MS, Bouley DM, **Maze M**. The antinociceptive effect of transcranial electrostimulation with combined direct and alternating current in freely moving rats. *Anesth Analg*. 98; (3): 730-7
163. Dawson C, Ma D, Chow A, **Maze M**. Dexmedetomidine enhances analgesic action of nitrous oxide: mechanisms of action. *Anesthesiology* 2004 100(4): 894-904
164. Coull JT, Jones ME, Egan TD, Frith CD, **Maze M**. Attentional effects of noradrenaline vary with arousal level: selective activation of thalamic pulvinar in humans. *Neuroimage* 2004; 22(1): 315-22
165. Ma D, Sanders RD, Halder S, Rajakumaraswamy N, Franks NP, **Maze M**. Xenon exerts age-independent antinociception in Fischer rats. *Anesthesiology* 2004; 100(5): 1313-8.
166. Nelson LE, Franks NP, **Maze M**. Rested and refreshed after anesthesia? Overlapping neurobiologic mechanisms of sleep and anesthesia. *Anesthesiology* 2004; 100(6): 1341-2
167. Ebert T, **Maze M**. Dexmedetomidine: another arrow for the clinician's quiver. *Anesthesiology* 2004; 101(3): 568-70
168. Angst MS, Ramaswamy B, Davies MF, **Maze M**. Comparative analgesic and mental effects of increasing plasma concentrations of dexmedetomidine and alfentanil in humans. *Anesthesiology* 101(3): 744-52.
169. Ma D, Hossain M, Rajakumaraswamy N, Arshad M, Sanders RD, Franks NP, **Maze M**. Dexmedetomidine produces its neuroprotective effect via the alpha 2 A-adrenoceptor subtype. *Eur J Pharmacol* 2004; 502(1-2): 87-97.
170. **Maze M**, Angst MS. Dexmedetomidine and opioid interactions: defining the role of dexmedetomidine for intensive care unit sedation. *Anesthesiology* 101(5); 1059-61
171. Ma D, Rajakumaraswamy N, **Maze M**. Alpha-2-adrenoceptor agonists: shedding light on neuroprotection? *Br Med Bull* 2005 Jan 31; 71: 77-92

172. Sanders RD, Ma D, **Maze M**. Xenon: elemental anaesthesia in clinical practice. *Br Med Bull* 2005 Feb 22; 71: 115-35
173. Sanders RD, Giombini M, Ma D, Ohashi Y, Hossain M, Fujinaga M, **Maze M**. Dexmedetomidine exerts dose-dependent age-independent antinociception but age-dependent hypnosis in Fischer rats. *Anesth Analg* 2005 May; 100(5): 1295-302
174. Sanders, RD, Patel N, Hossain M, Ma D, **Maze M**. Isoflurane exerts antinociceptive and hypnotic properties at all ages in Fischer rats. *Br J Anaesth.* 2005 Sep; 95(3): 393-9. Epub 2005 Jul 1
175. Sanders RD, Ma D, **Maze M**. Anaesthesia induced neuroprotection. *Best Pract Res Clin Anaesthesiol* 2005 Sep; 19(3): 461-74
176. Ma D, Hossain M, Pettet GK, Luo Y, Lim T, Akimov S, Sanders RD, Franks NP, **Maze M**. Xenon preconditioning reduces brain damage from neonatal asphyxia in rats. *J Cereb Blood Flow Metab* 2005 Jul 20 (Epub ahead of print)
177. Ma D, Hossain M, Chow A, Arshad M, Battson RM, Sanders RD, Mehmet H, Edwards AD, Franks NP, **Maze M**. Xenon and hypothermia combine to provide neuroprotection from neonatal asphyxia. *Ann Neurol* 2005 Aug; 58(2): 182-93.
178. Clark JA, Ma D, Homi HM, **Maze M**, Grocott HP. Xenon and the inflammatory response to cardiopulmonary bypass in the rat. *J Cardiothorac Vasc Anesth.* 2005 Aug; 19(4): 488-93.
179. Pandharipande P, Ely EW, **Maze M**. Alpha-2 agonists: can they modify the outcomes in the Postanesthesia Care Unit? *Curr Drug Targets.* 2005 Nov; 6(7): 749-54. Review.
180. Benavides R, **Maze M**, Franks NP. Expansion of gas bubbles by nitrous oxide and xenon. *Anesthesiology* 2006 Feb; 104(2): 299-302
181. Lockwood GG, Franks NP, Downie NA, Taylor KM, **Maze M**. Feasibility and safety of delivering xenon to patients undergoing coronary artery bypass graft surgery while on cardiopulmonary bypass: phase I study. *Anesthesiology* 2006 Mar; 104(3): 458-65
182. Sanders RD, **Maze M**. Xenon: from stranger to guardian. *Curr Opin Anaesthesiol.* 2005 Aug; 18(4): 405-11
183. Holdcroft A, **Maze M**, Dore C, Tebbs S, Thompson S. A multicenter dose-escalation study of the analgesic and adverse effects of an oral cannabis extract (Cannador) for postoperative pain management. *Anesthesiology* 2006 May; 104(5): 1040-6
184. Nekhendzy V, Davies MF, Lemmens HJ, **Maze M**. The role of the craniospinal nerves in mediating the antinociceptive effect of transcranial electrostimulation in the rat. *Anesth Analg.* 2006 Jun; 102(6): 1775-80
185. Preckel B, Weber NC, Sanders RD, **Maze M**, Schlack W. Molecular mechanisms transducing the anesthetic, analgesic, and organ-protective actions of xenon. *Anesthesiology* 2006 July; 105(1): 187-97. Review
186. Franks NP, Benavides R, **Maze M**. Air bubble growth in water. *Anesthesiology* 105: 1059-1060
187. Rajakumaraswamy N, Ma M, Hossain M, Sanders RD, Franks NP, **Maze M**. Neuroprotective interaction produced by xenon and dexmedetomidine on in vitro and in vivo neuronal injury models. *Neurosci Lett.* 2006 December, 409 (2):128-133
188. Sanders RD, **Maze M**. Adrenergic and cholinergic compounds. *Handb Exp Pharmacol* 2007; (177): 251-264

189. Sakamoto S, Nakao S, Masuzawa M, Inada T, **Maze M**, Franks NP, Shingu K. The differential effects of nitrous oxide and xenon on extracellular dopamine levels in the rat nucleus accumbens; a microdialysis study. *Anesth Analg* 2006 Dec; 103(6): 1459-1463
190. Sanders RD, **Maze M**. Alpha2-adrenoceptor agonists. *Curr Opin Investig Drugs*. 2007 Jan;8(1):25-33. Review
191. **Maze M**, Todd MM. Special issue on postoperative cognitive dysfunction: selected reports from the journal-sponsored symposium. *Anesthesiology*. 2007 Mar;106(3):418-20. No abstract available.
192. Wan Y, Xu J, Ma D, Zeng Y, Cibelli M, **Maze M**. Postoperative impairment of cognitive function in rats: a possible role for cytokine-mediated inflammation in the hippocampus. *Anesthesiology*. 2007 Mar;106(3):436-43
193. Newman S, Stygall J, Hirani S, Shaefi S, **Maze M**. Postoperative cognitive dysfunction after noncardiac surgery: a systematic review. *Anesthesiology*. 2007 Mar;106(3):572-90. Review
194. Ma D, Williamson P, Januszewski A, Nogaro MC, Hossain M, Ong LP, Shu Y, Franks NP, **Maze M**. Xenon mitigates isoflurane-induced neuronal apoptosis in the developing rodent brain. *Anesthesiology*. 2007 Apr;106(4):746-53
195. Andres-Enguix I, Caley A, Yustos R, Schumacher MA, Spanu PD, Dickinson R, **Maze M**, Franks NP. Determinants of the anesthetic sensitivity of two-pore domain acid-sensitive potassium channels: molecular cloning of an anesthetic-activated potassium channel from *Lymnaea stagnalis*. *J Biol Chem*. 2007 Jul 20;282(29):20977-90. Epub 2007 Jun 4
196. Sanders RD, **Maze M**. Translational research: addressing problems facing the anesthesiologist. *Anesth Analg*. 2007 Oct; 105(4):899-901. No abstract available.
197. Dickinson R, Peterson BK, Banks P, Simillis C, Martin JC, Valenzuela CA, **Maze M**, Franks NP. Competitive inhibition at the glycine site of the N-methyl-D-aspartate receptor by the anesthetics xenon and isoflurane: evidence from molecular modeling and electrophysiology. *Anesthesiology*. 2007 Nov;107(5):756-67
198. Pandharipande PP, Pun BT, Herr DL, **Maze M**, Girard TD, Miller RR, Shintani AK, Thompson JL, Jackson JC, Deppen SA, Stiles RA, Dittus RS, Bernard GR, Ely EW. Effect of sedation with dexmedetomidine vs. lorazepam on acute brain dysfunction in mechanically ventilated patients: the MENDS randomized controlled trial. *JAMA*. 2007 Dec 12;298(22):2644-53
199. **Maze M**, Cibelli M, Grocott HP. Taking the lead in research into postoperative cognitive dysfunction. *Anesthesiology*. 2008 Jan;108(1):1-2. No abstract available
200. Coburn M, **Maze M**, Franks NP. The neuroprotective effects of xenon and helium in an in vitro model of traumatic brain injury. *Crit Care Med*. 2008;36:588-95
201. Lu J, Nelson LE, Franks N, **Maze M**, Chamberlin NL, Saper CB. Role of endogenous sleep-wake and analgesic systems in anesthesia. *J Comp Neurol*. 2008;508:648-62
202. Talke PO, **Maze M**. Expecting the unexpected. *Anesth Analg*. 2008;106:1605-6
203. Sanders RD, Xu J, Shu Y, Fidalgo A, Ma D, **Maze M**. General anesthetics induce apoptotic neurodegeneration in the neonatal rat spinal cord. *Anesth Analg*. 2008;106:1708-11

204. Cattano D, Valleggi S, Ma D, Kastsiuchenka O, Abramo A, Sun P, Cavazzana AO, Natale G, **Maze M**, Giunta F. Xenon induces transcription of ADNP in neonatal rat brain. *Neurosci Lett*. 2008 Aug 8;440:217-21
205. Sanders RD, Ma D, Brooks P, **Maze M**. Balancing paediatric anaesthesia: preclinical insights into analgesia, hypnosis, neuroprotection, and neurotoxicity. *Br J Anaesth*. 2008;101:597-609
206. Valleggi S, Cavazzana AO, Bernardi R, Ma D, Natale G, **Maze M**, Davide C, Giunta F. Xenon up-regulates several genes that are not up-regulated by nitrous oxide. *J Neurosurg Anesthesiol*. 2008;20:226-32
207. Sanders RD, Weimann J, **Maze M**. Biologic effects of nitrous oxide: a mechanistic and toxicologic review. *Anesthesiology*. 2008;109:707-22
208. Luo Y, Ma D, Leong E, Sanders RD, Yu B, Hossain M, **Maze M**. Xenon and sevoflurane protect against brain injury in a neonatal asphyxia model. *Anesthesiology*. 2008;109:782-9
209. Sanders RD, Hussell T, **Maze M**. Sedation & immunomodulation. *Crit Care Clin*. 2009;25:551-70
210. Jawad N, Rizvi M, Gu J, Adeyi O, Tao G, **Maze M**, Ma D. Neuroprotection (and lack of neuroprotection) afforded by a series of noble gases in an in vitro model of neuronal injury. *Neurosci Lett*. 2009;460:232-6
211. Sanders RD, **Maze M**. Does correcting the numbers improve long-term outcome? *Anesthesiology*. 2009 111:475-7
212. Sanders RD, Xu J, Shu Y, Januszewski A, Halder S, Fidalgo A, Sun P, Hossain M, Ma D, **Maze M**. Dexmedetomidine attenuates isoflurane-induced neurocognitive impairment in neonatal rats. *Anesthesiology*. 2009;110:1077-85
213. Bantel C, **Maze M**, Trapp S. Neuronal preconditioning by inhalational anesthetics: evidence for the role of plasmalemmal adenosine triphosphate-sensitive potassium channels. *Anesthesiology*. 2009 110:986-95
214. Zecharia AY, Nelson LE, Gent TC, Schumacher M, Jurd R, Rudolph U, Brickley SG, **Maze M**, Franks NP. The involvement of hypothalamic sleep pathways in general anesthesia: testing the hypothesis using the GABAA receptor beta3N265M knock-in mouse. *J Neurosci*. 2009;29:2177-87
215. Ma D, Lim T, Xu J, Tang H, Wan Y, Zhao H, Hossain M, Maxwell PH, **Maze M**. Xenon preconditioning protects against renal ischemic-reperfusion injury via HIF-1alpha activation. *J Am Soc Nephrol*. 2009;20:713-20
216. Sanders RD, **Maze M**. Neuroinflammation and postoperative cognitive dysfunction: can anaesthesia be therapeutic? *Eur J Anaesthesiol*. 2010 27:3-5.
217. White JP, Cibelli M, Rei Fidalgo A, Paule CC, Noormohamed F, Urban L, **Maze M**, Nagy I. Role of transient receptor potential and acid-sensing ion channels in peripheral inflammatory pain. *Anesthesiology*. 2010 112:729-41
218. Shu Y, Patel SM, Pac-Soo C, Fidalgo AR, Wan Y, **Maze M**, Ma D. Xenon pretreatment attenuates anesthetic-induced apoptosis in the developing brain in comparison with nitrous oxide and hypoxia. *Anesthesiology*. 2010 113:360-8.

219. Sanders RD, Manning HJ, Robertson NJ, Ma D, Edwards AD, Hagberg H, **Maze M**. Preconditioning and postinsult therapies for perinatal hypoxic-ischemic injury at term. *Anesthesiology*. 2010 Jul;113(1):233-49.
220. Bantel C, **Maze M**, Trapp S. Noble gas xenon is a novel adenosine triphosphate-sensitive potassium channel opener. *Anesthesiology*. 2010 112:623-30
221. Rizvi M, Jawad N, Li Y, Vizcaychipi MP, **Maze M**, Ma D. Effect of noble gases on oxygen and glucose deprived injury in human tubular kidney cells. *Exp Biol Med* 2010 235:886-91
222. Limatola V, Ward P, Cattano D, Gu J, Giunta F, **Maze M**, Ma D. Xenon preconditioning confers neuroprotection regardless of gender in a mouse model of transient middle cerebral artery occlusion. *Neuroscience*. 2010 165:874-81.
223. Sanders RD, Ma D, **Maze M**. Argon neuroprotection. *Crit Care*. 2010;14:117.
224. Sanders RD, Sun P, Patel S, Li M, **Maze M**, Ma D. Dexmedetomidine provides cortical neuroprotection: impact on anaesthetic-induced neuroapoptosis in the rat developing brain. *Acta Anaesthesiol Scand*. 2010 Jul;54(6):710-6.
225. Cattano D, Valleggi S, Abramo A, Forfori F, **Maze M**, Giunta F. Nitrous oxide discretely up-regulates nNOS and p53 in neonatal rat brain. *Minerva Anesthesiol*. 2010 76:420-4.
226. Qiao H, Sanders RD, Ma D, Wu X, **Maze M**. Sedation improves early outcome in severely septic Sprague Dawley rats. *Crit Care*. 2009;13(4):R136.
227. Pandharipande PP, Sanders RD, Girard TD, McGrane S, Thompson JL, Shintani AK, Herr DL, **Maze M**, Ely EW. Effect of dexmedetomidine versus lorazepam on outcome in patients with sepsis: an a priori-designed analysis of the MENDS randomized controlled trial. *Critical Care* 2010;14:R38.
228. Terrando N, Fidalgo AR, Vizcaychipi MP, Cibelli M, Ma D, Monaco C, Feldmann M, **Maze M**. The impact of IL-1 modulation on the development of LPS-induced cognitive dysfunction. *Critical Care* 14:R88
229. Wan Y, Xu J, Meng F, Bao Y, Ge Y, Lobo N, Vizcaychipi MP, Zhang D, Gentleman SM, **Maze M**, Ma D. Cognitive decline following major surgery is associated with gliosis, beta-amyloid accumulation, and tau phosphorylation in old mice. *Crit Care Med*. 2010 Aug 12. [Epub ahead of print]
230. Cibelli M, Fidalgo AR, Terrando N, Ma D, Monaco C, Feldmann M, Takata M, Nanchahal J, Fanselow M, **Maze M**. Systemic and hippocampal IL-1b-mediated inflammation underlie cognitive dysfunction following surgery. *Ann Neurol* 2010 68:360-8
231. Terrando N, Monaco C, Ma D, Foxwell BM, Feldmann M, **Maze M**. Tumor necrosis factor- α triggers a cytokine cascade yielding postoperative cognitive decline. *Proc Natl Acad Sci U S A*. 2010 Nov 23;107(47):20518-22.
232. Sanders RD, **Maze M**. Contribution of sedative-hypnotic agents to delirium via modulation of the sleep pathway. *Can J Anaesth*. 2011 Feb;58(2):149-156.
233. Yang T, Zhuang L, Terrando N, Wu X, Jonhson M, **Maze M**, Ma D. A clinically relevant model of perinatal global ischemic brain damage in rats. *Brain Res*. 2011 Jan 31.
234. Vizcaychipi MP, Xu L, Barreto GE, Ma D, **Maze M**, Giffard RG. *Anesthesiology*. 2011 Feb 10. Heat shock protein 72 overexpression prevents early postoperative memory decline after

orthopedic surgery under general anesthesia in mice.

235. The glutaminergic, GABAergic, dopaminergic but not cholinergic neurons are susceptible to anaesthesia-induced cell death in the rat developing brain. Zhou ZW, Shu Y, Li M, Guo X, Pac-Soo C, **Maze M**, Ma D. *Neuroscience*. 2011 Feb 3;174:64-70. doi: 10.1016/j.neuroscience.2010.10.009. Epub 2010 Nov 5. PMID: 21056635 [PubMed - indexed for MEDLINE]
236. Contribution of sedative-hypnotic agents to delirium via modulation of the sleep pathway. Sanders RD, **Maze M**. *Can J Anaesth*. 2011 Feb;58(2):149-56. doi: 10.1007/s12630-010-9421-2. Epub 2010 Dec 18. Review. PMID: 21170622 [PubMed - indexed for MEDLINE]
237. A clinically relevant model of perinatal global ischemic brain damage in rats. Yang T, Zhuang L, Terrando N, Wu X, Jonhson MR, **Maze M**, Ma D. *Brain Res*. 2011 Apr 6;1383:317-23. doi: 10.1016/j.brainres.2011.01.081. Epub 2011 Jan 31. PMID: 21281606 [PubMed - indexed for MEDLINE]
238. Heat shock protein 72 overexpression prevents early postoperative memory decline after orthopedic surgery under general anesthesia in mice. Vizcaychipi MP, Xu L, Barreto GE, Ma D, **Maze M**, Giffard RG. *Anesthesiology*. 2011 Apr;114(4):891-900. doi:10.1097/ALN.0b013e31820ad3ce. PMID: 21317632 [PubMed - indexed for MEDLINE]
239. Xenon exposure in the neonatal rat brain: effects on genes that regulate apoptosis. Cattano D, Valleggi S, Cavazzana AO, Patel CB, Ma D, **Maze M**, Giunta F. *Minerva Anesthesiol*. 2011 Jun;77(6):571-8. PMID: 21617619 [PubMed - indexed for MEDLINE]
240. Dexmedetomidine provides renoprotection against ischemia-reperfusion injury in mice. Gu J, Sun P, Zhao H, Watts HR, Sanders RD, Terrando N, Xia P, **Maze M**, Ma D. *Crit Care*. 2011 Jun 24;15(3):R153. doi: 10.1186/cc10283. PMID: 21702944 [PubMed - indexed for MEDLINE]
241. Systemic inflammation enhances surgery-induced cognitive dysfunction in mice. Fidalgo AR, Cibelli M, White JP, Nagy I, **Maze M**, Ma D. *Neurosci Lett*. 2011 Jul 1;498(1):63-6. doi: 10.1016/j.neulet.2011.04.063. Epub 2011 May 6. PMID: 21575676 [PubMed - indexed for MEDLINE]
242. Xenon augmented hypothermia reduces early lactate/N-acetylaspartate and cell death in perinatal asphyxia. Faulkner S, Bainbridge A, Kato T, Chandrasekaran M, Kapetanakis AB, Hristova M, Liu M, Evans S, De Vita E, Kelen D, Sanders RD, Edwards AD, **Maze M**, Cady EB, Raivich G, Robertson NJ. *Ann Neurol*. 2011 Jul;70(1):133-50. doi: 10.1002/ana.22387. Epub 2011 Jun 14. PMID: 21674582 [PubMed - indexed for MEDLINE]
243. Anticipating and managing postoperative delirium and cognitive decline in adults. Sanders RD, Pandharipande PP, Davidson AJ, Ma D, **Maze M**. *BMJ*. 2011 Jul 20;343:d4331. doi: 10.1136/bmj.d4331. Review. No abstract available. PMID: 21775401 [PubMed - indexed for MEDLINE]
244. Peripheral orthopaedic surgery down-regulates hippocampal brain-derived neurotrophic factor and impairs remote memory in mouse. Fidalgo AR, Cibelli M, White JP, Nagy I, Noormohamed F, Benzonana L, **Maze M**, Ma D. *Neuroscience*. 2011 Sep 8;190:194-9. doi: 10.1016/j.neuroscience.2011.05.073. Epub 2011 Jun 12. PMID: 21699962 [PubMed - indexed for MEDLINE]
245. Perioperative cognitive decline in the aging population. Terrando N, Brzezinski M, Degos V, Eriksson LI, Kramer JH, Leung JM, Miller BL, Seeley WW, Vacas S, Weiner MW, Yaffe K, Young WL, Xie Z, **Maze M**. *Mayo Clin Proc*. 2011 Sep;86(9):885-93. doi: 10.4065/mcp.2011.0332. PMID: 21878601 [PubMed - indexed for MEDLINE]

246. Hypothermia and other treatment options for neonatal encephalopathy: an executive summary of the Eunice Kennedy Shriver NICHD workshop. Higgins RD, Raju T, Edwards AD, Azzopardi DV, Bose CL, Clark RH, Ferriero DM, Guillet R, Gunn AJ, Hagberg H, Hirtz D, Inder TE, Jacobs SE, Jenkins D, Juul S, Laptook AR, Lucey JF, **Maze M**, Palmer C, Papile L, Pfister RH, Robertson NJ, Rutherford M, Shankaran S, Silverstein FS, Soll RF, Thoresen M, Walsh WF; Eunice Kennedy Shriver National Institute of Child Health and Human Development Hypothermia Workshop Speakers and Moderators. *J Pediatr.* 2011 Nov;159(5):851-858.e1. doi: 10.1016/j.jpeds.2011.08.004. Epub 2011 Aug 27. No abstract available. PMID: 21875719 [PubMed - indexed for MEDLINE]
247. Sedation & immunomodulation. Sanders RD, Hussell T, **Maze M**. *Anesthesiol Clin.* 2011 Dec;29(4):687-706. doi: 10.1016/j.anclin.2011.09.008. PMID: 22078917 [PubMed]
248. Resolving postoperative neuroinflammation and cognitive decline. Terrando N, Eriksson LI, Ryu JK, Yang T, Monaco C, Feldmann M, Jonsson Fagerlund M, Charo IF, Akassoglou K, **Maze M**. *Ann Neurol.* 2011 Dec;70(6):986-95. doi: 10.1002/ana.22664. PMID: 22190370 [PubMed - indexed for MEDLINE]
249. Nociceptive stimuli enhance anesthetic-induced neuroapoptosis in the rat developing brain. Shu Y, Zhou Z, Wan Y, Sanders RD, Li M, Pac-Soo CK, **Maze M**, Ma D. *Neurobiol Dis.* 2012 Feb;45(2):743-50. doi: 10.1016/j.nbd.2011.10.021. Epub 2011 Oct 29. PMID: 22075165 [PubMed - indexed for MEDLINE]
250. Reprogramming of the infant brain by surgery with general anesthesia. Culley DJ, **Maze M**, Crosby G. *Mayo Clin Proc.* 2012 Feb;87(2):110-3. doi: 10.1016/j.mayocp.2012.01.001. No abstract available. PMID: 22305023 [PubMed - indexed for MEDLINE]
251. Independent preoperative predictors of outcomes in orthopedic and vascular surgery: the influence of time interval between an acute coronary syndrome or stroke and the operation. Sanders RD, Bottle A, Jameson SS, Mozid A, Aylin P, Edger L, Ma D, Reed MR, Walters M, Lees KR, **Maze M**. *Ann Surg.* 2012 May;255(5):901-7. doi: 10.1097/SLA.0b013e31824c438d. PMID: 22504189 [PubMed - indexed for MEDLINE]
252. Xenon and sevoflurane provide analgesia during labor and fetal brain protection in a perinatal rat model of hypoxia-ischemia. Yang T, Zhuang L, Rei Fidalgo AM, Petrides E, Terrando N, Wu X, Sanders RD, Robertson NJ, Johnson MR, **Maze M**, Ma D. *PLoS One.* 2012;7(5):e37020. doi: 10.1371/journal.pone.0037020. Epub 2012 May 17. PMID: 22615878 [PubMed - indexed for MEDLINE]
253. The Hip Fracture Surgery in Elderly Patients (HIPELD) study: protocol for a randomized, multicenter controlled trial evaluating the effect of xenon on postoperative delirium in older patients undergoing hip fracture surgery. Coburn M, Sanders RD, **Maze M**, Rossaint R; HIPELD Investigators. *Trials.* 2012 Sep 27;13:180. doi: 10.1186/1745-6215-13-180. PMID: 23016882 [PubMed - indexed for MEDLINE]
254. Xenon pretreatment may prevent early memory decline after isoflurane anesthesia and surgery in mice. Vizcaychipi MP, Lloyd DG, Wan Y, Palazzo MG, **Maze M**, Ma D. *PLoS One.* 2011;6(11):e26394. doi: 10.1371/journal.pone.0026394. Epub 2011 Nov 3. PMID: 22073162 [PubMed - indexed for MEDLINE]
255. Noradrenergic trespass in anesthetic and sedative states. Sanders RD, **Maze M**. *Anesthesiology.* 2012 Nov;117(5):945-7. doi: 10.1097/ALN.0b013e3182700c93. No abstract available. PMID: 23042229 [PubMed - indexed for MEDLINE]

256. Xenon neuroprotection in experimental stroke: interactions with hypothermia and intracerebral hemorrhage. Sheng SP, Lei B, James ML, Lascola CD, Venkatraman TN, Jung JY, **Maze M**, Franks NP, Pearlstein RD, Sheng H, Warner DS. *Anesthesiology*. 2012 Dec;117(6):1262-75. doi: 10.1097/ALN.0b013e3182746b81. PMID: 23143806 [PubMed - indexed for MEDLINE]
257. Parenteral fluids do not affect pulmonary immune responses to influenza or susceptibility to secondary bacterial pneumonia in mice. Sanders RD, Godlee A, Goulding JC, Ma D, **Maze M**, Hussell T. *Influenza Other Respi Viruses*. 2012 Dec 24. doi: 10.1111/irv.12066. [Epub ahead of print] PMID: 23279978 [PubMed - as supplied by publisher]
258. Dysfunction of inflammation-resolving pathways is associated with exaggerated postoperative cognitive decline in a rat model of the metabolic syndrome. Su X, Feng X, Terrando N, Yan Y, Chawla A, Koch LG, Britton SL, Matthay MA, **Maze M**. *Mol Med*. 2013 Feb 8;18:1481-90. doi: 10.2119/molmed.2012.00351. PMID: 23296426 [PubMed - indexed for MEDLINE]
259. Depletion of bone marrow-derived macrophages perturbs the innate immune response to surgery and reduces postoperative memory dysfunction. Degos V, Vacas S, Han Z, van Rooijen N, Gressens P, Su H, Young WL, **Maze M**. *Anesthesiology*. 2013 Mar;118(3):527-36. doi: 10.1097/ALN.0b013e3182834d94. PMID: 23426204 [PubMed - indexed for MEDLINE]
260. The neuroinflammatory response of postoperative cognitive decline. Vacas S, Degos V, Feng X, **Maze M**. *Br Med Bull*. 2013;106:161-78. doi: 10.1093/bmb/ldt006. Epub 2013 Apr 4. PMID: 23558082 [PubMed - in process]
261. Surgery results in exaggerated and persistent cognitive decline in a rat model of the Metabolic Syndrome. Feng X, Degos V, Koch LG, Britton SL, Zhu Y, Vacas S, Terrando N, Nelson J, Su X, **Maze M**. *Anesthesiology*. 2013 May;118(5):1098-105. doi: 10.1097/ALN.0b013e318286d0c9. PMID: 23353794 [PubMed - indexed for MEDLINE]
262. Bundled Payments in Total Joint Arthroplasty: Targeting Opportunities for Quality Improvement and Cost Reduction. Bozic KJ, Ward L, Vail TP, **Maze M**. *Clin Orthop Relat Res*. 2013 May 7. [Epub ahead of print] PMID: 23649225 [PubMed - as supplied by publisher]
263. G protein-coupled receptor kinase 2 and group I metabotropic glutamate receptors mediate inflammation-induced sensitization to excitotoxic neurodegeneration. Degos V, Peineau S, Nijboer C, Kaindl AM, Sigaut S, Favrais G, Plaisant F, Teissier N, Gouadon E, Lombet A, Saliba E, Collingridge GL, **Maze M**, Nicoletti F, Heijnen C, Mantz J, Kavelaars A, Gressens P. *Ann Neurol*. 2013 May;73(5):667-78. doi: 10.1002/ana.23868. Epub 2013 Mar 14. PMID: 23494575 [PubMed - indexed for MEDLINE]
264. Bone fracture exacerbates murine ischemic cerebral injury. Degos V, **Maze M**, Vacas S, Hirsch J, Guo Y, Shen F, Jun K, van Rooijen N, Gressens P, Young WL, Su H. *Anesthesiology*. 2013 Jun;118(6):1362-72. doi: 10.1097/ALN.0b013e31828c23f8. PMID: 23438676 [PubMed - indexed for MEDLINE]
265. Benzodiazepine augmented γ -amino-butyric acid signaling increases mortality from pneumonia in mice. Sanders RD, Godlee A, Fujimori T, Goulding J, Xin G, Salek-Ardakani S, Snelgrove RJ, Ma D, **Maze M**, Hussell T. *Crit Care Med*. 2013 Jul;41(7):1627-36. doi:10.1097/CCM.0b013e31827c0c8d. PMID: 23478657 [PubMed - indexed for MEDLINE]
266. Xenon treatment protects against cold ischemia associated delayed graft function and prolongs graft survival in rats. Zhao H, Watts HR, Chong M, Huang H, Tralau-Stewart C, Maxwell PH, **Maze M**, George AJ, Ma D. *Am J Transplant*. 2013 Aug;13(8):2006-18. doi: 10.1111/ajt.12293. Epub 2013 May 24.

267. Feasibility and Cardiac Safety of Inhaled Xenon in Combination With Therapeutic Hypothermia Following Out-of-Hospital Cardiac Arrest*. Arola OJ, Laitio RM, Roine RO, Grönlund J, Saraste A, Pietilä M, Airaksinen J, Perttilä J, Scheinin H, Olkkola KT, **Maze M**, Laitio TT. Crit Care Med. 2013 Sep;41(9):2116-24. doi: 10.1097/CCM.0b013e31828a4337.

Non-Peer Reviewed Publications and Other Creative Activities

Review Articles

1. Sanders RD, Weimann J, **Maze M**. Biologic effects of nitrous oxide: a mechanistic and toxicologic. Anesthesiology. 2008;109:707-22. Review.
2. Sanders RD, Ma D, Brooks P, **Maze M**. Balancing paediatric anaesthesia: preclinical insights into analgesia, hypnosis, neuroprotection, and neurotoxicity. Br J Anaesth. 2008; 101:597-609. Review.

Books and Chapters

Books Edited

1. Yaksh TL Lynch III C, Zapol W. **Maze M**, Saidman LJ, Biebuyck JF Anesthesia Biologic Foundations Lippincott 1997
2. **Maze M**, and Morrison P. Redefining Sedation. Royal Society of Medicine Press Limited, 1998
3. Ever AS, and **Maze M**. Anesthetic Pharmacology: Physiological Principles and Clinical Practice. Harcourt, 2004
4. Ever AS, **Maze M**. and Kharasch E. Anesthetic Pharmacology: Physiological Principles and Clinical Practice. Cambridge University Press 2010

Book Chapters

1. Bloor BC, **Maze M**, Segal IS. Interaction between adrenergic and opioid pathways. *In* Opioids in Anesthesia, Published by Butterworth-Heinemann, 1991
2. Salonen M, **Maze M**. Molecular mechanism of action for hypnotic and sedative agents used in anesthetic practice. *In* Feldman SA, Paton W, Scurr C (eds) Mechanisms of drugs in Anesthesia. Published by Hodder & Stoughton.1993
3. **Maze M**, Scheinin M. Molecular pharmacology of alpha-2 adrenergic receptors. *In* Alpha-2 adrenergic agonists in anesthesia. Published by Elsevier Press.1991
4. Brodsky JB, **Maze M**. Injury to the Anesthetist. *In* Anesthesia and Perioperative Complications, Ed Benumof JL, Saidman LJ. Published by CV Mosby St Louis.1992
5. **Maze M**. Clinical uses of alpha-2 agonists. *In* ASA Refresher course publication Volume 20. Published by Lippincott.1992
6. Daunt DA, **Maze M**. α_2 -adrenergic agonist receptors, sites, and mechanisms of action. *In* Animal Pain Edited By Short CE, Poznal AV. Published by Churchill Livingstone. 1992.
7. Gelman S, **Maze M**. Hepatic Physiology *In* Anesthesia, 4th Edition, Published by Churchill Livingstone. 1994

8. **Maze M.** Anesthesia for patients with liver disease *In* Anesthesia, 4th Edition, Published by Churchill Livingstone, 1994
9. Hayashi Y, **Maze M.** Drugs affecting adrenoceptors: α_2 agonists *In* The Pharmacologic Basis of Anesthesiology Edited by Bowdle TA, Horita A, Kharasch ED. Published by Churchill Livingstone. 1994
10. **Maze M**, Daunt DA, Salonen M. Current Research in Anesthesia and Trends in Clinical Applications in Anaesthesia and Analgesia in Laboratory Animals. Eds Cohn DF, Benson GJ .1995
11. **Maze M**, Buttermann AE. G protein coupled receptors. *In* Anesthesia Biologic Foundations eds Biebuyck JF, Lynch III C, **Maze M**, Saidman LJ, Yaksh TL, Zapol W. 1997
12. **Maze M**, Buttermann AE, Kamibayashi T, Mizobe T. α_2 Adrenergic agonists. *In* Textbook of Intravenous Anesthesia ed White PF. Williams and Wilkins 1997
13. Kingery WS, Davies MF, **Maze M.** Molecular Mechanisms for the analgesic properties of alpha-2 adrenergic agonists. *In* Molecular Neurobiology of Pain, Progress in Pain Research and Management, Vol 9, edited by D. Borsook, IASP Press, Seattle, 1997
14. **Maze M.** Drug Addiction. *In* complications in Anesthesia. ed J Atlee. W.B.Saunders, 1998
15. **Maze M**, Bass A.N. Anesthesia and the Hepatobiliary System. *In* Anaesthesia 5th Edition. eds Miller RD, Miller ED. Churchill Livingstone, 1998
16. Parks D, Gelman S, **Maze M.** Pathophysiology of Liver Disease *In* Anaesthesia 5th Edition. eds Miller RD, Miller ED. Churchill Livingstone, 1998
17. **Maze M**, Hunter J. Gaeta R Management of Pain and Conscious Sedation. *In* Melmon & Morelli's Clinical Pharmacology: The Principles and Practical Applications of Therapeutics. McGraw-Hill, 1999
18. Maze M. Sedation in the intensive care unit. *In* Redefining Sedation eds, **Maze M**, and Morrison P. Royal Society of Medicine Press Limited, 1998
19. Duke P, **Maze M**, Morrison P. Dexmedetomidine: a general overview. *In* Redefining Sedation eds, **Maze M**, and Morrison P. Royal Society of Medicine Press Limited, 1998
20. **Maze M.** The role of alpha-2 agonists in Anesthesiology *in* Anesthesia for the New Millenium eds Stanley TH, Egan TD. Kluwer Academic Publishers 1999
21. **Maze M.** Drug Addiction Among Anesthesiologists *in* Anesthesia for the New Millenium eds Stanley TH, Egan TD. Kluwer Academic Publishers 1999
22. **Maze M.** Sedation in the Intensive Care Environment *in* Yearbook of Intensive Care and Emergency Medicine. Ed J.-L. Vincent, Springer, 2000
23. **Maze M.** Alpha 2 agonists. *In* Molecular Pharmacology of Anaesthesia eds Schulte am Esch J, Scholz J and Tonner PH Pabst Scientific Publishers, 2000
24. Kamibayashi T, Harasawa K, **Maze M.** Alpha-2 adrenergic agonists. *In* Recent Advances in Anaesthesia and Analgesia. Eds Adams AP, Cashman JN. Churchill Livingstone, 2000
25. **Maze M**, Fujinaga M. Pharmacology of Nitrous Oxide. *In* Clinical Anaesthesiology. Eds Tonner PH, Scholz J. Balliere Tindall, 2001

26. **Maze M**, Kirwan T. Pain Relief. *In* Clinical Surgery 2nd Edition. Eds Cuschieri A, Grace PA, Darzi A, Borley N, Rowley DI. Blackwell Publishing, 2003
27. Nelson LE, **Maze M**. Neural Substrates for Behavior; Consciousness. *In* Anesthetic Pharmacology: Physiological Principles and Clinical Practice. Eds Ever AS, Maze M. Harcourt, 2004
28. **Maze M**, Bonnet F. Analgesics: Receptor Ligands-alpha-2 adrenergic receptor agonists. *In* Anesthetic Pharmacology: Physiological Principles and Clinical Practice. Eds Ever AS, Maze M. Harcourt, 2004
29. Nelson LE, Franks NP, **Maze M**. The mechanistic relationship between NREM sleep and anesthesia. *In* Sleep and Sleep Disorders: A Neuropsychopharmacological Approach eds Lader M, Cardinali DP, Pandi-Perumal SR. Springer, 2006

Patents Issued or Pending (Allowed)

1. U.S. Patent No.: 5,344,840. 4-substituted imidazole derivatives useful in perioperative care. September 6, 1994.
2. New Zealand Patent No.: NZ240736 (A). Racemic or dextro 4-[1-(2,3-dimethylphenyl)ethyl]-1H-imidazole or its salts so as to reduce stress on the nervous system prior to surgical operations. January 6, 2001.
3. U.S. Patent No.: 6,274,633. NMDA antagonist. August 14, 2001. (U.K. Patent No.: ES2311466 [T3]; February 16, 2009.)
4. U.S. Patent No.: 6,562,855. Anaesthetic formulation comprising an NMDA-antagoiinst and an alpha-2 adrenergic agonist. May 13, 2003.
5. U.S. Patent No.: 6,567,702. Eliciting analgesia by transcranial electrical stimulation. May 20, 2003.
6. U.S. Patent No.: US2002068764 (A1). NMDA antagonist comprising xenon. June 6, 2002. (U.S. Patent No.: 6,653,354; November 25, 2003.)
7. Mexican Patent No.: MXPA04010855 [A]. Use of xenon for the control of neurological deficits associated with cardiopulmonary bypass. February 14, 2005. (U.S. Patent No.: 7,442,383; October 28, 2008.)
8. U.S. Patent No.: US2005106184 (A1). Neisseria mutants, lipooligosaccharides and immunogenic compositions. May 19, 2005.
9. Mexican Patent No.: MX2007001822 (A). Use of xenon as neuroprotectant in a neonatal subject. October 10, 2007.
10. U.S. Patent No.: 7,390,508. Use of xenon with hypothermia for treating neonatal asphyxia. June 24, 2008. (Portuguese Patent No.: PT1670489 [E]; February 28, 2008.)
11. European Patent No.: EP1954297 (A1). Use of xenon for organ protection. August 13, 2008.
12. PCT Patent No.: WO2008122654 (A2). Use of hyperbaric conditions to provide neuroprotection. October 16, 2008.
13. PCT Patent No.: WO2008122655 (A1). Use of helium with oxygen to provide neuroprotection. October 16, 2008.

14. German Patent No.: DE60318453 (T2). An analgesic agent for newborn or fetal subjects. December 24, 2008.
15. PCT Patent No.: WO2009071906 (A1). Derivatives of 1-[(imidazolidin-2-yl)imino] indazole. June 11, 2009.

RESEARCH PROGRAM

For the last 30 years I have explored the molecular mechanisms for anesthetic action. This has resulted in the discovery of a sedative agent that is currently used in clinical practice, the introduction of a novel neuroprotective agent that is undergoing clinical trials, and the cause and putative mitigation of postoperative cognitive decline.

5 RECENT SIGNIFICANT PUBLICATIONS

Terrando N, Monaco C, Ma D, Foxwell BM, Feldmann M, Maze M. Tumor necrosis factor- α triggers a cytokine cascade yielding postoperative cognitive decline. *Proc Natl Acad Sci U S A*. 2010 Nov 23;107(47):20518-22. Epub 2010 Nov 1

Cibelli M, Fidalgo AR, Terrando N, Ma D, Monaco C, Feldmann M, Takata M, Lever IJ, Nanchahal J, Fanselow MS, Maze M. Role of interleukin-1 β in postoperative cognitive dysfunction. *Ann Neurol*. 2010 Sep;68(3):360-8.

Wan Y, Xu J, Meng F, Bao Y, Ge Y, Lobo N, Vizcaychipi MP, Zhang D, Gentleman SM, Maze M, Ma D. Cognitive decline following major surgery is associated with gliosis, β -amyloid accumulation, and τ phosphorylation in old mice. *Crit Care Med*. 2010 Nov;38(11):2190-8

Sanders RD, Manning HJ, Robertson NJ, Ma D, Edwards AD, Hagberg H, Maze M. Preconditioning and postinsult therapies for perinatal hypoxic-ischemic injury at term. *Anesthesiology*. 2010 Jul;113(1):233-49.

Pandharipande PP, Sanders RD, Girard TD, McGrane S, Thompson JL, Shintani AK, Herr DL, Maze M, Ely EW; MENDS investigators. Effect of dexmedetomidine versus lorazepam on outcome in patients with sepsis: an a priori-designed analysis of the MENDS randomized controlled trial. *Crit Care*. 2010;14(2):R38. Epub 2010 Mar 16

TEACHING/MENTORING

While at Imperial College London (1999-2009) I supervised 7 PhD students that graduated.

Since joining UCSF, I have given 6 grand rounds in various departments, taught monthly in small group teaching for residents, and am mentoring 2 residents and 3 faculty regarding their research careers.

Having obtained clinical privileges, I expect to extend my teaching to medical students and residents in the clinical service environment.



NAME [REDACTED] DATE 07/31/2020

RESIDENCE ADDRESS [REDACTED] CITY Santa Cruz ZIP 95060

EMAIL [REDACTED] HOME # [REDACTED] CELL # [REDACTED]

EMPLOYER Santa Cruz City Schools OCCUPATION Special Educator

REGISTERED CITY VOTER? Yes ☒ No ☐ YEARS LIVED IN CITY LIMITS OF SANTA CRUZ 36

EMPLOYED BY CITY OF SANTA CRUZ? Yes ☐ No ☒ PRESENTLY SERVING ON ADVISORY BODY?** Yes ☐ No ☒

PERSONAL REFERENCE (optional) Renee Golder PHONE [REDACTED]

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

<input type="checkbox"/>	Arts Commission*	<input type="checkbox"/>	Parks and Recreation Commission*
<input type="checkbox"/>	Board of Building Appeals*	<input type="checkbox"/>	Planning Commission*
<input checked="" type="checkbox"/>	Commission for the Prevention of Violence Against Women*	<input type="checkbox"/>	Transportation and Public Works Commission*
<input type="checkbox"/>	Downtown Commission*	<input type="checkbox"/>	Sister Cities Committee
<input type="checkbox"/>	Equal Employment Opportunity Committee	<input type="checkbox"/>	Water Commission*
<input type="checkbox"/>	Historic Preservation Commission*	<input type="checkbox"/>	Other:

If you are applying for a specialized category, please indicate:

Advisory Body	Category
---------------	----------

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

****** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

SIGN AND RETURN TO CITY CLERK'S DEPARTMENT

	By Email	jwood@cityofsantacruz.com
	By Mail/In Person:	809 Center Street, Room 9 Santa Cruz, CA 95060
_____ Signature of Applicant	Fax:	831-420-5031

● PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION ●

Please note: This application is considered a public document, and will be available for release upon request.

Please use the following space to provide any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

I am a mother of two wonderful young women. My oldest will be twenty in November and attends UCSD and my youngest is a senior at Santa Cruz High School. I have a BS in Kinesiology with an emphasis in Health Science from CSUMB. I also have a Mild/Moderate Special Education teaching credential. I have worked in special education for nine years. I have been a one/one aide for a student with autism, a resource aide, a special class teacher and a resource teacher. I have been an active member in numerous school committees both as a parent and as an educator; Site Counsel, Silent Auction Fundraising, and Positive Behavior (PBIS). As an educator my objective is always building self esteem among my students and their parents. As a case manager for students who receive special education services I have facilitated assistance both for the classroom and to create positive growth at home. I am a trusted individual whom my students and parents feel comfortable sharing personal experiences. Many of my students have experienced severe trauma. I plan on using both my education background and experiences to be an active participant in the Committee to the Prevention of Violence Against Women.

Signature of Applicant: Shannon McGuire 07/31/2020

How did you hear about the advisory body opening?

☐ City Website ☒ Word of mouth ☐ Display ad ☒ City Staff or Commissioner

Other (explain) _____

CITY OF SANTA CRUZ APPLICATION FOR APPOINTMENT TO ADVISORY BODIES

Applications will be considered active for two years from date of submission.

RECEIVED
JAN 15 2020

NAME Alix Norton DATE 1/15/2020 CITY CLERK'S DEPT.
 RESIDENCE ADDRESS [REDACTED] CITY Santa Cruz ZIP 95060
 RESIDENCE PHONE [REDACTED] BUSINESS PHONE [REDACTED] EMAIL [REDACTED]
 EMPLOYER UC Santa Cruz OCCUPATION Librarian/Archivist
 REGISTERED CITY VOTER? YES ☒ NO ☐ YEARS LIVED IN CITY OF SANTA CRUZ 5
 EMPLOYED BY CITY OF SANTA CRUZ? YES ☐ NO ☐ ARE YOU PRESENTLY SERVING ON AN ADVISORY BODY?** YES ☐ NO ☒
 PERSONAL REFERENCE (Optional) _____ PHONE _____

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

- | | |
|---|--|
| <input type="checkbox"/> Arts Commission*
<input type="checkbox"/> Board of Building Appeals*
1 <input checked="" type="checkbox"/> Commission for the Prevention of Violence Against Women*
<input type="checkbox"/> Downtown Commission*
<input type="checkbox"/> Equal Employment Opportunity Committee
2 <input checked="" type="checkbox"/> Historic Preservation Commission* | <input type="checkbox"/> Parks and Recreation Commission*
<input type="checkbox"/> Planning Commission*
<input type="checkbox"/> Transportation and Public Works Commission*
<input type="checkbox"/> Sister Cities Committee
<input type="checkbox"/> Water Commission*
<input type="checkbox"/> Other _____ |
|---|--|

If you are applying for a specialized category, please indicate:

Advisory Body _____ Category _____

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

Please note: this application is considered a public document, and will be available for release upon request.

Return to: City Clerk's Department
 809 Center St., Room 9
 Santa Cruz, CA 95060

Fax: 420-5031



Signature of Applicant

• PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION •

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

I am looking to build community in Santa Cruz after living here for several years. I have been a professional archivist at a library on the UCSC campus for over 4 years and I want to use my connection between the city and the campus to benefit others and serve my community. I want to help the marginalized communities in Santa Cruz, especially women and non-binary folks who have experience violence or other hardship. In regards to the historic preservation commission, I have worked in the cultural history sector in different areas of the country for the past 10 years and I look forward to serving the Santa Cruz community and assist in preserving its unique history.

How did you hear about the advisory body opening?

☐ City website ☐ Word of mouth ☒ Display ad ☐ City staff or commissioner

Other (explain) _____



NAME Roya Pakzad DATE 07/16/2020

RESIDENCE ADDRESS [REDACTED] CITY Santa Cruz ZIP 95064

EMAIL [REDACTED]@ [REDACTED]. [REDACTED] HOME # CELL # [REDACTED]

EMPLOYER Taraaz OCCUPATION

REGISTERED CITY VOTER? Yes ☒ No ☒ YEARS LIVED IN CITY LIMITS OF SANTA CRUZ 3.5

EMPLOYED BY CITY OF SANTA CRUZ? Yes ☒ No ☒ PRESENTLY SERVING ON ADVISORY BODY? ** Yes ☐ No ☒

PERSONAL REFERENCE (optional) Bettina Aptheker PHONE [REDACTED]@ [REDACTED]. [REDACTED]

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

<input type="checkbox"/>	Arts Commission*	<input type="checkbox"/>	Parks and Recreation Commission*
<input type="checkbox"/>	Board of Building Appeals*	<input type="checkbox"/>	Planning Commission*
<input checked="" type="checkbox"/>	Commission for the Prevention of Violence Against Women*	<input type="checkbox"/>	Transportation and Public Works Commission*
<input type="checkbox"/>	Downtown Commission*	<input type="checkbox"/>	Sister Cities Committee
<input type="checkbox"/>	Equal Employment Opportunity Committee	<input type="checkbox"/>	Water Commission*
<input type="checkbox"/>	Historic Preservation Commission*	<input type="checkbox"/>	Other:

If you are applying for a specialized category, please indicate:

[illegible]

* A Statement of Economic Interest must be filed after appointment by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee (and spouse) in the City of Santa Cruz or within 2 miles of the jurisdiction of the City of Santa Cruz.

****** Council Policy 5.1 states that members shall not serve simultaneously on more than one advisory body. If you are presently serving on (or are appointed to) an advisory body, your application to serve on a second advisory body will be forwarded to the Council for consideration only if you indicate that you are willing to resign from the first advisory body. If you are appointed to serve on an advisory body, you may also be eligible to serve on another advisory body or task force if it is scheduled to sunset within 13 months.

SIGN AND RETURN TO CITY CLERK'S DEPARTMENT


Signature of Applicant

By Email jwood@cityofsantacruz.com

By Mail/In Person: 809 Center Street, Room 9
Santa Cruz, CA 95060

Fax: 831-420-5031

● PLEASE USE THE REVERSE SIDE FOR ADDITIONAL INFORMATION ●

Please note: This application is considered a public document, and will be available for release upon request.

EMAIL FORM

PRINT FORM

Please use the following space to provide any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

Dear honorary members of Santa Cruz City Council,

I'm writing to express my great interest in serving on the Commission for the Prevention of Violence Against Women. My interest comes from personal and professional experience, listed below:

- I was born and grew up in Iran. In 2007, at the age of 20, I joined a grassroots women's rights campaign called One Million Signatures for the Repeal of Discriminatory Laws. The campaign was founded by prominent women's rights activists in Iran including Shirin Ebadi, Nobel Peace Prize Laureate. During that time, I raised more than 1,000 signatures by organizing women's rights workshops in rural areas in Iran. The experience instilled a strong passion for advocating for women's rights, gender equality, and feminism.
- In 2010 I moved to the U.S. to continue my studies with a M.Sc. Degree in Electrical Engineering at USC. Immigration, graduate school, and, later, a fulltime job didn't stop my advocacy for gender equality. While working, I volunteered at a women's rights organization called Asian Family Support and Services of Austin (AFSSA) in Texas. I won the volunteer of the year prize awarded by AFSSA. There I had many encounters with women whose partners would cyber-stalk them via social media and other GPS-enabled apps; or who would harass them by hacking their phone, computer, and smart devices at their home. These encounters became one of the reasons for me to leave my job and go back to graduate school to study the intersection of technology and human rights.
- During my graduate program, I researched topics including positive and negative role of social media in domestic violence, gender-based violence and digital literacy gaps among refugees (mainly from Afghanistan and Syria), privacy invasion and surveillance implications of Internet-of-Things (IoT) devices. I also conducted various workshops at organizations including Women for Afghan Women (WAW) in Queens, NY and as a volunteer with incarcerated women in Rikers Island Jail. I have organized and taught cybersecurity workshops for women in abusive relationships, human rights defenders, and LGBTQ+ communities.
- Last year, I started my own technology and human rights organization, Taraaz, here in Santa Cruz. I've been working on project including strategies to alleviate online harassment against the Muslim American communities; human rights policies and practices of technology companies; human rights implications of digital healthcare tools for women and LGBTQ+ refugees; and more.

As the line between the online and offline worlds continues to blur, I believe we need to pay greater attention to issues women and LGBTQ+ groups face including online harassments, violence, cyber-stalking, and more. I would be delighted to have the chance to work on these issues with other commissioners and our City Council members. I attached my CV. You can also learn more about me on my website www.royapakzad.co

Warm regards,

How did you hear about the advisory body opening?

☒ City Website ☐ Word of mouth ☐ Display ad ☒ City Staff or Commissioner

Other (explain) _____

Roya Pakzad

██████████ ██████████@██████████ ██████████
Santa Cruz, CA 95064 ██████████@██████████
██████████.co (██████████) ██████████

EDUCATION

Columbia University, New York, NY *Sept. 2015–May 2017*
M.A. in Human Rights Studies
University of Southern California, Los Angeles, CA *Aug. 2010–May 2012*
M.Sc. in Electrical Engineering
Shahid Beheshti University, Tehran, Iran *Sept. 2005–June 2009*
B.Sc. in Electrical Engineering

EMPLOYMENT

Founder and Director *July 2019– present*
Taraaz, Santa Cruz, CA

- Researching human rights implications of new technologies and advising the technology industry, civil society organizations, and governments on human rights implications of digital products.

Research Associate & Project Leader, Technology & Human Rights *May 2018–June 2019*
Stanford University, Global Digital Policy Incubator / Stanford Iranian Studies, Stanford, CA

- Researched and led public and private discussions on GDPi's program in AI and Human Rights.
- Conducted independent research and investigations about policies and practices of technology companies with respect to human rights.

Program Associate, RightsCon *Nov. 2016–Apr. 2017*
Access Now, New York, NY

- Helped organize RightsCon Brussels programming including research, speaker outreach, reviewing sessions, logistics, and developing the conference's final schedule. Recruited, led, and managed a team of 45 volunteers.
- Developed RightsCon's satellite program, Youth for Rights.

Research Assistant *Nov. 2015–Nov. 2016*
Columbia University, Heyman Center for the Humanities, New York, NY

- Spearheaded creation of new digital humanities initiatives.

ASIC/Layout Design Engineer *Aug. 2012–Aug. 2015*
Advanced Micro Devices (AMD), Austin, TX

- Conducted Design-for-Testability (DFT) of microchips for Sony's PlayStation 4 and Microsoft's Xbox One.

PUBLICATIONS & WORKING PAPERS

- 2020 “Leap of FATE: human rights as a complementary framework for AI policy and practice,” Proceedings of the 2020 ACM Conference on Fairness, Accountability, and Transparency (co-authored with Corinne Cath, Mark Latonero, and Vidushi Marda), January 2020.
- 2019 “Incubating Hate: Islamophobia and Gab,” Working Paper, Digital Innovation and Democracy Initiative of the German Marshall Fund of the United States (co-authored with Karen Kornbluh, Samuel Woolley, and Nicholas Monaco), June 2019.
- 2019 “Social Media Councils, from Concept to Reality,” Conference Report, Stanford University Global Digital Policy Incubator (contributing author with GDPi, ARTICLE 19, & David Kaye), May 2019.
- 2019* “Opportunities and Challenges of Emerging Technologies for the Refugee System,” Research Paper, World Refugee Council, Center for International Governance Innovation, May 2019.
- 2019* “Anti Muslim Americans Computational Propaganda in the United States: Coordinated online attacks during the 2018 US midterm elections,” Institute for the Future, (co-authored with Niloufar Salehi), May 2019.
- 2019 “Silicon Valley Preaches Diversity and Inclusion while Excluding Iranians,” Atlantic Council, (co-authored with Mahsa Alimardani), April 8, 2019.
- 2018 “Private Sector Roles and Responsibilities: Protecting Quality of Discourse, Diversity of Content and Civic Engagement on Digital Platforms and Social Media,” Governance Innovation for a Connected World, Center for International Governance Innovation, (co-authored with Rebecca MacKinnon), November 2018.
- 2017 “Bits of Life: Leveraging Emerging Technologies to Improve the Livelihood of Refugees,” *Medienimpulse*, Vol. 3 (2017).

* Peer-reviewed

SCHOLARSHIPS & AWARDS

Travel grant awardee, ACM: Fairness, Accountability, and Transparency, Barcelona, Spain	<i>Jan. 2020</i>
Resident Fellow, Thematic Residency on AI, Rockefeller Foundation Bellagio Center	<i>Oct. 2019</i>
Awardee, Facebook: Content Policy Research (with Niloufar Salehi and Nazita Lajevardi)	<i>Oct. 2019</i>
Travel grant awardee, ACM: Mechanism Design for Social Good, Phoenix, AZ	<i>June 2019</i>
Travel grant awardee, ACM: Fairness, Accountability, and Transparency Conference, NY, NY	<i>Feb. 2018</i>
Deep Learning Diversity Fellowship, The Data Institute, University of San Francisco	<i>Spring 2018</i>
Awardee, Iranian-American Scholarship Fund	<i>Fall, 2016</i>

INVITED TALKS

- “Human Consequences of Computational Propaganda: Muslim Americans,” Anti-Defamation League, Washington DC, May 2019.
- “A Technologist's Journey into the Human Rights World,” CITRIS Research Exchange Seminar Series, UC Berkeley, CA, October 2018.

CONFERENCES

- Tutorial co-organizer**, “Leap of FATE: human rights as a complementary framework for AI policy and practice,” ACM Conference on Fairness, Accountability, and Transparency, Barcelona, Spain, January 2020.
- Panelist**, “Online Disinformation and Vulnerable Populations: Islamophobia and the 2020 United States Presidential Election,” The German Marshall Fund of the United States, Washington, DC, May 2019.
- Session organizer**, “Tech to counter false information and tech spreading false information. How to use tech to fight false information and bots ahead of the Iran parliamentary elections?” Iran Cyber Dialogue, Washington DC, May 2019.
- Session co-organizer**, “AI for Good Global Summit: AI, Human Dignity and Inclusive Society,” May 2019, Geneva, Switzerland
- Session organizer**, “AI for Social Good,” Women in Tech Symposium on the Future of AI, UC Berkeley, March 2019.
- Panel moderator**, “Social inclusion technologies used by governments,” Paris, France, October 2018.
- Panelist**, “The Role of Technology in Addressing the Global Migration Crisis: Transparency and Accountability,” World Refugee Council, Center for International Governance Innovation, Berkeley, CA, June 2018.
- Session organizer & chair**, “Prisoners’ Rights in the Digital Age,” RightsCon Toronto, Canada, May 2018.
- Session organizer & chair**, “Apps for Refugees: Successes and Challenges,” RightsCon Brussels, Belgium, March 2017.
- Panelist**, “The Digital is the Political: Anti-Oppression Resistance and an Introduction to Migrant Rights for Digital Advocates,” RightsCon Brussels, Belgium, March 2017.
- Presenter**, “Apps for Refugees: Gauging Their Successes, and Challenges,” NetHope Global Summit, Atlantic, GA, November 2016.

PROFESSIONAL AFFILIATIONS

- Affiliated Scholar**, The CITRIS Policy Lab at UC Berkeley
- Founder and curator**, “Humane AI,” a newsletter and interview series directed at human rights and technology professionals.
- Advisory Board Member**, Trilateral Research Group: Refugee and Integration Project, London, UK (invited).
- Member of the working group on data governance and data economies**, The Mechanism Design for Social Good Group (MD4SG).
- Committee Member**, ACM FAT* Conference 2020 (Fairness, Accountability, and Transparency in Socio-technical Systems).
- Committee Member**, “AI for Sustainable Development and a More Equal World,” Ethically Aligned Design, Institute of Electrical and Electronics Engineers (IEEE).
- Jury Member**, Techfugees Global Challenges Competition, October, 2018.
- Co-founder**, MENA Graduate Group at Columbia University, NY.

SKILLS

- Data Science, Stanford University Continuing Studies (2018)
- Intermediate Python and R
- Intermediate knowledge of Machine Learning and Deep Learning
- Experience building websites with WordPress, Jekyll, and Hugo
- Experience in working on OpenStreetMap, Ushahidi and QGIS
- Five years of experience programming in register-transfer level (RTL) languages including Verilog
- Advanced knowledge of Excel

OTHER EXPERIENCE

Justice-in-Education Initiative, Rikers Island Jail, Queens, NY *Feb. 2016-Dec. 2016*
Workshop Instructor

Women for Afghan Women (WAW), Queens, NY *Sep. 2015-Dec. 2015*
Workshop Instructor

Asian Family Support Services of Austin (AFSSA), Austin, TX *Apr. 2014-July 2015*
Direct Service Volunteer/ Member of Women Empowerment Committee

AMD's Women Forum (AWF), Austin, TX *Oct. 2012-Aug. 2015*
University Relations Coordinator

One Million Signatures for the Repeal of Discriminatory Laws, Iran *Jan. 2007-Jul 2008*
“Change for Equality” workshop organizers

LANGUAGES

Farsi	(Native)	English	(Fluent)
Dari	(Fluent)	Arabic	(Basic speaking, intermediate reading)



City Council AGENDA REPORT

DATE: 08/03/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Economic Development

SUBJECT: Support for the Santa Cruz Warriors Making Santa Cruz Their Permanent Home (CN/ED)

RECOMMENDATION: Motion to:

1. Direct the Mayor to contact the Warriors management expressing the City's appreciation for the Warriors' presence here in Santa Cruz;
 2. Communicate our very strong interest in discussing the Warriors' continued long term presence in Santa Cruz;
 3. Communicate our interest in thinking creatively regarding possible permanent facility options including the funding of such options;
 4. Follow up on the direct contact with a letter memorializing the above commitment and strong interest in a continued relationship and presence in Santa Cruz for the Santa Cruz Warriors; and
 5. Direct staff to move promptly in setting up initial discussions on this subject between the appropriate partners and return back by within 60 days with a report on progress and actions taken to date and additional items under way on the partnership.
-

BACKGROUND: In 2012, the Kaiser Permanente Arena (Arena) was developed as a public-private partnership between the City of Santa Cruz, the Santa Cruz Seaside Company, the operator of Santa Cruz's iconic Beach Boardwalk amusement park, and the Golden State Warriors, a National Basketball Association (NBA) team. The Arena is the home arena for the Santa Cruz Warriors, a franchise of the NBA Development League. The Arena is managed by the Warriors and primarily hosts league affiliated events, although the Arena has served a broader community purpose, hosting significant community and City events over the last 8 years. The Santa Cruz Seaside Company ground leases the land to the City and the City, who owns the Arena building, leases the Arena to the Santa Cruz Warriors. The location of the Arena was chosen to serve two primary purposes, to bolster the downtown economy and serve as a catalyst for revitalizing the lower Pacific/Front area, building a stronger connection between the Downtown and Beach areas.

Prior to the original seven year expiration of the leases, the City, Santa Cruz Seaside Company and the Santa Cruz Warriors extended the original agreements an additional two years to 2021

with an option to extend through September 2022. All other substantive terms and commitments remain in place. As part of the original agreement with the Santa Cruz Warriors, the City loaned the franchise \$4.07 Million for the construction of the facility. The City additionally receives Admissions tax from all applicable (non-community) events held in the arena. As part of the loan agreement, repayment was structured over the term of the lease agreement and any extensions. The Santa Cruz Warriors are current on all of their payments and, to date, have repaid just under \$3 Million of the original loan with a balance of \$1.1M remaining.

Discussions regarding a permanent facility have been on-going over the last seven years including the 2017 analysis conducted by the City with Victus Advisors, sports arena consultants specializing in market and mixed-use arena project feasibility studies. The Study concluded favorably that a permanent arena could succeed in Santa Cruz and that the existing location was among the top preferred locations for its continued success. The study specifically addressed the following considerations:

- The market support for a permanent arena facility in Santa Cruz
- A determination of the size and features that a successful arena would require
- The extent to which an arena facility in Santa Cruz can cover its operational costs on an annual basis, and to what extent it can contribute to funding its own capital construction costs
- Recommendations on management and operations structures
- An assessment of the economic development benefits that would accrue to the city from arena operations and construction
- The likely future effect of arena operations on existing public assembly facilities such as the Civic Auditorium
- Potential to engage other community stakeholders such as the University of California, Santa Cruz, the Santa Cruz Seaside Company and the Golden State Warriors as a partner in development of a new facility

DISCUSSION: Given the relatively short remaining period of the extended lease terms, it is time for the City to finalize discussions with the Santa Cruz Warriors and the Santa Cruz Seaside Company regarding the future of the Warriors in the City of Santa Cruz. More recently, the City, the Santa Cruz Seaside Company and the Santa Cruz Warriors have met to consider potential site development options for an arena anchored mixed-use project that could be developed on the existing or slightly expanded existing site controlled by the Santa Cruz Seaside Company. With the popularity of the Golden State Warriors regionally and nationally and the popularity and success of the Santa Cruz Warriors locally, the franchise has received interest in relocating the Santa Cruz Warriors to a more permanent home elsewhere in the Bay Area. Given the pressing considerations above, it is critical for the City to expedite discussions and options for creating a permanent home for the Santa Cruz Warriors in Santa Cruz.

The Santa Cruz Warriors have been a tremendous success in the City of Santa Cruz, enjoying sold-out games with a dedicated regional fan base. In addition, the Santa Cruz Warriors have become a vital community presence supporting many non-profit organizations as well as presence in our local schools and youth programs with a reading program, as well as positive involvement of players. In summary, the Santa Cruz Warriors have been an impressive force for building community spirit and a unifying force for bringing together a great diversity of fans across age, gender, ethnicity, lifestyle, social economic status and sports knowledge.

The Santa Cruz Warriors have also had a positive impact on the City from an economic development perspective. Their presence in the south of Laurel neighborhood of lower Pacific

Avenue and Front Street has helped revitalize the area. Several significant housing projects are in the works or have been completed in the area including the City Council approved project at Front and Laurel (Pacific Front Mixed-Use Development) and the recently completed project at 555 Pacific Avenue. In addition, Downtown businesses and restaurants in particular have benefited from increased patronage from fans that attend the games and park in the downtown to shop and eat before and after games.

Given the timing of the agreement expiration and competing interests, the City Council must be clear about its interest in retaining the Santa Cruz Warriors as well as its commitment to work in partnership toward the development of a permanent facility that adequately meets the needs of the team. The Santa Cruz Warriors have expressed an interest and strong desire to remain in Santa Cruz and the Santa Cruz Seaside Company has also expressed its interest in continuing the partnership for a permanent home for the Santa Cruz Warriors in Santa Cruz.

FISCAL IMPACT: Approval of the recommendations above have no fiscal impact to the General Fund other than staff time.

Submitted By:
Justin Cummings
Mayor

Approved By:
Martin Bernal
City Manager

Donna Meyers
Vice Mayor

Cynthia Mathews
Councilmember

Bonnie Lipscomb
Director of Economic
Development

ATTACHMENTS:

None.



City Council AGENDA REPORT

DATE: 07/31/2020

AGENDA OF: 08/11/2020

DEPARTMENT: Community Advisory Committee on Homelessness (CACH)

SUBJECT: Community Advisory Committee on Homelessness (CACH) Final Report to the City Council

RECOMMENDATION: Receive Community Advisory Committee on Homelessness (CACH) Co-Chair and City staff presentation and motion to:

1. Accept the CACH Final Report.
 2. Direct the City Manager to implement Council-accepted CACH Final policy recommendations as identified during Council deliberations.
-

BACKGROUND: The concept of the Community Advisory Committee on Homelessness (CACH) was borne out of a series of City Council meetings in 2019. Shortly after the 2018 election, which saw a political shift of the Council membership, the Council became deeply entrenched in homelessness-related policy largely in response to a growing unsanctioned encampment a community gateway (Gateway Encampment).

Given the complexity of the issue and growing community concern raised regarding Council policy considerations, at its April 9, 2019 meeting, Councilmembers unanimously moved to create the CACH charged to advise the City Council on homelessness policy and actions, incorporating education and community engagement, in furtherance of City-adopted policy regarding homelessness including the All-In Plan, the Homelessness Coordinating Committee 20 Action Recommendations and the 2x2 Committee. Council's motion included direction on the preferred composition of the committee with intent to create a diverse stakeholder group representing the following sectors:

- Homelessness advocacy
- Health care with special focus on the local system of homelessness care and solutions
- Education
- Employment and job creation
- Local business
- Neighborhood representation
- Community members with lived homelessness experience
- Behavioral health and/or addiction system of care
- Policy and governmental expertise on homelessness
- Youth homelessness
- Student

Others as identified by nomination and selection process

The CACH held its first meeting in July 2019 and set a path to achieve the Council's vision by 1. understanding the long-standing policy trends within the City; 2. identifying the unique needs of those with lived experience; 3. understanding the City and region's current investment in homelessness response and where there are system gaps and failures; and 4. developing immediate, mid and long-term policy recommendations to ground the City's response to homelessness within the larger system of care provided by the County, State and federal governments. On December 10, 2019, the CACH Co-Chairs presented the Committee's Initial Status and Recommendations to the City Council. The CACH returned on February 25, 2020 to present its Second Status Report and Mid-term Recommendations.

DISCUSSION: Through the course of its education and deliberations, the CACH members engaged with policy documents, City and County staff, community stakeholders, and experts in the field to build collective knowledge on best practices, innovative programs, and the policy landscape at the regional, state and federal level. However, even more importantly, the CACH engaged deeply with those unhoused in the community, including five CACH members with lived experience, on their unique and profound needs and how best to meet those needs.

With this knowledge base, the CACH grounded itself in making change in three focused areas: community engagement, public health, and sanctioned camping/safe sleeping. Although only three threads in the fabric of homelessness policy, the CACH felt that making progress in these areas would advance the City towards positive dialogue, dignity first solutions and incremental change in shelter access.

The CACH provided two progress reports to City Council during their process, one focused on immediate policy recommendations to meet urgent needs, and the second focused on mid-term recommendations to move towards sustainable change. This last report to Council summarizes the CACH's urgent and mid-term policy recommendations, regional homelessness policies shifts due to the coronavirus pandemic, and provides the CACH's final recommendations for Council's consideration.

FISCAL IMPACT: None.

Prepared By:
Susie O'Hara
Assistant to the City Manager

Submitted By:
Candice Elliot and Taj Leahy
CACH Co-Chairs

Approved By:
Martin Bernal
City Manager

ATTACHMENTS:
CACH Final Report to the City Council

CITY OF SANTA CRUZ



COMMUNITY ADVISORY COMMITTEE ON HOMELESSNESS (CACH)

FINAL REPORT AND RECOMMENDATIONS

Prepared by: Susie O'Hara, Assistant to the City Manager

CACH Convened by: Honorable Fred Keeley

Assisted by: Megan Bunch, Principal Management Analyst

Brooke Newman, Homelessness Response Manager

Ron Prince, Special Projects Advisor

AUGUST 11, 2020

ACKNOWLEDGEMENTS

The CACH would like to thank the following individuals for their contributions to this effort.

CACH Convener

Fred Keeley

Focus Strategies

Kate Bristol

Katharine Gale

Wise Democracy

Corrina McFarlane

Angela Blessing

US Interagency Council on Homelessness (USICH)

Helene Schneider, Regional Coordinator

Dignity on Wheels

Marcus Givens

Housing Matters

Tom Stagg

City of Santa Cruz

Lee Butler

Katherine Donovan

Tony Elliot

Bernie Escalante

Ron Prince

Suzanne Haberman

City Attorney's Office

Toni Condotti

Cassie Bronson

And a special thank you to all the community members who attended the regular CACH meetings, participated in the public engagement sessions, completed outreach surveys, and sent in correspondence.

LETTER OF TRANSMITTAL FROM THE CACH CO-CHAIRS

June 23, 2020

Mayor Cummings and City Council
809 Center Street, Room 10
Santa Cruz, CA 95060

Dear Mayor Cummings and City Council Members:

On behalf of the members of the Community Advisory Committee on Homelessness, we are pleased to transmit our Report: *Santa Cruz City Community Advisory Committee on Homelessness: Final Report and Recommendations*. This report serves as the culmination of our 10-month process and addresses the charge of the CACH as stipulated by the April 9, 2019 City Council Agenda Report on the subject.

The CACH committed to exploring the complex issue of homelessness and the specific impacts of this nationwide problem within the City of Santa Cruz. The CACH was designed to ensure its members represented diverse backgrounds, perspectives and life experiences. As a group, we worked cohesively to learn about the pressing issues facing people experiencing homelessness, to engage with a wide array of experts in the field, to learn about the intersection of homelessness and the work of various City departments, and to listen to community-members express their viewpoints and experiences with homelessness. Our committee's goal was to engage with a diverse cross-section of citizens, organizations and agencies in order to develop well-informed recommendations to bring to City Council.

Through our extensive work together, we learned that Santa Cruz faces a host of complex challenges, and that our local governments (City and County), social service providers, and community members need to work collaboratively in order to address them effectively. While some of the conversations were quite difficult given the sensitive nature of the topics and the CACH was not always in full agreement on each and every recommendation, we remained committed to the process, analyzed the issues and worked to achieve consensus in our decision-making to develop feasible recommendations for your review. We stand behind this serious work and are deeply appreciative of the time, energy and thought that our Convener, Fred Keeley, City of Santa Cruz staff, Susie O'Hara, Megan Bunch and Ron Prince, and the expert panelists and other participants added to the process.

With the newly formed Homelessness Taskforce, led by the County of Santa Cruz Human Services Department, focusing on how to best serve those experiencing homelessness during the COVID-19 pandemic, the City of Santa Cruz has a unique opportunity to address many of the issues we identified through a collaborative cross-jurisdictional approach. We urge the City Council and City staff to review the report and determine how best to operationalize the recommendations. We understand that the City will need time to assess each recommendation and work with its partners to make them a reality. That being said, we ask that the City Council conduct a 6-month and 12-month check-in with the community to measure progress made on these recommendations.

Thank you all for your continued work to make Santa Cruz a community focused on social justice, health in all policies, and ensuring our most vulnerable community members are provided with dignified support and care.

Sincerely,

Candice Elliott and Taj Leahy
Community Advisory Committee on Homelessness, Co-Chairs

TABLE OF CONTENTS	
Acknowledgements _____	2
Letter of Transmittal from the CACH Co-Chairs _____	3
Executive Summary _____	5
Background _____	6
City of Santa Cruz Homelessness Policy Across the Decades _____	10
CACH Work Plan and Subcommittee Approach _____	11
CACH Immediate and Mid-Term Recommendations _____	12
CACH Recommendations in the Age of COVID-19 _____	13
CACH Final Policy Recommendations to City Council _____	15
Conclusion _____	16
Attachments _____	17
Attachment #1: Homelessness Coordinating Committee 20 Recommendations _____	17
Attachment #2: 2000 Homeless Issue Task Force _____	20
Attachment #3: City of Santa Cruz Homelessness Historical Policy Review _____	27
Attachment #4: CACH Bylaws _____	32
Attachment #5: Focus Strategies Homeless System Baseline Assessment Report _____	39
Attachment #6: CACH Initial Work Plan _____	98
Attachment #7: Dynamic Facilitation Process Results _____	106
Attachment #8: Fical Report on City Homelessness Expenses _____	111
Attachment #9: CACH Recommendations Carried by the City Council _____	115
Attachment #10: 2019 Santa Cruz County HEAP and CESH Awards _____	119
Attachment #11: Gov. Newsom Executive Orders Jan. 16, 2020 _____	127
Attachment #12: Santa Cruz COVID-19 Homelessness Taks Force _____	136

EXECUTIVE SUMMARY

With the Santa Cruz City Council's vision to create a diverse stakeholder group to grapple with the challenge of homelessness, the Community Advisory Committee on Homelessness (CACH) convened on July 30, 2019 and set a path towards developing tangible policy recommendations to improve quality of life for both those unhoused and housed in Santa Cruz. Over a period of seven months, the CACH, comprised of 13 talented, passionate, and articulate individuals, tackled the vexing questions of what will really make a difference for those experiencing homelessness, how to lead difficult dialogue by example, and, ultimately, how to move the community towards positive and real change.

Through the course of its education and deliberations, the CACH members engaged with policy documents, City and County staff, community stakeholders, and experts in the field to build collective knowledge on best practices, innovative programs, and the policy landscape at the regional, state and federal level. However, even more importantly, the CACH engaged deeply with those unhoused in the community, including five CACH members with lived experience, on their unique and profound needs and how best to meet those needs.

With this knowledge base, the CACH grounded itself in making change in three focused areas: community engagement, public health, and sanctioned camping/safe sleeping. Although only three threads in the fabric of homelessness policy, the CACH felt that making progress in these areas would advance the City towards positive dialogue, dignity first solutions and incremental change in shelter access.

The CACH provided two progress reports to City Council during their process, one focused on immediate policy recommendations to meet urgent needs, and the second focused on mid-term recommendations to move towards sustainable change. Those recommendations included:

- The installation of two (2) additional ADA portable toilets with hand washing stations that are in a covered and well-lighted area, distributed throughout the downtown, open 24/7.
- To keep Loudon Nelson Community Center restrooms open only to patrons of Loudon Nelson.
- For the City to continue to help fund the 1220 River Street camp program by supporting the County to write a new contract with the Salvation Army to continue services at a new location.
- The creation of additional (a) managed low-barrier, ADA accessible emergency shelter program(s) to be opened last winter, either in the City limits or with a shuttle service from the City to the shelter if outside City limits. The shelter program should include ongoing feedback with regular meetings between the management and the community.
- The relocation of the shuttle pick-up site for the Laurel Street shelter program to an indoor or sheltered location.
- The expansion of CACH by one (1) individual member, with CACH determining the nomination criteria.
- The creation and implementation of additional shelter programs to include the input and feedback of management, the community, and organizations representing people experiencing homelessness.
- The City Council fund a comprehensive community engagement program to include facilitated meetings across the community, and across demographics and constituents, with an independent or specially designated facilitator(s).
- The creation of one RV sewage dumping site within the City limits.
- Managed and accountable models of shelter and safe sleeping sited with specific criteria to ensure ease of access for users and neighborhood compatibility.
- Increased access to hygiene facilities including mobile showers with case management and a complementary program to collect data on hygiene programs to ensure a sustainable and effective long-term approach.

- Increased and proactive community engagement to ensure the community is intimately involved, especially around safe sleeping, in dialogue on solutions with the Council as the body embarks on future policy decisions.
- Camping municipal code amendments to increase safe parking capacity at faith-based parking lots, decriminalize the act of sleeping, and ensure the environmentally and high risk areas of the City are protected from the impacts of high density, unsanctioned camping.

While not an exhaustive list, the policies set forth by the CACH were intended to alleviate the foreseen challenges of being unsheltered during the winter season, improve access to hygiene resources, create new opportunities for low barrier shelter in the City, and create clarity around the enforcement of camping in high risk and environmentally sensitive areas.

The CACH's process was cut short by the COVID-19 pandemic, but ironically, COVID-19 didn't cut short the progress made by the CACH. Because of COVID-19, new attention has been paid at the federal, State and County level on homelessness response, and many of the CACH's recommendations are integral to the emergency public health actions set forth to minimize the spread of the virus and protect our most vulnerable community members. New shelters have been erected, new sanctioned camps have been opened, new hygiene facilities have been deployed, new comprehensive community engagement has commenced, new visioning of Coral Street has taken place, and new systems have been put into place. Each of the three focus areas of the CACH are entwined into COVID-19 programming with brand new fiscal and community support.

Given this progress, the CACH enthusiastically recommends the Council leverages that hopeful momentum by investing in new community engagement processes focused exclusively on homelessness response, studying the effectiveness and maintaining the hygiene resources that have been deployed, using the lesson learned with, and community acceptance of, the COVID-19 safe sleeping programs to advance the potential for new sanctioned encampments within the City, and ultimately re-envisioning Coral Street to serve as a North County homeless support and housing navigation campus.

BACKGROUND

Proactive response and management of the vexing challenge of homelessness has been policy priority for the Santa Cruz City Council for several decades. Progress has been slow and cyclical, in part given the very narrow role cities play in health and human services and, in part, due to the complexity of the issue. Effective homelessness response is driven in breadth and depth by the intricacy of the root causes of homelessness, the significant and varied needs each individual requires to exit homelessness, and the political, fiscal and policy framework that must be developed and drawn from county, state and federal governments to make real progress. Often these significant complexities stymie local governments from making proactive change, creating frustration on part of unhoused and housed community members alike.

For the last several years, the City Council has recommitted to investing in the response to homelessness, with the aim of reducing human suffering and mitigating the real impacts street homelessness has on the community. Shortly after the 2018 election, which saw a political shift of the Council membership, the Council became deeply entrenched in homelessness-related policy largely in response to a growing unsanctioned encampment a community gateway (Gateway Encampment). Early in 2019, the issue of homelessness dominated the Council's agenda, with several high-level policy considerations brought forward including sweeping City ordinance changes regarding transitional encampments and safe parking, recreational vehicle parking on Delaware Avenue, homelessness state of emergency and shelter crisis declarations, project charters for transitional encampments and parks facilities management, siting of a safe sleeping and storage programs on City property, an interim management plan for the Gateway Encampment, Standard Operating

Procedures for Vacating Homeless Encampments that Contain Significant Health and Safety or Nuisance Conditions (SOPs) and the concept of Community Advisory Committee on Homelessness (CACH).

As evidenced by the above topics, the Council tackled considerable and complicated policy in a short timeframe and attempted to balance the urgency of responding to a growing health and safety crisis at the Gateway Encampment with ensuring the community was included in developing tangible solutions. The balance became difficult to strike as the community was very polarized around the issue. Given that, the Council elected to immediately begin the process of the CACH to bring the community together and ensure diverse voices at the table regarding both short and long-term homelessness policy.

At its April 9, 2019 meeting, Councilmembers unanimously moved to create the CACH charged to advise the City Council on homelessness policy and actions, incorporating education and community engagement, in furtherance of City-adopted policy regarding homelessness including the All-In Plan, the Homelessness Coordinating Committee 20 Action Recommendations and the 2x2 Committee. Council's motion included direction on the preferred composition of the committee with intent to create a diverse stakeholder group representing the following sectors:

- Homelessness advocacy
- Health care with special focus on the local system of homelessness care and solutions
- Education
- Employment and job creation
- Local business
- Neighborhood representation
- Community members with lived homelessness experience
- Behavioral health and/or addiction system of care
- Policy and governmental expertise on homelessness
- Youth homelessness
- Student
- Others as identified by nomination and selection process

The CACH application was released on April 15, 2019 and with a one-week extension, due on May 6, 2019. In response to a strong call to action through print/social media and word of mouth, staff received 52 CACH applications from a wide cross-section of community members. Applications were received within each identified stakeholder sector, with many applicants noting more than one stakeholder affiliation. Of important note was the diverse interest, from recently arrived residents to long-time advocates, across professional and life experiences, gender, age and background.

The Council selected a cadre of exceptional applicants to form the CACH, each bringing unique perspectives, passions and backgrounds. Those members, and a brief cut out of their application statements, were:

- **Co-Chair Candice Elliott**, "There aren't words to describe how much I would appreciate the chance to serve on this Advisory Committee. I see this as an opportunity to find effective ways of addressing homelessness in our community, and hopefully creating a blueprint which could be used in other communities in the US who are also experiencing increased numbers of people experiencing homelessness. In addition to this work, I would enjoy working with people of diverse backgrounds on this issue and to engage with the community and other committee members."
- **Co-Chair Taj Leahy**, "I am a spiritual person yet I am practical as well. I believe that we must be heart-forward in our intent as well as conscious of our steps with regard to peoples' lives. I would like to identify the needs of the homeless/addiction community and support those needs getting met. Likewise, I feel like this is a perfect time to lay bare the causes of homelessness and addiction and work toward societal change."

- **Alie Soares**, “Since experiencing homelessness I have been humbled in ways unexplainable to most unless you’ve been there. I have a strong voice & lived experience in this demonized population. I want to help make, create & sustain change not only for myself; for others as well. I feel that my experiences as a disabled, currently housed in transitional housing homeless woman speaks for on overlooked demographic that faces not only the same challenges as my “peers” but also hurdles that an able bodied person doesn’t.”
- **Ami Chen Mills**, “I have been both watching and attending City Council meetings over the past couple months. I truly feel I understand each person's "separate reality"--from progressive activists to parents, business owners and even Council members. Underneath it all, we each want to feel safe, secure, respected and even loved (we can say respect is a form of love.) I don't agree with every opinion, but I can see the "kernel of truth" in almost everyone's statements. I enjoy community engagement, I enjoy life in general, even with all its bumps, and I believe I would enjoy the admittedly daunting challenge of this opportunity to try to bring more alignment to City plans for the houseless.”
- **Aran Nicol**, “Homelessness and injection drug use in Santa Cruz have risen to the level of a public health emergency and the community has an obligation to address these issues in a way that respects the rights of individuals and the broader population. The factors contributing to these crises are complex and mirror trends throughout the US related to rising housing costs, inequalities of income, education and opportunity, stigma, declines in behavioral health services, and the more widespread use of opiates and methamphetamine.”
- **Brooke Newman**, “My direct service experience has helped numerous members of our community gain access to benefits, shelter, employment and recovery from homelessness. My work is designed to help others achieve the goals that they set for themselves. I facilitate change that allows for people experiencing homelessness to work within a structure, while exercising agency in their choices to move forward that is free from coercion.”
- **Don Lane**, I have dedicated much of my adult life to working on issues related to homelessness and will continue that work in the years ahead. Three terms as mayor and three terms on the city council have provided many opportunities for me to speak both formally and informally with thousands of individuals and dozens of organizations on controversial issues.”
- **Dwaine Tait**, “Over the years, I have learned a great deal from my participation with collaborative work groups and committees. Perhaps, the most important lessons I have learned and been able to put into practice are the ideas of true collaboration and true compromise when guiding deliberation and eventually decision making. As a member of our community here in Santa Cruz and as a person that has spent their career in service to others am I committed to assisting to address the homelessness problem here in Santa Cruz.”
- **Evan Morrison**, “I consistently develop relationships with people who are homeless and service providers throughout the county, and support homeless folks into getting into housing. Though my specialty has been veterans, I have successfully connected people from all walks of life with services that assisted them in ending their homelessness.”
- **Frank Sanchez***, “I am interested because I am currently homeless and have knowledge of all aspects of this epidemic. I’ve worked for the Homeless Services Center and managed, as well as worked at, the Winter Shelter program. I’ve grown fond of many of the homeless people and fully understand their hardships.”
- **Ingrid Trejo***, “Homelessness is a crisis for both this community and the person experiencing it. Many people become homeless because of a sudden illness, family disintegration or job loss, among the many reasons. In my work, we found housing for the homeless families we were serving through the limited rental vacancies in this community. It can be done, families can find homes, it takes a lot of work, collaboration and responsible partnership with everyone, especially landlords. I believe this City can help its neighbors who spend their days and nights on the streets with effective planning, partnership and the courage to try.”

- **Katie Woolsey***, “I serve on the board of directors of Walnut Avenue Family & Women's Center and previously worked as a consultant to write our 5-year cultural responsiveness and strategic plan. Because homelessness touches many of our participants, this work involved deep research into all the available data and studies for the county and liaising with staff at other county organizations who work with precariously housed and unhoused persons.”
- **Raphael Sonnenfeld**, “My goal is to bring people together to find solutions that are widely accepted, and to ensure that the needs of all stakeholders are heard and accounted for. While I understand the imperative to act quickly to address very serious health and safety risks our city faces, it is also critical for solutions to those problems to be vetted by experts, and for the community to be engaged in their implementation.”
- **Serg Kagno**, “I’m excited to be of this committee. We are at a pivotal time in Santa Cruz with significant, new state funding, and we are experiencing a very polarized community discussion. This is an amazing opportunity to bring different stakeholders together to try to find solutions to meet everyone’s needs.”
- **Stina Roach**, “I want to be part of the solution!! Help others like myself. I am a passionate person. I know what empathy is. Want the education. Great with all people.”
- **Stoney Brook**, “I believe we need to be intentionally strategic – fiscally, politically, legally and humanely – in our thoughts and actions. Part of our blockage comes from an ‘All or Nothing’, ‘Either/Or’ narrative; we cannot move if we see only A and B as solutions. We need to embrace solutions that respect the concerns – real or perceived – of all residents.”

*CACH members who resigned before this report was drafted.

The CACH was given several months of educational and deliberative time to create informed policy. Given that, the Council moved all current homelessness policy considerations under the umbrella of the CACH process to ensure the community had been given an opportunity to fully engage and build consensus on immediate, short-term and long-term solutions. The process was intended to demonstrate a commitment on the part of the City to develop solutions, as well as an opportunity to identify system gaps in a thoughtful and deliberative way.

Understanding that homelessness policy dialogue is highly challenging and divisive in the community, the Council’s imparted its shared value to create opportunities for the community to engage and build consensus within the CACH, and create a committee that:

- listens and validates
- honors, not challenges each other’s stories
- is accountable for self / organizational behavior
- defines shared beliefs
- moves to the center and away from extremes, and
- embraces compromise as a means to an end

With a dynamic, skilled and vocal membership, the CACH held its first meeting in July 2019 and set a path to achieve the Council’s vision by 1. understanding the long-standing policy trends within the City; 2. identifying the unique needs of those with lived experience; 3. understanding the City and region’s current investment in homelessness response and where there are system gaps and failures; and 4. developing immediate, mid and long-term policy recommendations to ground the City’s response to homelessness within the larger system of care provided by the County, State and federal governments.

Within a few weeks of completion, the CACH's work was cut short by the COVID-19 pandemic. While troubling to not finish the important work at the time, the pandemic created new opportunities to advance much of the vision of the CACH, creating novel collaboration and work not seen in Santa Cruz since the Loma Prieta earthquake. Although not originally conceived as a work product from the CACH, this report also reflects on those new opportunities and how best to leverage new system performance for long-term benefit.

CITY OF SANTA CRUZ HOMELESSNESS POLICY ACROSS THE DECADES

With a goal to identify and advance homelessness-related City policy to improve quality of life for the entire community, both housed and unhoused, the Council envisioned the CACH's work plan to be built around several objectives including:

- Increase knowledge of homelessness issues and best practices across the CACH and community.
- Amend, reprioritize and determine policy gaps and feasibility of the Homeless Coordinating Committee 20 recommendations.
- Define community-supported program models and siting for homeless shelter programs (emergency, navigation, transitional encampments, etc.).
- Increase political and community will to site homelessness-related programs.
- Define City role in homelessness response and integrate role with County system and continuum of care.

An important element of the CACH's work plan was to frame its policy recommendations within the context of current and previously conceived homelessness policy, especially related to the above-mentioned Homeless Coordinating Committee's 20 recommendations (Attachment 1). The CACH spent several of its first meetings learning about the decades of homelessness policy drafted by the City, and how that policy has remained relatively consistent throughout the years.

The CACH learned of policy developed within three distinct yet complimentary plans spanning a 20-year period including recent policy (2018-2019) as considered by the Council, the 2017 Homeless Coordinating Committee Report and Recommendations, and the 2000 Homeless Issues Task Force (Attachment 2). Each set of policies was derived by different Councils during different periods of community politics and vitality, yet each plan includes sets of policies that generally fit into the following categories:

- **Direct Services:** Improve outreach and engagement with unsheltered community members, create day services and provide increased access to dignified supportive services such as jobs programs, storage, hygiene and cell phone charging.
- **Sheltering and Housing:** Increase local shelter capacity to serve the diverse community of unsheltered individuals with new innovative approaches such as transitional encampments, safe sleeping sites, and navigation centers.
- **Legislation/Advocacy:** Build and maintain a legislative advocacy system at the regional, state and federal level to increase fiscal, administrative and operational support to local municipalities.
- **Systems Improvements:** Identify system gaps and improve system response with enhanced and collaborative governance, access to care, and internal/external organizational structures.
- **Municipal Code/Ordinances:** Improve City enforcement response to crimes of poverty/homelessness by amending the municipal code to address behavioral problems but not penalize the status of homelessness.

As evidenced in the attached table (Attachment 3), the dozens of contemplated policies are generally consistent and on theme to the above categories and can be summarized with an action-oriented approach to create more and effective: dignity-first programming to alleviate the burden of living outside; innovative and sustainable shelter beds to meet diverse needs and lower barriers while supporting those on their path to housing; affordable and permanent supportive housing beds; legislative advocacy to shine a light on the lack of state and federal resources afforded to small cities, especially those with large homeless per capita ratios; interwoven and collaborative system response; and lastly, evolved municipal code to ensure equitable enforcement of behavioral and crime issues.

With this sense of history, the CACH committed to develop a work plan that built upon the work of previous Councils while engaging with the community of the current and pressing needs. That work plan, executed over the 7-month period served as the roadmap to the new policy set forth in this document.

CACH WORK PLAN AND SUBCOMMITTEE APPROACH

Early creation of communication ground rules, decision making criteria, bylaws and a consistent work plan was paramount to the success of the CACH. For the first several weeks of convening, the CACH committed to establishing a working framework for education, engagement and deliberation and met the following objectives:

- Approved a meeting schedule.
- Increased the CACH membership by two to better capture the voice of those with lived experience.
- Received a presentation on the Brown Act and the role of committees in government policy.
- Approved CACH Bylaws. (Attachment 4)
- Elected Co-Chairs.
- Conducted a review of all past City policy related to homelessness. (Attachment 3)
- Received presentation by Focus Strategies on county-wide homeless systems assessment. (Attachment 5)
- Began development of the Phase 1 Work Plan. (Attachment 6)
- Engaged in a Dynamic Facilitation Process. (Attachment 7)
- Approved the following Subcommittees:
 - o Community Engagement;
 - o Public Health; and
 - o Sanctioned Campgrounds and Safe Sleeping.
- Received a presentation on policy development and structure.
- Received a presentation on current funding sources. (Attachment 8)

This early work served as the first phase of education for the CACH ensuring a baseline of knowledge on the subject was obtained and those with lived experience provided their important perspectives to the group. Additionally and of critical importance, the CACH was introduced to the work of Focus Strategies, a nationally recognized consulting firm contracted by the County to perform a systems analysis of the regional homelessness response system.

The CACH conducted a study session with Focus Strategies and heard the results of their Homeless System Baseline Assessment Report and Action Items (Attachment 5). The Focus Strategies work is intended to pave the strategic roadmap to regional homelessness response by connecting systems, minimizing duplicative efforts and identifying and resolving gaps in service. Knowing that the regional effort was being conducted at the same time as the CACH, it was important to orient the CACH members to that overarching lens to ensure the work of the CACH was complementary to the systems approach.

Further, the CACH members were educated on the significant in-kind and direct expense homelessness and its impacts have on the City, where that investment goes and what outcomes are achieved. That overview of the fiscal impact is included as (Attachment 8) and provides valuable insight into the need to integrate City homelessness response into a regional system.

With some of these educational building blocks in place, the CACH set forth to develop a feasible work plan aimed to meet the most pressing concerns in the City. With the help of a subcommittee of CACH members and engagement with the community, the CACH identified four areas of policy focus for immediate attention:

1. Secure hygiene resources: restrooms and showers.
2. Increase local shelter options, especially identify a new site for the managed River Street Camp, but may also consider effective program modeling for emergency shelter.
3. Identify sites (or acceptable siting criteria) for new outdoor emergency shelter solutions such as transitional encampments or safe sleeping.
4. Modify the camping ordinance.

Rather than tackling this complicated policy as a collective group, the CACH elected to form sub-committees to deep dive into three areas: community engagement, public health and sanctioned campgrounds and safe sleeping. These policy areas remained consistent throughout the CACH's work as committee members agreed to focus on recommendations bound by pragmatism, limited individual and collective capacity and resources. In other words, the CACH elected to focus on depth rather than breadth, hoping to deliver policy to the Council grounded in realistic feasibility.

CACH IMMEDIATE AND MID-TERM RECOMMENDATIONS

By October 2019, the CACH had accomplished a significant level of work and education as noted above. Additionally, the CACH membership was becoming acutely aware of the real humanitarian crisis facing those living unsheltered and the resulting impacts to the entire community. With the winter season approaching, the CACH elected to focus immediate/urgent policy recommendations on improving conditions through the winter and brought those recommendations to Council in December 2019.

Those recommendations included the following:

- Installation of two (2) additional ADA portable toilets with hand washing stations that are in a covered and well-lighted area, distributed throughout the downtown, open 24/7.
- Keep Louden Nelson Community Center restrooms open only to patrons of Louden Nelson.
- City continue to help fund the 1220 River Street shelter program by supporting the County to write a new contract with the Salvation Army to continue services at a new location.
- Creation of additional managed low-barrier, ADA accessible emergency shelter program(s) to be opened this winter, either in the City limits or with a shuttle service from the City to the shelter if outside City limits. The shelter program should include ongoing feedback with regular meetings between the management and the community.
- Relocation of the shuttle pick-up site for the Laurel Street shelter program to an indoor or sheltered location.
- Expansion of CACH by one (1) individual member, with CACH determining the nomination criteria.
- Creation and implementation of additional shelter programs to include the input and feedback of management, the community, and organizations representing people experiencing homelessness.

- The City Council fund a comprehensive community engagement program to include facilitated meetings across the community, and across demographics and constituents, with an independent or specially designated facilitator(s).
- The creation of one (1) RV sewage dumping site within the City limits.

The Council accepted those recommendations and staff began working to implement all of them, prioritizing the addition of hygiene resources, relocating and weather-protecting the winter shelter intake site, and sustaining and adding winter shelter beds to the north county portfolio.

Within two months of its first presentation to Council, the CACH returned in February 2020 with its second report and mid-term policy recommendations. Guided by shared principles of prioritizing outreach, developing new accessible shelter options including safe sleeping, and recognizing human rights considerations when amending the camping ordinance, the CACH delivered the attached set of recommendations.

The CACH presented 22 recommendations to Council within the following policy areas:

- Managed and accountable models of shelter and safe sleeping sited with specific criteria to ensure ease of access for users and neighborhood compatibility.
- Increased access to hygiene facilities including mobile showers with case management and a complementary program to collect data on hygiene programs to ensure a sustainable and effective long-term approach.
- Increased and proactive community engagement to ensure the community is intimately involved, especially around safe sleeping, in dialogue on solutions with the Council as the body embarks on future policy decisions.
- Camping municipal code amendments to increase safe parking capacity at faith-based parking lots, decriminalize the act of sleeping, and ensure the environmentally and high risk areas of the city are protected from the impacts of high density, unsanctioned camping.

The Council contemplated all 22 mid-term recommendations and advanced the vast majority of them in addition to the immediate recommendations accepted in December (Attachment 9). In fact, the overarching consensus of the CACH was not only accepted by the Council, but plans for implementation of the mid-term policy recommendations advanced fairly quickly thereafter.

Shortly after their February update to Council, the emerging COVID-19 pandemic abruptly changed the course of the CACH, and unfortunately, the CACH failed to provide its last scheduled update to the Council at an April meeting. That update was set to include the CACH's long-term vision for the City and how best to integrate Focus Strategies work into the City's strategic planning. However, even in the face of the dire conditions of the pandemic, new, relevant and opportunistic developments have arisen, allowing for the CACH to finish its work, sunset the committee, and layer its final recommendations within a new regional, state and federal policy environment focused not only protecting the vulnerable homeless community from the virus, but streamlining and removing barriers to program improvement and implementation.

CACH RECOMMENDATIONS IN THE AGE OF COVID-19

CACH policy deliberations were formed during a sea change of homelessness response leadership at the state level. The County of Santa Cruz and CA-508 Watsonville/Santa Cruz City and County Continuum of Care (CoC), also known as the Homeless Action Partnership (HAP), spent much of the 2018 and 2019 distributing in excess of \$11 million of state grant funds to local government and non-profit agencies serving the homeless community. Through the State's Homeless Emergency Assistance Program (HEAP) and California

Emergency Solutions and Housing (CESH) program, several local initiatives took shape, including the transition of seasonal/overnight emergency shelter beds to year round/24/7, beginning steps of shaping a county-wide approach to regional navigation centers, enhanced rental assistance programming, and a transitional age youth demonstration project (Attachment 10).

In February of this year, Governor Newsom, in an unprecedented demonstration of commitment, devoted nearly the entire State of the State address to the issue of homelessness. Newsom told the full California Legislature in the Assembly chambers, “[n]o amount of progress can camouflage the most pernicious crisis in our midst, that's the ultimate manifestation of poverty: homelessness”.

Newsom then outlined his Administration’s five-part approach – reducing street homelessness quickly and humanely through emergency actions, getting the mentally ill out of tents and into treatment, providing stable funding to get sustainable results, tackling the underproduction of affordable housing in California, and tracking outcomes with accountability and consequences.

On the heels of the State of the State address, the Governor made available \$650 million in State Emergency Homeless Aid and issued a challenge for cities and counties to partner with the state on immediate impact solutions to tackle homelessness. Buttressed by two years of momentum, coupled with these new funds, initiatives and related Executive Orders (Attachment 11), the County rose to that challenge and was poised to finalize the Focus Strategies work, which promised to provide the roadmap to a system-wide response to homelessness in Santa Cruz County. Within a few short weeks of Newsom’s address, the COVID-19 pandemic was declared worldwide and the attention of the entire state and nation turned to slowing the spread of the virus.

What could’ve been a devastating blow to the progress made at the State and County level to address homelessness, in actuality became an opportunity to further advance state-wide goals and define with laser focus the need for a coordinated and effective local response. Over the past ten weeks, the County, in partnership with local cities and non-profit agencies, has led an effort to significantly bolster the homelessness shelter and care system, adding XX emergency beds to the system and developed new outreach techniques to ensure vulnerable community members are provided health screenings and resources to safely shelter in place. Furthermore, a robust system of hygiene resources was deployed across the county to increase access to restroom and handwashing.

Most importantly, the County initiated the countywide homeless response to the COVID-19 emergency through the County’s Incident Command Structure (ICS). Within the County’s Emergency Operations Center (EOC), under the authority of County Health Officer Dr. Gail Newell, the Human Services Department (HSD) Shelter and Care Departmental Operations Center (DOC) kick started the COVID-19 Homelessness Task Force, comprised of dozens of staff across government and non-profit sectors (Attachment 12). Divisions of the Shelter and Care DOC include Stabilizing Existing Shelter; Shelter Expansion; Transition Age Youth Sheltering in Place (TAY-SIP); Quarantine and Isolation (Q/I); and Homeless Outreach and Service Sites (HOSS). Each of these Divisions is rapidly implementing a wide range of emergency activities with a level of coordination and cooperation never seen locally around the issue of homelessness. This new level of coordination has provided important clarity around roles, shone light on the potential for real and tangible change, and created a new sense of partnership among agencies working in silos for years.

Further, COVID-19 has brought additional state and federal funding sources to the table, allowing for the County and partners to build into COVID-19-related response long-term and sustainable strategies. Of equal importance, needed systems improvements, as forecasted by Focus Strategies, have become acutely day lighted, requiring urgent resolution to ensure effective COVID-19 response. New programs like a universal shelter referral system, coordinated provider engagement, shelter technical assistance, physical and behavior health support at shelters, a new TAY shelter, new multi-disciplinary street outreach teams, a pilot case

management and housing navigation program, and a re-envisioning of congregate shelter at the Coral Street campus, all grew out of the COVID-19 crises, all important steps to significantly improve the homelessness system of care in the county.

CACH FINAL POLICY RECOMMENDATIONS TO CITY COUNCIL

With a rapidly evolving policy landscape due to the Governor's recent focus on homelessness and the emergent COVID-19 mandates, the CACH serves as a forum to ground this expanding universe of policy and funding to meet the City's unique needs. As noted above in the report, the CACH subcommittees served as the compass arrow for the CACH's vision, focusing collective effort to develop policy in three areas: community engagement, public health, and sanctioned camping/safe sleeping. When weaving those vital focus areas into the current policy landscape, a few critical policy areas arise for the City Council's attention.

1. **Community Engagement:** Within the last several months, the HAP has contracted with local firm Miller Maxfield to build and deploy a comprehensive community engagement plan for the regional response to homelessness. Under the COVID-19 crisis, Miller Maxfield has played a critical role in maintaining a strong platform of engagement with the community on all aspects of the Homelessness Task Force work. The CACH recommends that, under the leadership of the new Homelessness Response Manager (HRM), to work to develop a City-centric community engagement plan on homelessness which focuses on maintaining the important engagement fostered by the CACH and clearly delineates the City's management role within the overarching county and state response to homelessness. If the City is successful in recruiting and onboarding a new Communications Manager, it would be expected for that role to assist the HRM to accomplish this task. If the position is not filled, the CACH recommends the Council commit funds, not to exceed \$10 thousand, to contract with a consultant to develop and deploy the plan.
2. **Public Health:** Under COVID-19, the City has deployed dozens of new portable restroom and handwashing facilities across the community. The CACH recommends leaving the vast majority of those new facilities in place through COVID-19 recovery and beyond, and building infrastructure to ensure the portable facilities blend aesthetically with the surrounding landscape and limit vandalism potential. To meet this objective safely and effectively, the CACH recommends the City conduct an audit of the current facilities and their use, especially focusing on positive community maintenance and/or damage/vandalism and engaging with unsheltered individuals on access considerations. With that information, the City can build a hygiene facility maintenance plan, which may require some level of janitorial staffing assistance to ensure long-term sustainability.
3. **Sanctioned Camping and Safe Sleeping:** Again under COVID-19, the City, in partnership with the County's Homelessness Task Force, has deployed three safe sleeping zones (one tent camp on Coral Street, fully managed by Housing Matters, one tent camp at the Benchlands, under development, and one RV/car camp at Lot 17 fully managed by the Association of Faith Communities). While all safe sleeping zones were rapidly built to ensure adequate social distancing and shelter in place objectives were met, their genesis provides a unique opportunity for the City to leverage the successful operational and policy elements of the programs to build long-term safe sleeping models. It is recommended to maintain a similar or larger scale of safe sleeping through COVID-19 recovery and beyond, and use lessons learned during the COVID-19 response to ensure constant process improvement and community compatibility.
4. **Envision Coral Street as a North County homeless support and housing navigation campus.** As mentioned above, Coral Street is hosting one of the first sanctioned safe sleeping zones in Santa Cruz. Due to social distancing and shelter in place orders, unsanctioned encampments on Coral Street and the adjacent railroad right of ways were restructured and camp residents were moved into

a managed camp and other shelter beds. With that change in environment and programming, an opportunity arises to re-envision Coral Street as the confluence of homeless services, community building and volunteer service in North County and leverage the industrial design aesthetic, railroad, and businesses of the Harvey West neighborhood to create a plan to improve neighborhood compatibility with homelessness services and re-invigorate community pride in the important social justice work historically sited in the area.

CONCLUSION

As evidenced by the robust CACH process, and the new developments at the state and regional level, the City is poised to continue to make good progress on homelessness response. Of paramount importance, the City must maintain connection with State, County and regional stakeholders, especially the homeless community, on policy considerations and ensure community engagement remains a top priority.

Knowing that members of the CACH remain committed to advancing the recommendations of the body, and the work of the subcommittees laid the foundational elements of the CACH's direction, it is recommended to use this document and call upon the CACH members/subcommittees when the Council begins to engage with their renewed strategic planning process, and maintain the three subcommittee tenets, community engagement, public health and sanctioned camping/safe sleeping, in the forefront of the City's strategic planning around homelessness. Many of the CACH members transitioned from the CACH to working closely on elements of the county-wide regional COVID-19 response, focusing on shelter operations, safe sleeping, community engagement and other important priorities. Given the strength of the membership and their ongoing commitment to this challenging work, future opportunities for engagement in policy-making are sure to be of interest to the members of the CACH. Staff commits to ensuring, when opportunities arise, that the CACH is updated and their expertise is drawn upon to keep this vital document living into the future.

ATTACHMENT 1: HOMELESSNESS COORDINATING COMMITTEE 20 RECOMENDATIONS

HOMELESSNESS REPORT AND PLAN SUMMARY

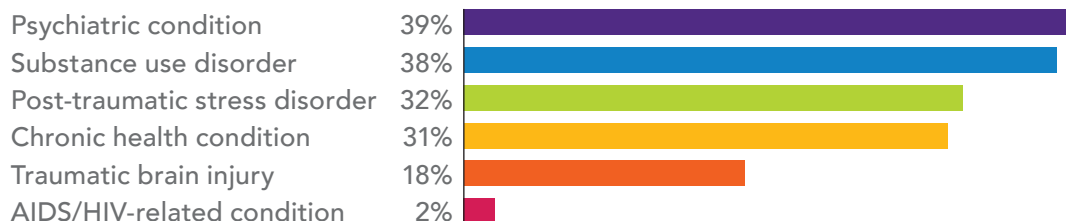


A Snapshot of Homelessness

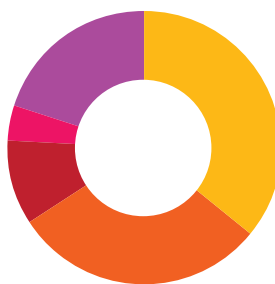
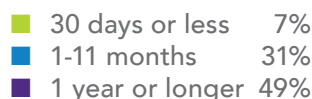


Homeless: **1,204** people
in the City of Santa Cruz

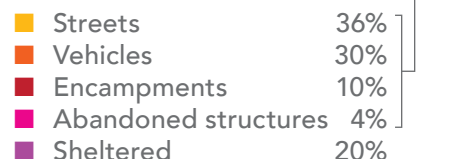
Disabling Conditions That Contribute to Homelessness*



Duration of Homelessness*



Locations*



80% Unsheltered

*Santa Cruz County

Source: 2017 Point-in-Time Homeless Census

Short Horizon Solutions (0-3 years), Adopted by City Council

Support the Implementation and Success of Coordinated Entry

Provide support to launch and sustain this new system. Require that any City-supported homeless program to integrate with the system.

Increase Homeless Outreach Services and Mobile Behavioral Health/Mental Health Response

Expanded mobile mental health team from the County Health Services Agency. Consider additional outreach workers in the downtown.

Contract for Homeless Jobs Engagement Program

Contract with the Downtown Streets Team to provide homeless outreach and jobs opportunity. Team could assist with clean-ups, beautification projects, maintenance of downtown, dumping clean-up, and support services in public garages and other facilities.

Create a Triage Location/Expanded Recovery Center for Crisis Intervention

Explore partnerships with County and health providers to establish more treatment bed capacity and reserve one bed for on-demand treatment of people found in crisis. Expand services offered at the Recovery Center. Advocate to include mental health triage center for individuals who are sub-acute, but clearly in need of psychiatric intervention.

Secure Storage Facilities

Identify and secure facilities to allow individuals to check their possessions into a managed storage facility or rental storage lockers. Co-locate with other services and case management, or follow the storage, shower and laundry facility model (SHWASHLOCK).

Secure Hygiene Resources: Restrooms and Showers

Explore locations and providers of additional restrooms and showers dedicated for the homeless community. Consider hygiene buses or mobile restroom trailers, as well as supportive partnerships with the faith-based community, homeless advocates, businesses and other organizations.

Continue to Fund Homeward Bound

Appropriate \$25,000 in the FY 2018 Budget for Homeward Bound. Outreach to other service-providing agencies to offer access to these funds. Invite the Homeless Action Partnership to jointly fund the program. Encourage public donations.

Secure Electronic Device Charging Resources

Research the charging station program at the library. Secure and site electronic device charging resources in the City. Encourage other locations outside of the City.

Short Horizon Solutions (continued)

Create a 2x2 Committee with the County

Formally invite the County to participate and schedule the first meeting for Summer 2017.

Explore Potential for Local Help from No Place Like Home Legislation (AB 1618)

Work with the County in anticipation of the Notice of Financial Availability release in Winter 2018.

Develop a Revenue Source for Housing

Support the work of the Affordable Housing Committee or other efforts to identify, create and dedicate funding for development of housing.

Coordinate State Advocacy with Other High-Ratio Homeless Communities

Engage in Strategic Planning with the Homeless Services Center, County and Other Service Partners

Coordinate State Advocacy with Other High-Ratio Homeless Communities.

Engage and Advocate Federal Representatives on Homelessness and Mental Illness Needs

Improve City's Internal Coordination System and Homeless Protocols from Front Line to Public Safety Staff, and Ensure Training and Support

Create Homelessness Information and Resource Page on City Website

Long Horizon Solutions (5+ years), Adopted by City Council

Cultivate Development of Housing

Support the development of housing.

In addition, three shelter options are recommended and are ranked in terms of priority:

#1 Consider San Francisco Navigation Center Model

Engage in partner and community discussions about a regional navigation center. This is the gold standard: a one-stop facility integrating rehabilitation, employment, shelter and wrap-around services.

#2 Pursue Permanent, Regional, Year-Round Homeless Shelter Center

Engage in partner and community discussion about a regional year-round homeless shelter center.

#3 Explore a Day Center with Basic Services and Case Management

Consider the re/establishment of a day center with basic services and case management workers to provide a productive environment that helps with immediate and long-term needs.



Homelessness Coordinating Committee – Santa Cruz City Council Subcommittee

Mayor Chase • Councilmember Noroyan • Former Councilmember Comstock • cityofsantacruz.com

ATTACHMENT 2: 2000 HOMELESSNESS ISSUES TASK FORCE REPORT



CITY COUNCIL AGENDA REPORT

DATE: June 2, 2011

AGENDA OF: January 11, 2000

DEPARTMENT: Homeless Issues Task Force

SUBJECT: INTERIM REPORT FROM HOMELESS ISSUES TASK FORCE

RECOMMENDATION: That the City Council, by motion, accept the report and provide direction.

BACKGROUND:

The Homeless Issues Task Force was formed by the City Council to study homeless issues and to develop recommendations to ameliorate the conditions and conflicts relating to the homeless.

Generally, our charge has been described in these terms:

- 1) the development of permanent year-round shelter for all segments of the homeless community; and
- 2) opportunities for improving currently provided services; and
- 3) the rights and responsibilities of homeless persons.

Eight members of the task force began work on August 16. Council completed appointments in October, bringing our number to 13. We have all committed to twice-monthly regular meetings, as well as task-driven subcommittees.

A general plan of approach flowed from our initial meetings. At first, task force meetings were very lengthy, but as we become more familiar with each other and the City's Advisory Board procedures, our productivity steadily improves. Attendance and participation continues to be excellent overall.

Three reasons we got rolling quickly deserve mention here. First, we had materials from the Council committee that reviewed the Camping Ordinance last year, as well as other background materials to orient us and overcome differences in backgrounds and experiences. Second, the City Manager had selected an incredible team for our staff, which provides the task force approximately 20 crucial hours per week. Third, there are a number of citizens who are not task force members who diligently attend task force and subcommittee meetings and who do heroic amounts of legwork.

The task force spent early sessions exploring ways to bring order around these overwhelming issues. Concerns and possibilities were separated into two categories: 1) Urgent, critical and emergent issues; and 2) Longer-term issues. Longer-term issues required greater exploration and more complex study, research, or development. The two issue lists then became a starting point

ITEM: _____

SUBJECT:

PAGE 2

for subcommittees, to be prioritized and developed into coherent recommendations for the Council.

Four standing subcommittees meet regularly to prioritize, sort and prepare issues for the task force agenda. Subcommittees have taken on situations and issues which have been at impasse for a long time, and have determined to develop useful recommendations and resolutions. This brings subcommittee members up against immediate unmet needs of homeless and transitioning people, and in touch with the public's need for education about issues of homelessness. The standing subcommittees are:

- Shelter and Housing
- Legal and Law Enforcement
- Employment, Treatment, and Other Services
- Outreach, Advocacy and Process

Once we organized and broke into subcommittees, the need for gathering fresh, relevant information directly from homeless individuals and families was self-evident. We were further moved by recent reports of anti-homeless assaults. We resolved to make a safe and confidential way for people who can't or won't usually visit public hearings to participate. We directed the Outreach, Advocacy and Process subcommittee to set up opportunities in which we could all participate, thus learning more about assaults as well as the other daily experiences of homeless people. The Outreach, Advocacy and Process Subcommittee created opportunities in which all task force members could participate. We spent an afternoon, using varied modes of approach and documentation at the Homeless Community Resource Center. Thus we learned more about underreported assaults, along with hearing from homeless people about their daily experiences. This was an important aspect as the task force continued to prioritize its work.

PRELIMINARY RECOMMENDATIONS:

The task force previously forwarded recommendations to the City Council on matters we believed were extremely urgent as winter approached. We asked that the Council move forward quickly on these items, driven by humanitarian concerns, without waiting for our final report in February. These were:

The Camping Ordinance - We recommended repeal of this ordinance since the City does not have adequate indoor shelter for all its residents (refer to our earlier correspondence to review the reasoning and ramifications of this recommendation). We acknowledge the number of citations has decreased because of the City's practice of issuing warnings rather than citations when possible.

Rent Stabilization - Nationally Santa Cruz ranks in the top five regions for the highest rents relative to incomes. Many of the homeless are regularly, or even fully, employed, and still cannot afford to rent a home. We recommended that the City adopt rent stabilization as a means of preventing new homelessness and as a means of assisting currently homeless back into housing.

Living Wage - Because of the high cost of living, the task force recommends that the Council consider supporting a Living Wage Ordinance.

SUBJECT:

PAGE 3

The following subcommittee reports include work in progress. Some may not be addressed in the time remaining to the task force.

Safe Sleeping Zones - We recommended that the City create safe, legal sleeping zones as there is clearly not enough appropriate indoor shelter, and those sleeping outside are subject to the threat of citation and arrest and the threat of violence against themselves.

Parking Restrictions - We recommend that no additional parking restrictions be imposed for the purpose of reducing vehicular sleeping since there are no legal alternatives in place and more enforcement would create more difficulties. The task force supports a citywide approach which encompasses viable alternatives, both for people who sleep in vehicles and for housed neighbors.

Winter Shelter access—we recommend increased access to the Armory with a night bus and a linking bus to Labor Ready in the morning to accommodate the working homeless.

In addition to these recommendations, we would like to note our success in expediting the implementation of reduced fines for Camping Ordinance tickets. The implementation had languished in the bureaucracy for months after the Council ordered the reduction in fines. As well, we would like to commend the City Council for supporting a countywide survey of the homeless population and its needs.

The task force also helped initiate the creation of a process for the ISSP to formally notify the City when the Armory is at capacity. This may lead to periodic dismissal of Camping Ordinance citations, as is called for by the amendments to the Camping Ordinance that Council enacted last spring.

The task force has also initiated a draft advisory letter that will provide important legal information on the Camping Ordinance to homeless people, the court system and the community at large. We await feedback on the letter from the Mayor.

Interim Recommendations of the Task Force

The recommendations that follow include many that are not in their final form.

Shelter, housing and places to sleep

We recommend that the Council acknowledge that camping and vehicular sleeping will not stop because of laws. We suggest that the City move to an approach that regulates camping and vehicular sleeping, while minimizing negative impacts. Some examples of this approach include development of programs for expanding vehicular sleeping, including:

- Creation of a modest, staffed program to match vehicular sleepers with legal locations in church and business parking lots.
- Selection of legal parking areas on public streets or parking lots away from residences for overnight parking.

SUBJECT:

PAGE 4

- Creation of a system of permits for sleeping in vehicles which is simple, free for those in need and avoids labeling anyone homeless.
- Extension of the 3-day time limit for sleeping in a vehicle parked in a driveway with permission from the permanent residents there.
- Creation of a conventionally managed public campground in the City of Santa Cruz which would exist for both tourist and homeless campers. Revenue from tourists would help to allow subsidy of very low-income campers.

We recommend that the City work toward year-round availability of the Armory with zero or low rent, recognizing that Armory-style emergency shelter has many limitations. This would begin with an emphasis on working at the state level to make it possible to use the armory year-round.

We suggest that the City work toward creation of a shelter for families with children.

We recommend that the City work toward creation of an additional shelter site for the ISSP program that would be available 24-hours a day, 365 days a year, to be used flexibly by the program to meet special needs not currently met by church and Armory sites.

We recommend that the City help create a home-matching program for homeless families and households willing to accommodate them.

Substance abuse treatment

We recommend that the City, with other entities, work to develop a new residential substance abuse treatment facility geared specifically to meet the needs of homeless persons with a history of chronic substance abuse. The recent loss of two long-time homeless residents due to the effects of substance abuse, one of whom had been seeking treatment in vain in the last days of his life, underline the desperate need for these services. The task force will be providing information on models, potential funding sources, and potential collaboration partners, and also recommendations on the preferred features of such a treatment program.

We recommend that the City work to expand opportunities for treatment with a goal of treatment on demand, so that “windows of opportunity” are not lost.

We recommend that the City work to provide a small “safe haven” drop-in shelter for those not able to enter more structured shelter programs, with tolerance for active substance users. This project would include explicit outreach to high-risk individuals.

Supportive Services

We recommend that the City help create an independent “ombudsperson” position for homeless people to receive, document and assist with complaints related to homeless services (both agencies and governmental). The person in this position would also refer homeless people to appropriate services and/or agencies and document service shortages when there is no referral available.

We recommend that the City help create a homeless persons day labor program located at the Coral Street site.

SUBJECT:

PAGE 5

We recommend that the City help assist in the creation of a small job training and employment enterprise for homeless people.

Legal and Law Enforcement Issues

We recommend that the City work with other jurisdictions to reconcile differences between the Camping Ordinance provision related to community service for violations and existing Court practices. These differences preclude violators from performing community service for camping violations.

We wish to inform the City of our successful involvement in upgrading the hourly calculations used by the court referral program, Community Options, from five to seven dollars per hour.

We recommend that the Police Department make an effort to eliminate the appearance of selective enforcement of the “downtown ordinances” and other ordinances which are often enforced against persons who appear to be homeless but not enforced against people who appear to be well-dressed and affluent.

We recommend the Police Department adopt a consistent policy of not citing or arresting people for typically homeless-related violations when they approach the police to report violent crimes.

We recommend that the Police Department adopt a method of gathering specific data and tracking of crimes against homeless people.

We recommend revision of laws which prohibit scavenging of recyclables since this is often a source of income for homeless individuals.

The following are areas in which task force has not yet completed recommendations. We are working on, and intend to more fully examine these concerns in the remaining months:

Develop and recommend or propose a program of education and outreach to the larger community about homeless issues and needs.

Identify and recommend funding sources for additional homeless services.

Propose ways in which the City of Santa Cruz could work with other entities to increase or improve delivery of important services to homeless people.

Propose specific suggestions for revising the City’s Camping Ordinance.

Propose plans for support people such as advocates and observers for homeless people who need to deal with the courts and the criminal justice systems.

Propose revisions for the “downtown ordinances.”

Explore utilization of the “Downtown Mediation Report” and its suggestions for resolving conflicts between homeless people and others downtown.

The task force also recognizes the tremendous need for additional transitional, permanent, and ‘very low income’ housing, both to avoid displacements and to increase options for already-homeless people. We believe this is a very important issue related to homelessness; one in which the City of Santa Cruz is a crucial player. However, this task force cannot do substantive work on these matters within its remaining time. We are hoping the City will address its 1998

SUBJECT:

PAGE 6

Mission Statement regarding homelessness by pursuing progress in establishing safe, accessible housing in every neighborhood.

Finally, we would like to note the enormous magnitude of issues contained in the assignment given to the task force. There is no way a group such as this can do justice to the assignment in a six-month period, with part-time staffing. We respectfully request that the City Council consider extending the life of this task force and creating a permanent advisory body dedicated to the hardest issues.

Respectfully submitted by:

Linda Lemaster, Chair	Ken Cole, Vice-Chair	Timote Peterson
Nancy Anecito	Paul Brindel	Christine Sippl
Sherry Conable	Peter Eberle	Marilyn Weaver
Lucy Kemnitzer	Thomas Leavitt	Mel Nunez
Don Lane, Staff Coordinator	Tom Nedelsky	Laura Tucker, Staff Assistant

Submitted by:

Linda Lemaster
Chair

o:\HITF.RPT

Attachments: Supplement to the Interim Report of the Homeless Issues Task Force by Lucy Kemnitzer

ATTACHMENT 3: CITY HOMELESSNESS HISTORICAL POLITY REVIEW

City of Santa Cruz Community Advisory Committee on Homeless (CACH)
Review of Past and Current Homelessness-Related Policy Recommendations: By Category

The following chart lists homelessness-related policy recommendations that have been presented to and considered by the Santa Cruz City Council over the last two decades. Some recommendations are broad ranging, involving multiple governmental and non-governmental agencies, while others are specific to the City alone. Recommendations are listed by category.

Recommendations	Timeframe	Action Taken	Considerations/Challenges
Direct Services			
Create a Homeless Persons Day Labor Program at Coral Street			
Contract for Homeless Jobs Engagement Program	July '17-present	Downtown Streets Team (DST) under contract and operating since July 2017.	The CACH may elect to invite the DST team to present on their program and results.
Explore a Day Center with Basic Services and Case Management		The RSC was originally opened in Feb. '18 as Phase I of a three phased plan to create a Day Center. Efforts on Phase 2 did not yield a feasible solution for siting	Siting for the continued operation of the RSC with expansion to a Day Center is needed by Jan. 2020. The CACH may elect to focus on siting and program modeling for shelter services.
Increase Outreach Services and Mobile Behavioral Health/Mental Health Response		Through County contract, added one Downtown Outreach Worker for a total of two, providing 7-day-a-week, 10-hour-per-day coverage (overlap on Wednesday). Through County contract, added one Mental Health Liaison, for a total of two liaisons who partner with SCPD. PACT redesign/HOPES Team approved by the City Council on January 9, 2018, with implementation in the spring.	The CACH may elect to be educated on current outreach services available in the City.
Create Triage Location/Expanded Recovery Center for Crisis Intervention	FY '18	City committed \$40,000 in funding for FY 2018 for the County operated Sobering Center. In January 2018, the Center began accepting both alcohol and drug related arrests for sobering.	Access to substance use disorder treatment serves as a bottleneck in our community due to limited bed space. The CACH may elect to be educated on this subject.
Secure Storage Facilities	March '19	The City allocated \$5000 to support Day/Night Storage. RSC offers storage to individuals staying on site.	More storage resources are needed and the CACH may elect to tackle this issue as a priority.
Secure Hygiene Resources: Restrooms and Showers	FY '18 & '19	The City provides funding support (\$30K) to the Homeless Services Center to add 15 hours per week in drop-in access to bathrooms, showers and laundry. As needed, the City provides temporary hygiene and hand washing stations in areas of concentrated need.	Existing hygiene resources do not meet current demand and the CACH may elect to tackle this issue as a priority.
Fund Homeward Bound	FY '19 & '19	Funded at \$25,000 in FY 2018 and \$35,000 for FY 2019.	

		Expanded access to program to Rangers and Downtown Outreach Workers.	
Secure Electronic Device Charging Resources		Currently available in 10 library branches countywide	
Sheltering and Housing			
Increase Local Shelter Options	Feb–Nov `18	The City opened and operated the 1220 River Street Camp (RSC)	Due to unsuccessful attempt to find an alternate location of the camp, the camp was closed.
	Jan `19-present	Winter Shelter is expanded to include Laurel St., in addition to VFW, both sites operated by Salvation Army	VFW shelter was closed due to facility availability, Laurel Street capacity was increased to accommodate need. VFW will open again Nov. `19-March `20. Laurel is currently at capacity. The CACH may elect to weigh in on effective program modeling for emergency shelter in our community.
	May `19-present	1220 RSC is reopened, this time operated by Salvation Army with a projected closure date of March `20	The River Camp site will close in March of `20 to accommodate a water infrastructure project. A new site must be found. The RSC is current at capacity. The CACH needs to weigh in on and develop siting recommendations for the RSC transition no later than January 2020.
	June `19	Winter Shelter is extended to run year round	Homeless Emergency Aid Program (HEAP) funds, received in Feb. `19 from the state to the Continuum of Care administered by the County, are used to extend the Winter Shelter program.
Establish Ordinance Language for Transitional Encampments	Feb - March `19	Council moved on March 12, 2019 to table discussion on transitional encampment and safe parking ordinance amendments until that subject is contemplated in the project charter scope.	The transitional encampment project charter focuses on reaching community consensus on the program model and siting of transitional encampments in our community. This work was delegated by the Council to CACH.
Identify Site Location for Transitional Encampment or Safe Sleeping Site	March `19	Staff presented Council with a list of possible locations to site a sanctioned encampment	The CACH may elect to include program modeling considerations for safe sleeping and sanctioned encampment siting in their work plan.
Design and Implement a Small Scale Safe Sleeping and Storage Program	March `19	Design of this program was started, but implementation was halted due to lack of support by community/neighborhoods.	Due to the rush to find a solution to the health and safety issues posed by the Gateway/Ross unsanctioned encampment, policies were pushed upon the community without sufficient (if any) outreach/engagement. The CACH may elect to include program modeling considerations for safe sleeping and sanctioned encampment siting in their work plan.
Consider San Francisco		Along with the County and other HAP jurisdictions, the City	HEAP funds were put towards implementation of

Navigation Center Shelter Model (full-service, low-barrier, year-round shelter)		has been pursuing a navigation center model for two years.	Navigation Centers in both north and south counties.
Pursue Permanent, Regional, Year-Round Homeless Shelter			
Cultivate Development of Housing	June `18-present	The SC Council adopted the Council Housing Blueprint subcommittee's implementation recommendations on June 12, 2018, and staff, as directed, have been bringing back implementing policy	
Create Safe Sleeping Zones			
Expand Winter Shelter Access	June `19	See extension of Winter Shelter above	
Legislation/Advocacy			
Declare Shelter Crisis	Jan 2018	City Council declares a Shelter Crisis in the City of Santa Cruz under California Government Code Section 8698 et. al. to facilitate the sheltering plan.	This declaration made the City eligible for state funding.
Explore Potential of No Place Like Home Legislation (AB 1618)			The CACH may elect to study current legislation at the state and federal level.
Develop Revenue Source for Housing		The availability of State funding through the California Emergency Solutions and Housing (CESH) Program and Homeless Emergency Aid Program (HEAP) countywide presents a pivotal opportunity for investment in homelessness and housing support. However, this funding is not for housing, rather homelessness.	HEAP and CESH funds are allocated to the County and distributed via the Homeless Action Partnership (HAP). The City is not guaranteed access to this funding source. The CACH may elect to study current legislation at the state and federal level to fund housing.
Coordinate State Advocacy with Other High-Ratio Homeless Communities			
Engage Federal Representatives on Homelessness and Mental Illness Needs			
Systems Improvements			
Create Independent Homelessness "Ombudsperson" Position			
Support Coordinated Entry	Summer `18-present	The first phase of Coordinated Entry within County and service agencies launched summer 2018, with subsequent phases to roll out over the next two years.	The County's Human Services Department administers Coordinated Entry. Process improvement steps are being taken continuously. The CACH may elect to be educated on Coordinated Entry to understand its opportunities and constraints.
Create a 2x2 Committee with	Sept `17-	Committee was formed in September 2017.	

County of Santa Cruz	present		
Engage in Strategic Planning with Homeless Services Center, County and other Service Partners	Ongoing	The City works closely and continuously with the County and service providers, cultivating productive partnerships to develop actionable strategies.	The CACH may elect to consider and engagement plan with the community on current strategic planning efforts.
Improve City Internal Coordination System and Protocols; Ensure Training and Support for Employees		SC Police Department training provided continuously, as requested, for staff and community members. The City has launched an internal coordinating committee to focus on homelessness issues.	
Create Homelessness Information and Resources Page on City Website		www.cityofsantacruz.com/community/homelessness	
Municipal Code/Ordinances			
Revision of Laws Which Prohibit Scavenging of Recyclables			
Halt Creation of Additional Parking Restrictions			
Adapt a Method of Gathering Specific Data and Tracking of Crimes Against Homeless Individuals			
Adopt a Policy of Not Citing People for Homeless-Related Violations When They Approach the Police to Report Violent Crimes			
Repeal of the Camping Ordinance	April 9, '19	Council motion carried to suspend enforcement of SCMC Ch. 6.36 – Camping against homeless individuals pending an amendment that is consistent with the 9 th Circuit's decision in <i>Martin v. Boise</i> .	New/revised camping ordinance must be written and the CACH may elect to provide engagement opportunities and policy direction on this topic.
Establish a Living Wage Ordinance			

ATTACHMENT 4: CACH BYLAWS

Community Advisory Committee on Homelessness (CACH) BYLAWS

Approved by the Committee: Sept. 3, 2019
Revisions per motion on Jan. 21st in red

Article I. Purpose of Committee

The Committee's purpose is to review current and previous City of Santa Cruz homelessness-related recommendations and policies; research best practices; identify current efforts related to homelessness and their effects on the community and people experiencing homelessness themselves; engage with the community; identify priorities; and make recommendations to the City Council.

Article II. Authority and Establishment of the Committee

The Committee was established by Santa Cruz City Council on June 25, 2019 and was seated on July 30th, 2019. The Committee is subject to the Brown Act and all other applicable law. The Committee is established for 9 months from the time of the first meeting, with extensions allowed with Council approval.

Article III. Organization of the Committee

(a) Committee Composition

- (i) The Committee starts work with the following thirteen members (membership has been updated as of Feb. 4, 2020):

Ami Chen Mills-Naim
Candice Elliott
Serg Kagno
Don Lane
Taj Leahy
Stina Roach
Brooke Newman
Aran Nichol

~~Frank Sanchez~~
Rafael Sonnenfeld
Dwayne Tait
~~Ingrid Trejo~~
~~Katie Woolsey~~
Stoney Brook
Alie Soares
Evan Morrison

(b) Committee member withdrawal

- i. Members may withdraw from the Committee at any time by providing a letter of resignation to the Council, with copies to City staff to be distributed to the other Members.

- ii. Members may have no more than 3 unexcused absences or 5 absences total absences during the timeline established in Article II. If a Member has more than 5 absences total, they forfeit their membership. Participation by conference call is not considered an absence, must be approved by a Co-Chair in advance, and is not preferred.

(c) Convener

The Committee shall appoint a Convener to facilitate Committee meetings. The Convener has no motion authority, will not be a voting member, and serves at the pleasure of the Committee. The Convener's role is to oversee the meeting process and help provide structure and adherence to parliamentary norms. The Committee may elect to caucus to provide opportunities for informal conversations and dialog. In the absence of the Convener, the Co-Chairs will facilitate the meeting.

(d) Co-Chairs

The Committee shall elect 2 Committee members as Co-Chairs. Their responsibilities shall include: shaping meeting agendas and serving as spokespeople when communicating with the City Council at the direction of the Committee. The Co-Chairs are the point of contact to represent the will of the Committee with City staff in the event of a media request. Individual Committee members retain the right to speak on their own behalf as a member of the Committee.

(e) Quorum

A meeting or any business activity of more than **half of the current membership** of the Committee must be conducted in public per the Brown Act. Committee meeting will be considered to have sufficient members present to convene if there are **one more than a simple majority of the current membership** at the meeting.

Article IV. Roles and Communications

(a) Committee-City Council

- (i) The Committee may invite Councilmembers to meetings from time to time. The Committee appreciates if Councilmembers would not speak or actively participate in Committee meetings unless input is specifically requested by the Committee.
- (ii) The Committee will communicate with the City Council by e-mail, letter or written report which may be accompanied by an oral communication as authorized by the Committee.
- (iii) Reasons for the Committee to report to the Council include:

- 1) To provide updates on status of work;
- 2) To make recommendations based on Committee review; and
- 3) Individual Committee Members may communicate personally with Council members, within the constraints of the Brown Act. Individual Committee Members who communicate personally with Councilmembers, or at City Council meeting, will only do so on their own behalf. They will not represent the Committee unless authorized by the Committee.

(b) Committee Member - Committee Members

- (i) Collaboration with an open outlook: Members will at all times keep to their commitment to the City that they will participate collaboratively and maintain an outlook that is open to new information and new outcomes. If the Committee members experience interpersonal conflict that may threaten the collaboration process toward the goals of the CACH, mediation may be used.

(c) Committee-Public

- (i) Members may engage with the public to describe their experience as Members of the Committee, the information that they have learned, or any changes to their perspectives.
- (ii) Members will always make it clear when they speak or write in public that they speak for themselves, and not as a spokesperson for the Committee unless expressly directed to perform that duty by the Committee.

(d) City Staff

City staff shall:

- (i) Support the Committee's work by ensuring that appropriate resources are made available to the Committee in a timely manner, in consultation with the Co-Chairs.
- (ii) Offer suggestions and recommendations in a collaborative manner with the Committee.

Article V. Work Plan

The Committee will agree on a work plan. This will include an early agreement about the form of the work product and timeline for reports and recommendations to the public and/or City Council.

Article VI. Decision-making process

(a) General Decision Process

The Committee's decision-making processes will differ from the Council or City Commissions in that it is intended to reach consensus through a collaborative process (See glossary.) Therefore, the Committee will use this hierarchy of decision tools:

- (i) The preferred decision tool is for the Committee to arrive at a "sense of the meeting."
- (ii) Consensus is highly desirable.
- (iii) Informal voting may only be used to explore the decision space.
- (iv) Formal voting may be used as a fallback when consensus fails. Passage of a motion shall require a 2/3 majority of the members present and voting.
- (v) Mediation may be used in the event that the Committee, utilizing the agreed-upon General Decision-making Process as stipulated in Article VI a (i-iv), reaches impasse.

Article VII. Meeting Procedures

(a) Committee Meetings will occur at least monthly or as agreed upon by the Committee. Subcommittees may meet more often and if desired have city staff support when available.

- (i) Committee members who cannot attend should notify the Co-Chairs and City staff in advance.

(b) The meeting times shall be posted on the Committee's website and shall be given public notice similar to City Council meetings through e-mail notification, and notification shall be sent on the same timeline to homeless service providers, nonprofit, faith-based, and community organizations, within the City.

(c) City staff will coordinate meeting materials.

- (i) assemble the agenda with the Co-Chairs, and post the agenda 5 days in advance of any public meeting of the Committee, when feasible,

- (ii) ensure that the agenda is posted on the Committee website, shared on an e-mail notification system, and shared with the same organizations noted in Article VII (b)
- (iii) maintain action-only meeting minutes for the Committee's review at the following meeting. Staff shall have projector available to show real time motions and amendments for Committee Members to see and vote on, and will ensure that there is a call-in number for Committee Members who are unable to attend in-person.
- (iv) meeting minutes will include an ongoing record of attendance, including Committee Members and those members of the public who choose to identify themselves.

(d) Involvement of the Public in Meetings

Each session will include an opportunity for public comment/oral communications regarding Committee-related matters with time allotted to comment decided by Committee vote. The Committee recognizes the need to accommodate members of the public that may have limited time and access to meetings and thereby will provide opportunities to comment at the beginning and end of each meeting.

Glossary

Action only minutes: these are the minutes that show the actual decisions and forward actions.

Consensus: consent of all the parties. Consensus can include “standing aside,” in which one or more parties can say “I am not going to block this, but I am willing to let it go. However, I want my non-agreement to be noted.”

Sense of the Meeting: After discussing an issue, often at some length, there is a palpable feeling in the room that a wise and stable decision has been reached the facilitator or Co-Chair will confirm with the group that a sense of the meeting has been achieved.

**ATTACHMENT 5: FOCUS STRATEGIES HOMELESS SYSTEM BASELINE ASSESSMENT
REPORT**



Santa Cruz County Homeless System Baseline Assessment Report

Prepared for Santa Cruz County
by Focus Strategies

August 2019



Santa Cruz County Baseline System Assessment
Prepared by Focus Strategies for Santa Cruz County

August 2019

Table of Contents

Executive Summary	ii
I. Background and Purpose	1
II. Information Sources and Methodology	2
III. Community Context: Homelessness in Santa Cruz County	3
A. Numbers and Characteristics of People Experiencing Homelessness in Santa Cruz County	3
B. Trends in Recent Years	5
IV. Framework for Assessment: A Homeless Crisis Response System	8
V. Assessment of Community Response to Homelessness: Current Efforts, Strengths, Challenges	11
A. Leadership and Governance	11
B. Strategies to Reduce Inflow	16
C. Homeless System Interventions	17
1. Emergency Response	18
2. Homeless Targeted Housing Interventions	22
3. Coordinated Entry System (CES)	25
D. Exits: Affordable Housing	28
E. Data and Evaluation Capacity	31
F. Other System Components and Topics	32
VI. Implications of Assessment and Interim Recommendations	34
Appendix A List of Interview Participants	40
Appendix B List of In-Person Community Engagements and Focus Groups	41
Appendix C List of Documents Reviewed	42
Appendix D List of Data Reviewed	43
Appendix E Homeless Crisis Response System Flow Chart	44
Appendix F Total System Capacity - 2019 HIC Beds	45

Executive Summary

The County of Santa Cruz has engaged Focus Strategies to assist community leadership and key stakeholders to evaluate, align, and improve the countywide response to the local crisis of homelessness. This report is the *first step* in a phased technical assistance project that will ultimately result in a design for a coordinated systemwide response to homelessness and an action plan to implement it. The purpose of this initial assessment is to describe current efforts to address homelessness in Santa Cruz County, identify strengths and gaps of the current approach, and make some *interim* recommendations for steps the community can take to improve its response to homelessness in the short-term, including recommendations related to system governance. This initial baseline assessment draws primarily upon qualitative data, collected through review of local documents, available data, and a thorough stakeholder engagement process, including in-person and by-phone interviews with key stakeholders, community engagement meetings, and focus groups.

Following this baseline assessment, Focus Strategies will conduct additional work to reach a more complete understanding of the existing homeless system in Santa Cruz county and assist the community in moving to a more effective response to homelessness. Drawing upon local data, Focus Strategies will conduct a quantitative systemwide analysis to understand local homeless system performance at the project and overall system level using our System-Wide Analytics and Projection (SWAP) suite of tools. The SWAP analysis, which is already in progress, will measure the results the current system is achieving and inform the development of strategies to improve performance results through predictive modeling. Focus Strategies will engage stakeholders in a discussion of the SWAP results and a collaborative process to develop a new homeless system design that is data-informed. The final product of our work in Santa Cruz will be an actionable plan to implement a more coordinated, community-wide and systematic response to homelessness, to be delivered by April 2020. The following graphic shows the general flow and projected timeline of each phase, including this baseline assessment, that comprise Focus Strategies' engagement with Santa Cruz County.



However, forward movement to improving the community's response does not have to wait until all the technical assistance is completed. Focus Strategies has also developed a Short-Term Action Plan as a companion to this baseline assessment. The Short-Term Action Plan lays out our recommended steps for implementation of the interim recommendations in this report, including suggested activities, timelines, and lead entities. Based on the community's needs, Focus Strategies will provide technical assistance to support implementation of the interim recommendations as part of this broader project. Currently planned implementation technical assistance includes:

- Develop and facilitate implementation and learning collaboratives with key community stakeholders to advance interim recommendations from this report, or to support other learning objectives (beginning in September 2019); and
- Design and lead meetings with the reconvened Homeless Governance Study Committee to reach an agreement on revised governance, planning, funding, and implementation structure (also beginning in September 2019).

Assessment Findings

Overall, Focus Strategies' baseline assessment has found that the Santa Cruz community has a significant homeless problem relative to its population. Funding, functioning, and the size of the homeless crisis response system are not at the scale or level of alignment and coordination needed to begin to reverse current trends. However, many essential system elements are in place and function fairly well, giving local stakeholders a good foundation to build upon. System strengths include a range of emergency responses (outreach, emergency shelter and services) that respond to the basic needs of people experiencing homelessness and, in some cases, operate with strong housing-focused intention. Rapid re-housing inventory is increasing. Permanent housing interventions targeted to people experiencing homeless are few but seem to be relatively well designed and targeted. Coordinated entry for most system resources is established and largely accepted within the community and has led to improvements in the availability of data on people experiencing homelessness. The Homeless Action Partnership (HAP) is recognized as a valuable forum for stakeholders to engage in dialogue on homelessness and has been successful in its role as coordinator of HUD Continuum of Care (CoC) mandated data gathering and planning. There is a strong track record of collaboration between stakeholders.

A few key programmatic pieces are missing or underdeveloped in the current approach. Most notably, the community lacks a strong and fully integrated diversion/problem-solving practice that deploys problem-solving as an important tool to be used at multiple touchpoints in the community. Diversion/problem-solving is an intervention that can work with people seeking assistance to help some identify immediate housing alternatives and reduce the inflow of people into homelessness. Other programmatic areas that could be strengthened are shelter and outreach; which could be more strongly coordinated and enhanced with housing-focused strategies, training, and resources.

At the system level, well-informed members of the community actively participate in efforts to reduce homelessness and many examples of successful coordination exist. However, robust system-wide alignment around priorities and goals, capacity for data-driven decision making, and a more refined and empowered governance and implementation structure are needed. This aligned system will also need increased staffing capacity to support the system structure and see goals to fruition. Without these elements in place Santa Cruz cannot be said to have a fully realized homeless crisis response system in which all the parts work together toward a common set of measurable goals. And without such a system, progress on reducing homelessness will remain elusive.

Next Steps and Interim Recommendations

In the next phase of this technical assistance project, underway beginning in July 2019, Focus Strategies will prepare a quantitative analysis of homeless system performance using our Systemwide Analytics and Prediction (SWAP) suite of tools. Over the next several months, Focus Strategies will engage the community in a process of preparing, reviewing, and understanding the SWAP results, conduct predictive modeling, and develop data-informed strategies to re-design and improve the overall community response to homelessness.

The upcoming SWAP analysis and data-driven system planning will result in a long-term strategy and action plan to establish an effective, coordinated system to reduce homelessness. In the shorter-term, however, the community can move forward with system improvement efforts even as this longer-term work is underway. While the next phase of analytic and system re-design work is taking place, this baseline report provides the community with initial suggestions about recommended key strategies that may be developed and implemented *immediately* to help jump-start improvements to the homeless crisis response.

Suggested short-term system improvements are:

1. *Implement a Systemwide Diversion Practice to Reduce Inflow.* To begin reducing the numbers of people entering homelessness, we advise fast-tracking existing plans to launch diversion and scale up these efforts as rapidly and at as many appropriate service locations as possible. Diversion provides practical support and, in some cases, small amounts of flexible funding to people who are experiencing homelessness to help them self-identify a housing solution, such as moving in with a friend, finding a shared housing situation, or returning to family. Standing up a community-wide diversion practice will require regular and ongoing training, as well as peer-to-peer learning (such as a learning collaborative) and a method for collecting data on diversion to track impact. Improvements to the Coordinated Entry System (CES), aligned with the diversion approach, can also help reduce inflow.
2. *Build Capacity of Emergency Shelters to Deliver Housing-Focused Services and Supports.* Our assessment shows that the existing shelter providers in the community are already taking steps to integrate services that help residents move from shelter to housing. While the community is working to establish new navigation centers, building the capacity of existing shelters to provide more housing-focused services and supports would yield immediate impact. We recommend convening a working group of shelter providers and funders to identify elements that are working well and those that can be expanded or improved to increase the rate at which people leave emergency shelters for housing.
3. *Coordinate and Standardize Outreach Efforts:* In Santa Cruz county, several entities conduct outreach to unsheltered people; however, there is currently no formal coordination of these efforts, agreed upon goals, shared protocols, consistent data collection, or common outcome measures. Over the long-term, the Santa Cruz community needs a proactive strategy for addressing unsheltered homelessness and encampments as part of the creation of a systematic response to homelessness. This will be a significant undertaking that requires an updated

governance and implementation structure to be successful. In the interim, we recommend that stakeholders begin working immediately on coordination and alignment of outreach efforts – bringing the different outreach teams and their funders together to develop agreements on a shared approach, purpose, outcomes, and geographic coverage. Ensuring that outreach is efficiently deployed and connected to the rest of the system will help prepare the way toward a more comprehensive approach to unsheltered homelessness.

Governance Recommendations:

Focus Strategies has reviewed the work of the Homeless Governance Study Committee convened by the County (CAO) in 2017-2018. This group made great strides toward developing a revised Governance structure based on the existing HAP that we believe it is important for the community to complete and implement. The recommendations from that effort propose a workable structure that could act as a backbone for a new system approach. However, key questions about its authority, relationship to other entities, and how it will make and communicate decisions remain to be answered. We recommend that this group be reconvened,” with the County CAO’s office continuing to serve as the convener, while bringing in Focus Strategies to develop agendas, facilitate the discussions, and help guide the group to a final set of recommendations.

This process will answer critical questions about how the revised structure will operate, what purview it will have, and what resources and efforts it will jointly oversee. We recommend a series of four to five meetings between September and November 2019. Focus Strategies will design and facilitate a set of agendas to address specific topics, building from each meeting to arrive at agreement on a new governing structure, how it will function and make decisions, what specific funding sources it will oversee or coordinate/align, and how it will communicate decisions to the larger membership and the public. The meetings will focus on fleshing out and documenting how the new structure will accomplish key system planning functions; particularly: (1) setting strategic direction and priorities, (2) aligning funding to advance identified priorities, (3) creating a structure for public and private funders to work together, (4) ensuring the new structure complies with Federal requirements for Continuums of Care (CoC), and (5) building in communication protocols to ensure transparency. The end result of this reconvened governance process will be agreement on the new structure, including protocols and procedures for the items noted above. Focus Strategies will document the agreements in a written governance proposal to be presented to and approved by all relevant decision-making bodies (e.g. HAP, BOS, city councils, others).

Conclusion

This baseline assessment identifies some significant strengths in the existing homeless response in Santa Cruz County, including strong collaborative relationships, a broad array of necessary programs and services for people experiencing homelessness, and a desire to improve overall coordination of efforts toward a shared strategic direction. Focus Strategies has recommended some areas for immediate action to begin filling some of the identified gaps while we move into the next phase of deeper data analysis, modeling, and community engagement to develop long-term strategies and an action plan for a coordinated, systematic community response to homelessness. Steps for implementing the interim recommendations are laid out in a companion Short-Term Action Plan.

I. Background and Purpose

The County of Santa Cruz has engaged Focus Strategies to assist community leadership and key stakeholders to evaluate, align, and improve the countywide response to the local homelessness crisis. As a first step in this process, Focus Strategies has conducted this initial baseline assessment of the state of homelessness in Santa Cruz County and the effectiveness of the community's response. The baseline assessment primarily draws upon qualitative information gathered from a review of available documents and a wide range of individual interviews and group engagements with key stakeholders. The purpose of this assessment is to describe current efforts to address homelessness in Santa Cruz County, identify strengths and gaps of the current approach, and make some recommendations for *interim* steps the community can take to improve its response to homelessness in the short-term, including recommendations related to system governance. This assessment also lays the groundwork for the next phases of Focus Strategies' technical assistance, in which we will engage the community in a deeper dive into system performance measurement and system planning.

As a companion to this initial baseline assessment, Focus Strategies has also produced a suggested set of action steps that the community can take to implement the interim recommendations over the next several months (August to December 2019), with our technical assistance. The Short-Term Action Plan also details the next steps in the broader system assessment and redesign that Focus Strategies will be undertaking in collaboration with community stakeholders, which include:

- System Performance and Predictive Modeling (July 2019 to February 2020): Focus Strategies has already begun the next phase of this technical assistance, which is a quantitative analysis of homeless system performance using our Systemwide Analytics and Prediction (SWAP) suite of tools. SWAP uses the community's local data (from the local Homeless Management Information System (HMIS) and other sources) to develop an assessment of performance on key outcomes at the project and system levels and model the impact of system changes. These performance outcomes include the rate at which people experiencing homelessness are rehoused and whether they become homeless again, as well as other key outcomes that assess the how well the system targets its resources to those with the highest needs and longest histories of homelessness.
- Homeless System Design (August to December 2019): In parallel with the data analysis work described above, Focus Strategies will engage the community in a process to envision and design a fully-realized homeless crisis response system. The ultimate goal is for Santa Cruz County to move from having a collection of coordinated but still largely independent programs and projects serving people who experience homelessness to an aligned homeless crisis response *system* in which all the individual efforts work together to advance a shared set of clear objectives. Across each part of the system, roles and connections are clearly defined, and each player maintains shared accountability for results of the entire system. All stakeholders in the system work towards the common goal of assisting all people to exit homelessness into permanent housing, prioritizing those with the highest needs for homeless system resources. The system also works towards making homelessness rare, brief, and non-recurring, per the goals of *Home, Together*, the federal strategic plan to end homelessness.

Technical assistance Focus Strategies will provide to guide the system design include:

- Presentations and discussion of this Baseline Assessment Report including the interim recommendations (August-September 2019)
 - Formation and launch of one or more Implementation and Learning Collaboratives facilitated by Focus Strategies to support implementation of Interim Recommendations, and foster system-wide learning and improvement, as detailed in the Short-Term Action Plan (September-December 2019)
 - Restarting the Homeless Governance Study Committee and reaching agreement on a new governance, funding, planning and implementation structure, as detailed in Short-Term Action Plan (September to December 2019)
 - Presentations and discussion of the SWAP system performance and modeling results (November - December 2019) to develop a homeless crisis response system design that is strategic and data-informed
 - Development of a recommended Administrative Structure (staffing plan) for the proposed system (November-December 2019)
- Action Plan Development (January to April 2020): Creating an actionable plan to implement the homeless crisis response system that the community has designed.

II. Information Sources and Methodology

The purpose of this assessment is to determine the strengths and challenges of the existing community response to homelessness and begin identifying strategies for improvement. In conducting this assessment, our “north star” is a fully realized “homeless crisis response system” that efficiently supports people who are experiencing homelessness to secure housing as quickly as possible and avoid returning to homelessness. A homeless crisis response system manages the “flow” of people from homelessness into housing using a consistent, communitywide strategy in which all the programs and services are aligned to common objectives. Section IV provides an explanation of the features of a homeless crisis response system and how it manages system flow in such a way that the community can measurably reduce the numbers of people experiencing homelessness.

To inform the findings and recommendations of this baseline assessment, Focus Strategies gathered and reviewed information from the following sources:

- Phone interviews with more than 20 key stakeholders representing different sectors, including local government staff, philanthropic funders, non-profit housing and service providers, advocates, and others. A complete list of interviewees and the agencies they represent is included as Appendix A;
- In-person meetings with representatives from the County of Santa Cruz, cities of Santa Cruz, Watsonville and Capitola, the Homeless Action Partnership (HAP), housing and service providers in both North and South County, two focus groups held with people with lived experience of homelessness, and site visits to two provider agencies (Homeless Service Center and Salvation

Army). A complete list of meetings attended and facilitated by Focus Strategies staff with key Santa Cruz County stakeholders is included as Appendix B;

- Review of local reports and other documents regarding system planning, governance, funding and allocations, previous evaluations and analyses, and performance reports. Documents reviewed as part of this assessment are listed in Appendix C; and
- Review of available data on homelessness in Santa Cruz county, including the Housing Inventory Count (HIC), Point in Time (PIT) Count, and Santa Cruz’ results on HUD’s System Performance Measures. These are standard reports that HUD requires from each Continuum of Care and are prepared in Santa Cruz by the staff and consultants that support the Homeless Action Partnership (HAP). Focus Strategies reviewed HIC and PIT data from 2015 to 2019 and system performance measures from 2017 and 2018. Data reviewed as part of this assessment are listed in Appendix D.

III. Community Context: Homelessness in Santa Cruz County

A. Numbers and Characteristics of People Experiencing Homelessness in Santa Cruz County

The most recent annual Homeless Point in Time Count in Santa Cruz County, conducted in January 2019, found 2,167 people experiencing homelessness on any given night. These 2,167 people were part of 1,440 distinct households experiencing homelessness. Around 78% were unsheltered (living outdoors, in cars, and other places not meant for human habitation). According to local stakeholders, most of these individuals are living in encampments, primarily concentrated in the City of Santa Cruz. The remaining population was staying emergency shelter (15.5%) or transitional housing (6%) on the night of the count.

The PIT data shows that most of the homeless population in the community is comprised of single adult households, at around 89%. Only 8% of the population counted in 2019 were members of families with children. Santa Cruz County is also home to large number of transition aged youth (TAY) - defined as those who are age 18 to 24. In the 2019 count, youth ages 18 to 24 comprised around 27.5% of Santa Cruz’ homeless population while unaccompanied children (under age 18) comprised 2.3% of the population (around 30% total). Santa Cruz is known as a tourist destination, as well as a beach and surfing community. Some local stakeholders believe that among new arrivals to Santa Cruz County are some persons who are experiencing homelessness; however, the PIT count shows that a majority of those experiencing homelessness were residents of Santa Cruz County before they became homeless.

Total People Experiencing Homelessness in Santa Cruz County in 2019

All persons	Sheltered		Unsheltered	TOTAL
	Emergency	Transitional		
Number of Children (unaccompanied)	24	1	26	51
Number of Children (with families)	79	37	133	249
Number of TAY (age 18 to 24)	13	4	577	594
Number of Adults (over age 24)	221	88	964	1,273
TOTAL PERSONS	337	130	1,700	2,167

Total Households Experiencing Homelessness in Santa Cruz County in 2019

All Households	Sheltered		Unsheltered	TOTAL
	Emergency	Transitional		
Number of Single Adult Households	183	61	1,036	1,280
Number of Children Only Households ¹	17	1	20	38
Number of Families w/Children	42	21	59	122
TOTAL HOUSEHOLDS	242	83	1,115	1,440

The table below presents the numbers of people experiencing unsheltered homelessness in Santa Cruz County by jurisdiction, based on Point in Count data from 2017 provided by Applied Survey Research.² As shown, around half of the total unsheltered population were found in the City of Santa Cruz. The unincorporated areas of the County are home to around 27% of the total unsheltered population. The City of Watsonville follows with 19% of the total unsheltered population.

Total Unsheltered Persons by Jurisdiction

Jurisdiction	Unsheltered in 2017	Percent of Unsheltered Population
Total Incorporated	1,314	73%
City of Capitola	21	1.1%
City of Santa Cruz	934	51.9%
City of Scotts Valley	19	1%
City of Watsonville	340	18.9%
Total Unincorporated Confidential Scattered Site	485	27%

2019 Homeless Subpopulations³

	Sheltered	Unsheltered	TOTAL	Percent of Total Population
Chronically Homeless Individuals	123	280	403	18.6%
Persons in CH Families	32	17	49	2.3%
Veterans	23	128	151	7%
Severely Mentally Ill	71	249	320	14.8%
Chronic Substance Abuse	32	249	281	13%
Persons with HIV/AIDS	5	24	29	1.3%
Victims of Domestic Violence	20	59	79	3.6%

¹ "Children Only Households" is defined as a household in which everyone is under the age of 18. It is not the same as a household composed of transition age youth (TAY).

² Data on the geographic breakdown of the 2019 PIT Count is not yet available.

³ Subpopulation categories are not mutually exclusive, so these figures do not sum to the total homeless population. People may be represented in multiple categories.

In addition to a large proportion of single adults, the data shows that 403 of these individuals met the federal definition of chronic homelessness (18.5% of the total population).⁴ Forty-nine people in family households were also chronically homeless, per the HUD definition. As shown in the following section (“Trends in Recent Years”), this represents a significant reduction in the total number of people experiencing chronic homelessness in recent years.

A significant concern raised throughout our stakeholder engagement process was the perceived prominence of behavioral health challenges (mental illness and/or substance use disorder) among the population of people experiencing homelessness in Santa Cruz county. The 2019 PIT data shows around 15% of people self-reported that they had a severe mental illness while 13% report they experienced chronic substance abuse. While it should be noted that local PIT data is based on individuals voluntarily disclosing any disabling conditions and may thus underestimate the prevalence of these issues, the rates of behavioral health issues reported in the Santa Cruz county PIT is comparable to that of surrounding communities.⁵

B. Trends in Recent Years

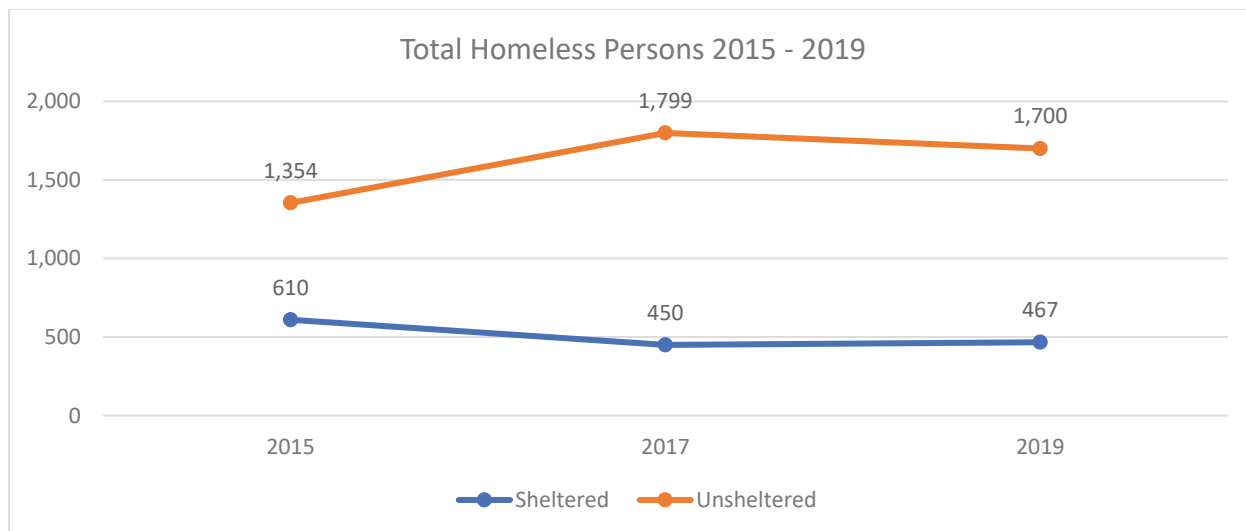
Over the past four years, Santa Cruz County has seen an overall growth in the total number of people experiencing homelessness – from a reported 1,960 people in 2015 to 2,167 people in 2019 (a 10% increase). The community did, however, experience an upsurge in homelessness in 2017 (a 33% increase in unsheltered homelessness and 14.5% increase in total homelessness), followed by a slight decrease in 2019. Stakeholders of all types who participated in interviews and other engagements with Focus Strategies continually reported that the prominence and visibility of homelessness in the County has grown in recent years. Many believe that the rate of unsheltered homelessness has simultaneously skyrocketed. However, recent PIT data in fact shows slight decreases in the total and unsheltered population over the past two years, as shown in the following graph. Between 2017 and 2019, unsheltered homelessness decreased by 5.5% with overall homelessness down 4%. At the same time, neighboring Bay Area communities with similar high-cost, low vacancy housing markets to Santa Cruz County have experienced major growth in overall and unsheltered homelessness. Santa Clara County saw a 31% increase in homelessness in the last two years, while Alameda County had a 43% increase and homelessness in San Francisco rose 17%.⁶

The following graphs show additional trends in homelessness in Santa Cruz County among various subpopulations from 2015 to 2019. It should be noted that these trends are based on PIT data, which, due to complexities of homelessness and PIT methodology, provide only a limited understanding of population dynamics.

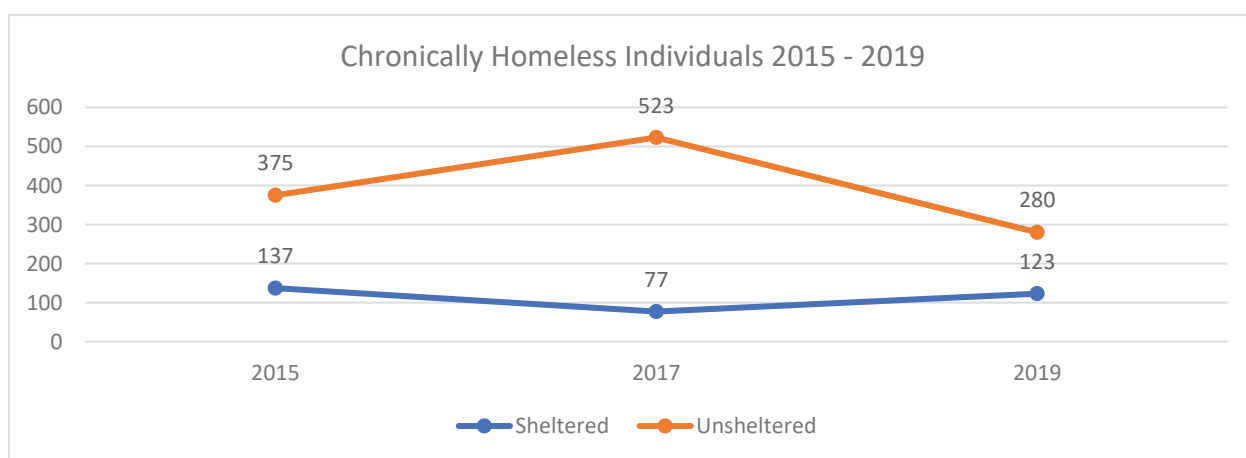
⁴ Chronic homelessness is defined as having a disabling condition and more than a year of continuous homelessness, or 4 episodes over the past 3 years totaling to a year or more of homelessness.

⁵ In 2018 PIT Counts (the most recent year for which all data is available), Santa Clara County reported 21% of people with SMI and 24% with CSA; San Mateo County 19% SMI and 10% CSA, Monterey County 16% SMI and 18% CSA, Alameda County 27% SMI and 16% CSA.

⁶ <https://www.apnews.com/41b8393c7a434695985cde2a9852e786>



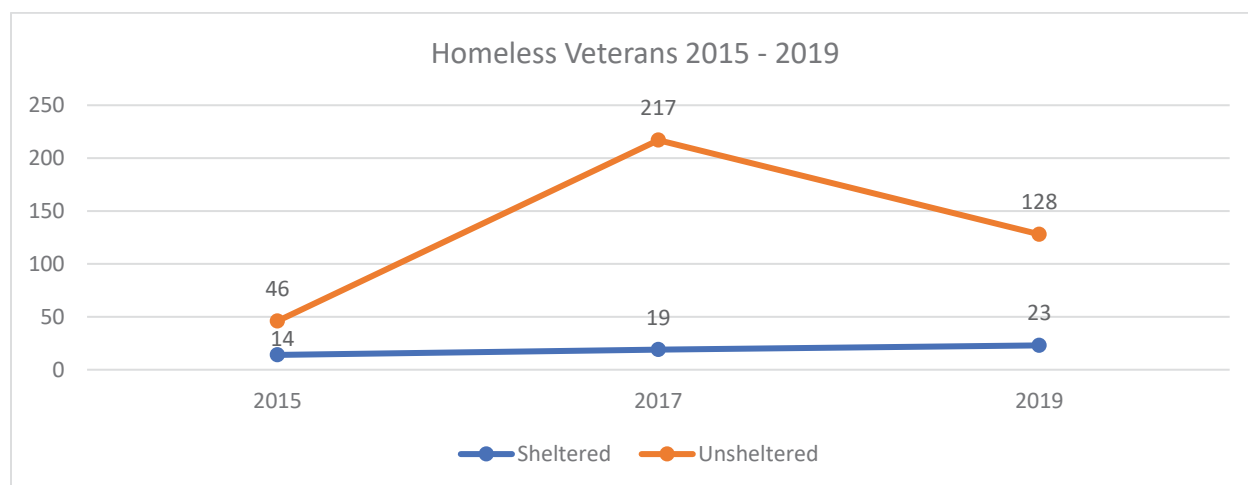
As previously mentioned, in recent years, Santa Cruz County has achieved progress towards reducing the number of people experiencing chronic homelessness. The graph below demonstrates the number of people who met the federal definition of chronically homeless from 2015 to 2019. Individuals or households are considered chronically homeless by HUD's definition if they have been experiencing homelessness for one year continuously or four times in the past three years, and an adult in the household has a disabling condition.⁷ The graph shows dramatic reductions in overall chronic homelessness (33% reduction) and significant reductions in the rate of chronically homeless individuals who were living in unsheltered situations (46%) in the past two years. Chronic homelessness dropped around 21% over the entire four-year time period. The number of people who were identified as chronically homeless living in sheltered situations declined steeply between 2015 and 2017 but has since risen to close to 2015 levels.



Additionally, during our interviews, community members reported that the community has made great strides towards ending homelessness amongst Veterans of the U.S. Armed Forces. Recent PIT data supports this perception, showing that Veteran homelessness was reduced by almost 40% between 2017

⁷ <https://files.hudexchange.info/resources/documents/Defining-Chronically-Homeless-Final-Rule.pdf>

and 2019, though it is still more than two-and-a-half times higher than reported in 2015. Unsheltered homelessness among Veterans also fell around 41% over those two years. Stakeholders attributed these recent reductions in Veteran homelessness to significant and effective housing resources from the VA and HUD targeted towards the subpopulation, as well as highly competent Veteran-focused providers in the community. (See Section V for more on the community's efforts to reduce Veteran homelessness).



Also consistent with stakeholder reports of unusually high rates of youth experiencing homelessness in Santa Cruz County, the PIT count shows that the rate of youth experiencing unsheltered homelessness in Santa Cruz County increased 117% from 2015 to 2019. Since 2013, the community has conducted a separate, supplemental count of youth experiencing homelessness, using a separate methodology that takes into consideration the unique characteristics and trends of youth homelessness. The youth-specific methodology has been refined slightly each year to improve accuracy of the count.

According to PIT results, both TAY (ages 18 to 24) and unaccompanied minors accounted for around 29.8% of the total homeless population in 2019 and 26.4% of the population in 2017. The County's rates of homelessness amongst youth is higher than most neighboring high-cost, low-vacancy communities, including San Francisco where 18.8% of the population counted in 2018 was unaccompanied youth (both youth under 18 and TAY ages 18 to 24) and Alameda County where 17% of the population was youth. In San Diego County, which bears similarities to Santa Cruz with its high-cost housing market and beach culture, youth represented only 10.2% of the population. However, Santa Clara County, Santa Cruz County's most easterly neighbor, saw significantly higher rates of youth homelessness last year at around 34.6%.

As shown in the graph below, sheltered youth experiencing homelessness decreased slightly over the four years but the number of unsheltered youth has grown rapidly. From 2015 to 2019, the number of unsheltered youth experiencing homelessness increased 145%. Meanwhile, community attention on and conversation around the issue of youth homelessness has increased. Santa Cruz County was one of the few communities nationally to be awarded the federal Youth Homelessness Demonstration Program (YHDP) grant, a new funding stream from HUD for communities to develop and implement strategies to prevent and end youth homelessness.



Based on the PIT data, the findings from the quantitative portion of the baseline assessment indicate rates of homelessness similar to large California communities, including San Francisco, Santa Clara, and Alameda Counties. The community has also seen some growth in homelessness (both overall and unsheltered) in recent years, though these increases are lower than that of other California communities, especially in the Bay Area region. As a community, Santa Cruz County has made significant progress on reducing chronic homelessness, despite youth homelessness appears to be on the rise (though this may be partly attributable to changes in counting methodology for the supplemental youth count).

Note, the information presented in this section is all based on Point In Time Counts (PIT) conducted by the HAP as part of their responsibilities as the CoC Board. PIT counts only provide a snapshot of the population of people experiencing homelessness. As people flow into and out of homelessness over time, more people experience homelessness over the course of a year than are counted on a single day. Many communities use their PIT data, along with information gathered from HMIS, to develop an annual estimate of the numbers of people experiencing homelessness. There is no annualized estimate currently available for Santa Cruz County, however, Focus Strategies plans to produce one as part of the SWAP work that will occur in the second half of 2019.

IV. Framework for Assessment: A Homeless Crisis Response System

A key purpose of this assessment is to determine how the community of Santa Cruz county (including the cities, the County, HAP, providers, funders and other stakeholders) is responding to the problem of homelessness. The guiding framework for this assessment is the concept of a *homeless crisis response system*. Experience from jurisdictions around the country, federal policy direction, and research all point to the need for communities to create a system to effectively end homelessness. While individual programs and initiatives may yield results with a subpopulation or group, making progress on the overall size of the homeless population requires a systematic approach.

A homeless crisis response system treats a loss of housing as an emergency that must be responded to quickly and effectively with a housing solution, targeting resources to this end. To achieve this system approach, all resources and programs are aligned around a consistent set of strategies and work toward shared, measurable objectives. The system's work is shaped by data – continuous analysis shows what is

working and where improvement is needed. The leaders and funders – both public and philanthropic – of the system hold all stakeholders accountable for results.

A homeless crisis response system is composed of three main programmatic components:

1. ***Strategies to Reduce System Inflow:*** System “inflow” refers to the phenomenon of people becoming homeless (i.e. moving from a housed situation into a literally homeless situation such as living outside or in an emergency shelter). Effective homeless response systems employ a variety of strategies to prevent homelessness and help people avoid entry into homeless programs by identifying alternative housing solutions. Examples of strategies to slow system inflow include:
 - *Targeted prevention*, which targets financial, legal, and other supports to preserve the existing housing situations of people who are at the highest risk of housing loss. Prevention traditionally provides assistance to households that self-identify as at-risk of homelessness and typically have a source of income or minimal barriers to housing stability. Research shows that most traditional prevention programs do not target households at high risk of homelessness, however, *targeted* prevention programs employ a set of criteria to identify households who are most likely to become homeless, which can be developed using local data;
 - *Diversion or housing problem-solving*, which helps people who are seeking shelter or other homeless services to remain housed or identify an alternative housing solution outside of the homeless response system. Generally, diversion specialists assist households that have already lost their housing or living in an informal shared housing situation (doubled up) to move directly to alternative housing, often with family or friends, avoiding a shelter stay or other homeless system response. Ideally, housing problem-solving should be attempted with each household seeking assistance from the homeless system and can be built in as a function of coordinated entry prior to assessment. Diversion should be strengths-based in its approach to help households brainstorm and identify next-step solutions to their housing crisis;
 - *Cross-system efforts* to reduce rates at which people are discharged from institutions such as hospitals, jails, and foster care without an identified place to live or stay. Communities are encouraged to examine and refine discharge practices within other systems of care to prevent people exiting other institutions into homelessness.
2. ***High Performing Homeless System Interventions*** – Every homeless crisis response system has an array of programs and interventions designed to meet the needs of people experiencing homelessness – including mobile outreach, drop in services, emergency shelter, transitional housing, rapid rehousing, and permanent supportive housing. The effectiveness of these interventions is measured by how quickly they help people who are experiencing homelessness to secure housing and not return to homelessness. To achieve strong results, homeless system interventions should be aligned with evidence-based practices and have no or low entry barriers, provide services that concretely support people to develop and implement a housing plan, not require service participation as a condition of helping people secure housing, and operate using

client-centered and trauma informed principles. The community's CES should also play a key role in facilitating the seamless movement of people from homelessness to housing by moving people quickly to the available resources intended to end their homelessness.

3. **Housing Exits:** Successfully reducing homelessness requires that a community have an adequate supply of appropriate, affordable housing for people to exit from homelessness. This includes efforts to expand the supply of rental housing that is affordable to people at the lowest income levels through construction of new rental units as well as acquisition and rehabilitation of existing housing. Expanding the availability of housing exits also includes strategies to assist people to access housing that already exists in the housing market, such as providing either short- or long-term rent subsidies, recruiting landlords to accept subsidies, or providing housing search and navigation services to help people locate and secure housing.

In addition to these client-focused approaches, the homeless crisis response system requires three key structural elements that support its effectiveness, including:

1. **Leadership and Governance:** The most crucial element of a homeless crisis response system is a unified governance structure that brings together the community leadership and key system funders – both public and private – within a single entity or coordinated set of entities. This structure must do more than just support collaboration across the different parts of the system. To be effective, the system governance must be empowered to guide system-level planning and decision-making – bringing decision-makers together to develop, adopt, implement and evaluate a single shared set of strategies and policies, including policies governing how funds are invested.
2. **Planning, Policy Development, Data and Evaluation Capacity.** A homeless crisis response system must have the infrastructure and staffing to support ongoing assessment of performance at both the project and overall system levels. This includes having a robust Homeless Management Information System (HMIS) data system that achieves high participation rates and data quality. Expertise and strong data analysis capacity are also needed so that leadership and key stakeholders can use the data regularly and (as much as possible) in real time to understand system inflow and program and system level performance and use this information to shape strategies that will lead to reductions in homelessness.
3. **Staffing Capacity.** As noted above, developing and implementing a homeless crisis response system requires that there be not only strong leadership but an implementation and administrative structure to support implementation. This means that the functions of system planning, policy development, data analysis and evaluation all must be included as responsibilities of the system's administrative structure and have dedicated staffing assigned to them.

Appendix E provides additional information on homeless crisis response systems, including a system diagram.

V. Assessment of Community Response to Homelessness: Current Efforts, Strengths, Challenges

This section describes how the Santa Cruz community is currently responding to homelessness and presents Focus Strategies' preliminary assessment of the strengths and challenges of the current approach, which is guided by the framework described above. As noted previously, this initial assessment is largely based on qualitative information, stakeholder input, and readily available data from the Point in Time count and other sources. Deeper targeted data-gathering and analysis will take place in the next phase of this technical assistance engagement, which will allow Focus Strategies to more fully understand some of the issues raised in this initial assessment. This deep-dive analysis will also enable stakeholders to work with the data to create more specific approaches and models for change.

This section presents the different elements of the homeless response in Santa Cruz County. In each section, we briefly describe the current conditions "on the ground," based on available information, as well as our initial assessment of strengths and challenges. In many areas, we do not yet have enough information to make a thorough assessment. As we shift to the quantitative analysis in the next phase of this work, more in-depth assessment will be possible.

The assessment findings are organized as follows:

- A. Leadership and Governance
- B. Strategies to Reduce Inflow
- C. Homeless System Interventions
 - 1. Emergency Responses: Outreach, Shelter, Encampment Response
 - 2. Homeless-Targeted Housing
 - 3. Coordinated Entry
- D. Housing Exits
- E. Data and Evaluation Capacity
- F. Other System Components and Topics

A. Leadership and Governance

As described above, a key element of any crisis response system is a system governance and oversight structure that holds the authority to make plans and investment decisions, as well as to evaluate progress against goals that the community has set. Governance and oversight of the community's response to homelessness has been a significant topic of conversation in Santa Cruz County over the past several years. As new State funding sources, such as HEAP and CESH, have flowed into the community in 2018 and 2019, the issue has gained even greater urgency. This section briefly describes the existing governance structure(s), recent efforts to redesign the structure through a Governance Study Committee and identified strengths and challenges of the current and proposed structure. Focus Strategies' recommendations relating to governance, as well as other short-term recommendations are presented in Section VI.

i. Historical Background and Description of Homeless System Governance and Structure

The Homeless Action Partnership (HAP) is the Continuum of Care (CoC) lead for Santa Cruz County. HUD defines the CoC as the primary structure for system planning, funding alignment, and implementation of a coordinated community-wide response to homelessness. Specific responsibilities include coordinating the annual CoC funding application, implementing the community's HMIS system, complying with HUD's data collection and reporting requirements (PIT count, Housing Inventory, system performance, etc.), and strategic planning and homeless system development. The HAP has been meeting regularly since 1996. The current HAP structure consists of:

- A general membership (the HAP), which meets six times per year. Its broad membership includes County and city staff, non-profit housing and service providers, victim service providers, faith-based organizations, advocates, school districts, social service providers, mental health agencies, research organization, affordable housing developers, and Veteran-serving agencies. The HAP has a wide range of responsibilities including appointing the Collaborative Applicant for CoC funds, appointing working committees, developing CoC policies and procedures, implementing coordinated entry, overseeing HMIS, conducting the PIT, and overseeing the CoC application to HUD.
- The HAP Governance Board, which meets at least two times per year and is made up of selected/seated membership that includes city representatives, the County's Homeless Services Coordinator, selected funders and service providers, and a person with lived experience of homelessness. The Governance Board is primarily responsible for reviewing and ranking CoC funding applications, developing any changes to the CoC Charter, and acting as the primary policy decision-maker for the HAP.
- A Jurisdictional Executive Committee, which by charter meets two times a year in spring and fall but has met more frequently in recent years. Membership includes city representatives and County department representatives. Its role is to coordinate inter-jurisdictional activity on homelessness, as well as to review and approve jurisdictional cost sharing for homelessness activities (HAP staffing, PIT, winter shelter, etc.).

The HAP is a collaborative planning body that does not hold legal status as an entity (i.e. it is not a non-profit organization or formally seated governmental Board). Since 2008, it has been staffed by the Santa Cruz County Planning Department, which also serves as the Collaborative Applicant for CoC funding. A CoC consultant provides technical and strategic support to the HAP and the Planning Department. As of July 1, 2019, the CoC Collaborative Applicant and system planning role is shifting to the Homeless Services Coordinator within the County Administrative Office (CAO), with continued support from a CoC consultant.

Other entities in the community have also played a role in homelessness system planning and development. These include:

- Smart Solutions, which was formed in 2011 to develop a collaborative, community-wide discussion on homelessness involving the broader community. This group held a Homelessness

Summit in 2012 and in 2014-2015 partnered with the County, HAP and United Way to develop the *All In Strategic Plan* to address homelessness.

- South County Homeless Steering Committee, which has been meeting regularly to coordinate and plan the response to homelessness in Watsonville and South County area to implement strategies in the *All In Plan*.
- County Homeless Coordinating Committee, which was convened by the County of Santa Cruz as an internal group of departmental County representatives tasked to work on developing a more coordinated response to homelessness among County departments (CAO, Human Services, Health, Behavioral Health, etc.).
- City Coordinating Council, which include individual sets of strategies developed by the four cities in the community (Santa Cruz, Watsonville, Capitola, Scotts Valley). The City of Santa Cruz has developed a 20-point homeless plan and has recently launched plans to convene a Homeless Advisory Committee.

In 2017-2018, the County convened a Homeless Governance Study Committee to analyze existing coordinating structures and make recommendations for possible restructuring or creation of a new governing entity. Identified problems the Committee set out to address, as reflected in materials developed by the Committee, were:

- Lack of a regional decision-making body and structure with sufficiently broad representation from all necessary stakeholders and responsibility and authority to establish shared priorities, plan, and make decisions on a broad range of issues facing the region: no central authority or decision-maker to set regional priorities, HAP scope too narrowly focused on CoC funding, and HUD-mandated planning requirements
- Lack of overall coordination. There are multiple competing initiatives launched by different entities and stakeholders, lack of clear and sufficient communication and information sharing.
- Insufficient capacity and resources, insufficient staffing for homeless system planning and implementation (including system assessment, performance measurement, data analysis, developing strategic priorities), insufficient local funding, and lack of capacity to compete for funding.

After meeting over the course of about 18 months and considering options ranging from creation of a new formal entity, such as a JPA, to maintaining the current structure, the Committee put forth a set of recommendations for restructuring the existing HAP. The main elements of this proposed restructure were to retain the basic structure of the HAP and incorporate the following changes:

- Restructure the existing HAP Board into an Interagency Policy Council (IPC) tasked with being the primary decision-maker for the homeless system and not limited to HUD activities. Responsibilities would include setting policy, allocating funding, and setting performance targets.

The IPC would serve as the central coordinating body for the full range of homelessness programs, services, and initiatives. The existing Board would be expanded, and the IPC would consist largely of high-level community leadership and funders.

- Retain the Jurisdictional Executive Committee but rename it to “the Jurisdictional Coordinating Committee” and continuing to coordinate interjurisdictional budgeting and cost sharing for homeless activities, such as winter shelter.
- Retain the existing HAP but rename it as the General Membership/Operations group.

While the recommendations were generally welcomed by most stakeholders, the work of the Committee was paused in 2018 before the recommendations could be finalized and adopted. As new funding streams were rolling out into the community from the State, there were some questions about appropriate membership for the IPC as envisioned, and whether this was the right approach for allocating these or other new resources. Some members of the HAP raised a question as to whether the proposed structure would need refining to ensure compliance with HUD CoC Governance requirements. People involved in the process also became very busy with preparing for the new resources, and lack of adequate staffing capacity made it impossible to proceed on both action areas at the same time.

ii. Assessment: Strengths and Challenges in System Planning, Governance and Structure

Strengths: The existing “CoC-centric” governance structure of the HAP is a common way in which California communities have organized their response to homelessness – a volunteer board with a governmental lead agency, primarily focused on managing the federal CoC funding stream. In this regard, the HAP appears to be very high functioning. They are ensuring HUD’s planning and data collection requirements are met and expanding federal resources for homelessness, such as through the Youth Homeless Demonstration Program (YHDP) grant. Stakeholders we spoke to largely hold positive views of the HAP, pointing to the benefit of having a forum in which all the homeless-dedicated entities in the community come together to share information, coordinate their work, and stay abreast of changes in the field.

The *All In Plan*, developed jointly by Smart Solutions, HAP, County and the United Way, reflects this collaborative spirit and identifies a set of strategies that are well-aligned with federal policy priorities and the latest thinking in the field. The *All In Plan* sets goals to transform the crisis response system by implementing coordinated entry, increasing prevention and diversion, increasing access to affordable housing, ensuring people maintain housing after exiting homelessness, and integrating the homeless system with mainstream benefits, among other goals. The plan sets the goal to end chronic homelessness and other adult homelessness as well as family homelessness by 2020. It also articulates a priority of addressing the needs of South County, initiating a response to youth homelessness and ending veteran homelessness.

The work of the Homeless Governance Study Committee is another strength, reflecting a recognition among stakeholders of the need to further develop the homeless system governance structure to be less narrowly focused on CoC funds. Instead, they recognize the need to be more broadly responsible for devising a system and strategy to address homelessness throughout the community and aligning funding

to achieve shared objectives, including the many non-CoC funding streams. As the State begins to release more funds that must be allocated using a local structure and process, revisiting of this structure is even more crucial. The County of Santa Cruz creation of a dedicated position for a Homeless Services Coordinator within the CAO and shifting the CoC functions to that office is an important step towards creating a dedicated countywide planning and coordination function.

Challenges: In our assessment, while the governance redesign efforts are on the right track and should continue, the work needs to focus in particular on joint decision making about investments and oversight. Specifically, the next phase of governance work should flesh out in greater detail how the new governance structure will ensure there is a strong and well-understood set of roles and processes for setting funding priorities and ensuring coordination and alignment of funding, particularly given the expectation that new State funding sources are likely to continue flowing into the community.

The proposed new structure sets up some proposed roles for the new IPC and the Jurisdictional Executive Committee in setting priorities and making funding decisions. However, it remains to address the importance and complexities of who will make key funding decisions and how they will ensure that these decisions are transparent, fair, and inclusive while also strategic and focused on maximizing impact. Due to the idiosyncrasies of the CoC funding stream in which funds flow directly from HUD to providers, the HAP has historically avoided getting directly involved in making awards and managing funding. However, now, as new funds like HEAP and CESH are flowing from the state to the CoC, tensions have arisen. The HAP, which is tasked with making HEAP and CESH funding decisions, is comprised of agencies that are also recipients of funding – raising concerns that their involvement in funding decisions creates conflicts of interest. Additionally, since the HAP is not able to accept funds or enter into contracts, the County is playing the role of funding administrator (issuing the RFP, managing the application and contracting process), but is not the decision-maker. This had led to a perception of confusion around roles and concerns about fairness and transparency.

The community's community-wide plan *All In* sets some key strategic goals and a direction for the homeless system, however, a clear set of overarching funding priorities are lacking and compound the problems identified above. In the absence of a clearly articulated strategy, the funding priorities that the HAP and County developed for HEAP and CESH were very broad, and the award process ended up spreading funds thinly to *many* providers and projects, rather than investing significantly in specific, prioritized strategies and gaps to make the greatest measurable impact. Focus Strategies heard concerns from stakeholders who were disappointed in the process, and this was not limited to those who might have been disappointed by their own results. Several stakeholders reported spending significant time reviewing and rating applications but, in the end, felt it was not clear why certain projects were funded and not others. Funders interviewed (private and public) expressed a desire to see a more coherent and comprehensive community strategy to guide their investments. They recognize a need for strategic thinking and leadership to tell them where funds can be best spent to have the biggest impact.

In general, our information gathering revealed concerns among stakeholders about a perceived lack of transparency in decision-making relating to homelessness. In our view, the problem is not primarily a lack of transparency per se on the part of decision-makers, but rather that there are many fragmented and uncoordinated planning and decision-making processes in Santa Cruz county. The absence of a well-

understood and clear decision-making process generates a sense among some stakeholders that the process is mysterious or intentionally obscured.

Although the current HAP structure includes an interjurisdictional coordination committee, the County and the four cities tend to operate independently and make many decisions on their own, though some of these decisions are based on city-specific context or issues. Jurisdictions have worked together through the HAP to jointly fund winter shelter, but the day-to-day response to homelessness within their jurisdictions, as well as planning for any other local investment and evaluation of investment impact do not seem to be taking place within the existing HAP structure and therefore lacks shared objectives and coordination. For example, some cities view their role primarily as responding to the immediate problem of people living outside by deploying a law enforcement and public works response, while looking to the County to address the housing and service needs of people experiencing homelessness. However, this view hasn't translated into agreements about explicit roles or how to handle mutual problems, allowing for a certain amount of finger-pointing. This is not unusual in California where counties are the nexus for most service needs and cities are the holders of law enforcement, public space, and development decisions in incorporated areas.

Some stakeholders are concerned that people with lived experience are not well-represented in planning arenas and this aligns with what Focus Strategies has observed. The community culture does not seem to strongly involve people with lived experience in planning or feedback. To illustrate this point, Focus Strategies struggled to even convene focus groups with people experiencing homelessness, as there are fairly few existing groups consisting of people with lived experience that meet regularly. Nevertheless, we observed strong participation from youth with lived experience of homelessness on the Youth Advisory Board (YAB). The YAB serves as a model for inclusivity and meaningful participation in system planning by people who are currently or formerly experiencing homelessness.

B. Strategies to Reduce Inflow

Strategies to reduce the rate at which people enter homelessness is a critical element of a community's efforts to reduce homelessness. Our assessment found that in Santa Cruz County these types of efforts are relatively under-developed.

- *Diversion*: Diversion (sometimes also known as problem-solving) is a practice designed to “catch” people at the point at which they have just entered homelessness or right before (such as when they are seeking a shelter bed) and engage them in a strengths-based conversation to identify a no-cost or low-cost housing solution if at all possible (such as living with a friend, securing a shared housing situation, or returning to family members). It is a highly effective practice that can reduce the growth of the homeless population and particularly for people who have recently become homeless. In Santa Cruz County, diversion is not a fully built-out component of the system, though there are plans to incorporate diversion activities into the CES system. Stakeholders we interviewed noted that some providers try to divert people who approach their programs, but this activity tends to be inconsistent. Some system providers offer light-touch services and/or financial assistance to households to facilitate a quick connection to permanent housing. In addition, the Homeward Bound program, which is funded by the City of Santa Cruz, provides bus passes for people who have identified alternative housing opportunities outside of

the City/County. More expansive, flexible diversion assistance – such as flexible financial assistance to help people maintain their own unit or remain living with friends or family; mediation with landlords, roommates, or family members; and staffing to engage in housing problem-solving conversations – are limited.

- *Targeted Prevention:* Targeted prevention programs attempt to identify people who are still housed but who are either facing eviction or otherwise will lose their housing. To be maximally effective at reducing homelessness, these types of programs must use very strong targeting criteria to identify those households most at risk of becoming homeless after eviction. Evidence shows that many households that suffer a loss of housing do not become homeless but rather use their family and social networks to identify alternative housing. Traditional prevention programs which do not target in this way typically assess whether the household seeking assistance can independently sustain their rent and other expenses after the assistance period ends as a basic eligibility criterion. As a result, these prevention programs typically serve households that have a source of stable income and minimal barriers to housing stability. Targeted prevention programs, on the other hand, utilize a set of screening criteria to identify households facing a housing crisis who are most at risk of becoming homeless. For example, qualifying households may have previously been homeless, have no income, experience a disabling condition, and/or be a young parent, all factors that have been shown to be more highly correlated with homelessness. Targeting criteria for effective prevention should be specific to the community and can be developed using local HMIS data or can draw from existing community data related to which households are most likely to become homeless. Currently in Santa Cruz County, there are a number of eviction prevention and rental assistance programs, but our assessment has not explored how well targeted these programs are. We did not hear that these were specifically aligned with the goals of the homeless system.
- *Coordinated Entry System (CES):* Santa Cruz has recently launched and is currently expanding the reach of a coordinated entry system for homelessness. While some inflow reduction practices relate closely to CES, the primary purpose of coordinated entry is to connect people to housing programs; we have addressed CES in the next section.
- *Institutional Discharge:* Typically, a portion of the homeless population enter or re-enter homelessness from institutional settings such as hospitals and jails. In Santa Cruz County, some initiatives and pilot programs to reduce discharge from institutions into homelessness are in early development to identify and address the needs of people who are homeless who cycle in and out of institutions. These include the re-entry program currently operated by the Sheriff's Department, the HUGS frequent user initiative, and some preliminary work being done on cross-system data matching which could identify people who are found in multiples systems of care including the homeless system. But as of yet there is no overarching County strategy to reduce inflow from mainstream systems of care into homelessness.

C. Homeless System Interventions

This section describes the community's primary homeless system interventions. In each area, we have assessed the extent to which these interventions appear to be high performing and aligned with known

evidence-based practices. Our primary metric for assessing these interventions is how well they appear to be creating solutions that help people transition from homelessness to housing.

1. Emergency Response: Mobile Outreach, Drop-In Services, Emergency Shelter, and Encampment Response

All communities, particularly those in which there is significant unsheltered homelessness, have a range of emergency or crisis response interventions that make up the “front end” of the homeless system. These interventions typically include street-based contacts and services to those living outside, such as outreach and engagement, as well as temporary places for people to stay during the day (drop-in and day centers) and at-night (shelter.) Given that unsheltered homelessness creates a range of community health and safety issues, it is important that the crisis response focus on addressing the immediate health and safety needs of people experiencing homelessness and the community in which they are living. However, in a highly functioning homeless crisis response system, the emergency response should not only address these immediate concerns – it should be part of an overall strategy to reduce homelessness by offering temporary places for people to stay safely without excluding those who need them and effective interventions that provide a pathway to housing. Our assessment of the emergency response to homelessness in Santa Cruz County considers current efforts through this lens. Currently, Santa Cruz County has a promising opportunity to move towards a systemwide emergency response approach that is grounded in these principles (i.e. a focus on housing, and use of low-barrier, evidence-based practices) through the addition of new State dollars.

i. Description of Current Emergency Response

Santa Cruz county has several emergency response programs intended to address or at least ameliorate the immediate crisis of homelessness for those living outside. These program types include outreach, day services, shelter, safe parking, and encampment response. The following section provides an overview of the community’s existing emergency response components of the homeless system.

- *Outreach:* There are five CoC-funded and a few other non-CoC funded mobile outreach programs operating in Santa Cruz County. Some of the community’s outreach workers are deputized to conduct immediate, in-person assessments to connect individuals to Smart Path, the community’s CES, which provides a front door to homeless system resources (see more in section below entitled “Coordinated Entry System”). Throughout the CES process, outreach workers attempt to remain engaged with clients to provide communication and assistance, and, when possible, facilitate successful housing referral and placement through Smart Path.

The community’s other outreach services are mostly focused on helping individuals meet basic and health needs (both mental and physical and include both Continuum of Care (CoC) and non-CoC funded programs such as Homeless Persons' Health Project (HPHP), Encompass Downtown Outreach Worker Team, Homeless Outreach Proactive Engagement & Services (HOPES), Maintaining Ongoing Stability through Treatment (MOST), Youth and Veterans Outreach, and the Downtown Streets Team. The County of Santa Cruz, City of Santa Cruz, and the City of Watsonville fund mental health workers, through the Mental Health Liaison Program, who accompany police officers and provide engagement and support to people who are unsheltered. Services under this program are offered countywide as

part of outreach. Outreach programs provide valuable resources and connections for people experiencing homelessness, but these programs operate outside of an overall systematic approach and therefore are not designed to connect people to other parts of the system or to the resources needed to access permanent housing as a primary objective.

- *Drop-In and Day Services:* Drop-in centers typically are places where people who are unsheltered can receive some essential services (e.g. showers, laundry, mail) and access social services on a drop-in basis. Offering drop-in centers can be an effective strategy for engaging with people who are living outside and who need a significant period of engagement before they will access social services or housing. Effective drop-in programs have staff who are adept at engagement and services available to support people to transition to housing. Currently, there appear to be a limited number of homeless-specific drop-in programs in Santa Cruz County. The Homeless Service Center (HSC) offers some basic hygiene services, but they are primarily a provider of shelter, housing, and case management. The Salvation Army in Watsonville provides a variety of drop in services such as showers and meals. Our initial assessment did not explore the depth or quality of engagement taking place at these drop-in centers or whether clients accessing drop-in services are being connected to shelter and housing.
- *Emergency Shelter:* As previously mentioned, slightly less than one-quarter of people experiencing homelessness were staying in emergency shelter on the night of the 2019 PIT. As shown in the following data derived from annual Housing Inventory Count (HIC) provided to HUD, the community's shelter inventory has declined slightly over the past five years, with current capacity at 439 beds. Appendix F provides a list of the shelters that make up these 439 beds.

	Total Capacity 2019 HIC (Beds)	Total Capacity 2018 HIC (Beds)	Total Capacity 2017 HIC (Beds)	Total Capacity 2016 HIC (Beds)	Total Capacity 2015 HIC (Beds)
Emergency Shelter	439	435	387	475	481

The majority of the community's shelter inventory is in the northern region of the County, mostly in and near the City of Santa Cruz. There are far fewer shelter services in the southern part of the County, though the relative need is also smaller. Many South County shelter beds were seasonal until very recently when some year-round shelter beds came online. Leveraging new State dollars (HEAP and CESH), the community is currently working on creating two new sites that will act as navigation centers in both the North and South County; both of which would provide year-round low-barrier emergency shelter and access to housing-focused services. At this point, a working site has been identified in South County but not in North County. In the interim, due to a lack of immediately available sites for new navigation centers, key features of the navigation center model are being introduced into existing shelters so that they may begin to fill the role of navigation centers.

Most of the community's shelter beds operate on a year-round basis (64%) though greater than one-third of the beds operate seasonally – typically during the winter months only. However, the community's seasonal beds will expand to being year-round soon. The following table shows the total number of year-round and seasonal beds in the community this year.

	Year-Round Capacity 2019 (Beds)	Seasonal Capacity 2019 (Beds)
Emergency Shelter	279	160

- *Safe Parking*: Safe Parking is relatively new component of the emergency response system, offering a network of church parking lots and public facilities to provide spaces for specific people experiencing homelessness to park their vehicles and access hygiene services. Currently, there are seven locations and 33 participants in the program, which has a dedicated coordinator that seeks to match people to an accessible, appropriate church parking lot as an alternative to street parking, with more capacity to come online in the near term. This program is still new and will be further explored in the next phase of this TA project.
- *Encampment Response*: While not a formally named or intentionally designed system element, responding to encampments of tents and temporary structures has been a current focus in Santa Cruz County, particularly at the city level. Thus, we have included our assessment and understanding of these practices in this baseline report. As previously mentioned, a majority of Santa Cruz County's homeless population (around 78%) are living in unsheltered locations. This includes both sanctioned and unsanctioned encampments. Historically, the largest encampments have emerged along Highway 1, as well as River Street and Downtown Santa Cruz, however, smaller ones have appeared in locations throughout the county. Public entities throughout the county have generally responded by asking encampment participants to disburse and cleaning up large unsanctioned encampments perceived to pose safety, health, or environmental threats to the community. The primary response is to offer encampment residents a referral to emergency shelter (though openings are limited), other emergency services and/or, in some cases, an option to move to a sanctioned encampment. There have been a limited number of sanctioned encampments, including the current 1220 River Street site. The River Street site is a tent-based shelter. 1220 River Street is fully-staffed and the services follow a short-term shelter model. However, the practice of permitting sanctioned encampments has been variably implemented; resulting in the opening and closing of encampments due to a lack of ability to sustain them. River Street, for example, is only currently planned to remain open until spring 2020 and plans for what will happen next are unresolved.

ii. *Assessment: Strengths and Challenges of the Emergency Response*

Strengths: The community's existing emergency response employs a wide range of strategies to assist people to meet their basic, health, and mental health needs. Diverse and wide-reaching outreach programs exist to engage people experiencing homelessness in homeless system and mainstream resources, while a variety of shelter programs are offered to those in both the northern and southern area of the County. In general, stakeholders who were engaged reported that emergency shelter and service providers are skillful and committed to assisting those experiencing homelessness. Shelter providers we interviewed appeared to be doing good work to support residents to secure housing solutions, within the constraints of available resources. Further, with the roll-out of new State Homeless Emergency Aid Program (HEAP) program, the community has a significant opportunity to leverage these dollars towards low-barrier, evidence-based emergency response strategies. Strategic use of HEAP funds

also provides an opportunity for the County to fill gaps in both geographical and seasonal shelter availability.

Challenges: Based on our assessment of the local system and conversations with key stakeholders in Santa Cruz County, the community's emergency response strategies are small in scale for the size of the population and appear to lack sufficient connection to strategies that help people secure housing. While some shelters have services in place to support clients to develop housing plans or provide case management, these types of interventions are not available systematically at all shelters. Mobile outreach teams largely are focused on meeting immediate health and safety needs and have not been equipped with training or information on how to engage clients in a "housing problem-solving" or "diversion" conversation to discuss possible housing solutions that may be available within someone's natural pool of resources or how to connect them to another potential housing pathway. There is also a lack of sufficient locations in the community where people who are unsheltered can access housing-specific services, such as housing resources/information, diversion, or housing-focused case management, on a drop-in basis. Many stakeholders are focused on a perceived need to increase emergency shelter inventory. Given the high rate of unsheltered homelessness and the fact that over one-third of shelter beds only operate seasonally, additional shelter capacity could be useful, however, we believe that a more strategic and immediate use of system efforts would be focusing on ensuring *existing* shelter options are more housing-focused and accomplish the goal of assisting those with the highest needs exit homelessness to safe, stable housing.

The navigation centers in South County and addition of North County Navigation Center include both emergency shelter and day services, has drawn a great deal of attention and been met with mixed opinions. Navigation centers are a new intervention type and additional work in the field to define what makes this model distinct is needed. However, typically, the centers are extremely low barrier shelters that allow people to enter with pets, partners, and/or significant personal belongings, which often are not permitted in traditional shelters. They are also typically highly staffed and open 24/7 with residents being permitted to come and go, and they are often intended to be used for very high need/high priority persons who are expected to be "navigated" to a housing solution. While many stakeholders believe the navigation centers would provide a crucial opportunity to increase shelter inventory and engage a greater number of people, others expressed skepticism about the effectiveness of the proposed programs. In our assessment, the community seems to lack a solid, shared understanding of what the purpose, goals, and functions of these navigation centers will be. Additionally, much of the conversation has been centered around identifying a physical location and siting of the centers and lack focus or clarity on the proposed service model. To be effective, navigation centers should provide low-barrier shelter with strong connections to permanent housing to serve those with the highest needs and barriers to housing. Community conversation should also shift towards ensuring *all* shelter in the community is low barrier, while employing a housing first approach and other best practices.

Focus Strategies does not yet have the information needed to assess whether additional shelter capacity is needed. Data to help us answer this question will be gathered in the next phase of work. Once we have completed the initial round of system and project performance assessment, we will be in a better position to advise on the potential need for and impact of additional shelter beds and housing specific services.

Our assessment found that efforts to address and resolve encampments to date appear largely aimed at moving people away from existing sites due to legitimate health and safety concerns but without an articulated plan for where people will go, other than to a new encampment or possibly to shelter. To be effective, encampment resolution efforts must connect as many people as possible to a pathway out of homelessness – through diversion/problem-solving to find an immediate housing solution, placement into shelter or navigation center where they receive housing focused-case management, treatment beds for those who articulate a desire for treatment, direct placement into housing, and/or connection to mainstream services that can help support the acquisition of income. Absent a housing strategy, people who are unsheltered will likely simply move from one encampment to another or disperse onto streets and other locations not meant for people to live.

Some stakeholders we interviewed noted that in recent years the unsheltered population seems to have become increasingly “aggressive” and many appear to suffer from mental health and substance use challenges. This has led to a focus by some on the need for treatment options as a primary solution to unsheltered people’s homelessness. Some people experiencing homelessness who we spoke with also mentioned concerns about others on the streets, but few talked about seeking or needing treatment. All spoke primarily about their need for income opportunities and housing solutions. Evidence from the field suggests that treatment needs to be available quickly when people are ready to take it up but that for many people, their interest and success in treatment is greater once they have a stable, permanent place to live. Offering health and behavioral health care to people in encampments is not likely to yield strong results absent a housing strategy. As noted above, the community already has mobile outreach programs devoted to providing health and behavioral health services to people outside. Some stakeholders also noted that outreach workers that work with people in encampments need increase information and improved training, with a focus on trauma-informed care and connecting people to appropriate system resources.

2. Homeless Targeted Housing Interventions: Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing

In a high functioning homeless crisis response system, housing interventions should be designed to help people move from literal homelessness to housing as rapidly as possible. Interventions should be allocated based on need, with the highest need individuals receiving permanent supportive housing. Our assessment considered the size of the inventory of these interventions, how they are targeted and how they are accessed by people experiencing homelessness, as well as the alignment of the program models with national best practices.

i. Descriptions of Existing Homeless Targeted Housing Interventions

Existing housing interventions in Santa Cruz County include transitional housing, rapid rehousing, and permanent supportive housing. The following table shows the inventory of available housing interventions. Appendix F provides a detailed list of the programs in each of these program types.

Program Type	Total Capacity 2019 HIC (Beds)	Total Capacity 2018 HIC (Beds)	Total Capacity 2017 HIC (Beds)	Total Capacity 2016 HIC (Beds)	Total Capacity 2015 HIC (Beds)
Transitional Housing	182	223	201	228	247
Rapid Rehousing	204	191	185	167	131
Permanent Supportive Housing	580	560	638	457	409

Transitional Housing: Transitional housing (TH) programs offer a temporary housing placement with on-site supportive services (usually in a group living environment) for up to two years with the goal of helping people obtain and maintain permanent housing upon exit. In recent years, a wealth of evidence from around the country has demonstrated that this program model tends to be very expensive and does not yield strong results – households tend to have long lengths of stay in programs (meaning continued homelessness during that time) and many do not secure housing upon exit. For this reason, HUD has encouraged communities to evaluate their transitional housing inventory and reduce investments in this approach if programs are underperforming. Santa Cruz County has followed this guidance, reducing the supply of TH from 247 beds in 2015 to only 182 in 2019, a 36% decrease. Since Transitional Housing does not provide a permanent housing solution, it should more appropriately be considered part of the community’s emergency response. However, in Santa Cruz County, stakeholders tend to view TH as a housing intervention, thus, we have included it in this section.

Rapid Rehousing: Rapid rehousing (RRH) provides households with short-term rental subsidies and time-limited case management to help them secure a rental unit in the private housing market. At the end of the term of assistance, most households take overpaying 100% of the rent (unless another subsidy is secured). Evidence from around the nation shows that RRH is more cost effective and yields better results than transitional housing, consequently HUD has encouraged communities to expand this intervention. The *All In Plan* calls for an increase in RRH supply. As seen in the table above, largely as a result of HUD CoC grant dollars being reallocated away from transitional housing towards rapid rehousing programs, rapid rehousing beds have increased from 131 in 2015 to 204 beds in 2019, an overall increase of 73 beds (56% increase overall).

Permanent Supportive Housing: PSH provides long-term rental subsidies or permanently subsidized housing units coupled with intensive services for people who have the most intensive needs – generally those who are chronically homeless. As shown in the table above, the amount of permanent supportive housing in Santa Cruz County has grown steadily since 2015, with some fluctuations. Much of the PSH inventory is funded through CoC grants. There are also some highly successful and innovative non-CoC funded PSH efforts in place, including:

- *Disabled and Medically Vulnerable (DMC) Program:* The DMV program, operated by the Housing Authority of the County of Santa Cruz, sets aside 120 vouchers on a rolling basis for those experiencing homelessness. The program allows persons experiencing homelessness to bypass traditional Section 8 waiting lists and receive a voucher through a specific pipeline created to aid those experiencing homelessness and work to get those individuals into housing. As part of

helping clients maintain their housing, the program also requires these voucher holders have case management for at least one year through a provider of housing supportive services. The DMV program will automatically “graduate” voucher recipients that have been stably housed for two years into more traditional voucher when funding and resources allow, freeing up the vacated DMV vouchers for another person experiencing homelessness.

- *180/2020 Initiative:* Coordinated by the Homeless Services Center, the original 180/180 Initiative was a collaborative launched in 2012 that worked in conjunction with the National 100,000 Homes Campaign. By 2014, the 180/180 Initiative had exceeded its goal to house at least 180 of the community’s most medically vulnerable and chronically homeless by placing 200 individuals into housing. To build upon this success and momentum, Santa Cruz County renamed the 180/180 to be the 180/2020 Initiative with the goal of housing more of the same, highly vulnerable population. In doing the work, the collaborative expanded the scope of work to include the DMV program mentioned above, housing workshops aimed at assisting those experiencing homelessness, a multi-agency Housing Work Group to collaborate on housing for the vulnerable, and the addition of three permanent supportive housing case managers. The 180/2020 Initiative has continued to house individuals and as of September 2017, 750 people have been housed.

ii. Assessment: Strengths and Challenges of Homeless-Targeted Housing Interventions

Strengths: This area appears to be a community strength, considering that the community has been slowly shifting its inventory of interventions in the right direction – decreasing transitional housing and increasing rapid rehousing and permanent supportive housing. The assessment process did not encompass looking at specific program policies and procedures, so we were not able to assess the degree to which these programs are aligned to best practices. In general, providers seemed well-versed in housing first concepts such as low barriers to program entry, strengths-based and voluntary services, and client choice. For example, the Disabled and Medically Vulnerable (DMV) program administered by the Santa Cruz Housing Authority works very flexibly with households to help them secure and maintain housing and graduates clients to a regular Housing Choice Voucher (HCV) subsidy without having to change units. Stakeholders also reported that the 180/2020 initiative has helped the system embrace housing first approaches and bridge the gap for housing between landlords and tenants through relationship building and housing navigation.

As part of Focus Strategies’ continued work in the community, we will assess the performance of the communities homeless-targeted housing programs using the System-wide Analytics and Projection (SWAP) suite of tools, which will enable us to better understand how they are contributing to the overall goal of reducing homelessness.

Challenges: While some programs are well-versed in best practices, one challenge we observed is that other providers, as well as many in the broader community of stakeholders, do not seem very familiar with these program models. Additionally, many do not seem to connect the problem of unsheltered homelessness to the need for more targeted and specialized housing interventions. For example, some providers expressed concerns about the effectiveness of housing first models due to unsheltered people being “too hard to house” and the unavailability of affordable units. Many stakeholders cited the need for

more treatment-based and “housing in transition” programs over housing-focused interventions as a way to resolve unsheltered homelessness. As noted in the previous section, the encampment response and emergency response components of the system (i.e. shelter, outreach) do not seem to be well-connected to the system’s housing interventions (i.e. RRH, PSH). There also seems to be a shared narrative among some providers and system-level stakeholders alike that due to the challenging high-cost, low-vacancy housing market, implementing a systemwide housing first approach is extremely difficult in Santa Cruz County. However, it should be noted that despite these commonly held notions, communities across the nation have shown that a housing first orientation works when system strategies to open the door for people experiencing homelessness to the private rental market are consistently employed. These strategies and practices include (but are not necessarily limited to) implementing robust housing navigation, search, and placement, as well as landlord recruitment and engagement.

Once the SWAP work is complete, Focus Strategies will be in a better position to assess the degree to which the inventory of targeted housing interventions is appropriately sized to support the community’s efforts to end homelessness. Yet, even without this analysis, we believe it is likely that the rapid rehousing and PSH inventory is not scaled to the level needed and there is a need for more resources and scaling-up of housing-focused case management, housing navigation, and landlord engagement efforts.

3. Coordinated Entry System (CES)

i. Description of Existing Smart Path Coordinated Entry System (CES)

In recent years, HUD has required that communities implement coordinated entry systems (CES) that create a single, standardized process for people who are experiencing homelessness to be assessed for and gain access to the targeted housing interventions available in the system. In accordance with federal coordinated entry requirements, Santa Cruz County implemented the Smart Path to Housing and Health (Smart Path) system. In 2018 Smart Path, people seeking assistance at a variety of different places within the homeless system are assessed using the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT), a commonly used assessment tool, then prioritized for available homeless-targeted housing assistance. Implementation of Smart Path represents a shift away from a previously “fragmented” system where people accessed services and housing assistance programs on a first-come, first-served basis, by personal or provider advocacy, or via a waitlist. The system is managed by the Santa Cruz County Human Services Department with oversight by the HAP.

The system design is intended to be “no wrong door,” though in effect it is really a “many right doors” approach, in which about 25 agencies countywide act as access points by conducting CES assessments for some or all homeless populations. These agencies include shelter and service provider locations, mental health clinics, libraries, domestic violence and Veterans assistance programs, and public administrative offices. The system deploys around two-hundred trained assessors – a majority are not full-time assessors but have this function built into their existing role. Smart Path also integrates mobile outreach for people who are unable or unwilling to visit physical access points and recently hired four mobile assessors dedicated to specific subpopulations and geographic regions (families and transition-age youth, North and South County). Although CES policies state that people seeking assistance can access CES by calling 2-1-1, by-phone assessment is not currently available.

The VI-SPDAT generates a numeric “score” which is used to determine people’s level of vulnerability or need in order to match and refer them to system resources, as they become available. Referrals are made based on program type, eligibility criteria, and individuals’ assessment score and processed through the system’s Homeless Management Information System (HMIS). People who are referred to permanent supportive housing (PSH) programs must meet the federal chronic homelessness definition and receive a VI-SPDAT score between 8 and 17 for adults and TAY or 9 to 22 for families. Rapid rehousing (RRH) and transitional housing (TH) referrals are made to those who score between 4 and 7 for adults/TAY or 4 and 8 for families. Households with the longest histories of homelessness and who score on the high-end of these ranges are prioritized for the respective interventions, in an effort to reserve resources for those with the highest need. Once referrals are made, agencies must contact the referred household within 5 business days to begin the program entry process. Emergency shelter and other emergency response interventions are not yet integrated into Smart Path at this point; however, these components are planned to roll out in the near-term.

ii. Assessment: Strengths and Challenges of the Coordinated Entry System (CES)

Strengths: Overall, community response to the implementation of the Smart Path system has been positive. In interviews and other engagements, stakeholders reported that there is growing momentum and buy in around CES and many expressed a desire to build up and strengthen CES as a key element of the broader homeless system. Although Smart Path is still relatively new in Santa Cruz County and providers acknowledge that there are growing pains that come with the implementation of a new system (noted in the “Challenges” section below); most people seemed confident that issues will be resolved over time and that CES has been a beneficial addition to the suite of tools in the homelessness crisis response system. CES has helped the community identify and prioritize people with the highest needs for services and housing, in a way that was not previously occurring. This has resulted in households accessing system resources they had previously been unable to (when services and housing were accessed on a “a first-come, first-serve basis”). Stakeholders acknowledged that providers are “serving people [they] haven’t before,” and aligning the regional system towards policy goals to prioritize vulnerable populations.

The establishment of the Smart Path system has also given providers and system planners a better sense of who is in the system and how they are or are not accessing resources, a key element in developing a more effective and targeted response to homelessness. This represents a shift towards a system that is increasingly focused on helping those with the highest needs and barriers to housing – people who previously weren’t served or “creamed out.” Stakeholders said this has led to greater collaboration among system players. For example, housing work groups and front-line staff have increased communication and are now coordinating on how to best serve high-needs populations and fill gaps where services are identified as deficient. When apparent gaps in service emerge, system partners now collaboratively examine how to best serve underserved and/or high-needs people or groups and work to address these issues. Stakeholders have also pointed out that data is now more available and useful as a result of CES. The creation of Smart Path has standardized the way data is collected and reported, leading to more data that can be used to analyze efficacy and understand system performance. Increased data also provides the system a better idea of who is – and in some cases, who is not – accessing the system. Some stakeholders representing other systems of care and institutions that overlap with the homeless

system also recognized CES as an opportunity to increase collaboration and coordination of services across systems.

Challenges: In our assessment, the current implementation in Santa Cruz County is very similar to the design of coordinated entry in other communities, but would benefit from a re-design to better align with best practices in the field and improve its ability to efficiently connect people who are homeless with a housing intervention. Based on our conversations with CES staff, it appears some of these improvements are in the works. Areas in need of refinement or improvement include:

- *Diversion is not yet a component of CES.* Integrating a diversion step into Smart Path will create opportunities to help people secure a no-cost or low-cost housing solution without having to go to shelter or enter a rapid rehousing or permanent housing program; thereby helping the system reserve these interventions for those who have no other options. Plans are currently underway to build diversion into CES as part of the initial assessment step. Diversion trainings for CES “line staff” are already in the works.
- *Emergency Shelter Not Integrated into CES.* Smart Path is not currently being used to fill emergency shelter beds. Integrating shelters into CES to help ensure beds are filled with people with the highest needs is planned to occur in the coming 2019/2020 Fiscal Year; which has the opportunity to be an important element of an improved unsheltered/encampment strategy.
- *Lack of Dynamic Prioritization/ Bucketed Lists.* The Smart Path system currently uses “static prioritization” in which people are assessed and then placed onto lists for specific interventions. It places people either on a list for RRH or for PSH based on their score and these lists are not permeable (i.e. people cannot move from one to the other). People who have been on the list the longest and have the highest scores are served first. This results in lists becoming stale and full of people who cannot be located, so it tends to match and refer people who are good at staying in touch with coordinated entry staff and not necessarily those with the greatest needs. Because there is not enough PSH supply to meet the needs of everyone on the PSH list, many of those households are never assisted. Meanwhile, households with lower needs and lower priority scores who are on the RRH list are receiving RRH. This leads to a situation where lower needs households are assisted before those with higher needs.

A preferred alternative would be a dynamic prioritization strategy in which the number of prioritized people matches the availability of inventory in rapid rehousing and permanent supportive housing. Households are not matched to interventions based solely on their score, but by eligibility criteria and sometimes using a case conferencing process. This results in a much shorter list of people to manage and ensures that those who are prioritized represent the highest needs households, have been recently assessed, and are easier to locate. It also eliminates long waiting lists “to nowhere.” Dynamic prioritization also allows for adjustments over time as people’s needs may change and may not be reflected in a single score. For this form of prioritization to be effective, however, a strong diversion component is needed to ensure that everyone in the system is offered some sort of assistance rather than being placed on a list.

- *Program Entry Barriers.* Stakeholders reported that Smart Path struggles with getting all programs to lower their barriers to entry so that highly vulnerable households can be served. Our assessment did not encompass reviewing program entry requirements, so we cannot definitively state whether this is the case. However, this is a common problem in most CES implementations. A systematic review of those program entry requirements can be an important part of coordinated entry improvement. Barriers can be too high, keeping large segments of the population from entering the programs designed to service them. They can be equally non-standard resulting in a coordinated entry that requires significant time to make placements that could be reduced with reduction in barriers and alignment of requirements. As part of the next phase, Focus Strategies can support coordinated entry staff to analyze the existing program eligibility requirements and develop a plan to lower barriers systematically.
- *Funding Challenges.* Stakeholders reported that Smart Path is underfunded. It's primary funding source is HUD CoC grant dollars and reportedly has little local investment. We are not able to independently assess whether this is the case, however.

D. Exits: Affordable Housing

To be effective, the homeless crisis response system needs a supply of housing that is affordable for people who are experiencing homelessness, and strategies to ensure they are able to access that housing. This includes a robust development pipeline that consistently adds to the affordable housing inventory through new construction and acquisition/rehabilitation of existing units. In addition, communities need a range of strategies to expand access to the existing supply of rental housing for people experiencing homelessness, such as through landlord engagement and outreach and housing search services. Housing programs and interventions specifically designed for and targeted to people experiencing homelessness to housing –rapid rehousing and permanent supportive housing– are discussed in the previous section on Homeless System Interventions. This section focuses on whether the community's supply of existing built units is sufficient given the size of the homeless population.

i. Descriptions of Existing Affordable Housing Inventory

The existing stock of affordable housing in the Santa Cruz community consists of properties developed by non-profit affordable housing developers, inclusionary units created by market-rate developers, and some public housing units operated by the County's Housing Authority. The Housing Authority also has a Housing Choice Voucher (HCV) program providing tenant-based rental assistance to about 4,500 households.

Like most communities in California, the community has a significant gap in the inventory of affordable housing, particularly for people at the lowest income levels. Affordability is generally defined as paying no more than 30% of income for housing related costs. Additionally, Santa Cruz County was identified as the fifth most expensive metropolitan county in the country, requiring households to earn \$46.90 per hour to afford a two-bedroom apartment listed at the local Fair Market Rent (FMR). The County's FY 2019-20 & 2020-21 Operational Plan cites that 62.3% of renters in Santa Cruz County are rent burdened, spending 30% or more of their income on rent each month. The table below summarizes data on housing affordability drawn from the National Low-Income Housing Coalition.

Housing Affordability in Santa Cruz County⁸

Hourly wage necessary to afford 2 Bedroom at FMR	Local 2 Bedroom at FMR	Annual income needed to afford 2 BMR FMR	30% of Area Median Income (AMI)	Monthly Rent Affordable at 30% of AMI	Total Renter Households (2013-2017)	% of Total Households in County (2013-2017)	Average Estimated Hourly Wage of Renters (2019)	Monthly Rent Affordable at Average Renter Wage
\$46.90	\$2,439	\$97,560	\$29,400	\$735	38,544	40%	\$14.48	\$753

The data below is from HUD’s Comprehensive Housing Affordability Strategy (CHAS) database, which was most recently updated using 2010 Census data. Though this information is not as current as the data presented above, it still provides some perspective on the unaffordability of housing in Santa Cruz county.

Available Rental Housing in Santa Cruz City by Percentage of AMI⁹

Household Income Level	# of Affordable Rental Units	Total # of Renter Households	Shortage/Excess of Affordable Units
30% AMI	945	3,980	-3,305
50% AMI	2,190	2,135	-55
80% AMI	6,785	3,420	3,365
100 AMI	No available data	2,235	NA
Total	9,920	11,770	NA

Overall, the community lacks inventory of affordable rental units, especially for renters at 30 to 50% AMI. As shown above, in the City of Santa Cruz – where most unsheltered homeless people reside – there is a severe shortage of housing at the lower end of the rental market and a surplus of housing starting at the 80% AMI level. Comparably, rents generally are somewhat lower in South County, but there is still a shortage of units affordable to people below 30% AMI.

ii. *Assessment: Strengths and Challenges of Affordable Housing Inventory*

Currently, Santa Cruz County’s housing market poses significant challenges to creating new affordable housing. Barriers include the County’s historic “no growth” policies, implemented to preserve much of the open space in the County and reserving building for areas that are already urbanized; loss of Redevelopment which was the primary source of local financing for affordable housing development; community resistance to development (“NIMBY”); and a general lack of awareness in the community that affordable housing is the solution to widespread homelessness and housing instability among people at the lowest income levels. Additionally, development in north parts of the county is reportedly more difficult than in the south.

⁸ Data sourced from the National Low-Income Housing Coalition’s annual “Out of Reach” report.
https://reports.nlihc.org/sites/default/files/oor/OOR_2019.pdf

⁹ Data sourced from the HUD 2007-2011 Comprehensive Housing Affordability Strategy,
<https://www.huduser.gov/portal/datasets/cp.html>.

Despite these growth challenges, the City of Santa Cruz, under its former Redevelopment Agency, was able to add 552 affordable housing units to the market before dissolution and continues to work towards increasing affordable housing stock with its Affordable Housing Trust Fund and by leveraging State and federal financing. The City also has an inclusionary housing ordinance that recently changed from 15% to 10%. Also, notably, Watsonville's housing is generally more affordable, and the City of Watsonville has been instrumental in creating new affordable units. Watsonville maintains a local Affordable Housing Ordinance that requires new developments to include 15% to 20% of units for low-to-moderate income level households. Additionally, the County's Measure J and the City's Measure O were voter-approved initiatives that enforce inclusionary housing for all new developments countywide.

Advocates in the community attempted to pass Measure H, a housing bond that would have brought in \$140 million (roughly \$8 million annually) in cash infusions to invest towards local affordable housing projects or to leverage additional state funding for affordable housing. The measure failed in November 2018, falling short of the two-thirds majority vote needed. If passed, the Measure would have divvied funds among the four cities and unincorporated areas of the County to fund affordable housing – including units designated for people experiencing homelessness and in need of supportive services. As various bills work their way through the State and local legislature, community players are looking at opportunities to leverage potential funding to build and expand affordable housing options in the community.

Our conversations with affordable housing developers and housing providers revealed an appetite for building affordable units for people experiencing homelessness and a willingness to work with local government to move towards solutions to increase supply. Similarly, conversations with funders indicate that many agree with the need to increase affordable housing stock. Some funders noted their willingness to put dollars towards efforts to increase housing options for low-income households, if more clear direction and strategic planning were undertaken. Even as the local jurisdictions are faced with restrictions around expanding housing, players crucial to the development and funding of affordable units express a willingness – and in some cases, eagerness – to make strides towards positive social impact and housing solutions for those at the lowest income levels or who are experiencing homelessness.

Tackling the lack of affordable housing will be critical if Santa Cruz County is to end or significantly reduce homelessness. Ultimately, creating a pipeline of new development affordable for those at the lowest income levels will require significant political will, in addition to resources. In our assessment, mustering this level of political commitment will be challenging. Some stakeholders we talked to expressed some optimism that as homelessness becomes increasingly visible and high-priority for community members, there has been some increasingly palpable “YIMBYism” in the community. As homelessness has become an ever-more visible crisis, people are reportedly becoming more open to the idea of affordable housing development and recognizing the link between increased affordable housing and reductions in homelessness. However, other stakeholders were more pessimistic about the possibilities for increased affordable housing production. Many said that NIMBYism and negative stereotypes towards people experiencing homelessness drive community perceptions and are “baked into” local politics, ultimately preventing affordable housing projects from being approved. At least one city we talked with was disinterested in playing a role in expanding housing, seeing this as a potentially infinite need.

Other topics that surfaced during the assessment process were questions about whether private vacation rentals are reducing the availability of market-rate rental units. Some feel local governments must take a stronger position on retaining housing supply for residents – particularly, low-income residents – and curb the number of vacation and second homes. Some stakeholders also expressed a belief that UC Santa Cruz is a major contributor to the shortage of market-rate housing at the lowest income levels. Our assessment did not extend to delving into these issues, so Focus Strategies is not able to say with any certainty how much either of these factors are impacting the availability of rental units.

E. Data and Evaluation Capacity

i. Description of Data and Evaluation Systems

The primary data system supporting analysis of the homeless system in Santa Cruz County is the Homeless Management information System (HMIS). The HAP, as the CoC governing body, has selected Community Technology Alliance (CTA) as the HMIS lead entity. CTA is the system administrator and contracts with the HMIS vendor, Bitfocus. In addition to serving as the central database for targeted homeless system programs (shelter, housing), the HMIS is used to manage most of the CES functions, including assessment, matching, and referral. Historically, the Santa Cruz CoC has struggled to have strong participation of homeless system providers in the HMIS. The addition of CES spurred more providers to enter data into HMIS; however, the HMIS coverage rate remains below national standards. In the most recent CoC competition, the community lost points in the scoring of the application due to problems with HMIS coverage.

The County has been a key leader and supporter of the countywide CORE Investments initiative, which included developing standard outcome measures to track the impact of a range of social services and community factors. “Housing and homelessness” is one of the categories for which CORE will establish high level multi-year outcome tracking. The County’s CAO office has been participating in these conversations and efforts are being made to align the factors that will be tracked on homelessness with the type of goals that are expected to be part of the homeless system improvement process.

ii. Assessment: Strengths and Challenges of Data and Evaluation

Our assessment of Santa Cruz’ homeless system data and evaluation capacity points to it as one of the community’s most significant challenges and an area in need of significant improvement. While the community has a HUD-compliant database, it appears that to a great extent required data goes into the HMIS but there is little capacity for using the data to understand system performance, inform planning, and develop strategic direction. The focus of activity appears to be on meeting HUD requirements for data collection and general reporting (e.g. generating required Annual Performance Report (APRs) and system performance reports), but not on using performance measurement for local program or system improvement.

A key factor underlying the lack of using data for system planning is structural. The HAP currently performs many data-driven duties including looking at data and using it for evaluation, system planning and design, developing funding priorities, and communicating statuses to the community. However, data responsibilities are divided between the HAP (as CoC governing body), the County (as CoC lead and Collaborative Applicant), CTA, and Bitfocus – with the respective roles and responsibilities of each entity

somewhat unclear. The community looks to CTA as the “lead” for issues relating to data, but CTA is not a decision-making or policy-setting entity. These structural issues tie back to the same problems the community has identified with its overall governance structure – the lack of a clear single entity or set of entities responsible for overall homeless system planning. Should an entity be identified to take on this role, appropriate staffing capacity within that agency/organization is critical. Bolstering data and evaluation capacity will likely require hiring additional staff to ensure sufficient bandwidth exists to fulfil the responsibilities of a system planning lead.

Data analysis, evaluation, and performance measurement are all critical components of system planning – activities that currently do not have an identified home in the homeless system structure. In our discussions with providers, it also appears that many are unfamiliar with data-driven performance measurement – only a few appear to be using any of their own HMIS data to assess their project performance and to inform changes to their programs.

Additional data challenges that were surfaced during our interviews and conversations include that the HMIS system is under-funded. Our assessment work did not include a review of the HMIS budget, but it does seem clear that a perceived lack of funding resources to support HMIS is a source of concern and tension in the community. A recent shift in policy to requiring participation fees from providers has been difficult to implement because of difficulty collecting the agreed upon fees. Another concern that came up repeatedly is the perception that the data in the HMIS is of poor quality. Focus Strategies will be assessing data quality as part of the SWAP work in the next phase.

The CORE effort to track outcome-related data on a variety of social and community indicators is likely to support the need for improved data collection and utilization within the homeless arena, though at the time of this baseline assessment, the CORE outcomes were focused at a community (population) level. Focus Strategies will continue to provide guidance and recommendations to the CORE consultants as they identify program-level outcomes and indicators that will be used to improve outcomes and direct investments. Such performance measures may include the rate of entry into programs from unsheltered situations (targeting), the rate that people return to homelessness after a housing placement, or cost effectiveness of homeless system programs (e.g. cost per permanent housing placement). Alignment between CORE’s higher-level indicators and the more detailed measures to be used by the homeless system itself will be important to ensure that public messaging is consistent, and that funders and providers are in agreement about the most important factors to evaluate the community’s impact.

F. Other System Components and Topics

Additional topics that have surfaced as part of this baseline assessment phase are described below.

1. Geographic Equity

A frequent theme of our interviews and conversations with stakeholders was the issue of geographic disparities – both in terms of where people experiencing homelessness are living as well as where programs and services are located. The general view is that the overall system is “Santa Cruz centric,” meaning that the northern area of the county, particularly the City of Santa Cruz, receives a disproportionate share of resources due to the large and visible homeless population there. Some stakeholders expressed that homelessness in South County receives less attention due to the population

being less visible. There is also a feeling that the South County is “disconnected” from the larger region due to the County functions all being in Santa Cruz. South County has a somewhat separate network of providers who meet and collaborate independently on local efforts. For the past three years, the County Homeless Services Coordinator and the City of Watsonville have co-convened a South County Steering Committee to begin to more formally address the needs in South County.

Focus Strategies has heard two different sets of opinions about the allocation of resources between north and south counties. Some stakeholders feel there should be more equity in how resources are allocated, advocating that the South County needs more services and more shelter beds to serve people experiencing homelessness in the area, and that they are underfunded relative to their need. However, others expressed concerns that adding more resources and shelter beds will create a “magnet” effect and draw more people to the region. Some expressed a view that the recent transition of the Salvation Army shelter to a year-round operation (it was formerly seasonal) has already led to an increase in the numbers of people experiencing homelessness in South County. We do not have enough information to objectively assess whether there are geographic equity issues – this will be further explored in the next phase of this project. The County’s Operational Plan, however, sets goals to expand resources including homeless navigation and supportive housing in both the north and south regions of the county.¹⁰ The plan states, that “by June 2021, Homeless Services Coordination will work with the Homeless Action Partnership to plan and open year-round homeless services centers in North and South County” and “Health Services will increase the number of supported housing beds sited throughout the county for homeless adults with mental illness by 20 beds from the baseline calendar year 2018.”

Another geographic disparity issue relates to the availability of housing. Rents are significantly lower in South County and there are more landlords willing to accept rent subsidies, so many of the households that can secure rental subsidies are living in South County. We also heard that South County is more open to development but also bears more of the burden of affordable housing development than the north – though we have not analyzed any data to assess the validity of this perception.

2. Homeless Subpopulations

This baseline assessment is primarily focused on the overall homeless system and does not delve deeply into the specific subpopulations of people experiencing homelessness. As part of the next phase of work, we will gather information that will allow us to look at the system’s performance in relation to different subpopulations, and in particular the difference in performance for programs serving families with children versus programs serving adults and transition age youth (TAY).

Two themes that emerged from our information gathering that warrant further exploration in the next phase include:

- *Homeless Youth* – Stakeholders generally expressed positive views of recent efforts to address youth homelessness and are optimistic that the Youth Homeless Demonstration Program grant will yield positive results. This is an area where we observed that there is a strong effort to integrate the voices of people with lived experience into the planning of the YHDP

¹⁰ https://sccounty01.co.santa-cruz.ca.us/Operational_Plan_2019-21/Operational_Plan_2019-21_complete.pdf

implementation. The HAP recently voted to add a Youth Advisory Board (YAB) member to the HAP Board. Specific efforts to address youth homelessness is a strength, as youth experiencing homelessness follow somewhat different patterns from adults and often report feeling unwelcome or uncomfortable in services designed for adults. However, we caution that the efforts to address youth homelessness should not become disconnected from the broader system picture and that connections between youth and adult providers and programs are essential. Elements of the YHDP planning process may be able to be built upon in the creation of a more coordinated overall system.

- *Veterans* – Stakeholders expressed that there is a well-coordinated system for addressing veteran homelessness and a wealth of resources for veterans. The PIT count shows that veteran homelessness has gone down significantly since 2017, though there was also a significant rise between 2015 and 2017. As with the youth focused work, some of the coordination effort that has been made to better address Veteran homelessness may be useful to build upon in the development of further collaboration across the system and for other populations.

3. Homeless System and Mainstream Service System Collaboration

The County of Santa Cruz oversees most mainstream service systems, including health, behavioral health, foster care, criminal justice, employment, and public benefits. All these systems are serving people experiencing homelessness. We heard of a number of County-led initiatives designed to better serve this population and the countywide Operational Plan outlines key goals and strategies for addressing homelessness, which are largely focused on expanding emergency response and prevention services. The plan sets the overarching goal of expanding “services to reduce homelessness and increase housing stability” by expanding emergency shelter capacity, supporting “transition to permanent housing,” and focusing on “proven prevention and housing stability strategies.” Other objectives outlined in the countywide plan include bolstering homeless crisis response through new State dollars, conducting assessments through Smart Path for at least 1,600 people countywide, increasing the rate at which people exit the homeless system to permanent housing, and reducing the three-year recidivism rate for the AB 109 population (those on probation).

Additionally, the County CAO has been convening a County Homeless Coordinating Committee to begin aligning the work of these different departments around a shared strategy to address homelessness. This work is still in its initial stages and the Committee is looking to this technical assistance process with Focus Strategies as an opportunity to set some strategic direction for their work. Key issues they have identified include strategies to reduce institutional discharge into homelessness, expanding housing and other placement options for people with behavioral health issues, and cross system data matching.

VI. Implications of Assessment and Interim Recommendations

The primary purpose of this baseline assessment is to identify the “current state” of the homeless crisis response system in Santa Cruz County and serve as a starting place for the next round of analysis and system planning.

Overall, we found that the Santa Cruz community has a significant homeless problem relative to its population. Funding, functioning, and the size of the homeless crisis response system is not at the scale or

level of alignment and coordination needed to begin to reverse current trends. However, many essential system elements are in place and function fairly well, giving local stakeholders a good foundation to build upon. System strengths include a range of emergency responses (outreach, emergency shelter and services) that respond to the basic needs of people experiencing homelessness and, in some cases, operate with strong housing-focused intention. Rapid re-housing inventory is increasing. Permanent housing interventions targeted to people experiencing homeless are few but seem to be relatively well designed and targeted. Coordinated entry is well-established and accepted within the community and has led to improvements in the availability of data on people experiencing homelessness. The HAP is recognized as the primary forum for stakeholders to engage in dialogue on homelessness and has been successful in its role as coordinator of HUD CoC mandated data gathering and planning. There is a strong track record of collaboration between stakeholders.

A few key programmatic pieces are missing from the system – most notably a strong diversion/problem-solving practice that can work to reduce inflow of people into homelessness. At the system level, well-informed members of the community actively participate in efforts to reduce homelessness and many examples of successful coordination exist. However, a much more robust system-wide alignment around priorities and goals, capacity for data-driven decision making, and a more refined and robust governance and implementation structure is needed. This includes increased staffing capacity throughout select areas of the system to see goals to fruition. Without these elements in place Santa Cruz cannot be said to have a fully realized homeless crisis response system in which all the parts work together toward a common set of measurable goals. And without such a system, progress on reducing homelessness will remain elusive.

The work Focus Strategies will conduct over the next twelve months will deepen the understanding of what is currently working and can be built upon, identify where there are important investment gaps, and define a homeless crisis response with clear goals, structures, and measurable outcomes. Leadership and key stakeholders will use this information to develop a strategic direction and action plan for homeless system efforts moving forward.

In the short-term, Focus Strategies is providing the community with suggested initial strategies that could be developed and implemented immediately to help jump-start improvements to the homeless crisis response while the next phase of analytic and system re-design work is taking place. These include three improvements targeted at a programmatic gap or need, and the launching of the new governance structure. Focus Strategies is also developing a suggested set of implementation steps that the County, cities, providers, and other stakeholders can undertake immediately to begin acting collaboratively to implement these interim recommendations – in a Short-Term Action Plan that accompanies this report. Implementing any of these interim recommendations will take time as well as human and financial resources to support. One of the main obstacles to date that has prevented the Santa Cruz community from undertaking a more system-focused response is the lack of dedicated staffing and infrastructure to support system level work. Focus Strategies can and will provide consulting and technical assistance to support the implementation of the interim recommendations, should the community choose to move forward with some or all of them. However, leadership will need to prioritize either the time of existing staff to drive implementation or identify resources to increase staff capacity to carry these out.

A. Recommended Short-Term System Improvements

1. *Implement a Systemwide Diversion Practice to Reduce Inflow.* As noted, the homeless crisis response system in Santa Cruz County currently lacks a robust effort to reduce inflow through diversion or problem-solving practices. Some efforts are underway to add diversion to CES and begin training providers in this approach. We would advise fast-tracking implementation of a diversion/problem-solving approach and scaling it up as rapidly as possible. Ideally, the initial implementation will include availability of a pool of flexible funding for households that are able to identify an immediate housing solution that requires some level of financial assistance to enact. This can include traditional expenses such as application fees and security deposits or more flexible uses of resources for things such as grocery cards or furniture that can allow a person to make a contribution to the household hosting them. Other essential elements of standing up a systemwide diversion practice include regular and ongoing training, as well as peer-to-peer learning (such as a learning collaborative) and a method for collecting data on diversion to track impact. Diversion should be practiced at any place where people experiencing homelessness or a housing crisis contact the system seeking support, which includes at least the CES system and shelters, as well as offered on a mobile basis by training outreach teams in this approach.

To complement the work on diversion, we also recommend moving forward quickly with efforts to re-tool Smart Path and shift toward dynamic prioritization. Currently, Smart Path puts everyone on a list to wait for a housing intervention, which tends to incentivize people to wait, believing they will someday receive a long-term housing subsidy, even when the likelihood for most is very small. Shifting to dynamic prioritization and letting people know in real-time whether or not they will be prioritized for a housing intervention will be critical to making diversion/problem-solving the primary intervention that the system has to offer to people who are not among the highest need group. It will also streamline the rehousing process for those who are prioritized, as the number of people who are designated as priority aligns with the inventory available. This will shift the system away from one in which nearly everyone is waiting to one where prioritized people and households move quickly to a homeless system-provided resolution and others are supported to find an alternative with the understanding that they will not receive a subsidy or other deep resource from the homeless crisis response system.

2. *Build Capacity of Emergency Shelters to Deliver Housing-Focused Services and Supports.* Our assessment shows that the existing shelter providers in the community are already taking steps to integrate services that help residents move from shelter to housing. Given that the siting issues relating to new navigation centers will likely be protracted, a good short-term strategy will be to identify ways to build up the capacity of existing shelters to become more housing-focused and speed up the rate at which they are helping residents exit to housing. A good first step would be to convene a shelter working group with representation from the shelters and primary funders of shelter to identify what is already working and needs expanding, as well as to develop common standards and approaches for shelters and navigation centers. This could include: (1) inventory of entry requirements in place at shelters currently; (2) developing plans to lower barriers or align practices; and (3) identifying what resources and training shelters need to help more people with self-resolution, lighter touch housing support, and/or connections to RRH/PSH. Products from this work could include the creation of a shared set of shelter practice guidelines, a training curriculum for shelter staff, and/or seeding a new pool of flexible resources available either within shelters or accessible by shelters for immediate housing solutions.

3. *Coordinate and Standardize Outreach Efforts:* Santa Cruz has a number of entities conducting outreach to unsheltered people but there is currently no formal coordination of these efforts, agreed upon goals, shared protocols, consistent data collection, or common outcome measures. Over the long-term, the Santa Cruz community needs a proactive strategy for addressing encampments and unsheltered homelessness as part of the creation of a systematic response to homelessness. Such a strategy would target a reduction in unsheltered homelessness and reduce the impacts on the people living outside as well as on the broader community. This will be a significant undertaking that will need the new governance and implementation structure to be in place in order to be successful. In the interim, we recommend that stakeholders begin working immediately on coordination and alignment of outreach efforts. The agencies with outreach teams and their key funders should come together to share information about how they currently function, who they typically see, and develop agreements on a coordinated approach to the purpose, methods, desired measurable outcomes and geographic coverage across all outreach efforts. This will be a useful interim step that will ensure outreach is efficiently deployed and connected to the rest of the system and prepare the way toward a more comprehensive approach to unsheltered homelessness.

B. Governance Recommendations

As noted in the assessment section of this report, Focus Strategies has reviewed the work of the Homeless Governance Study Committee. In our view, this group was grappling with a set of questions that it is critical for the community to resolve. The recommendations from that effort propose a workable structure that could act as a backbone for a new system approach. However, key questions about its authority, relationship to other entities, and how it will make and communicate decisions remain to be answered.

We recommend that this group be “reconvened” in the Fall. The original membership had representation from all the essential sectors (County, cities, HAP, providers, business community), so it could reconvene with the original members (depending on their availability) or a similar group. The only sector not represented in the original Committee was private funders and there was no one with lived experience of homelessness – these are two slots that we would recommend be added. The County CAO’s office should continue to serve as the convener as it is the agency currently resourced to serve as the staffing support for the HAP (the existing governance structure) and because the County is the only public entity whose work relating to homelessness spans the entire county geography. However, to address concerns that the governance work is not overly County-centric, we recommend designating Focus Strategies as the outside expert and facilitator of the work. Design and facilitation of the work group meetings, preparation of materials in between meetings, and helping guide the group to a set of decisions about the proposal structure is all within the scope of our TA engagement.

To ensure that the process does not halt again or cease to make progress, we recommend a set of facilitated meetings designed to pick up from the work of the study group, including building out the basic recommendations for a leadership body (IPC), a funder coordination entity (likely a restructured Jurisdictional Coordination Group), and broader membership group (built on the current HAP).

This process will answer critical questions about how the structure will operate, what purview it will have, and what resources and efforts it will jointly oversee. We recommend a series of 4 to 5 meetings taking

place between September and November 2019. We will design and facilitate a set of agendas to address the following topics, building from each meeting to arrive at agreement on a new governing structure, how it will function and make decisions, what specific funding sources it will oversee or coordinate/align, and how it will communicate decisions to the larger membership and the public.

1. *Policy Setting/Strategic Direction/Establishing Priorities.* Using currently proposed changes to the landscape, such as the need to make decisions about the interim recommendations we have outlined above, work through the development of a decision-making process for the IPC/leadership entity. This will include determining how local data on current system performance is brought in to develop strategic direction and set policy priorities, how HAP and other community input - particularly from those experiencing homelessness - is gathered in a timely fashion and integrated in decision making, as well as setting the boundaries of how such strategic directions and policy decisions are or are not binding on leadership members (such as the county or cities). This step will result in parameters for decision making at the leadership level that drive toward well-defined priorities and buy-in to a strategic direction with mutual accountability.

2. *Funding Alignment and Funder Coordination Structure.* Building from the progress made to establish strategic priorities, the process will need to identify the resources and funder entities that will work together to invest in the strategic changes. This includes establishing a specific funder coordination body and determining the shared process for either pooling funding or aligning funding processes and folding in identified priorities to the funding process of the County, cities, and philanthropy. This should also include creating a process and structures to ensure all funding decisions are targeted and strategic, made by non-conflicted parties, are clearly understood by all stakeholders to be fair and transparent. Proposals making their way through the State legislature might result in new funding being divided among the County, the City of Santa Cruz or other cities, and the HAP as the CoC. This part of the process should consider how a proposed funder coordination structure and funding alignment approach will ensure that those dollars are spent strategically and in alignment with each other. The process should ensure new resources complement and leverage other resources currently in the system and refine the recommendations for a coordinated funder structure to reflect this.

3. *CoC Compliance.* Once the strategic direction, parameters of leadership roles, and funder coordination are outlined, Focus Strategies will facilitate a discussion designed to resolve any potential CoC compliance issues raised by the proposed structure. Some current HAP members noted that the previously proposed membership for the IPC does not necessarily meet all of HUD's requirements relating to broad representation of stakeholder groups. The final structure needs to ensure that the CoC-specific functions, as well as other decisions, are reviewed by a broader-based group such as the HAP general membership or a subset of that entity. At the same time, leadership should ensure that the overarching governance body, which is tasked to make decisions about a broader set of resources (not just the CoC), can act and is non-conflicted.

4. *Communication and Transparency.* Ensuring that considerations are shared, and decisions are communicated to the broader community is essential to the new structure and its ability to create buy-in from stakeholders. The funder group should launch by creating a funding inventory report that

lays out all the funding sources currently going into addressing homelessness, the resulting amounts, what they are expended on, how those decisions are made, and the results (if known). This could be a baseline report that then helps inform system planning going forward and will help with refining the governance structure. In addition, agreements about how decisions will be captured, disseminated in a timely fashion to interested parties, and how results will be evaluated over time must be made as well.

The end result of this reconvened governance process will be agreement on the new structure, including protocols and procedures for the items noted above. Focus Strategies will document the agreements in a written governance proposal to be presented and approved by all relevant decision-making bodies.

Ultimately supporting the final governance structure will require dedicated staffing. One key question for the system's leader and funders will be about what they can provide to support the structure and system. As work proceeds on the administrative structure, Focus Strategies will help produce estimates of staffing needs and methods to support them.

C. Issues for Further Exploration in the Next Phase of TA

As noted throughout this report, the information gathering process surfaced several questions that Focus Strategies is not yet equipped to answer without further information and analysis. Below we list a few topics that are high priorities to explore in the next phase of TA; when the results of the SWAP project performance and system performance analysis are complete:

- Does the community have enough year-round shelter?
- How much RRH and PSH is needed to right-size the system?
- If more RRH and voucher-based PSH/AH is created, is there enough rental inventory to absorb it?
- What is the quality of the data in the HMIS system?
- Are there significant barriers in housing and shelter programs? And, if so, can these be lowered and entry requirements standardized?

Appendix A
List of Interview Participants

Name	Title	Organization	Interview Date
Cynthia Chase	Manager, Division of Re-Entry	Sheriff's Office, County of Santa Cruz	May 22, 2019
Peter Connery	Consultant	Applied Survey Research	May 13, 2019
Julie Conway	CoC Lead Agency, Collaborative Applicant	County of Santa Cruz	May 17, 2019
Joseph Crottogini	Homeless Persons Health Project Manager	County of Santa Cruz	May 9, 2019
MariaElena De La Garza	Executive Director	Community Action Board	May 31, 2019
Tony Gardner	CoC Consultant	Tony Gardner Consulting	May 29, 2019
Serg Kagno	Community Advocate/Consultant	Community Volunteer	May 15, 2019
Don Lane	CoC Board Member	Smart Solutions to Homelessness	May 20, 2019
Harold Laubach	Winter Shelter Operator	Salvation Army	May 24, 2019
Kathleen McCarthy	Funder, Health Care Systems	Central California Alliance for Health	May 28, 2019
Brooke Newman	Program Manager	Downtown Streets Team	May 21, 2019
Jennifer Panetta	Executive Director	Santa Cruz County Housing Authority	May 20, 2019
Kalyne Renda	Executive Director	Monarch Services	May 10, 2019
Erik Riera	Director, Behavioral Health Services	County of Santa Cruz	May 31, 2019
Bob Russell	CoC, HMIS Lead Agency	Community Technology Alliance	May 13, 2019
Jessica Scheiner	CoC, Coordinated Entry Lead Agency	County of Santa Cruz	May 17, 2019
Jon Showalter	Chair of the Board	Association of Faith Communities	May 10, 2019
Christine Sippl	YHDP Lead	Encompass	May 28, 2019
Susan True	Executive Director	Santa Cruz Community Foundation	June 5, 2019
Melisa Vierra	Executive Director	Families in Transition	May 17, 2019
Betsy Wilson	Executive Director	MidPen Housing	May 15, 2019
Jessie Woolf	Regional Site Director	Veterans Resource Center	May 23, 2019

Appendix B
List of In-Person Community Engagements and Focus Groups

Group/Organization	Participants	Interview Date
Homeless Action Partnership	Homeless Action Partnership Members	April 17, 2019
Community Organizations Meeting	Representatives of Organizations	April 17, 2019
City of Santa Cruz	City Staff	May 1, 2019
County of Santa Cruz	County Staff and Executive Leadership	May 1, 2019
Homeless Garden Project	People with Lived Experience, Homeless Garden Project Staff	May 7, 2019
North County Service Providers	Service Providers in North Santa Cruz County	May 7, 2019
Homeless Service Center	Homeless Service Center Staff	May 7, 2019
CORE Project	Nicole Young and Rayne Marr	May 7, 2019
Salvation Army	Salvation Army Staff	May 8, 2019
Salvation Army	People with Lived Experience	May 8, 2019
South County Service Providers	Service Providers in South Santa Cruz County	May 8, 2019
City of Capitola	City Staff	May 23, 2019
City of Watsonville	City Staff	May 24, 2019
City of Scotts Valley	City Staff	June 27, 2019

Appendix C

List of Documents Reviewed

To understand the work accomplished, currently in place, and planned in Santa Cruz County to reduce homelessness, Focus Strategies requested and received the following documents from the County of Santa Cruz. The documents help establish a baseline understanding of Santa Cruz County homelessness reduction efforts prior to Focus Strategies engaging in work with the community.

A. System Overview

The following documents relate to system workflow including strategic plans, policy manuals, procedures, reports, surveys, and program materials.

Program Information and Background Documents: All In Strategic Plan, Youth Homeless Demonstration Program Plan, 2019 HEAP and CESH Awards, 2019 YHDP Awards, CESH Outcomes Logic Model Template, HEAP and CESH Budget Template, HEAP and CESH RFP Scoring Tool.

Program Reports: 2015-17 Performance Measures Report, Homeless System Modeling Discussion Guide, Homeless Census and Survey Comprehension,

Applications and Request for Proposals: SCCYHDP Innovative Proposals, 2018 CoC Application, HEAP and CESH RFP, HEAP and CESH Applications Received, RFP Selection Process, Abode HEAP and CESH Application, MidPen HEAP and CESH Application.

B. Homelessness Governance and Leadership Documents

Focus Strategies has reviewed the following documents relating to responsibilities, inter-entity relations, membership, and desired outcomes related to governance structures in Santa Cruz County.

Responsibilities, Membership, and Organizational Charts: Governance Pyramid, HAP Governance Change Chart, HAP Governance Chart, HAP Organizational Chart, HAP Organizational Tree, Santa Cruz CoC Governance Charter, CoC HAP Governance Charter, IPC Membership Proposals, HGSC Membership.

Visions, Goals, and Workplans for Governance: Ad-Hoc Governance Study Update, Results of Problem Statement Matrix Exercise, Background of Interagency Governance, CoC Draft Charter Comments, CoC Countywide Comparison, Committee Inputs for HAP Executive Review, Enhancing Leadership and Collaboration, Presentation on HGSC Strengths and Weaknesses, Notes to Self on Governance, Success Mapped to HAP Governance, What Success Looks Like for Homeless Governance.

C. Funding and Investment Documents

The following documents highlight funding models and rationale that govern some homelessness investments in Santa Cruz County.

Collective Results and Evidence-based Investment (CORE) Model: Overview of CORE Investments, CORE Results Preliminary Scan Matrix and Strategic Plans, CORE Investments Matrix, CORE Investment Status Report, CORE Impact Report.

Appendix D
List of Data Reviewed

Quantitative information from Santa Cruz County and other communities was used to provide context and lightly inform our qualitative analysis of the local homelessness crisis response system. The following is a list of data sources to use as part of this assessment report.

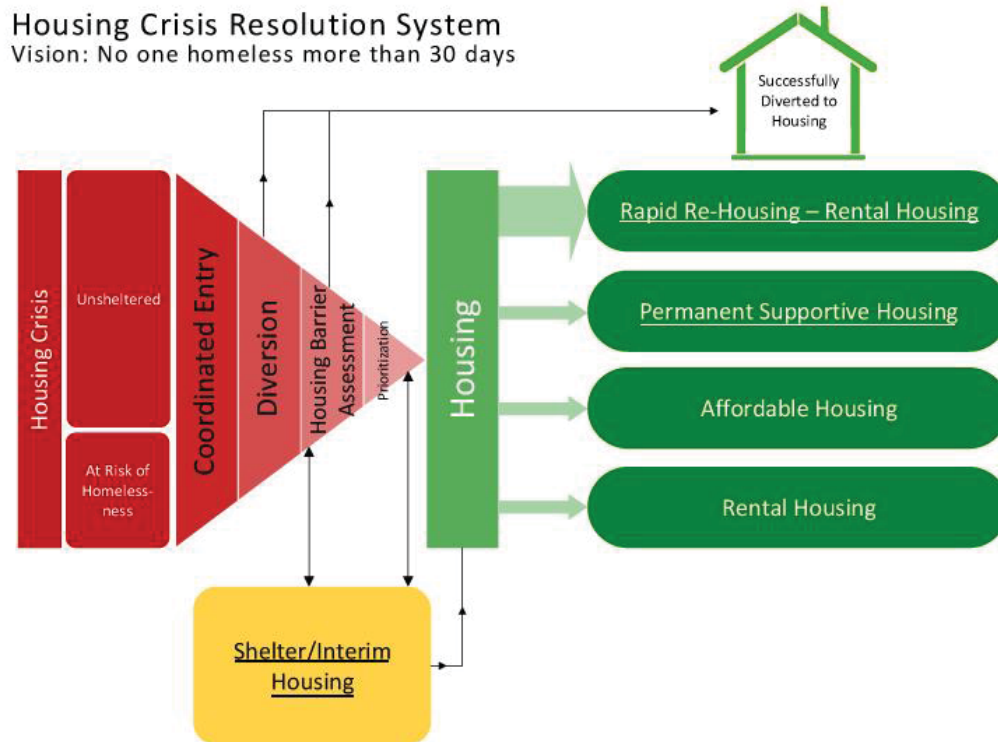
Santa Cruz County Resources: 2015-19 Housing Inventory Count, 2015-2019 Point In Time Count, 2007-11 Comprehensive Housing Affordability Strategy, HUD System Performance Measure Results, 2017 Santa Cruz County Homeless Census and Survey.

Non-Santa Cruz County Resources: San Francisco Point In Time Count, Alameda County Point In Time Count, San Diego Point In Time Count, Santa Clara County Point In Time Count, National Alliance on Mental Health (NAMI).

Appendix E

Homeless Crisis Response System Flow Chart

The following diagram provides an overview of our approach to understanding “flow” through key elements of the homeless crisis response system. It shows that all parts within the system should seamlessly work together to assist people experiencing housing crises into permanent housing, whether that housing be within or outside of the system inventory. Emergency shelter may be an interim “step” along a household’s journey from homelessness to housing, however, it is the primary focus or long-term “destination” of the system and is strongly connected to permanent housing exits. This system framework guides the thinking behind our work and this baseline assessment. As we discuss strengths and challenges, we are reviewing these against what is needed for a high-functioning system model.



Appendix F
Total System Capacity - 2019 HIC Beds

The following table outlines system capacity in Santa Cruz county as described in the 2019 Housing Inventory Count (HIC) submitted to HUD by the HAP. The table is broken down by service provider, project, and the number of beds available in a specified project. Numbers of beds reflects the point-in-time bed count on the night the inventory was compiled in January 2019.

Provider	Project	# of Beds
Emergency Shelter		
Association of Faith Communities	Rotating Shelter	20
Encompass Community Services	River Street Shelter	32
Front Street, Inc.	Paget Center	12
Homeless Services Center	Paul Lee Loft Shelter	40
	Rebele Family Shelter	90
	Recuperative Care Center	12
Jesus Mary and Joseph Home	Jesus Mary and Joseph Home Shelter	12
Monarch Services	Domestic Violence Shelter	18
New Life Community Services	NLCS Emergency Shelter	5
Pajaro Valley Shelter Services	Parajo Valley Shelter	28
Salvation Army	North County AFC Winter Shelter	110
	South County Winter Shelter	50
Siena House	Pregnant Women Shelter	10
Total Emergency Shelter Beds		439
Transitional Housing		
Encompass Community Services	FUP Vouchers	13
	Perlman House	4
	SCAP	6
	THP Plus	15
Homeless Services Center	Page Smith Community House	40
Pajaro Valley Shelter Services	Sudden Street TH & Family TH	64
	Transitional Housing Annex	16
Santa Cruz Housing Authority	Brommer Street	18
New Life	Gemma Residential	6
Total Transitional Housing Beds		182
Rapid Rehousing		
Families in Transition	CHAMP	38
	ESG Rapid Rehousing	11
	First Step-Scattered Housing for Families with Children	29
	Home TBRA Rapid Rehousing	7
	Santa Cruz County Planning Home	10
	Welfare-to-Work Housing Scholarship Program	11
	Welfare-to-Work Short-Term Rental Subsidies	18
	Young Adults Achieving Success, YHDP RRH 2.0	3
Homeless Services Center	ESG Rapid Rehousing	22

Provider	Project	# of Beds
	SSVF – HSC	13
Veteran Resource Center	SSVF – Veterans Resource Center	42
Total Rapid Rehousing Beds		204
Permanent Supportive Housing		
County Mental Health	PH for Mental Disabilities	5
Encompass Community Services	Freedom Cottage	4
	Grace Commons	14
	Housing for Health 2	7
	Housing for Health 3	13
Homeless Persons Health Project	Bonus PSH	7
	MATCH Housing	42
	Nuevo Sol	11
Santa Cruz Housing Authority	Housing Voucher for CH Medically Vulnerable	120
	New Beginnings	9
	News Roots YHDP	4
	S+C Program	41
	VASH Santa Cruz County Program	303
Total Permanent Supportive Housing Beds		580

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Activities	Timeline	Assigned Entities/People/Roles - 3 columns			Deliverable or Result
		Lead/Convener	Staff/TA	Participant(s)	
Work Area 1: Systemwide Diversion and CES Refinement					
A. Identify resources for Diversion flex funds	Sept. 2019	CAO	Focus Strategies	N/A	Work group has some dedicated resources/budget to shape their planning/design work
B. Conduct broad-based education workshops on Diversion (what it is, why do it, how it advances homeless system goals)	Sept. 2019	HSD or CAO	Focus Strategies	Homeless providers, other systems, funders, others	Help build community understanding and support for this approach
C. Convene Diversion and CE policy work group - series of small design meetings	Sept. 2019	SmartPath Staff	Focus Strategies	SmartPath staff	
Hold 2-3 meetings and conference calls with SmartPath staff to discuss: establishing goals for Diversion in SCZ, what would success look like (define results), how diversion would fit in Smartpath flow and other places in the system, develop draft policies and procedures, diversion conversation guide, training plan, flex funds procedures,	By. Oct. 15	SmartPath Staff	Focus Strategies	SmartPath staff	Written list of goals/desired results, Flow chart of SCZ homeless system with diversion integrated, written description of diversion as a system practice in SCZ, written draft of policies, tools, training plan
In parallel with Diversion work; hold 2-3 meetings or conference calls wit Smart Path staff to develop proposed CES design refinements: analyze inventory and numbers of opening in 60-90 days, develop new procedures for generating priority list, identifying and finding top scoring households, case conferencing; policies for serving higher need households in RRRH, what resources are needed?, expand fluidity across program types.	By Nov. 15	SmartPath Staff	Focus Strategies	SmartPath staff	Revised draft CES Policies and timeline/plan for input, revision and adoption

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Activities	Timeline	Assigned Entities/People/Roles - 3 columns			Deliverable or Result
		Lead/Convener	Staff/TA	Participant(s)	
D. Convene broader working group and hold 2-3 meetings to refine Diversion and CES plan, develop implementation timeline, messaging strategy, etc.	December	SmartPath Staff	Focus Strategies	Providers, other TBD	Refined policies and procedures, messaging materials, implementation timeline
Work Area 2: Housing-Focused Shelter					
A. Identify resources for housing-focused services in shelters	Sept. 2019	CAO	Focus Strategies	N/A	Work group has some dedicated resources/budget to shape their planning/design work
B. Convene shelter client input group to gather input on shelter experience, what would help them secure housing faster	Sept. 2019	TBD	Focus Strategies	People living in shelters	Recommendations for making shelter more effective at exiting people to housing; more responsive to resident needs
C. Convene shelter work group	Sept. 2019	Community Provider TBD	Focus Strategies	Shelter providers, shelter funders	
Meeting 1: Level setting; overview of best practices in housing-focused shelter; mapping what currently exists in SCZ, establish goals and what success would look like for SCZ shelter system as a whole, performance measures	By Sept. 15	Community Provider TBD	Focus Strategies	Shelter providers, shelter funders	Detailed inventory of existing shelter programs, including their service models, entry requirements, staffing, etc.
Meeting 2: System design work - What is the gap between where shelters are now and where they need to go - staffing needs, changes to entry requirements changes to policies and practices, availability of resources for clients (e.g. flex funds)	By Oct. 15	Community Provider TBD	Focus Strategies	Shelter providers, shelter funders	Agreement on shared policies, practices, guidelines for shelter operations; agreement on performance expectations
Meeting 3: Develop policies, procedures and training plan (draft common set of overarching policies for shelters, minimum training required for all shelter staff)	By Nov. 15	Community Provider TBD	Focus Strategies	Shelter providers, shelter funders	Written draft of shared policies and procedures

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Activities	Timeline	Assigned Entities/People/Roles - 3 columns			Deliverable or Result
		Lead/Convener	Staff/TA	Participant(s)	
Meeting 4: Develop "launch" plan to roll out agreed-upon changes, communications strategy	By Dec. 15	Community Provider TBD	Focus Strategies	Shelter providers, shelter funders	Completed "Launch" timeline and draft communications materials
Work Area 3: Coordinate and Standardize Outreach					
A. Convene outreach work group	Sept. 2019	County Health Services	Focus Strategies	Outreach team representatives and funders	
Meeting 1: Level setting; overview of best practices in coordinated outreach; mapping what outreach currently exists in SCZ (hours, team composition, geography, targeting, services offered, data collected); identify gaps and duplication	By Sept. 15	County Health Services	Focus Strategies	Outreach team representatives and funders	Written inventory of existing outreach
Meeting 2: System design work/standardizing - what should all outreach be able to do (e.g. diversion, CE, connect to other resources, common messaging about what system has available); what should be specialized?	By Oct. 15	County Health Services	Focus Strategies	Outreach team representatives and funders	Written summary of agreements about desired common elements of all outreach
Meeting 3: Improving operations/coordination - what should be process/protocol for deploying outreach to right team gets to right person? Should all outreach teams collect common data elements; can data go into HMIS? Is there a common baseline of training all outreach should have?	By Nov. 15	County Health Services	Focus Strategies	Outreach team representatives and funders	Write proposal for new operational procedures and protocols for improved outreach coordination, common training standards, data collection plan
Meeting 4: Recommendations - agreed upon initial steps and timeline to begin shifting towards more coordinated outreach	By Dec. 15	County Health Services	Focus Strategies	Outreach team representatives and funders	Complete implementation timeline for agreed upon changes

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Activities	Timeline	Assigned Entities/People/Roles - 3 columns			Deliverable or Result
		Lead/Convener	Staff/TA	Participant(s)	
B. Conduct interviews with unsheltered people; what outreach teams have engaged them; what is helpful; what would they like to see differently. client input group to gather input on shelter experience, what would help them secure housing faster	By Oct. 15	County Health Services	TBD	Outreach team representatives and funders	Summary of client input, implications for design of more coordinated outreach strategy
Work Area 4: Governance, Funding, Planning and Implementation Structure and Processes					
A. Re-Convene Governance Study Group	Sept. 2019	CAO	Focus Strategies	TBD but similar to previous group	
Meeting 1: Level setting; revisit previous work; get all participants on same page about where work is starting from, establish goals for this work group	By Sept. 15	CAO	Focus Strategies	TBD but similar to previous group	Written summary of work accomplished to date; written list of goals for re-booted group
Meeting 2: Policy setting, strategic direction, priorities. Develop decision-making process for proposed IPC, including how it integrates performance data, perspective from people with lived experience; whether/how decisions are binding on different entities (HAP, County, cities)	By Oct. 10	CAO	Focus Strategies	TBD but similar to previous group	Written decision-making process and policies
Meeting 3: Funding Alignment and Funder Coordination. Identify resources (funding streams) that will be coordinated, establish or identify funder coordination body, process for ensuring funding decisions are targeted and strategic, fair, transparent; consider how new funding streams will be integrated	By Oct. 30	CAO	Focus Strategies	TBD but similar to previous group	Written description of funder coordination structure, process, policies
Meeting 4: CoC Compliance. Map new propose structure to CoC governance requirements, identify areas that need refining to ensure compliance.	By Nov. 15	CAO	Focus Strategies	TBD but similar to previous group	Revised/refined Governance structure chart and description (membership of entities, roles of entities) to align with CoC requirements.

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Activities	Timeline	Assigned Entities/People/Roles - 3 columns			Deliverable or Result
		Lead/Convener	Staff/TA	Participant(s)	
Meeting 5: Communication and Transparency. Agreements about how decisions will be captured and disseminated in a timely way, and evaluated and adjusted over time. Create a plan for a regular investment report to the community.	By Nov. 30	CAO	Focus Strategies	TBD but similar to previous group	Written description of communication policies and procedures
B. Draft New Governance Charter, Bylaws, Org Chart, other documents as needed; for approval by appropriate bodies (HAP, BOS, cities, etc.)	By Dec. 15	CAO	Focus Strategies	N/A	Governance Charter, bylaws, org chart and/or other associated documents
Work Area 5: Overall Homeless System Design					
A. Presentations on Baseline Report; begin identifying shape of new system through facilitated discussions with stakeholders (presentations to include HAP, others)	August-October	CAO & HAP	Focus Strategies	TBD	Begin drafting written system design, flow chart, key strategies, gaps to be filled
B. Complete system and project performance analysis (SWAP)	November	Focus Strategies	Focus Strategies		System performance reports
C. Present SWAP results (system performance), use results to inform continued development of system design	November	CAO & HAP	Focus Strategies	TBD	System performance reports presentation materials
D. Present SWAP results to individual providers (project performance), opportunity to engage each provider in system design decisions	November	Individual providers	Focus Strategies	Individual providers	Project performance reports (for individual providers)
E. Complete draft of system design (flow chart), description of new system, identify key strategies to be implemented, gaps to be filled, develop proposed staffing structure	December	CAO and HAP	Focus Strategies	TBD	Written system design, flow chart, key strategies, gaps to be filled
Predictive modeling and action planning	Jan - March 2020				

Santa Cruz County Homelessness Response System TA
Short Term Action Plan

Role	Definition
Lead/Convenor	Takes ownership and accountability for work area, convenes work group or other planning body, makes decisions and/or empowers groups to make decisions, covers logistics such as meeting locations
Staff/Technical Assistance	Produces work to support implementations steps, including (but not limited to): research, analysis, draft documents, create agendas, facilitate meetings, build consensus and support individuals/groups to make decisions, checks in with Convenor between meetings
Participant(s)	Participate in implementation work group or other implementation entity, attends meetings regularly, complete small tasks in between meetings (e.g. review materials, prepare for discussions)

ATTACHMENT 6: CACH INITIAL WORK PLAN



COMMUNITY ADVISORY
COMMITTEE ON HOMELESSNESS
(CACH)
AGENDA REPORT

Sept. 17, 2019

DEPARTMENT: CACH Phase 1 Sub-Committee via the City Manager's Office

SUBJECT: CACH Phase 1 Sub-Committee Recommendations for CACH Phase 1
Work Plan

RECOMMENDATION: The CACH Phase 1 Sub-Committee recommends adopting the following policy areas to be included in the CACH's Phase 1 work plan:

1. Secure hygiene resources: restrooms and showers.
2. Increase local shelter options, especially identify a new site for the managed River Street Camp, but may also consider effective program modeling for emergency shelter.
3. Identify sites (or acceptable siting criteria) for new outdoor emergency shelter solutions such as transitional encampments or safe sleeping.
4. Modify the camping ordinance.

BACKGROUND: At its September 3rd meeting, the CACH formed the Phase 1 Sub-Committee (Subcommittee) "to develop immediate policy recommendations to be shared with the full CACH for the purpose of defining the Phase 1 work plan, including a high level feasibility analysis." The goal of the CACH's Phase 1 Work plan is envisioned to offer specific and actionable policy recommendations to the City Council by the beginning of January 2020 (if not sooner), while also considering additional policy areas which may take more time to develop into actionable recommendations. A Phase 2 work plan is also envisioned to provide final policy recommendations to the City Council by April 2020, however the Subcommittee is not charged with offering recommendations for Phase 2 policy areas at this time. Note that there has not been a consensus around the definition of Phase 1 or Phase 2, or the definition of immediate policy recommendations. Some members of the Subcommittee interpreted "immediate policy recommendations" to mean recommendations that could occur as soon as the next CACH meeting, or by the end of October at the latest.

DISCUSSION: The Subcommittee began working with staff to develop a survey to disseminate to the greater community geared towards identifying the public's perceptions of homelessness-related policy priorities, and to discover gaps in policies under consideration. We expect to have this community survey disseminated after the September 17th CACH meeting, with results available by our meeting on October 1st.

The Subcommittee also reviewed responses from an internal CACH member poll designed by staff which asked for each member's top three to five policy area recommendations for consideration during Phase 1, consisting of policies that had been developed by three previous City Councils/task forces/committees between 2000 and 2019. There was not full CACH

participation in this poll: at the writing of this report, approximately half of the CACH members had provided input on policy priorities to the subcommittee. The member poll was implemented quickly to foster discussion and provide ample time for responses, however it was designed without a full discussion surrounding the definition of priorities of the CACH.

The Subcommittee acknowledges that individual responses to the internal member poll may have had different perspectives and values in defining what “priorities” meant to them, and that for the purposes of this recommendation, what “priorities” means has not been defined.

The Phase 1 policy areas which were most supported by members of the CACH who responded were:

1. Secure hygiene resources: restrooms and showers
2. Increase local shelter options, especially identify a new site for the managed River Street Camp, but may also consider effective program modeling for emergency shelter
3. Identify sites for new outdoor emergency shelter solutions such as a transitional encampments or safe sleeping
4. Secure storage facilities
5. Modify the camping ordinance

In addition to the well supported policy areas listed above, there was also support expressed by CACH members to consider including: increased outreach services for mobile behavioral health and mental health responses; improving City internal coordination system and protocols; designing and implementing a small scale safe sleeping program; engaging in strategic planning with Homeless Services Center, County and other service partners; establishing ordinance language for transitional encampments; creating safe sleeping zones, and addressing police harassment.

The Subcommittee attempted to come to agreement on policy areas to be further explored by the CACH in Phase 1 after reviewing the results of the internal poll. There was not consensus on the definition of Phase 1, which confused the expected deliverables of the Subcommittee. While policy areas were identified that were supported by respondents to the poll and a majority of members of the Subcommittee, there was not a consensus on the timing of consideration of immediate policy recommendations that would be made by the Subcommittee, and there was limited discussion of feasibility of the Phase 1 work plan with Subcommittee members or with staff. Recommendations were made that attempted to balance urgency of the policy area with feasibility of achieving specific actionable policy recommendations within the scope of the CACH’s work plan. Both technical and political aspects of feasibility were considered, and it is expected staff will provide additional guidance on feasibility.

Apart from the considerations of the Phase 1 work plan, four areas of discussion were raised by the Subcommittee regarding high level functionality of the CACH that, if resolved, could improve communications and expectations around committee work:

1. What is the purpose of the CACH?
 - a. Policy only or policy with operational details when possible.
2. What criteria are used to prioritize policy? Different criteria options include:
 - a. Health and safety impacts
 - b. Immediate feasibility to implement (lower hanging fruit)
 - c. Existing policy (2000 and 2017 recommendations)

- d. Urgency or emergent needs
 - e. Whether it needs to be done now, so there is more information for decisions later
- 3. What is the roll of a subcommittee and what are the expectations of the members?
 - a. How many members of the subcommittee are necessary for each meeting?
 - b. How many meetings might there be and how much homework?
 - c. Does everyone need to agree or can different suggestions get included in the subcommittee's report?
- 4. What is the role of staff?
 - a. Guiding vs supporting

Lastly, in addition to the policy areas being recommended in this document, the Subcommittee considered different approaches to timelines and specific recommendations that could be made in the CACH's work plan. Two alternative work plan timeline models and a list of possible complementary actions are being presented in an addendum document for further discussion. The decision to include an addendum to this report for further discussion was not unanimous.

POLICY BACKGROUND:

1. Secure hygiene resources: restrooms and showers

This policy category was previously recommended in the 2017 Homelessness Coordinating Committee's 20-Point Plan. The following discussion comes from that report. In addition, the City Council deferred the specific issue of Loudon Nelson bathroom access policy to the CACH in August, 2019.

Basic human needs and public health requires the availability of restrooms and showers. While showers are available at the Homeless Service Center and at a few other locations on a limited basis, there is inadequate supply to meet the need. As a result, many homeless individuals use public restrooms to bathe, which adds considerably to maintenance and cleaning and can dissuade other community members from using those facilities. Currently, our public restrooms are in constant use by the homeless community which can wholly exclude the restrooms from other users. At times, the restrooms will be occupied for long durations (hours, if unenforced) or full of bicycles and carts with persons bathing and laundering clothing, preventing others from accessing the facility. This type of use also prevents staff from cleaning the facilities and requires a large investment of staff time trying to vacate the spaces so that cleaning can occur and others can access the restrooms.

Public restrooms also are in inadequate supply and the City expends tremendous effort and resources to clean human waste across the City. The City launched a pilot temporary toilet program in 2015, which should be evaluated and recommendations formed for consideration of a permanent sidewalk toilet facility.

In addition, other communities deploy hygiene buses or mobile restroom trailers. These buses, with built-in shower and laundry facilities, travel to different locations on a schedule and then park for several hours while clients use the services. This mobile service avoids the cost of permanent infrastructure, enables broader service delivery and provides essential public health services. Also, this service should be coupled with case management or outreach services and integrate with the Coordinated Entry system.

ACTION: Explore locations and providers of additional restrooms and showers dedicated for the homeless community. Consider hygiene buses or mobile restroom trailers. Consider partnership with the faith-based community, homeless advocates, businesses and other organizations to support and host the mobile facilities.

ACTION: Evaluate City's pilot restroom program and return recommendations to the City Council.

2. Increasing local shelter options, especially identify a new site for the managed River Street Camp, but may also consider effective program modeling for emergency shelter

This policy category has emerged in recent years. There are currently two shelter programs scheduled to operate in three facilities in the winter of 2019/2020: the Winter Shelter program, and the 1220 River Street Camp (RSC) emergency shelter. In January 2019, the city's Winter Shelter program included space at the VFW building on 7th Avenue as well as the Salvation Army building on Laurel Street. The Winter Shelter program at the VFW currently runs from mid-November through mid-April only. The Laurel Street emergency shelter (expanded Winter Shelter) program has remained open year round in 2019 but a long term funding model for this program has not been established, and the facility is generally at capacity. Winter Shelter is currently funded via the Homeless Action Partnership (HAP) with local jurisdictional dollars and a one-time state grant program, the Homeless Emergency Aid Program (HEAP). RSC is a tent camp-style shelter program which in its most recent connotation has been operated by the Salvation Army since May 2019, and is projected to close in March 2020 to accommodate a water infrastructure project. RSC is currently funded similarly to Winter Shelter. There is an urgent need to identify a replacement site to accommodate the residents of this program. Failure to identify a replacement program/site to accommodate the residents of RSC will result in these people being turned out onto the streets if the water infrastructure project proceeds as scheduled.

The CACH may elect to weigh in on effective program modeling for emergency shelter in our community. Winter Shelter operations have evolved over a number of years based on feedback from communities surrounding the facilities where the operations have taken place. An evaluation and recommendation of program modeling, taking into account best practices, community needs, and shelter resident needs could be undertaken in order to improve neighborhood relations, increase accessibility of the program, and ultimately improve outcomes.

3. Identifying a site for a new outdoor emergency shelter solution such as a transitional encampment or safe sleep site

This policy category has emerged in recent years. In February 2019 the City Council began working on an attempt to increase emergency shelter capacity in the City by establishing policy and programming around the concepts of transitional encampments, safe parking programs, and safe sleeping programs. A draft transitional encampment project charter focused on reaching community consensus on the program models for siting such programs in the community. Design of a small scale safe sleeping and storage program began in March 2019, but due to the rush to find a solution to the health and safety issues posed by an unsanctioned encampment near Highway 1/River Street, policies were pushed upon the community without sufficient (if any) outreach or engagement. Design of the program was halted due to a lack of support by the community, specifically neighborhoods where this program was discussed being implemented. The project charter work for transitional encampments was subsequently delegated to the CACH.

Due to lack of available existing building space for indoor shelter programs, the City has identified outdoor emergency shelter solutions as a viable temporary alternative. The CACH may elect to consider program modeling and siting, as well as ordinance language, taking into account best practices, community needs, and shelter resident needs in order to design effective programs that minimize impacts on the community and maximize program outcomes.

4. Secure Storage Facilities

This policy category was previously recommended in the 2017 Homelessness Coordinating Committee's 20-Point Plan. The following discussion comes from that report:

Many homeless individuals have no safe location to store their possessions. As a result, many carry their possessions—often large and bulky and on a wheeled cart—with them everywhere, which hinders their ability to obtain services, maintain employment and generally participate in the community. In addition, the greater community is impacted with large collections of possessions on sidewalks and public spaces, including the public libraries. The Homeless Services Center previously provided lockers for use but the lockers have since been converted to a different use. There are few to none publicly available resources of this type.

In some communities, this function is achieved with a storage facility (such as a warehouse or shipping container) manned with personnel to bag, check and keep possessions safe for the day. The Winter Shelter Program operated in this manner. Upon signing up for shelter at the intake site, program clients would check their large possessions into a storage container, which would be locked each night. In the morning, clients were returned to the intake site and reunited with their possessions. Other models include unmanned banks of lockers with keys that allow access any time day or night. Another model is the SHWASHLOCK Program, offered by Ocean Park Community Center (OPCC) in Santa Monica that provides showers, lockers and washers (SHowersWASHersLOCKers) to enable homeless individuals to keep possessions safe and maintain personal hygiene.

Any model pursued should integrate with the Coordinated Entry system, in addition to providing case management, or at a minimum, outreach or referral.

ACTION: Consider various models of this service. Identify and secure facilities to allow individuals to check their possessions into a managed storage facility, or rental storage lockers. This service should be co-located with other homeless services including case management or referral resources, or follow the storage, shower and laundry facility SHWASHLOCK model.

5. Modifying the camping ordinance

This policy area emerged in the fall of 2018. A federal circuit court ruling in September 2018, known as *Martin v. Boise*, requires local governments to cease enforcement of camping ordinances against homeless individuals with no access to alternative shelter. "The panel held that, as long as there is no option of sleeping indoors, the government cannot criminalize indigent, homeless people for sleeping outdoors, on public property, on the false premise they had a choice in the matter. " However, the panel's "holding does not cover individuals who do

have access to adequate temporary shelter, whether because they have the means to pay for it or because it is realistically available to them for free, but who choose not to use it. Nor [does the court] suggest that a jurisdiction with insufficient shelter can never criminalize the act of sleeping outside. Even where shelter is unavailable, an ordinance prohibiting sitting, lying, or sleeping outside at particular times or in particular locations might well be constitutionally permissible. ... So, too, might an ordinance barring the obstruction of public rights of way or the erection of certain structures. “

The complex requirements of *Martin v. Boise* make it challenging for municipalities to both comply with the law and to effectively manage health and safety risks resulting from unsanctioned camping on public property. The City of Santa Cruz has suspended enforcement of the camping ordinance, and has developed a standard operating procedure for abating encampments that are deemed to be threats to public health and safety, however it is expected that the City will continue to be required to take extraordinary measures in order to respond to emerging health and safety threats failing the development of a comprehensive policy to replace the tool of the camping ordinance. In order to resume enforcement of a camping ordinance while remaining compliant with *Martin v. Boise*, the City would be required to either establish policies regarding the time, place, and manner where sleeping outside on public property would be permitted, or to ensure that adequate temporary shelter space would be made available to anyone who had no other alternatives to sleeping outside.

The CACH may consider providing recommendations for ordinance language establishing the time, place, and manner where sleeping in public is permitted (aka safe sleep zones), or codifying shelter availability conditions under which a revised camping ordinance could be enforced.

FEASIBILITY DISCUSSION:

For Phase 1 of the CACH work plan, the Subcommittee was looking to identify policies which addressed urgent public health and safety priorities, and could be developed into a specific, actionable, policy recommendation by January 2020, or would require more time for development than would be available in either Phase 1 or Phase 2 alone. Due to the complexity of evaluating feasibility, this discussion is limited to the understanding of the Subcommittee members. The expectation is that staff will provide additional feasibility analysis in the near future with respect to fiscal, resource, staffing and partnership requirements.

Restroom and shower policies address an urgent public health need. A range of policy recommendations with a range of costs, public engagement, and political feasibility can be considered. Specific actionable policy recommendations are believed to be achievable for this policy category by January 2020 if not sooner.

Identifying a new site for the River Street Camp and considering effective program modeling for emergency shelter address urgent public health and safety needs. While not without its faults, the existing River Street Camp is a proven concept that can be improved upon. Identifying a site for a replacement program may face significant political challenges, however program modeling improvements and community engagement are expected to mitigate the political challenges. There are one-time grant funds which remain available for the continued operation of a temporary emergency shelter, however long-term funding sources need to be identified. Specific actionable policy recommendations are believed to be achievable for this policy category by January 2020.

Identifying a site for a new outdoor emergency shelter solution such as a transitional encampment or safe sleep site is related to, if not the same policy category as identifying a new site for the existing River Street Camp. While the River Street Camp policies refer to replacement of a specific existing program, this policy category could be generalized to include programs which have not yet been designed or implemented. With respect to replacing River Street Camp, specific actionable policy recommendations are believed to be achievable by January 2020. Program modeling for alternative emergency shelter programs such as transitional encampments, safe parking programs, or safe sleep sites may be achievable by January 2020 depending on the scope of the work. Funding sources for new programs may not be identified until Phase 2, and siting for new programs may depend on establishing funding sources and overcoming political challenges via community engagement.

Secure storage facilities do not address an urgent public health and safety need, but do potentially help lower barriers to other services which do address those needs. While program modeling could be achieved by January 2020, identifying new sites which could be integrated with existing services, and identifying funding sources would be significant barriers to achieve by January 2020. There is currently a service provider that operates in this space who the City has worked with in the past, however the viability of a continued partnership is questionable.

Modifying the camping ordinance has the potential to address a critical shortcoming of existing City policy that has resulted in sporadic public health and safety crises. This policy area faces many of the same challenges as, and is related to, the siting and program modeling for outdoor emergency shelters policy area. There are significant political barriers to achieving actionable policy recommendations, but by beginning community engagement work on this issue in Phase 1, it is anticipated that such specific, actionable recommendations could be achievable by the end of Phase 2.

Submitted by:

Candice Elliott, CACH Co-Chair
Taj Leahy, CACH Co-Chair
Rafael Sonnenfeld, CACH Member
Serg Kagno, CACH Member
Stina Roach, CACH Member

ATTACHMENTS: CACH Polling Results

ATTACHMENT 7: DYNAMIC FACILITATION PROCESS REVIEW

Dynamic Facilitation 9/17/19 CACH

Data	Solutions	Concerns	Problem Statements
1. perception is a big deal	1. Solution needs to address needs of house and unhoused	1. Rains have started/are coming	1. How do we determine the highest priority/actionable solutions?
2. Housed people talk about the homeless as causing the health and safety issues, while homeless people are living with health and safety issues	2. Establishing values: dignity, wellbeing (mental/physical), respect	2. Siting is biggest issue – how much stakeholder buy in is “enough” (informed consent)	2. How do we define “feasibility?”
3. Need to set realistic timeframes for achieving community/stakeholder buy in	3. Engage broad number of stakeholders	3. Not all voices will get heard	3. How do we engage and create community buy in?
4. National Alliance to End Homelessness = good resources	4. understand different levels of roles and responsibilities	4. other voices/messages will dominate	4. How do we determine cost/budget of solutions?
5. S/one for NAEH will come to SC to inform	5. Understand continuum of care in city and County	5. How are we going to make decision in the CACH	5. What is the purpose of the CACH (policy or implementation)
6. Criteria things naturally move farther than others	6. Identify gaps in service	6. Not enough time in meetings	6. How do we determine criteria?
7. Focus Strategies can help	7. Look at evidence based best practices	7. Scope-Creep	7. What is the role of subcommittees?
8. 1 thing will help establish process	8. Create sub-committees to move the process along	8. Don’t have experience “pushing policy”	8. What is the role of staff?
9. These are long-term problems that are getting short term solutions	9. Break work into “chunks” (sub committee)	9. Are we taking heat off City Council?	9. How do we find Evidence Based Best Practices
10. RSC will be closed for infrastructure development	10. Pick one thing (policy) to recommend and make it happen, Develop understanding, lay foundation for future work, do one thing really well	10. We need to get more educated	10. How can we simplify decision making process within CACH
11. RSC was funded by HAP. For SA but site is only available until mid-march	11. Hybrid of 1-focus path (above) = divide CACH into 2-4 subcommittees and move forward with whoever is ready can present	11. RSC is going to close	11. How distributed do we want to be?
12. Needle questions arise but the issue is multi faceted	12. Each committee follows some protocols	12. Locking at 1 thematic issue is too simplistic	12. Where will people without homes sleep in Dec.
13. If we don’t do all 5 things	13. Specific in depth 2-way community discussion to create by-in, understanding	13. We aren’t getting anything done	13. How do we incentivize people to use the shelter beds/services available
14. 800 Homeless	14. Committees can meet	14. Days when shelters are	14. How do we direct people

	more often	full, where do we tell people to go?	to safe sleep
15. 450 have shelter	15. Find long-term funding for long-term problem	15. Process is over complicated	15. How much community buy in does the council need
16. 4 sites on the table-but insufficient community buy-in	16. Pick one of the thematic areas to tackle with a few sub topics	16. Tendency to “perfect enemy” gets in the way of actual acting	16. How do we better understand stakeholder needs?
17. More can be accomplished with subcommittee	17. Get info from CACH members. Subcommittees could focus on: what funds are available, what are potential sites/best practices (temp or permanent)	17. Don’t want to waist time on new safe sleep ordinance when it already been worked on	17. How do we establish committee process
18. We have different expectation of what a subcommittee is	18. Partner with people doing the work	18. Half baked proposal will blow up in our face	
19. Taj has fixed that superstructure	19. Start the First Thing, then leverage into next	19. We need criteria for each subcommittee to abide by	
20. We need staff involved for experience/knowledge	20. Housing, weather protection	20. We might over think committee criteria	
21. Community doesn’t necessarily understand nuances of different styles of	21. Storage Facility		
22. All solutions revolve around siting	22. Access to bathrooms		
23. All solutions revolve around management	23. We need co-chairs to make assignments and get busy		
24. All solutions revolve around funding	24. Determine site locations		
25. It’s okay to ask city for things	25. Navigation center with services		
26. Low hanging fruit is what can get done in 1 month	26. Police having “a place” to tell people to go (legal place to be)		
27. Some things don’t need committees	27. Hygiene services/facilities		
28. community engagement and siting are each committee	28. Focus on “ordinance, procedural” shift		
	29. Look at shelter program modeling		
	30. Need community buy-in committee focused on community engagement, funding, siting, etc.		
	31. Push through siting itself by: superstructure for tents		
	32. Let’s start volunteering for committees/issues		
	33. Focus on informed		

	consent		
	34. CACH members should move toward issues they are drawn to		
	35. Focus on health aspect as high priority, it's not political, affects everyone, easier consensus		
	36. Finding places for safe sleeping		
	37. Design need to include all needs (housed, unhoused)		
	38. Educate community about the "reality" of risks		
	39. Ask City attorney for draft of "safe sleeping" ordinance		
	40. Invite City Attorney to give presentation to CACH regarding camping ordinance		
	41. Change church safe sleep places from 3 to 5 spaces		
	42. Add "best practices" to Fred's list		
	43. Get some success under our belts, pilot		
	44. Things that don't require committee work can be done now		
	45. Proposed structure of sub committees: Metta: 1) Community engagement 2) Overall Funding Options Project Specific: 1) Siting 2) Secure Hygiene Resources		
	46. Each project subcommittee comes back with info re: siting, funding, management ("best practices"), public engagement, Fred's criteria		

8:15 DF over, CACH discusses topics to tackle first with framework established above (#46 Solutions)

CACH decided to establish the following subcommittees. These subcommittees will research Funding options, Siting options, Public Engagement, Program Management (best practices), Fred's criteria

Each subcommittee will report to the whole body at each CACH meeting.

Rules and Regulations of Subcommittee:

- Committees will use Fred's rubric as the guide
- Subcommittees will meet even if not all members can meet (just to move things along)
- Staff will present best practices for subcommittee work

Public Health (hygiene, needles, laundry, storage) Secure Hygiene Resources	ID Sites or Criteria for RSC, emergency shelter, & safe sleeping (and modify camping ordinance)	Metta: Community Engagement
Aran	Frank	Ami
Serg	Stina (2 nd choice)	Candice
Stina	Don	Ingrid
Dwain	Rafa	Taj
Rafa (2 nd choice)	Serg (2 nd choice)	Brooke
Katie	Brooke (2 nd choice)	Rafa (3 rd Choice)

Motion: Rafa, 2nded, approved by consensus

ATTACHMENT 8: FISCAL REPORT ON CITY HOMELESSNESS-RELATED EXPENSES



**COMMUNITY ADVISORY
COMMITTEE ON HOMELESSNESS
(CACH)
AGENDA REPORT**

Oct. 1, 2019

DEPARTMENT: City Manager's Office

SUBJECT: Fiscal Report on Homelessness Expenses and Revenue Sources

RECOMMENDATION: The CACH receive a staff presentation on the City's fiscal landscape, both expenditures and revenues, related to homelessness.

BACKGROUND: As the CACH moves forward with recommendations to the City Council, it is important to understand the City's fiscal landscape in regards to homelessness. Included herein is an overview of the current (and projected) expenses as well as potential revenue sources.

EXPENSES: The homelessness-related expenses incurred by the City of Santa Cruz can be categorized into the following areas: departmental operating expenses, direct services, and community program support. Departmental expenses encompass the range of efforts put forth by Public Works, Parks and Recreation, Santa Cruz Police Department and the City Manager's Office to manage homelessness issues within the City, such as campsite clean-up, vandalism repair, education and outreach. The City currently offers direct services such as financial support for the winter shelter program and oversight of the River Street Camp. And finally, the City helps fund many community based program that support those currently experiencing homelessness.

Below is a table that outlines these average annual expenses:

Department or Program	Description of Services	Average Annual Expenditure
City Department Operational Expenses (not inclusive of all Depts within the City)		
Public Works: Resource Recovery	Campsite clean up	\$300,000*
Public Works: Operations Division	Infrastructure repair, syringe clean-up	\$140,000*
Parks and Recreation	Open space management	\$320,000*
Park Rangers	Municipal code enforcement and resource management	\$460,000*
SCPD	Estimated 60% of PD calls for service are homeless-related issues	\$14.8 million*
CMO	Gateway camp safety and hygiene	\$300,000
*based on 2017 expenses		
Total In Kind Expenses		\$16,320,000
Direct Services		
River Street Camp	Infrastructure and shuttle services	\$220,000

	(does not include operation/staff)	
Winter Shelter	City's portion of support	\$171,448
Community Program Support		
Encompass Community Services	Housing pathways	\$50,000
Families in Transition of SC County	Family Housing Stabilization	\$15,000
Homeless Garden Project	Transitional Employment and Job Training	\$17,000
Housing Matters (formerly Homeless Services Center)	180/2020	\$115,000
Housing Matters (formerly Homeless Services Center)	Hygiene Program	\$30,000
Bob Lee PACT/HOPES Program	Outreach services	\$198,000
Countywide 2-1-1	Information and Referral System	\$6,500
County DOW Program		\$75,000
County MOST Program		\$120,000
HAP Consultant Fees	City's portion of fees	\$14,000
Homeless Management Information System/Coordinated Entry	City's portion of fees	\$16,500
Homeward Bound	Transportation	\$25,000
Homeless Coordinating Committee		\$150,000
Downtown Streets Team	Work-Experience Program	\$340,000
Community Action Board of SC County	Rental Assistance Program	\$30,000
Total Direct Expenses		\$1,202,000
Average Annual Total Expenses		\$17,522,000

REVENUE RESOURCES: The City funds most homelessness response and programming through several revenue sources. Most current in kind and direct service expenses are paid through the City's General and Enterprise Funds. The following additional funding sources are currently available to the City.

Community Development Block Grant (CDBG): The CDBG an annual grant through Housing and Urban Development (HUD), is a program that provides communities with resources to address a wide range of community development needs. The grant averages about \$500,000 annually with \$300,000 of the funding allocated to community organization through a request for proposal process. The Santa Cruz City Council decides how these funds will be distributed each year.

FY 2019-2020: Roughly \$100,000 of the grant is allocated to homelessness-related services.

Future FYs: The decision on how these funds are allocated is up to the Santa Cruz City Council and is therefore a potential source of revenue for additional homelessness-related programming.

Homeless Housing, Assistance and Prevention (HHAP): This California state block grant provides local jurisdictions with funds to support the expansion or development for local capacity to address homelessness.

FY 2019-2020: In 2019 this state funding source was called Homeless Emergency Aid Program (HEAP). HEAP funds were allocated to the City totaling \$1,564,677 (\$1,400,000 for land purchase to locate an emergency/navigation center, \$64,677 for River Street Camp infrastructure, and \$100,000 for hygiene related expenses incurred by the City at the unsanctioned Gateway encampment).

FY 2020-2021: Of the \$650 million HHAP one-time block grant, approximately \$6.5 million is expected to be allocated to the Santa Cruz County Continuum of Care. The allocation/distribution of these funds will be determined by the Santa Cruz County Homeless Action Partnership (HAP).

AB 411: This bill, which is currently awaiting passage at the state level, will avail an estimated \$16 million in bond proceeds already secured by the City to be allocated to housing and homeless-related issues, specifically affordable housing and homeless facility development projects.

HUD Notice of Funding Availability (NOFA): In 2019 HUD made available approximately \$2.3 billion in funding to provide resources to nonprofits, states and local governments to “quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.” Of the federal funds allocated, \$3,300,000 were received by Santa Cruz County. The City of Santa Cruz has not applied for these funds in the past, but would be eligible to do so.

Grants and Alternative Funding Sources: Although the City does not currently seek out additional grant funding, there are existing sources that could be pursued from other governmental programs to the non-profit sector. Additional research is needed to determine what types of funding sources support municipal programs.

Submitted by:

Megan Bunch, Principal Management Analyst

ATTACHMENT 9: CACH RECOMMENDATION CARRIED BY CITY COUNCIL

CACH Recommendations Carried by City Council Motions

Dec. 10, 2019 City Council Meeting
Motion carried to direct staff to bring back to Council the following CACH recommendations for action:
<ul style="list-style-type: none"> • The City continue to help fund the 1220 River Street shelter program by supporting the County to write a new contract with the Salvation Army to continue services at a new location.
<ul style="list-style-type: none"> • The creation of additional managed low-barrier, ADA accessible emergency shelter program(s) to be opened this winter, either in the City limits or with a shuttle service from the City to the shelter if outside City limits., and include ongoing feedback with regular meetings between the management and the community,
<ul style="list-style-type: none"> • Expand CACH by one individual member, with CACH determining the nomination criteria, with the selection of the member determined by Council,
<ul style="list-style-type: none"> • To report back with proposed location, conducting necessary outreach on two additional ADA portable toilets with hand washing stations that are in a covered and well-lighted area, will be distributed throughout the downtown, and will be open 24/7.
<ul style="list-style-type: none"> • Direct the CACH to provide their input regarding the camping ordinance on or before the second Council meeting in February.
<ul style="list-style-type: none"> • Direct CACH to review the intended membership list, and work with City staff to review the existing applicant base and potentially also do targeted outreach to fill some of the open seats that were in the original intent for the committee.
Feb. 25, 2020 City Council Meetings
Motion carried to accept the second status report of the CACH with appreciation for the hard work of the group's members.
Motion carried to direct the City Manager to prepare an administrative budget adjustment, if necessary, in an amount not to exceed \$12,500, to support Council-adopted policy including increased access to health and hygiene facilities inclusive of the following CACH mid-term policy recommendations:
<ul style="list-style-type: none"> • That the City Council implement a pilot, three-month, staffed shower/laundry program with case management (not to exceed \$10,000).
<ul style="list-style-type: none"> • That the City Council fund laundry/towel services through the Association of Faith Communities (AFC) to support the pilot staffed shower/laundry program (not to exceed \$2,500).
<ul style="list-style-type: none"> • That the City Council monitor, and make public, the use rates, effectiveness and impacts of new hygiene services on immediate surroundings to inform long-term facility solutions.
<ul style="list-style-type: none"> • Provide clarity to City staff, minimize the negative consequences of discarding survival belongings and minimize the community impacts of unattended personal property.

Motion carried to direct the City Manager to draft new comprehensive “Personal Property Management” guidelines with analysis of best practices, resource considerations and implementation considerations to return for Council discussion and possible action no later than May 2020.
Motion carried to adopt the following CACH mid-term policy recommendation:
<ul style="list-style-type: none"> That the City Council support shelter and safe sleeping models that include organization/staffing to supervise the site and take responsibility for addressing issues that arise but also include substantive management, operational, and governance roles for participants.
Motion carried to direct the City Attorney to return to Council no later than the second meeting in March with a first reading of an ordinance amending Chapter 6.36 - Camping to include:
<ol style="list-style-type: none"> Prohibition of overnight and daytime encampments in sensitive and at-risk areas of the City, with direction that prior to moving and/or citing people sleeping in restricted locations, information should be provided about legal indoor shelter locations such as the Armory, Salvation Army, or a facility within the County. At-risk areas should include, but are not limited to, those where: <ul style="list-style-type: none"> Encampment is in a public right of way (road) and/or is blocking pedestrian traffic. Encampment is blocking or impeding City staff (and/or agents of the City) access to City infrastructure. Encampment is on private property without the owner’s permission. Encampment is in an area/configuration that constitutes a danger to occupants. An imminent fire risk has been determined by the Fire Chief and a fire risk operational plan has been initiated by the Fire Department. Encampment is within the boundaries of the Water Director’s safe drinking water/watershed habitat map. Encampment is within the boundaries of the Parks and Recreation Director’s environmentally sensitive habitat map. Encampment has already been closed due to Urgent Criteria or Scoring of High Priority with Assessment Tool. Prohibition of high density unpermitted encampments within the City, based on number of occupants and/or square footage. Increase to five (5) the number of overnight vehicles permitted in City-authorized safe-parking programs located on faith- based, commercial, and approved governmental lots, in accordance with conditions approved by Council. By City Council resolution, number of overnight safe-parking vehicles in approved governmental lots may exceed five.
Motion carried to direct the CACH to conduct up to three additional meetings to prepare their final report in order to sunset. The focus of the CACH during these final meetings should continue to be focused on policy considerations around safe sleeping siting and program models that can be embedded in the Santa Cruz County Focus Strategies Plan, are regionally focused, and leverage all available county and state funding

opportunities on the horizon. A Community Listening Forum should be included.
Motion carried to direct the members of the 2X2 City-County working group to agendaize an item related to safe sleeping siting and program models at their next meeting, for a recommendation on the appropriate body to lead the siting, oversight, programmatic analysis, and public outreach.

ATTACHMENT 10: SANTA CRUZ COUNTY HEAP AND CESH AWARDS

Santa Cruz County HEAP and CESH Awards 2019

Santa Cruz County, its Cities, and its community continue to grapple with a very substantial homelessness challenge. They are not alone in confronting rising homelessness. Counties and Cities across California have reported increased homelessness numbers, and homelessness has become more visible in many locations. Statewide, homelessness has increased by 9% since 2010, while nationally it has decreased by 13% during the same period.¹

In 2018, the State of California approved unprecedented funding in response to this growing crisis of homelessness in California. Among other funding sources, the State enacted the one-time \$500 million Homeless Emergency Aid Program (HEAP) and the ongoing California Emergency Solutions and Housing (CESH) program. Both of these new programs were in the form of block grants awarded on the basis of formula to the local Continuum of Care (CoC). The Watsonville/Santa Cruz City & County CoC's share of HEAP funds was \$9,674,883.45, while its share of the first round of CESH funds was \$889,424.

Community Engagement Process

In preparing to make the best possible use of these funds, the County, Cities, and our local CoC Homeless Action Partnership (HAP), carried out a highly comprehensive, countywide, collaborative process in order to identify priorities and estimated budget amounts for HEAP and CESH eligible activities. This was a very extensive process that included representatives of homeless service providers, homeless youth programs, law enforcement, behavioral health, County and City officials, and adults and youth experiencing homelessness, among many other stakeholder groups. Key steps in the community engagement process were:

1. HAP Meeting: Briefings and Conversation on HEAP & CESH – 6/27/18, 8/15/18, 10/12/18, 10/17/18, & 12/19/18
2. Youth Homelessness Demonstration Program (YHDP): Prioritizing for HEAP Youth Set Aside – 7/17/18, 8/14/18, 9/4/18, 9/25/18, 10/16/18, & 11/20/18
3. HAP Priorities Refresh Process – Survey (96 responses) & 9/21/18 Priorities Workshop (60+ attendees)
4. CESH Countywide Stakeholder Input Meeting- 10/9/18 (30 attendees)
5. HEAP Jurisdictional Stakeholder Input Meetings –11/27/17 County (35 attendees), 11/28/18 Watsonville (20 attendees), & 12/3/18 Santa Cruz (39 attendees)
6. Elected Officials Meetings – ongoing briefings by staff of County and City elected officials
7. Final Approval of CESH Recommendations: 10/12/18 HAP Governing Board/Executive Committee
8. Final Approval of HEAP Recommendations: 12/10/18 HAP Governing Board/Executive Committee.

¹ 2019-20 California State Governor's Budget.

9. Final Approval of HEAP/CESH Request for Proposals document: 1/15/19 HAP Governing Board/Executive Committee.

Project Selection Process

Request for Proposals-

On 1/15/19 the HAP Governing Board and Executive Committee approved a project selection process that centered on a Request for Proposals (RFP) designed to surface the best possible proposals to meet the jurisdictional and community priorities identified through community engagement. Key steps in the project selection process included the following:

- Released the RFP on January 18, 2019 and broadly publicized it through a press release, list serve messages, web postings, and meeting presentations.
- Provides an Applicant Technical Assistance Session on January 25, 2019.
- Composed a diverse set of 25 reviewers representative of the major geographic areas in the county and with expertise across all priorities areas.
- Divided the group of RFP responses into five subpanels for project types as follows: Services, Prevention & Housing, Emergency Sheltering, Youth Set-Aside, and Capital Feasibility Review.
- Assigned the reviewers to subpanels and required that they sign a conflict of interest statement and recuse themselves where appropriate.
- Assigned the reviewers to do an initial review of projects using a rating tool according to RFP criteria.
- Convened the 5 subpanels during the week of March 4, 2019 to discuss the proposals and reach subpanel consensus on project and funding recommendations in their project areas.
- Convened a cross panel composed of subpanel members and HEAP/CESH planning team members on March 13, 2019 to ensure consistency and alignment across the subpanel recommendations, and develop a cohesive set of recommendations for consideration by the HAP Governing Board and Executive Committee.
- Convened the HAP Governing Board and Executive Committee as the decision body on March 15, 2019 in order to review subpanel and cross panel recommendations and to make final project selection and funding decisions.

Letters of Interest and Emergency Allocation-

In January, the HAP Governing Board and Executive Committee found that there was an urgency to address immediate shelter, health, and safety needs of unsheltered homelessness persons, but that it would take until at least April 2019 to complete the RFP award process. Therefore, the HAP Governing Board and Executive Committee reached consensus on an emergency allocation of HEAP funds totaling \$1,005,000 for emergency shelter and public health and safety hygiene services through June 30, 2019, and \$100,000 for a community

engagement process. The purpose of the emergency allocation for sheltering and hygiene was to protect life, health and safety and to immediately alleviate human suffering that should not be prolonged until the conclusion of the HEAP and CESH RFP process. Thus, the following key steps were taken:

- Released an expedited Request for Letters of Interest (LOI) in early February 2019 totaling \$605,000 for emergency sheltering options for unsheltered homeless individuals.
- Convened a subpanel composed of HEAP/CESH planning team members and knowledgeable stakeholders February 13, 2019 to review the LOIs and develop initial project and funding recommendations.
- Convened the HAP Governing Board and Executive Committee as the decision body on February 22, 2019 in order to review LOIs and subpanel recommendations and to make final project selection and funding decisions.
- Released an LOI on March 6, 2019 totaling \$100,000 for community engagement and public communications services (the deadline for applications is March 22, 2019).
- Allocated the remainder of the emergency allocation to immediate public health and safety hygiene and urgent sheltering needs.

Award Decisions

As a result of the robust community engagement and project selection process, we are very pleased to announce the following award decisions:

HEAP & CESH RFP Award Decisions

Applicant/Project	Activities Funded	HEAP Amount	CESH Amount	Total
City of Santa Cruz Land Purchase	Land Purchase for: Emergency Shelter, Hygiene, Day Services	\$1,400,000	\$0	\$1,400,000
*Reservation of Funds for North County Navigation Center/Year Round Shelter Operations	Navigation Center Year-Round Emergency Shelter Day Services Hygiene Services	\$1,030,294	\$177,888	\$1,208,182
Salvation Army South County Navigation Center	Shelter Case management Housing navigation Hygiene services Basic needs services Rental assistance	\$822,112	\$177,888	\$1,000,000
Encompass CS YHDP Youth Resource Center	Youth/ young adult day center services Respite beds	\$787,003	\$0	\$787,003

	Case management			
Abode Services Rapid Rehousing Program	Rapid rehousing Financial assistance Housing navigation	\$382,383	\$217,617	\$600,000
Homeless Services Center Paul Lee Loft Shelter Operations	Shelter Case management Hygiene services	\$555,000	\$0	\$555,000
Community Action Board Watsonville Works!	Case management Transitional work experience	\$459,182	\$0	\$459,182
Community Action Board Rental Assistance Program	Prevention Case management Rental assistance	\$381,985	\$69,833	\$451,818
Community Action Board YHRT	Youth and young adult: Case management Housing navigation Employment & education referrals Benefits referrals Emergency vouchers	\$422,835	\$0	\$422,835
Association of Faith Communities Faith Community Shelter	Shelter Case management Hygiene services	\$402,692	\$0	\$402,692
Monarch Services DV Emergency Shelter Capital Improvements	Capital improvements Domestic violence shelter Motel vouchers	\$350,000	\$0	\$350,000
Santa Cruz County Housing Authority Landlord Incentives & Move In Costs	Financial assistance Landlord bonuses Unit repair fund	\$251,700	\$68,315	\$320,015
Community Bridges Mountain Community Resources	Case management Hygiene services Basic needs services	\$240,478	\$0	\$240,478
Association of Faith Communities SafeSpaces Parking	Parking Hygiene services Volunteer meals	\$237,950	\$0	\$237,950
Cabrillo College Emergency Housing Services Program	Rental assistance	\$137,724	\$0	\$137,724
MHCAN Shower	Showers	\$110,994	\$0	\$110,994

Room				
Congregational Church, Soquel MCHC Shower the People	Portable showers Hygiene services	\$61,270	\$0	\$61,270
Bill Wilson Center Shared Housing for Youth	Youth/young adults: Shared housing Case management Financial assistance Host incentives	\$58,300	\$0	\$58,300
Santa Cruz County CoC Lead Planning	CoC planning/coordination	\$0	\$44,471	\$44,471
Community Technology Alliance Santa Cruz County HMIS	HMIS services	\$0	\$44,471	\$44,471
Santa Cruz County HSD Smart Path to Housing and Health	Coordinated entry services	\$0	\$44,471	\$44,471
Wings Homeless Advocacy Vital Identification Records	Birth certificates and other ID services	\$38,700	\$0	\$38,700

* The HAP Governing Board and Executive Committee decided to set aside funds for a North County Navigation Center, but would like further information and coordination before selecting a particular project. Thus, North County Navigation Center applicants will be invited to re-submit a proposal pursuant to specific guidance from the HAP and jurisdictional partners.

HEAP LOI and Emergency Allocation Award Decisions

Applicant/Project	Activities Funded	HEAP Amount	CESH Amount	Total
<i>Emergency Sheltering LOI</i>				
Association of Faith Communities SafeSpaces Parking	Parking Hygiene services Volunteer meals etc.	\$45,000	\$0	\$45,000
Homeless Services Center Paul Lee Loft and Hygiene Bay	Shelter Case management Hygiene services	\$120,000	\$0	\$120,000
Salvation Army Santa Cruz Emergency Shelter	Shelter Case management Hygiene services Basic needs services	\$195,000	\$0	\$195,000
Salvation Army	Shelter	\$110,000	\$0	\$110,000

Watsonville Emergency Shelter	Case management Hygiene services Basic needs services			
<i>Emergency Allocations - immediate public health & safety hygiene and urgent sheltering needs</i>				
City of Santa Cruz - River Street		\$64,677	\$0	\$64,677
City of Santa Cruz Hygiene at Gateway Plaza		\$100,000	\$0	\$100,000
Homeless Services Center Hygiene Bay		\$18,000	\$0	\$18,000
Salvation Army - River Street Camp		\$206,323	\$0	\$206,323

Please note that the HAP has released, but has not yet reached decisions on the \$100,000 LOI for immediate community engagement and public communications services. Finally, per State HEAP and CESH regulations 5% of the total HEAP and CESH allocations have been retained for central local planning and administration of the HEAP and CESH programs.

Summary of RFP Applications and Awards

RFP Applicant Profile-

The response to the RFP was very robust with 35 proposals from 25 agencies requesting approximately \$30 million in total. Here are some highlights:

- The amounts requested varied widely; the smallest request was for \$12,000 and the largest \$6,135,343.
- Most agencies submitted one or two proposals, but three agencies submitted three proposals each.
- Regarding HEAP only, approximately \$13.2 million was requested for Services, \$3.2 million for Rental Assistance, \$9.8 million for Capital Improvements, and \$4.85 million for the Youth Set-Aside.
- Regarding categories of proposals, 15 were for emergency interventions, eight were for housing-focused projects, nine were for non-emergency supportive services, and three were for systems investment projects (e.g., HMIS or CES).
- Altogether, the projects proposed serving almost 10,000 people and permanently housing more than 1,000.
- The projects were well-spread geographically with 13 proposing services countywide, 13 in the City of Santa Cruz, six in the City of Watsonville, one in the San Lorenzo Valley, one in Aptos, and one in Soquel.
- Regarding homeless populations, 14 projects proposed serving both individuals and families, 11 youth and young adults, 10 individuals only, and zero families only.

RFP Award Profile-

In total, 22 RFP projects within 18 agencies were conditional awarded funding. Here are some highlights:

- 63% of proposals were awarded funds, although many received less than they requested due to insufficient funding to cover all needs.
- Almost 75% of applicants had at least one proposal funded.
- The amounts awarded varied widely; the smallest award was for \$38,700 and the largest \$1,400,000.
- Regarding categories of awarded proposals, 10 were for emergency interventions, four were for housing-focused projects, two were for non-emergency supportive services, three were for youth projects, and three were for systems investment projects.
- The awarded projects were well-spread geographically with 10 to provide services countywide, five in the City of Santa Cruz, four in the City of Watsonville, one in the San Lorenzo Valley, one in Aptos, one in Soquel, and one in mid-county.
- Regarding homeless populations, 11 awarded projects are for individuals and families, seven are for individuals only, and four are for youth and young adults.

Next Steps – Applicant Notification Letters and County Contracts

The HEAP/CESH project team will shortly provide notification letters to each applicant. As noted in the RFP, the awards are conditional upon final negotiation of the scope of work and the applicant's ability and willingness to execute and conform to a County contract. Some of the awards are for less than the amount requested, so the applicant will need to revise the budget, scope of work, and performance outcomes accordingly. In a few cases, the HAP Governing Board and Executive Committee decided to fund particular activities within a proposal, but not other activities. A description of any conditions and the next steps toward completing a County contract will be provided in the letter.

Also, as a reminder awardees must meet the following requirements:

- Contribute client-level and program-level data to the Santa Cruz County HMIS.
- Participate in the Santa Cruz Smart Path Coordinated Entry System for the purpose of prioritizing and matching clients to appropriate housing and service programs.
- Adhere to the Housing First principles as defined in State program regulations.
- Must comply with all requirements of the State HEAP and/or CESH program.

Finally, the HEAP/CESH project team members look forward to continued collaboration with all stakeholders to make the HEAP and CESH programs a success.

Thank you very much for your efforts and commitment to ending homelessness in Santa Cruz County. Question may be directed to Rayne Marr at rayne.marr@santacruzcounty.us or HAP Consultant Tony Gardner at tonygardnerconsulting@yahoo.com.

ATTACHMENT 11: NEWSOM EXECUTIVE ORDERS JAN. 16, 2020

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-23-20

WHEREAS California faces a severe housing crisis that has made housing unaffordable for too many Californians and, in turn, exacerbated the problem of homelessness; and

WHEREAS homelessness in California is not confined to urban corridors but is present in urban, suburban, and tribal and rural communities throughout the state; and

WHEREAS data released recently by the U.S. Department of Housing and Urban Development based on the 2019 Point-in-Time Count indicated that there were 151,278 individuals who were homeless in California, over 108,000 of whom were unsheltered, and that the homeless population has been steadily increasing; and

WHEREAS Californians driven into homelessness often develop significant health issues over time and, often experience significant morbidity and die sooner; and

WHEREAS it is estimated that a substantial proportion of individuals who are homeless experience chronic physical and mental health disorders, yet are not receiving regular and consistent medical or psychiatric care; and

WHEREAS California's homelessness crisis has put considerable stress on many public services including transportation, libraries, schools, health services and public safety, as well as created public health challenges; and

WHEREAS California's homelessness crisis has impacted certain business sectors throughout the state and is a top concern to many residents, businesses, communities, tribal governments, cities, and counties across the state; and

WHEREAS unauthorized encampments of people who are homeless are increasing in many areas of the state within the public right of way and near or on private or tribal property, resulting in traffic and fire hazards, crime, risk of injury and death, and other conditions detrimental to public health and safety, both for people who are homeless and people who are not; and

WHEREAS since 2018, almost 200 counties and cities have declared a shelter crisis, pursuant to Government Code section 8698 et seq.; and

WHEREAS over the past two years, the state has substantially increased its efforts to address street homelessness by providing more than \$2.7 billion in new funding, significantly increasing its support for safety net services, eliminating barriers to getting navigation centers and temporary housing built to allow homeless adults to receive services and stability in

order to find longer-term housing, enacting the most aggressive rent-gouging protections, launching a 100-Day Challenge Initiative to bring counties and cities together to more urgently address homelessness in their communities, and expediting funding allocations to local governments, including allocations to counties to reduce the number of families in the child welfare services system experiencing homelessness; and

WHEREAS solutions to homelessness require additional innovation, cooperation and urgency within the public sector, and among the public and private and tribal sectors; and

WHEREAS because reducing the population of homeless individuals in California is a matter of critical statewide importance, the state can and needs to do more to help local communities act with urgency to address street homelessness and the society-wide problems associated with the homelessness crisis.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this Order to reduce street homelessness, break down barriers to homeless individuals accessing health care and other critical services, and to increase housing options for those experiencing homelessness. This Order shall become effective immediately.

IT IS HEREBY ORDERED THAT:

1. All state agencies specifically referenced in this Order shall develop by no later than February 28, 2020 accountability metrics for state agencies and for local partners to assess the use of the state resources referenced in the following paragraphs and their impact on reducing street homelessness, breaking down barriers to homeless individuals accessing health care and other critical services, and increasing housing options for those experiencing homelessness. The metrics shall be published online and regularly updated. In carrying out this Order, state agencies shall consider the extent to which local partners regularly and publicly report data based on the local metrics.
2. The Department of Finance, pursuant to its authority under Government Code sections 11005, 11005.1, and 13306, shall immediately establish the California Access to Housing and Services Fund within the Department of Social Services, to receive future state appropriations, as well as donations from philanthropy and the private sector, and to provide much needed dollars for additional affordable housing units, providing rental and operating subsidies, and stabilizing board and care homes;
3. To rapidly increase housing options for those experiencing homelessness, the following actions shall occur by no later than January 31, 2020:

- a. The Department of General Services shall identify all properties from the digitized inventory of excess state land created by EO N-06-19 that can be used by local partners, including tribal governments, counties, cities, or non-profit agencies, on a short-term emergency basis to provide shelter for individuals who are homeless, so long as such usage will not delay affordable housing development on those properties.
 - b. The Department of General Services shall conduct an initial assessment of all state facilities to identify facilities that can be used by local partners on a short-term emergency basis to provide shelter for individuals who are homeless and in need of health and social services.
 - c. The Department of Transportation (Caltrans) shall develop and share a model lease template to allow counties and cities to use Caltrans property adjacent to highways or state roads in those jurisdictions on a short-term emergency basis to provide shelter for individuals who are homeless, building on recent partnerships with the cities of Los Angeles, San Jose, and San Francisco, and consistent with Streets & Highways Code section 104.30. Priority for future partnerships to make state land available to counties and cities for short-term emergency housing shall be given to jurisdictions where a shelter crisis declared pursuant to Government Code section 8698 et seq. is in effect.
 - d. The Office of Statewide Health Planning and Development shall work with local jurisdictions, tribal communities, and private entities to conduct an initial assessment of the appropriateness and availability of vacant and decommissioned hospitals and health care facilities for use by local partners on a short-term emergency basis to provide shelter for individuals who are homeless.
 - e. The Department of Food and Agriculture, in consultation with the Department of General Services, the Department of Housing and Community Development, the Department of Social Services, and the Office of Emergency Services, shall conduct an initial assessment of fairgrounds in or near jurisdictions where a shelter crisis is currently in effect, and, for those fairgrounds, determine the population capacity and space that would currently be available to local partners on a short-term emergency basis to provide shelter for individuals who are homeless.
4. The Department of General Services shall supply 100 travel trailers from the state fleet, and the Emergency Medical Services Authority shall supply complementary modular tent structures, to provide temporary emergency housing and the delivery of health and social services in communities across the state. The Department of General Services and the Emergency Medical Services Authority shall supply trailers and tents immediately and

end by September 30, 2020, unless the secretaries of the Government Operations Agency and the Health and Human Services Agency both concur on a case-by-case basis that the specific circumstances warrant the continued use of the trailers or tent structures. These trailers and tent structures shall only be used where the following criteria have been satisfied:

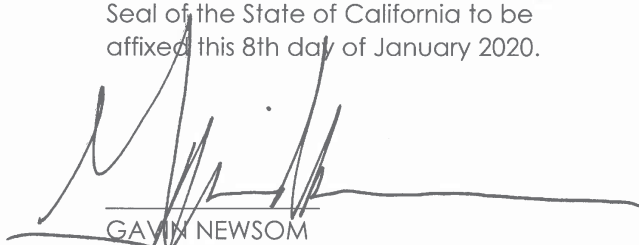
- a. A shelter crisis declared pursuant to Government Code section 8698 et seq. or its equivalent under the applicable laws governing the jurisdiction of a federally recognized tribe in California is in effect.
 - b. Local partners, including counties, cities, and non-profit agencies, have the capacity and resources to deploy, operate, secure, and maintain the trailers or tent structures.
 - c. Local partners make appropriate health, social, housing, and other appropriate services available to support the needs of individuals temporarily housed in the trailers or tent structures and transition them into permanent, safe and stable housing.
 - d. Local partners agree to regularly and publicly report data based on the accountability metrics referenced in paragraph 1.
5. To further assist local jurisdictions in addressing street homelessness, there shall be a multi-agency state strike team comprised of the Business, Consumer Services, and Housing Agency; the Government Operations Agency; the Health and Human Services Agency; the Labor and Workforce Development Agency; and the Transportation Agency. The strike team shall be coordinated by the Homeless Coordinating and Financing Council and provide technical assistance and targeted direct support to counties, cities, and public transit agencies seeking to bring individuals experiencing homelessness indoors and connect them with appropriate health, human, and social services and benefits.

FURTHERMORE, all counties, cities, public transit agencies, special districts, school districts, tribal governments, and non-governmental actors, including businesses, faith-based organizations, and other non-profit agencies, are requested to examine their own ability to provide shelter and house homeless individuals on a short-term emergency basis and coordinate with local authorities to provide shelter and house individuals.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that widespread publicity and notice shall be given to this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its departments, agencies, or other entities, its officers or employees, or any other person.

IN WITNESS WHEREOF I have hereunto
set my hand and caused the Great
Seal of the State of California to be
affixed this 8th day of January 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-06-19

WHEREAS California is experiencing an acute affordable housing crisis that stifles economic growth, contributes to the homelessness epidemic, consumes an ever-growing share of the paychecks of working families, and holds millions of households back from realizing the California Dream; and

WHEREAS nearly 50 percent of California's households cannot afford the cost of housing in their local market; and

WHEREAS for decades, California has failed to build enough homes for its growing population at all income levels, ranking 49th in the country in housing production per capita in 2016; and

WHEREAS restrictive zoning and land-use policies at the local level are a major cause of the shortfall between California's housing needs and the available supply of housing; and

WHEREAS when communities do not build their fair share of housing, the surrounding region must absorb new residents who, as a consequence of a lack of access to affordable housing, suffer from higher rents and longer commutes; and

WHEREAS the high cost of land also significantly limits the development of affordable housing in areas with the greatest demand for new housing; and

WHEREAS state agencies own thousands of parcels of land throughout the state, some of which exceed those agencies' foreseeable needs; and

WHEREAS excess state land is often located in or near urban areas where the need for new housing is acute; and

WHEREAS the lack of affordable housing across California is a matter of vital statewide importance; and

WHEREAS expanding housing opportunities and solving the affordable housing crisis will require a new level of innovation and cooperation between the public and private sectors; and

WHEREAS fostering housing innovation will catalyze new construction industries and spur job growth in the state; and

WHEREAS local zoning ordinances do not govern the use of state property, and the State possesses legal authority to enter into low-cost, long-term leasing agreements with housing developers and accelerate housing development on state-owned land as a public use.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. The Department of General Services shall create a digitized inventory of all state-owned parcels that are in excess of state agencies' foreseeable needs by, among other things, conducting a comprehensive survey of all state-owned land. This inventory shall be completed by no later than April 30, 2019. To meet this deadline, all agencies under my direct executive authority shall support this effort by responding to all inquiries made by the Department of General Services.
2. The Department of General Services, the Department of Housing and Community Development, and the Housing Finance Agency shall collaborate to develop two new screening tools for prioritizing affordable housing development on excess state land. The tools shall be designed to identify and evaluate parcels of excess state land:
 - a. Where housing development is most likely to be economically feasible, accounting for, among other factors, a parcel's size, shape, grading, adjacencies, potential for consolidation, lack of site constraints, and proximity to job centers, education, high-frequency public transportation networks, utilities, and other services and amenities; and
 - b. Where underproduction is impacting housing affordability, accounting for, among other factors, availability of affordable housing in the job and commute sheds, the gap between supply and demand, and the rate of increase in rent.

Both tools shall be developed by no later than March 29, 2019.

3. The Department of General Services, in consultation with the Department of Housing and Community Development, shall apply the new screening tools to the State's inventory of excess state real property. The Department of General Services shall generate a comprehensive map of excess state real estate parcels where development of affordable housing (a) is feasible and (b) will help address regional underproduction. The map shall overlay a graphical representation (i.e., a heat map) of where affordable housing development is most feasible and impactful. By April 30, 2019, the Department shall provide an interim progress report.
4. Where appropriate, state agencies shall consider exchanging excess state land with local governments for other parcels for purposes of affordable housing development and preservation. Parcels shall be exchanged with the goal of maximizing regional capacity to build and preserve affordable housing units.
5. The Department of General Services, in consultation with the Department of Housing and Community Development, shall issue Requests for Proposals on individual parcels and accept proposals from developers of affordable housing interested in entering into low-cost, long-term ground leases of parcels on the priority map.

- a. Requests for Proposals shall address, among other considerations: the number of housing units to be built and preserved; maximization of land resources and level of affordability; feasibility of breaking ground within two years of entering the lease and completing units within three years; the individual cost per unit of construction; the use of renewable construction materials, such as cross-laminated timber; and the developer's demonstrated capacity to complete affordable housing projects.
 - b. Selection of projects shall catalyze and incubate innovative models for construction (such as modular or prefabrication), financing, and workforce development.
 - c. Bidding requirements shall include commitments to pay prevailing wages as required under the law.
6. The Department of General Services, in consultation with the Department of Housing and Community Development, shall begin to implement the above selection process no later than September 30, 2019.
 7. The Department of General Services, the Department of Housing and Community Development, and other state agencies and departments shall use all existing legal and financial authority to expedite and prioritize these developments, including by giving them preference in the award of state funding, pursuant to my further direction. Agencies not under my direct executive authority are requested to do the same.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that widespread publicity and notice shall be given to this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its departments, agencies, or other entities, its officers or employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 15th day of January 2019.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

ATTACHMENT 12: SANTA CRUZ COVID-19 HOMELESSNESS TASK FORCE



COUNTY OF SANTA CRUZ

701 OCEAN STREET, SANTA CRUZ, CA 95060-4073

(831) 454-2000 WWW.SANTACRUZCOUNTY.US

CARLOS J. PALACIOS, COUNTY ADMINISTRATIVE OFFICER

PRESS RELEASE

Date: April 1, 2020
Contact: Jason Hoppin
831-454-3401

COVID-19 HOMELESSNESS TASK FORCE ESTABLISHED

Priority tasks include protecting health and supplementing services

The County of Santa Cruz and partner cities have established a task force to oversee homeless services during the COVID-19 pandemic, focused on minimizing the spread of the disease by isolating sick and vulnerable individuals and supplementing existing services impacted by the outbreak.

Led by the Santa Cruz County Department of Human Services, the task force consists of staff from the County and cities of Santa Cruz and Watsonville, as well as community-based organizations' experts brought in to help secure facilities to shelter both sick and well individuals experiencing homelessness, as well as a range of services needed to support the operation of those facilities.

"We now have more than a dozen staff working together to address this very important community need," said Elissa Benson, Assistant County Administrative Officer for Santa Cruz County. "Care for people experiencing homelessness is a vital element of our overall plan to limit the spread of COVID-19 in the Santa Cruz County community."

"The City of Santa Cruz stands in partnership with the County and regional homeless service agencies to provide for the best possible support for our unsheltered community," said Susie O'Hara, Assistant to the City Manager for the City of Santa Cruz and task force member. "We have been working double time to meet all of the objectives set forth by the County and offer new sites for programming as those needs are identified."

"In our collective efforts to slow down the spread of this dangerous disease, it is especially important that we provide services to the most vulnerable in our community," said Matt Huffaker Watsonville City Manager. "This collaborative effort will ensure that homeless individuals will be connected with safe shelter and services to ensure their health and the health of the community at large."

ATTACHMENT 13: COMMITTEE MEMBER LETTERS TO CITY COUNCIL



COUNTY OF SANTA CRUZ

701 OCEAN STREET, SANTA CRUZ, CA 95060-4073

(831) 454-2000 WWW.SANTACRUZCOUNTY.US

CARLOS J. PALACIOS, COUNTY ADMINISTRATIVE OFFICER

The Human Services Departmental Operations Center is tasked with implementing and overseeing all facets of the local pandemic response within the homelessness community. It has already reached a lease agreement on a private hotel/motel facility, and is ready to scale up with additional lease agreements if and when the need arises. For medical reasons, the County is not pursuing hotel vouchers to house symptomatic patients in publicly available hotel facilities.

Hotel/motel capacity will be prioritized to house COVID-19-positive homeless patients who are recuperating, homeless individuals with significant COVID-19 exposure in need of quarantine, and medically vulnerable and elderly homeless individuals. These facilities are one pillar of the task force's four-pillar plan, which also includes expanded sheltering capacity, expanded hygiene infrastructure and direct outreach to homeless individuals.

The task force has requested 5,600 MREs (meals ready-to-eat) from the State for distribution to people experiencing homelessness. In addition, the City of Santa Cruz has completed steps to provide resources to people experiencing homelessness, including hiring a Homelessness Manager and coordinating temporary food distribution with Santa Cruz City Schools to provide 75 meals daily to local persons experiencing homelessness.

The County and partner cities, including Santa Cruz and Watsonville, are nearing completion of a plan to expand overall sheltering capacity to replace capacity diminished by the Santa Cruz County Health Officer's Shelter in Place order, which limits the number of beds available in existing shelters due to distancing requirements. An announcement on the locations and operations of those sites is expected within days.

The City of Santa Cruz has also worked with the Salvation Army and hired Downtown Streets Team members to bring on additional site monitors to facilitate ongoing safe and client-focused operations at the Armory. Resources at the Housing Matters campus on Coral Street are being reconfigured to accommodate more shelter capacity and resource centers for increased health assessments, and County outreach workers, including Homeless Persons Health Project Staff, have received training on symptoms and care of individuals with COVID-19.

In partnership with Santa Cruz City Schools (SCCS) and facilitated by the County, Santa Cruz City staff will begin distributing bagged meals to persons experiencing homelessness this week. Meals will be distributed across local homeless services and into encampments to ensure those who typically receive food in congregate settings are meeting social distancing protocols.

ATTACHMENT 13: COMMITTEE MEMBER LETTERS TO CITY COUNCIL

Rafa Sonnenfeld
CACH Member
Safe Sleeping Subcommittee Member
July 29, 2020

Final CACH Report Addendum

I am writing this letter for the purpose of highlighting some of the work and recommendations that I and the CACH Safe Sleep Subcommittee worked on that we unfortunately were not afforded an opportunity to present to the full body of the CACH for inclusion in the final report. When the pandemic required the full attention of city staff, that also meant the work that was being done by the CACH was cut short as well. The Safe Sleep Subcommittee was in the midst of working with staff to develop a “menu” of options for the City Council to consider for various safe sleep programs the city could implement. In addition, this letter will highlight some important recommendations that were already made by the full CACH, and presented to the City Council but to date have not been addressed outside of the context of the COVID-19 response or with a meaningful long-term commitment.

Over the course of a number of public meetings, listening intently to public comments, and receiving correspondence from the public about various potential types of programs for people experiencing homelessness to be afforded a legal place to sleep, it was clear that amongst the housed community, there is a preference for options that are for 24 hours indoor shelters, and tiny home villages. Many people experiencing homelessness stated a preference for the autonomy of being allowed to camp outdoors independently or in a self-managed camp. In practice, it does not seem likely that the City of Santa Cruz will ever have adequate capacity in its shelter system to meet the needs of 100% of the people who sleep outside, and for this reason, I believe we need to continue to develop city policies such as a revised camping ordinance that does not generally criminalize the act of sleeping outside, and that designates places where people are allowed to camp, even though our community prefers indoor shelter. We must continue efforts to create additional capacity for managed indoor shelters such as navigation centers, tiny home villages, and temporary indoor shelters while continuing to refine our policing practices: moving to an outreach-first model of enforcement where social workers are the primary contact with the people sleeping outside, and designating lawful areas for people to sleep will result in better outcomes, is more cost effective, and will allow police officers to spend more time dealing with more serious threats to public health and safety instead of essentially continually herding people experiencing homelessness who sleep outside from one area of the city to another.

So in addition to creating a number of lawful outdoor safe-sleeping zones spread throughout the city and moving to an outreach-first model of enforcement for infractions such as trespassing on public

property, the Safe Sleeping Committee was poised to present a menu of options for more substantial shelter programs to be adopted by the CACH and presented to Council: a navigation center either in a permanent building or sprung structure; tiny home village(s); a program for subsidizing tiny home/ADU construction on private residential property such as what has been implemented in Portland, OR and Los Angeles; new shelter programs in publicly-owned (or leased) buildings such as the Civic Auditorium, or shelter programs for families with school-age children in school gymnasiums; a developer incentive program for temporarily utilizing vacant buildings set to be demolished as shelters such as the former Gateway School (similar to a program proposed in Portland, OR); and presenting a continuum of management costs for outdoor managed sleeping areas from overnight or daytime only programs with minimal oversight and services to fully staffed, 24 hour managed programs.

The CACH never did make specific recommendations about sites for outdoor safe-sleep programs; this was probably the most controversial topic we were asked to look at, and the most challenging. However, the Safe Sleeping Subcommittee was in the midst of developing a rubric for siting criteria that the city could use in selecting a site that we felt was an improvement over the criteria developed when the city was poised to choose between sites at the Wharf Corporation Yard, the north Depot Park parking lot, a city-owned space on High Street, Lot 17 behind Wheel Works, Jessie Street Marsh or San Lorenzo Park. That work was ultimately not completed, but we felt adapting the city's existing scoring systems used by the planning department to weigh the site criteria which we listed in our interim recommendations report would be crucial in producing a fair, balanced siting recommendation that followed objective criteria and reduced neighborhood political influence in the site selection.

Finally, I want to take this opportunity to remind the public about the recommendations and suggestions that have already been made by the CACH, but to date have not been addressed by the City Council. Specifically: Recommendation #1 (the outreach-first model of enforcement); Rec. #2 (developing safe sleeping sites—beyond the temporary nature of the COVID-19 relief funded programs); Rec. #3 (development of additional long term indoor shelter capacity); Recs #6,7, 8 & 25 regarding models of safe sleeping programs and site selection criteria; Recs #4, 5, 16,17,18,19, 20 & 26 regarding modifications to the camping ordinance that reflect the values of the Ninth Circuit Court's *Martin v Boise* ruling; and (what I consider the most important steps the city should take) Policy suggestions #23 and 24 recommending a Strategic Action Plan on homelessness with eleven specified elements, and a commitment to making increased shelter capacity and new safe sleeping site programs as well as a new outreach-first model of enforcement the city's highest homelessness related priorities (note: these were not technically CACH recommendations as the CACH didn't have enough time in the deliberative process to agree on precise language).



June 16, 2020

Dear City Council,

Having served on the CACH, and been specifically involved in the subcommittee for community engagement, I would like to share some thoughts.

I joined the CACH because I believe that one of the most innovative and productive things we can do as a community is gain a greater understanding of one another as community members, including people in the homeless community. For 27 years, I have taught a form of “deep listening” that invites people to listen past their pre-conceived thought systems and beliefs for the kernel of truth another may offer. From this kind of listening, I believe, more agreeable solutions for the entire community may emerge. My past work as director of the National Community Resiliency Project--funded by the Kellogg Foundation--showed incredibly positive outcomes from this approach to community issues, including decreased crime rates.

While the CACH conducted two great community intake sessions (you have the results of these), we were about to embark on a deeper “community listening” program before the Corona virus struck.

While I do not know when we will be able to gather together as a community again, it may be possible to conduct some of these sessions online. I am still willing to offer some *pro bono* time to do this, and am extending this offer to Police Chief Andy Mills as well—as a way to dialogue with police, activists, residents and people in the homeless community. I envision two parts to such sessions:

Part I would be a session *only on how to listen* and would include securing agreements from all parties to follow guidelines, and to actually listen at Part II.

Part II would be an amended/abbreviated form of Dynamic Facilitation (DF), the model used in Wisdom Councils, and/or Convergent Facilitation, both of which I have recently trained in. My recent training in DF was, as I saw it, a part of my work for the CACH.

Even just launching such a pilot dialogue program would be so helpful, in my mind.

Having attended many Council, and of course, CACH meetings, what I experienced was not a true dialogue, with listening, understanding and generating solutions together (based on all concerns and insights), but rather, two-minute presentations to Council (or CACH) with the threat of a timer buzzing, and incredible restraints on Council/CACH members on responding with their true and heartfelt thinking.

The CACH was more helpful in that--in a somewhat more relaxed atmosphere--people were able to share a bit more fully. But the nature of government committees, including: lack of space to bring up a *new* issue that might actually be relevant; lack of space to truly converse, debate and reflect; time constraints on setting and circulating an agenda, and the hierarchical nature of this process really clarified in my mind the weaknesses of current processes in terms of bringing all voices to the table in a way that helps everyone feel heard and understood.

I know there is a better way. We, as a CACH, voted for at least one Community Listening program, and also for the City Council to explore Wisdom Councils as an innovative model for moving forward on difficult subjects in the community. Indeed, it was a conversation I had with Chief Andy Mills about the need for such dialogue (even more so now!) that prompted me to apply for the CACH.

I am happy to speak with any of you about any of these ideas. Without committing initially, we might at least dialogue about *what form* of these ideas might make sense for Santa Cruz today. We face many grave challenges and, indeed, many challenges to come. If we can find a better way to communicate with one another, I believe we could create at least some healthy, positive paths forward.

Yours Truly,

Ami

Ami Chen Mills-Naim
ami@amichen.com
650-424-8984

The Work Must Continue

I believe that it is vitally important that any sort of body that is considering legislation or policy that affects people who are homeless needs to have some sort of vehicle for capturing the experiences, concerns and recommendations of those who live outdoors and of the people who deliver services to them.

It is the nature of homelessness in this country right now; that people who are homeless are people who have fallen through the cracks in our other systems. It is impossible for someone who is housed to imagine the realities of the lives of people who live outside without directly listening to their experiences... Without understanding precisely which cracks people fall through and how they fall through them, to extend the metaphor. I would also argue that it is impossible to write legislation and policy regarding people who are homeless without this understanding as well.

Therefore, I think it is vitally important for the city of Santa Cruz to continue to have some sort of body for capturing this institutional knowledge and wisdom, on an ongoing basis.

Another aspect of the Community Advisory Committee on Homelessness that must also continue is including housed citizens in the process I mention above. This serves two purposes; to get immediate feedback from people who are housed on the recommendations from people who aren't housed and the people who provide services to them, and to provide a venue for the greater community to undertake the cause of assisting those in need among us.

I do not believe that it is unrealistic for our community to find lasting solutions to the issue of homelessness here, that benefit us all. However, for that to happen we must continue the work that was undertaken by the Community Advisory Committee on Homelessness.

Cordially,



Evan Morrison
evanstruth@gmail.com
408-761-9930

Current positions:
Program Manager, Paul Lee Loft at Housing Matters
Executive Director, Santa Cruz Free Guide

On December 10, 2019 the Community Advisory Committee on Homelessness (CACH) presented immediate recommendations which included shelter, bathrooms, and community engagement. During the Q&A portion of the presentation there was discussion about the ability of committee members to remain engaged in the process. Specific concerns included not feeling heard and feeling alienated. I am writing this letter because I have heard the same sentiments from people on all sides of this issue: unhoused, housed, mothers who walked their kids to daycare past the Gateway Camp, business owners, land owners, CACH members who I work with on a weekly basis, and others.

The issues we discuss during CACH meetings have high stakes just as the issues debated at Council have high stakes. I can see how difficult it is for members of our community to remain engaged both in the public and private realms. Emotions run high. Sometimes decorum flies out the window. Then if we stand by our commitments, we return again and again to work with people who have opinions that differ from our own. In these conversations most of us are learning how to respectfully disagree with one another while building relationships. The work ahead of us is to continue to build these relationships, to continue to engage, and to disagree without alienating or disregarding each other.

You and I will not always see eye to eye on every issue, but I am committed to returning to you. Sometimes I may be a little afraid. Sometimes it may take me more time than you or I would like. However, it is my hope that our relationship grows because of our differences. We must continue to return to each other respectfully if we are to have a thriving democratic system of governance. We are more creative, resilient and effective when people of differing backgrounds come together to find solutions that address the concerns of our city.

Looking forward to working with you,

Candice Elliott

Co-Chair

Community Advisory Committee on Homelessness

Rosemary Balsley

From: Garrett <garrettphilipp@aol.com>
Sent: Thursday, August 06, 2020 8:14 PM
To: City Council
Subject: 8/11/20 Agenda Item #1 CACH Recommendations

8/11/20 Agenda Item #1 CACH Recommendations

Dear Council,

After reviewing the CACH recommendations, as always I see zero recognition or even a mention of the many most important factors involving homeless people in Santa Cruz.

#1 The population density of homeless in Santa Cruz is much higher than the state average, and higher than any city I know of. It is almost 2%, where the state is more like 0.35%.

This means THERE ARE WAY TOO MANY homeless in Santa Cruz and we are in danger of becoming a cesspool of government subsidy without a clue as to why that is. The CACH report does not attempt to find the reasons why, and solving a problem requires at least acknowledging there is one, and that problem is again WAY TOO MANY HOMELESS in Santa Cruz for a city of 65,000. Why? You really, really, really need to answer that question before committing one dime to fixing anything.

I suspect it is the militant homeless advocates, and a militant non-profit base that feeds off the homeless even as they support, attract and maintain them even as law and order look the other way. I am open to your explanation.

#2 Crime. The homeless population adds considerably to police action which is never mentioned by CACH.

#3 As far as I can tell most of these people have no life goals except to exist/squat as is, and are militant defenders of that. A sea change in their thinking is required.

I personally would like all the homeless RV's removed from around Garfield Park. They are blight. I see no real plan for that.

#4 I see no goal whatsoever to REDUCE the number of homeless in Santa Cruz, and have that metric be the metric we judge as success. I only see the cesspool of government dependence growing.

Sure, there is a small percentage of people who will never be able to take care of themselves and the Federal government has that responsibility in the welfare system.

I see only passing reference to the responsibility of funding homeless issues as a State and Federal matter, not a city matter.

It is not known whether the porta potty that was torched at Garfield Park was the work of homeless, but I can assure you the obscene graffiti inside every square inch of it probably was. This we don't need in our neighborhoods.

Thanks for reading if you got this far.

Sincerely, Garrett Philipp

Rosemary Balsley

From: Big Joe 77 <skeepinitreal@gmail.com>
Sent: Friday, August 07, 2020 2:23 PM
To: City Council
Subject: Public Correspondence: Item 34: Community Advisory Committee on Homelessness (CACH) Final Report to the City Council

Honorable mayor, Vice Mayor, and council,

Everytime the City attempts social services it fails. This is due in large part to the fact that it is the county and not the city who have a network to provide these services. They have all the funding, they have all the professional staff. The City has none of this.

Here is a an observation from a city funded homeless provider of your most recent failure: San Lorenzo Park "Benchlands"



Brent Adams

This is a managed camp following, what was truly a "not safe" space that had been adjacent to it. I know nearly all of those who've moved into this new space and they're all extremely happy with it. The former Benchlands camp was run by he lowest common denominator behaviors in which people's belongings were repeatedly stolen, and there was a high degree of open substance use disorder commerce, coercion and worse playing out on a daily basis. People now can sleep without the all-night screaming and fighting and have a safe tent space they can leave throughout the day without worry of theft.

Accept this CACH report, put it in a round file, and then stay out of the social service business forever. It is clear that you have no idea what you're doing, and generally just make matters worse.

Sincerely,

--

Big Joe 77

Keepin' it Real
Santa Cruz, CA





INFORMATION REPORT

COUNCIL MEETING

8/11, 2020

DATE: June 16, 2020

TO: City Manager

DEPARTMENT: Finance

SUBJECT: Portfolio Management Report – Pooled Cash and Investments as of May 31, 2020

APPROVED:

DATE: 06-22-20

Attached is the Portfolio Management Report for the City's internal investment pool as of May 31, 2020. We will continue to provide a separate expanded summary report of market conditions and current investment activity at the end of each quarter.

The report provides information about how most funds held by the City are pooled and invested. It includes charts and graphs that reflect the investment distribution by issuer, pooled portfolio by detail, projected cash flow from maturing investments, historical portfolio yields for the investment pool, and yield comparisons with other investment benchmarks. Pooled investments reported here do not include certain unpooled City investments that are required by bond and loan covenants to be held separately. Those unpooled investments are described on a quarterly basis in a separate information report entitled "Portfolio Management Report – Unpooled Cash and Investments."

A portion of the pool is on deposit with the State of California Local Agency Investment Fund (LAIF), which provides a stable, liquid investment vehicle for the City. The City also invests in various federal agency securities. The attachments reflect an interest rate environment in which the City's average investment yields and market rates are declining. The federal government continues to call higher yielding agency investments prior to maturity, and if not needed for current expenditures, these funds are reinvested in new lower rate investments consistent with market conditions. As of May 31, 2020, the City's rate of return, based upon yield to maturity for outstanding investments, is 1.477%.

The Finance Department will continue to review all investments in the pooled cash and investment accounts to ensure that the primary objectives of safety and liquidity are being met, consistent with the City's Investment Policy. Once those requirements are satisfied, staff will strive to maximize the yield on the City's investments.

Prepared by:

Kim Wigley
Digitally signed by Kim Wigley
DN: cn=Kim Wigley, o=City of Santa
Cruz, ou=Finance Department,
email=kwigley@cityofsantacruz.com,
c=US
Date: 2020.06.16 11:33:42 -0700

Kim Wigley
Finance Manager

Approved by:

Cheryl Fyfe
Digitally signed by Cheryl Fyfe
DN: cn=Cheryl Fyfe, o=City of Santa Cruz,
ou=Finance Department,
email=cfyfe@cityofsantacruz.com, c=US
Date: 2020.06.16 13:21:14 -0700
Cheryl Fyfe
Acting Director of Finance

Attachment: Pooled Investment Report

FN FYI Pooled Cash and Investments - Monthly

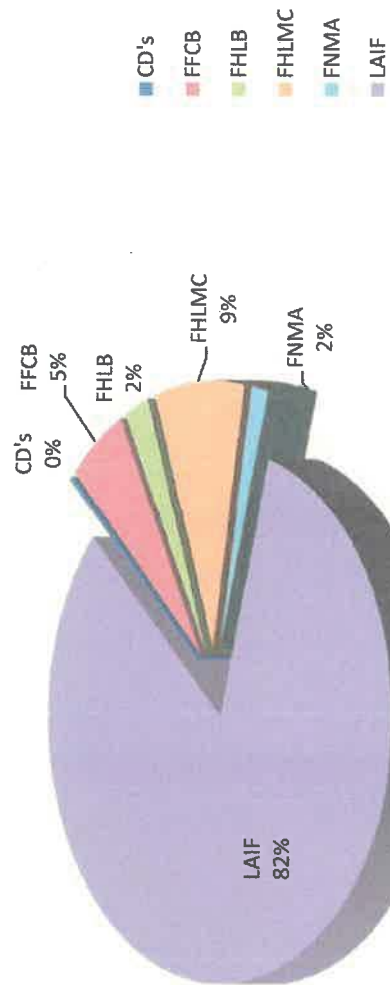
FN FYI 329

City of Santa Cruz
Santa Cruz Pooled Portfolio Summary
As of 5/31/2020

Issuer	Par Value	Market Value	Cost	Days To Call/ Maturity	Yield to Maturity @ Cost	% of Portfolio
Local Financial Institution Certificates of Deposit	304,867.95	304,867.95	304,867.95	921	0.537	0.23%
Federal Farm Credit Bank (FFCB Bond)	7,000,000.00	7,147,980.00	7,003,290.00	443	2.057	5.34%
Federal Home Loan Bank (FHLB Bond)	3,000,000.00	3,038,520.00	3,000,000.00	270	1.883	2.29%
Federal Home Loan Mortgage Corporation (FHLMC Bond)	11,000,000.00	11,094,090.00	10,962,980.00	205	2.093	8.40%
Federal National Mortgage Association (FNMA Bond)	2,000,000.00	2,019,520.00	1,967,760.00	311	1.751	1.53%
Local Government Investment Pool (LAIF)	107,691,426.11	108,497,067.28	107,691,426.11	1	1.363	82.21%
Total / Average	130,996,294.06	132,102,045.23	130,930,324.06	55	1.477	100.00%

Earnings	Month Ending 5/31/20	Fiscal Year To Date
Interest/Dividends	31,766.63	2,644,291.58

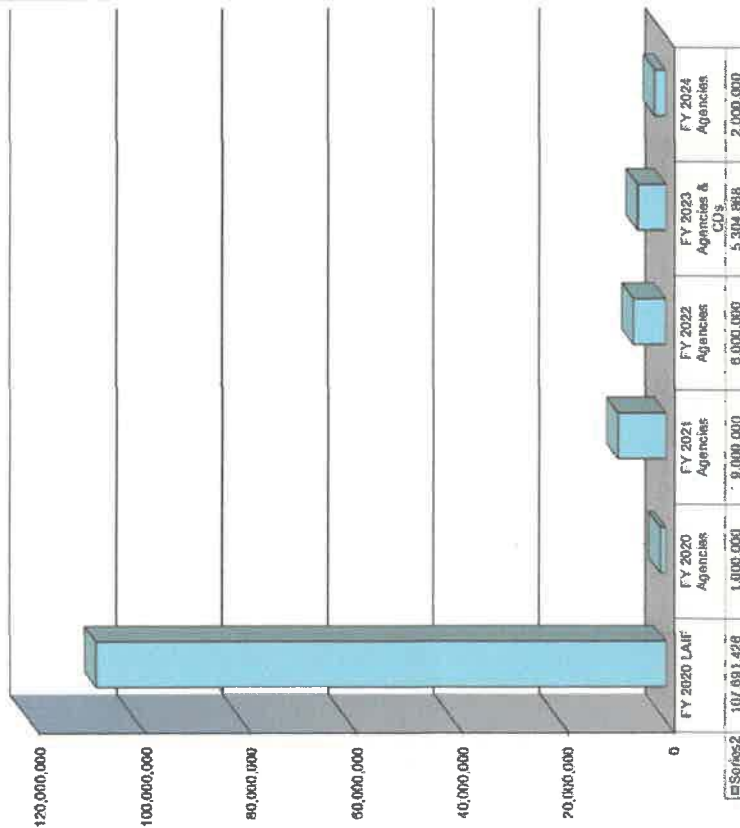
Portfolio Holdings - Distribution by Issuer



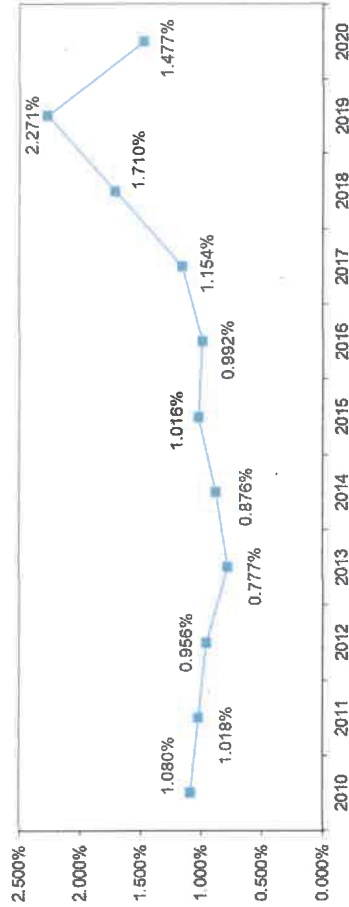
City of Santa Cruz
Portfolio Holdings
As of 5/31/2020

Issuer	Description	CUSIP/Ticker	Coupon Rate	Maturity Date	Next Call Date	Face Amount/Shares	Market Value	Cost Value	Days To Call/Maturity	YTM @ Cost
Certificate Of Deposit										
Comerica Bank	Comerica Bank 0.2 12/14/2022	CD-CB05	0.200	12/14/2022		100,605.79	100,605.79	100,605.79	927	0.200
Lighthouse Bank	Lighthouse Bank 1 12/9/2022	CD-LB04	1.000	12/09/2022		103,045.42	103,045.42	103,045.42	922	1.000
Santa Cruz County Bank	Santa Cruz County Bank 0.4 12/1/2022	CD-SCCB05	0.400	12/01/2022		101,216.74	101,216.74	101,216.74	914	0.400
Sub Total / Average	Certificate Of Deposit		0.537			304,867.95	304,867.95	304,867.95	921	0.537
FFCB Bond										
FFCB	FFCB 1.6 7/15/2022	3133ELHU1	1.600	07/15/2022		2,000,000.00	2,056,480.00	2,000,000.00	775	1.600
FFCB	FFCB 1.75 5/3/2021	3133EHG1	1.750	05/03/2021		1,000,000.00	1,012,820.00	998,630.00	337	1.786
FFCB	FFCB 1.75 8/4/2020	3133EE529	1.750	08/04/2020		1,000,000.00	1,003,520.00	1,004,780.00	65	1.650
FFCB	FFCB 2.44 10/15/2020	3133EJGH6	2.440	10/15/2020		1,000,000.00	1,008,630.00	1,000,280.00	137	2.429
FFCB	FFCB 2.625 4/4/2022	3133EJLM2	2.625	04/04/2022		1,000,000.00	1,043,690.00	999,600.00	673	2.636
FFCB	FFCB 2.7 5/10/2021	3133EJNS4	2.700	05/10/2021		1,000,000.00	1,022,840.00	1,000,000.00	344	2.700
Sub Total / Average	FFCB Bond		2.066			7,000,000.00	7,147,980.00	7,003,290.00	443	2.057
FHLB Bond										
FHLB	FHLB 1.75 2/24/2021-18	3130ABYY6	1.750	02/24/2021		1,000,000.00	1,011,740.00	1,000,000.00	269	1.750
FHLB	FHLB 1.9 11/27/2020-18	3130ACTU8	1.900	11/27/2020		1,000,000.00	1,008,650.00	1,000,000.00	180	1.900
FHLB	FHLB 2.5/28/2021-18	3130ACUK8	2.000	05/28/2021		1,000,000.00	1,018,130.00	1,000,000.00	362	2.000
Sub Total / Average	FHLB Bond		1.883			3,000,000.00	3,038,520.00	3,000,000.00	270	1.883
FHLMC Bond										
FHLMC	FHLMC 1.125 8/12/2021	3137EAE9	1.125	08/12/2021		1,000,000.00	1,011,070.00	992,980.00	438	2.000
FHLMC	FHLMC 1.7 2/7/2023-20	3134GVAK4	1.700	02/07/2023	08/07/2020	2,000,000.00	2,004,520.00	2,000,000.00	68	1.700
FHLMC	FHLMC 1.75 6/29/2020-18	3134GBAG7	1.750	06/29/2020		1,000,000.00	1,001,190.00	1,000,000.00	29	1.750
FHLMC	FHLMC 1.8 6/29/2021-18	3134GBUF7	1.800	06/29/2021		1,000,000.00	1,017,250.00	1,000,000.00	394	1.800
FHLMC	FHLMC 1.85 11/13/2023-20	3134GJUNW6	1.850	11/13/2023	11/13/2020	1,000,000.00	1,004,410.00	1,000,000.00	166	1.850
FHLMC	FHLMC 2 9/16/2021-18	3134GA5C4	2.000	09/16/2021		1,000,000.00	1,023,260.00	1,000,000.00	473	2.000
FHLMC	FHLMC 2.07 9/28/2021-18	3134GBAX0	2.070	09/28/2021		1,000,000.00	1,024,790.00	1,000,000.00	485	2.070
FHLMC	FHLMC 2.15 8/7/2023-20	3134GTT94	2.150	08/07/2023	08/07/2020	1,000,000.00	1,002,860.00	1,000,000.00	68	2.150
FHLMC	FHLMC 3 1/30/2023-20	3134GSTH8	3.000	01/30/2023	07/30/2020	1,000,000.00	1,003,740.00	1,000,000.00	60	3.000
FHLMC	FHLMC 3 6/15/2022-20	3134GSMU6	3.000	06/15/2022	08/15/2020	1,000,000.00	1,001,000.00	1,000,000.00	15	3.000
Sub Total / Average	FHLMC Bond		2.016			11,000,000.00	11,094,090.00	10,962,980.00	205	2.093
FNMA Bond										
FNMA	FNMA 1.25 8/17/2021	3135G0N82	1.250	08/17/2021		1,000,000.00	1,013,030.00	997,760.00	443	2.010
FNMA	FNMA 1.5 11/30/2020	3135G0F73	1.500	11/30/2020		1,000,000.00	1,006,490.00	1,000,000.00	183	1.500
Sub Total / Average	FNMA Bond		1.377			2,000,000.00	2,019,520.00	1,997,760.00	311	1.751
Local Government Investment Pool										
LAIF	LAIF LGIP	LAIF	1.363	N/A	N/A	63,215,545.49	63,688,461.93	63,215,545.49	1	1.363
LAIF	LAIF LGIP	LAIFRDA	1.363	N/A	N/A	44,475,880.62	44,808,605.35	44,475,880.62	1	1.363
Sub Total / Average	Local Government Investment Pool		1.363			107,691,426.11	108,497,067.28	107,691,426.11	1	1.363
Total / Average			1.466			130,986,294.06	132,102,045.23	130,930,324.06	55	1.477

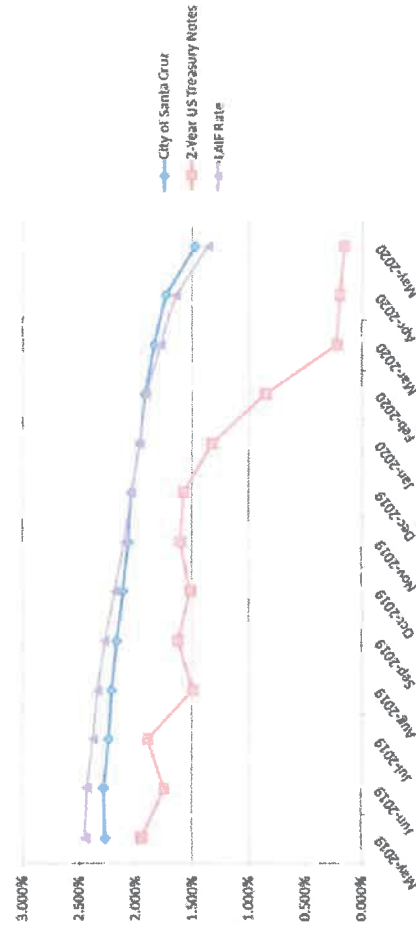
Projected Cash Flow from Maturing Investments



Historical Portfolio Yields
At May Month End



Benchmark and Portfolio Yields





INFORMATION REPORT

COUNCIL MEETING

8/11, 2020

DATE: July 27, 2020

TO: City Manager

DEPARTMENT: Finance

SUBJECT: Portfolio Management Report – Pooled Cash and Investments as of June 30, 2020

APPROVED:

DATE:

7-28-2020

Attached is the Portfolio Management Report for the City's internal investment pool as of June 30, 2020. In addition to the Portfolio Management Report that is usually provided each month, we have included information about market conditions and quarterly investment activity in the "Investment Portfolio Analysis" section.

The report provides information about how most funds held by the City are pooled and invested. It includes charts and graphs that reflect the investment distribution by issuer, pooled portfolio by detail, projected cash flow from maturing investments, historical portfolio yields for the investment pool, and yield comparisons with other investment benchmarks. Pooled investments reported here do not include certain unpooled City investments that are required by bond and loan covenants to be held separately. Those unpooled investments are described on a quarterly basis in a separate information report entitled "Portfolio Management Report – Unpooled Cash and Investments."

The majority of the pool is on deposit with the State of California Local Agency Investment Fund (LAIF), which provides a stable, liquid investment vehicle for the City. The City also invests in various federal agency securities. The attachments reflect an interest rate environment in which the City's average investment yields and market rates are declining. The federal government continues to call higher yielding agency investments prior to maturity, and if not needed for current expenditures, these funds are reinvested in new lower rate investments consistent with market conditions. As of June 30, 2020, the City's rate of return, based upon yield to maturity for outstanding investments, is 1.330%.

The Finance Department will continue to review all investments in the pooled cash and investment accounts to ensure that the primary objectives of safety and liquidity are being met, consistent with the City's Investment Policy. Once those requirements are satisfied, staff will strive to maximize the yield on the City's investments.

Prepared by:

Kim Wigley

Kim Wigley
Finance Manager

Approved by:

Cheryl Fyfe
Cheryl Fyfe
Assistant Director of Finance

Digitally signed by Cheryl Fyfe
DN: cn=Cheryl Fyfe, o=City of Santa Cruz,
ou=Finance Department,
email=cfyfe@cityofsantacruz.com, c=US
Date: 2020.07.27 13:16:55 -0700

Attachment: Pooled Investment Report

FN FYI Pooled Cash and Investments - Quarterly

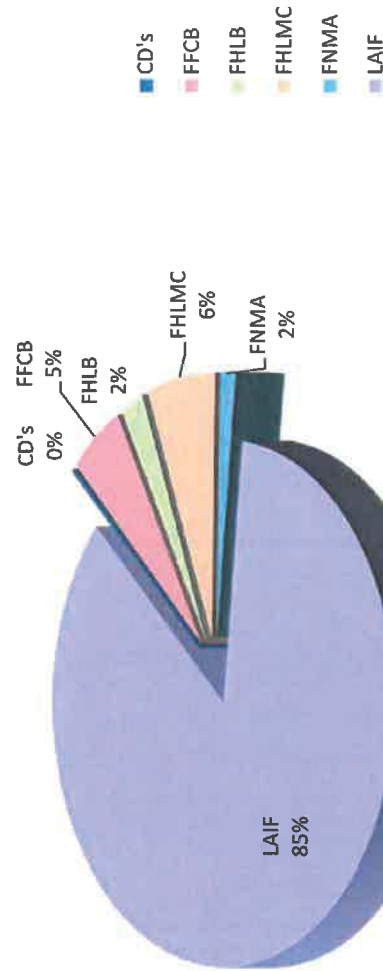
FN FYI 330

City of Santa Cruz
Santa Cruz Pooled Portfolio Summary
As of 6/30/2020

Issuer	Par Value	Market Value	Cost	Days To Call/ Maturity	Yield to Maturity @ Cost	% of Portfolio
Local Financial Institution Certificates of Deposit	304,867.95	304,867.95	304,867.95	891	0.537	0.22%
Federal Farm Credit Bank (FFCB Bond)	7,000,000.00	7,138,840.00	7,003,290.00	413	2.057	4.95%
Federal Home Loan Bank (FHLB Bond)	3,000,000.00	3,033,300.00	3,000,000.00	240	1.883	2.12%
Federal Home Loan Mortgage Corporation (FHLMC Bond)	9,000,000.00	9,080,840.00	8,962,980.00	216	2.030	6.36%
Federal National Mortgage Association (FNMA Bond)	2,000,000.00	2,017,300.00	1,967,760.00	281	1.751	1.41%
Local Government Investment Pool (LAIF)	120,191,426.11	120,781,901.94	120,191,426.11	1	1.217	84.94%
Total / Average	141,496,294.06	142,357,049.89	141,430,324.06	46	1.330	100.00%

Earnings	Month Ending 6/30/20	Fiscal Year To Date
Interest/Dividends	34,984.88	2,686,905.94

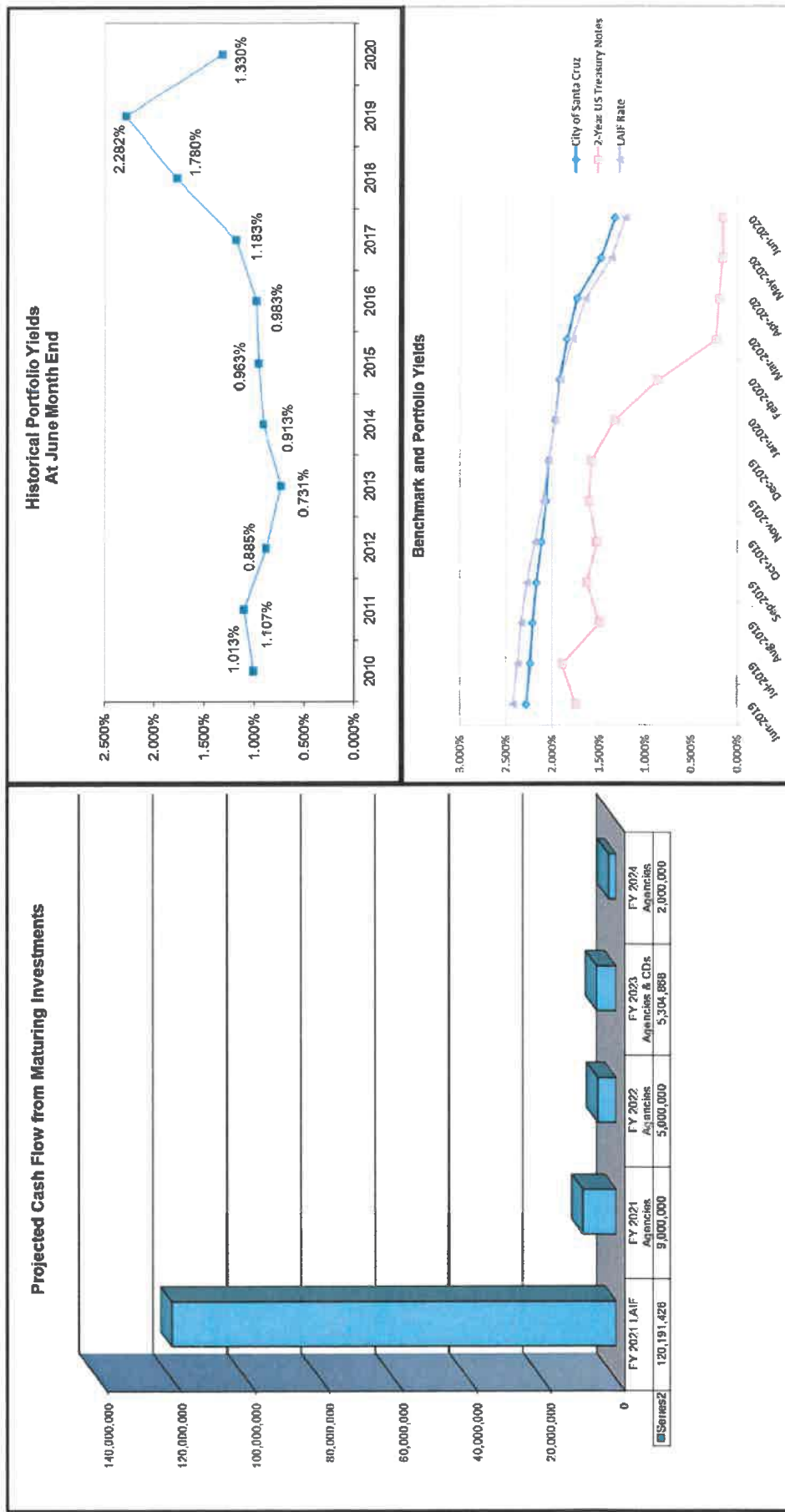
Portfolio Holdings - Distribution by Issuer



City of Santa Cruz
Portfolio Holdings
As of 6/30/2020

Issuer	Description	CUSIP/Ticker	Coupon Rate	Maturity Date	Next Call Date	Face Amount/Shares	Market Value	Cost Value	Days To Call/Maturity	YTM @ Cost
Certificate Of Deposit										
Comerica Bank	Comerica Bank 0.2 12/14/2022	CD-CB05	0.200	12/14/2022		100,605.79	100,605.79	100,605.79	897	0.200
Lighthouse Bank	Lighthouse Bank 1 12/9/2022	CD-LB04	1.000	12/09/2022		103,045.42	103,045.42	103,045.42	892	1.000
Santa Cruz County Bank	Santa Cruz County Bank 0.4 12/1/2022	CD-SC0B05	0.400	12/01/2022		101,216.74	101,216.74	101,216.74	884	0.400
Sub Total / Average	Certificate Of Deposit		0.537			304,867.95	304,867.95	304,867.95	891	0.537
FFCB Bond										
FFCB	FFCB 1.6 7/15/2022	3133ELHU1	1.600	07/15/2022		2,000,000.00	2,054,440.00	2,000,000.00	745	1.600
FFCB	FFCB 1.75 5/3/2021	3133EHGG1	1.750	05/03/2021		1,000,000.00	1,011,980.00	998,630.00	307	1.786
FFCB	FFCB 1.75 8/4/2020	3133EE529	1.750	08/04/2020		1,000,000.00	1,002,090.00	1,004,780.00	35	1.650
FFCB	FFCB 2.44 10/15/2020	3133EJGH6	2.440	10/15/2020		1,000,000.00	1,007,940.00	1,000,280.00	107	2.429
FFCB	FFCB 2.625 4/4/2022	3133EJMJ2	2.625	04/04/2022		1,000,000.00	1,042,120.00	999,600.00	643	2.636
FFCB	FFCB 2.7 5/10/2021	3133EJNS4	2.700	05/10/2021		1,000,000.00	1,021,170.00	1,000,000.00	314	2.700
Sub Total / Average	FFCB Bond		2.086			7,000,000.00	7,138,840.00	7,003,290.00	413	2.057
FHLB Bond										
FHLB	FHLB 1.75 2/24/2021-18	3130ABYY6	1.750	02/24/2021		1,000,000.00	1,010,080.00	1,000,000.00	239	1.750
FHLB	FHLB 1.9 11/27/2020-18	3130ACTU8	1.900	11/27/2020		1,000,000.00	1,007,070.00	1,000,000.00	150	1.900
FHLB	FHLB 2 5/28/2021-18	3130ACUK8	2.000	05/28/2021		1,000,000.00	1,016,150.00	1,000,000.00	332	2.000
Sub Total / Average	FHLB Bond		1.883			3,000,000.00	3,033,300.00	3,000,000.00	240	1.883
FHLMC Bond										
FHLMC	FHLMC 1.125 8/12/2021	3137EAC9	1.125	08/12/2021		1,000,000.00	1,010,540.00	982,980.00	408	2.000
FHLMC	FHLMC 1.7 2/7/2023-20	3134GVAK4	1.700	02/07/2023	08/07/2020	2,000,000.00	2,002,540.00	2,000,000.00	38	1.700
FHLMC	FHLMC 1.8 6/29/2021-18	3134GBUF7	1.800	06/29/2021		1,000,000.00	1,015,730.00	1,000,000.00	364	1.800
FHLMC	FHLMC 1.85 11/13/2023-20	3134GUNW6	1.850	11/13/2023	11/13/2020	1,000,000.00	1,003,670.00	1,000,000.00	136	1.850
FHLMC	FHLMC 2 9/16/2021-18	3134GA5C4	2.000	09/16/2021		1,000,000.00	1,021,940.00	1,000,000.00	443	2.000
FHLMC	FHLMC 2.07 9/28/2021-18	3134GBAX0	2.070	09/28/2021		1,000,000.00	1,023,130.00	1,000,000.00	455	2.070
FHLMC	FHLMC 2.15 8/7/2023-20	3134GTT94	2.150	08/07/2023	08/07/2020	1,000,000.00	1,001,600.00	1,000,000.00	38	2.150
FHLMC	FHLMC 3 1/30/2023-20	3134GSTH8	3.000	01/30/2023	07/30/2020	1,000,000.00	1,001,890.00	1,000,000.00	30	3.000
Sub Total / Average	FHLMC Bond		1.936			9,000,000.00	9,080,840.00	8,962,980.00	216	2.030
FNMA Bond										
FNMA	FNMA 1.25 8/17/2021	3135GDN82	1.250	08/17/2021		1,000,000.00	1,011,920.00	967,760.00	413	2.010
FNMA	FNMA 1.5 11/30/2020	3135G0F73	1.500	11/30/2020		1,000,000.00	1,005,380.00	1,000,000.00	153	1.500
Sub Total / Average	FNMA Bond		1.377			2,000,000.00	2,017,300.00	1,967,760.00	281	1.751
Local Government Investment Pool										
LAIF	LAIF LGIP	LAIF	1.217	N/A	N/A	67,715,545.49	68,048,218.08	67,715,545.49	1	1.217
LAIF	LAIF LGIP	LAIFRDA	1.217	N/A	N/A	52,475,880.62	52,733,683.86	52,475,880.62	1	1.217
Sub Total / Average	Local Government Investment Pool		1.217			120,191,426.11	120,781,901.94	120,191,426.11	1	1.217
Total / Average			1.320			141,496,294.06	142,557,049.89	141,430,324.06	46	1.330

City of Santa Cruz
 Santa Cruz Pooled Portfolio Statistics & Performance
 As of 6/30/20



**CITY OF SANTA CRUZ POOL
INVESTMENT PORTFOLIO ANALYSIS
AS OF JUNE 30, 2020**

ASSET COMPOSITION

Fair Value of Investments Held:	\$142,357,050
Weighted Average Portfolio Life:	46 days
Breakdown of Asset Classification:	
Certificates of Deposit	0.22%
Federal Farm Credit Bank (FFCB) Obligations	4.95%
Federal Home Loan Bank (FHLB) Obligations	2.12%
Federal Home Loan Mortgage Co. (FHLMC) Obligations	6.36%
Federal National Mortgage Assoc. (FNMA) Obligations	1.41%
Local Agency Investment Fund (LAIF)	<u>84.94%</u>
Total	<u>100.00%</u>

RETURN ON ASSETS

Total Interest Earned Fiscal YTD:	\$2,686,906
Yield to Maturity at Cost:	1.330%

COMPARATIVE MARKET RATES

Local Agency Investment Fund (LAIF)	1.22%
Six Month Treasury Bill	0.18%
One Year Treasury Bill	0.16%
Two Year Treasury Note	0.16%
Three Year Treasury Note	0.18%
Five Year Treasury Note	0.29%

Change in U.S. Treasury Interest Rates:

	6/30/20	3/31/20	Difference
Six Months	0.18%	0.15%	+3 basis points
One Year	0.16%	0.17%	-1 basis point
Two Years	0.16%	0.23%	-7 basis points
Three Years	0.18%	0.29%	-11 basis points
Five Years	0.29%	0.37%	-8 basis points

SAFEKEEPING OF SECURITIES

As of June 30, 2020, the entire portfolio, with the exception of the certificates of deposit and LAIF (Local Agency Investment Fund), was held in third party safekeeping for the benefit of the City of Santa Cruz at Union Bank Trust Department. Union Bank is a contractual agent for the City of Santa Cruz.

COMPLIANCE WITH STATE LAW AND INVESTMENT POLICY

As of June 30, 2020, all portfolio investments are authorized by both State of California Government Code Section 53600 et. seq. and the City's investment policy.

SECURITIES RATED BELOW AA

None

CITY OF SANTA CRUZ POOL
INVESTMENT PORTFOLIO ANALYSIS continued
AS OF JUNE 30, 2020

INVESTMENT ACTIVITY

Description	CUSIP/Ticker	Face Amount/Shares	Maturity Date	Settlement Date	Coupon Rate	YTM @ Cost
Called						
FFCB 2.67 4/17/2023-20	3133EKGQ3	1,000,000.00	04/17/2023	04/17/2020	2.670	2.670
FHLB 2.55 5/6/2022-20	3130AGCU7	2,000,000.00	05/06/2022	05/06/2020	2.550	2.550
FHLMC 2 10/30/2023-20	3134GULV0	1,000,000.00	10/30/2023	04/30/2020	2.000	2.000
FHLMC 2.15 5/5/2023-20	3134GTQ97	1,000,000.00	05/05/2023	05/05/2020	2.150	2.150
FHLMC 3 6/15/2022-20	3134GSMU6	1,000,000.00	06/15/2022	06/15/2020	3.000	3.000
FNMA 1.35 7/28/2020-17	3136G4GK3	1,000,000.00	07/28/2020	04/28/2020	1.350	1.660
Called		7,000,000.00				
Matured						
FHLB 1.65 4/30/2020-18	3130AAQE1	750,000.00	04/30/2020	04/30/2020	1.650	1.650
FHLMC 1.4 4/27/2020-17	3134G8WH8	1,000,000.00	04/27/2020	04/27/2020	1.400	1.400
FHLMC 1.75 6/29/2020-18	3134GBAG7	1,000,000.00	06/29/2020	06/29/2020	1.750	1.750
FNMA 1.25 5/27/2020-17	3136G4GR8	1,000,000.00	05/27/2020	05/27/2020	1.250	1.250
Matured		3,750,000.00				

CURRENT INVESTMENT STRATEGY

The Federal Open Market Committee (FOMC) met twice during the quarter ended June 30, 2020, and decided to maintain the target range for the federal funds rate at 0.00% - 0.25%. The federal funds rate is the interest banks charge each other on overnight loans and is the Federal Reserve's primary tool for influencing economic activity. According to the FOMC's June 2020 press release, "The coronavirus outbreak is causing tremendous human and economic hardship across the United States and around the world... The ongoing public health crisis will weigh heavily on economic activity, employment and inflation in the near term and poses considerable risks to the economic outlook over the medium term... The Committee expects to maintain this target range until it is confident that the economy has weathered recent events and is on track to achieve its maximum employment and price stability goals."¹

The Finance Department will be investing funds that are not needed to meet current liquidity needs in Federal agencies, in addition to investing in LAIF, which is yielding 1.217% as of June 30, 2020.

¹ Board of Governors of the Federal Reserve System [Press Release]; 2020 Federal Open Market Committee Meeting; Retrieved from <https://www.federalreserve.gov/monetarypolicy/files/monetary20200610a1.pdf>



INFORMATION REPORT

COUNCIL MEETING

8/11, 2020

DATE: July 15, 2020

TO: City Manager

DEPARTMENT: Human Resources

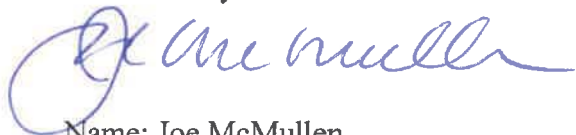
SUBJECT: CitySERVE Volunteer Program Quarterly Report (2nd Quarter FY19, 3rd Quarter FY19, 4th Quarter FY19, 1st Quarter FY20 and 2nd Quarter FY20) (HRFYI038)

APPROVED: 

DATE: 07.16.20

CitySERVE Volunteer Program Quarterly Report (2nd Quarter FY19, 3rd Quarter FY19, 4th Quarter FY19, 1st Quarter FY20 and 2nd Quarter FY20)

Submitted by:



Name: Joe McMullen

Title: Principal Human Resources Analyst

Attachments:

FY19 Q2 CitySERVE Report
FY19 Q2 CitySERVE Statistics
FY19 Q3 CitySERVE Report
FY19 Q3 CitySERVE Statistics
FY19 Q4 CitySERVE Report
FY19 Q4 CitySERVE Statistics
FY20 Q1 CitySERVE Report
FY20 Q1 CitySERVE Statistics
FY20 Q2 CitySERVE Report
FY20 Q2 CitySERVE Statistics

Volunteer Center Quarterly Report Narrative FY18-19

☐ July-Sept

☒ Oct – Dec

☐ Jan – March

☐ April – June

Program: CitySERVE

Person Completing Narrative: Laurel Keeffe

1. Inspiring Story

Police Chief Andrew Mills has launched a new Volunteers in Policing program,

2. We're proud of...

Police Chief Andrew Mills has launched a new Volunteers in Policing program, designed to allow community members to assist the Santa Cruz Police Department enhance public safety and crime prevention efforts. A dedicated group of volunteers have been trained to help officers to provide additional services, maintain positive relationships with the public and free up officers time for higher level duties. These volunteers can be seen patrolling the downtown area and neighborhoods. They observe and report crime and quality-of-life issues to the department staff. Other duties include welfare checks on the elderly, working special events and helping the department with clerical tasks.

CitySERVE

FY 19-20

2nd Quarter

Due No Later Than February 7th

	Q1	Q2	Q3	Q4	YTD	Goal	% of Goal	Notes
ABOUT VOLUNTEERS								
Total Volunteers	765	1173	0	0	1738	400	435%	
Operational/Support Volunteers	348	620			818			Do not add your quarter together to get your YTD volunteers.
Project/Event Volunteers	417	553			920		%	Example: If a volunteer works in the fourth quarter then comes back and works in the fourth quarter, you can count that volunteer once for the YTD total.
Leadership Volunteers								
Committee Members/Advisors								
Skills based Volunteers								
Referred/Matched Volunteers								

Total Volunteer Hours	11250	7391	0	0	18641	7200	259%
Operational/Support Volunteers	9875	5605			15480		
Project/Event Volunteers	1375	1786			3161		
Leadership Volunteers					0		
Committee Members/Advisors					0		
Skills based Volunteers					0		

Votes by Jurisdiction	YTD	%	Votes by Ethnicity	YTD	%
Santa Cruz City	119	7%	Asian	6	0%
Scotts Valley City	7	0%	African American	2	0%
San Lorenzo Valley	6	0%	Caucasian	86	6%
Capitola City	4	0%	Latino	19	1%
Watsonville City	2	0%	Native American	2	0%
MidCounty Uninc.	2	0%	Pacific Islander	0	0%
South County	1	0%	Other	2	0%
North County	1	0%	Declined to State	4	0%
Out of County	4	0%	Unknown	1616	93%
Unknown	1692	92%			
Total	1738	100%	Total	1738	100%

ABOUT PEOPLE SERVED

Service Recipients/Participants	0	0	0	0	0
Outreach Contacts	0	0	0	0	0
People Attending Trainings/Consultations					0
People Attending Special Events					0
People Contacted through Outreach					0

Clients by Jurisdiction	YTD	%	Clients by Ethnicity	YTD	%
Santa Cruz City		#DIV/0!	Asian		#DIV/0!
Scotts Valley City		#DIV/0!	African American		#DIV/0!
San Lorenzo Valley		#DIV/0!	Caucasian		#DIV/0!
Capitola City		#DIV/0!	Latino		#DIV/0!
Watsonville City		#DIV/0!	Native American		#DIV/0!
MidCounty Uninc.		#DIV/0!	Pacific Islander		#DIV/0!
South County		#DIV/0!	Other		#DIV/0!
North County		#DIV/0!	Declined to State		#DIV/0!
Out of County		#DIV/0!	Unknown		#DIV/0!
Unknown		#DIV/0!			
Total	0	#DIV/0!	Total	0	#DIV/0!

ABOUT PARTNERS

					0
--	--	--	--	--	---

KEY SERVICE INDICATORS

City Offices Served	15	15			8	0%
----------------------------	----	----	--	--	---	----

OUTCOME GOALS

--	--	--	--	--	--

Volunteer Center Quarterly Report Narrative FY18-19

☐ July-Sept ☐ Oct – Dec ☒ Jan – March ☐ April – June

Program: CitySERVE

Person Completing Narrative: Laurel Keeffe

1. Inspiring Story

The Santa Cruz Police Department Volunteers, a team of trained citizens assisting the department in non-enforcement duties are earning accolades from the Community. New programs such as You Are Not Alone (YANA) and the Vacation Check program are just two examples of how the new Volunteers are making a positive impact. Volunteers can be seen walking downtown, always ready to assist the public, helping with special events or performing crossing guard duty. Volunteers also help with bike maintenance and vehicle abatement in the neighborhoods. SCPD is developing a rich volunteer program that makes our community a safer and stronger place to live.

2. We're proud of...

We are proud of the work being done by Council Member Drew Glover's volunteers and interns. Over 25 young people, students from both UCSC and Cabrillo College, are volunteering as both interns and volunteers assessing policy issues that matter to Santa Cruz City residents. They are out in the community doing surveys, community outreach and research on the impact of policy on environmental and homelessness issues. Topics include the impact of homelessness on the environment, and on women experiencing homelessness. The students will write and submit research papers that will be valuable tools to current and future council members.

CitySERVE

FY 18-19

3rd Quarter

Due No Later Than April 19th

	Q1	Q2	Q3	Q4	YTD	Goal	% of Goal	Notes
ABOUT VOLUNTEERS								
Total Volunteers	506	448	595	0	1070	400	268%	
Operational/Support Volunteers	302	278	214		325			Do not add your quarter together to get your YTD volunteers.
Project/Event Volunteers	204	170	381		745		%	Example: If a volunteer works in the fourth quarter then comes back and works in the fourth quarter, you can count that volunteer once for the YTD total.
Leadership Volunteers								
Committee Members/Advisors								
Skills based Volunteers								
Referred/Matched Volunteers								

Total Volunteer Hours	18914	14115	98366	0	131395	7200	1825%
Operational/Support Volunteers	10,540	8741	5671		24952		
Project/Event Volunteers	8374	5374	92695		106443		
Leadership Volunteers					0		
Committee Members/Advisors					0		
Skills based Volunteers					0		

Votes by Jurisdiction	YTD	%	Votes by Ethnicity	YTD	%
Santa Cruz City	304	28%	Asian	8	1%
Scotts Valley City	16	1%	African American	2	0%
San Lorenzo Valley	15	1%	Caucasian	112	10%
Capitola City	7	1%	Latino	11	1%
Watsonville City	16	1%	Native American	1	0%
MidCounty Uninc.	13	1%	Pacific Islander	1	0%
South County	4	0%	Other	1	0%
North County	1	0%	Declined to State	8	1%
Out of County	7	1%	Unknown	230	17%
Unknown	688	64%			
Total	1070	100%	Total	1070	100%

ABOUT PEOPLE SERVED

Service Recipients/Participants	0	0	0	0	0
Outreach Contacts	0	0	0	0	0
People Attending Trainings/Consultations					0
People Attending Special Events					0
People Contacted through Outreach					0

Clients by Jurisdiction	YTD	%	Clients by Ethnicity	YTD	%
Santa Cruz City		#DIV/0!	Asian		#DIV/0!
Scotts Valley City		#DIV/0!	African American		#DIV/0!
San Lorenzo Valley		#DIV/0!	Caucasian		#DIV/0!
Capitola City		#DIV/0!	Latino		#DIV/0!
Watsonville City		#DIV/0!	Native American		#DIV/0!
MidCounty Uninc.		#DIV/0!	Pacific Islander		#DIV/0!
South County		#DIV/0!	Other		#DIV/0!
North County		#DIV/0!	Declined to State		#DIV/0!
Out of County		#DIV/0!	Unknown		#DIV/0!
Unknown		#DIV/0!			
Total	0	#DIV/0!	Total	0	#DIV/0!

ABOUT PARTNERS

					0
--	--	--	--	--	---

KEY SERVICE INDICATORS

City Offices Served	16	16	16		16	8	200%
----------------------------	----	----	----	--	----	---	------

OUTCOME GOALS

--	--	--	--	--	--

Volunteer Center Quarterly Report Narrative FY18-19

☐ July-Sept ☐ Oct – Dec ☐ Jan – March ☒ April – June

Program: CitySERVE

Person Completing Narrative: Laurel Keeffe

1. Inspiring Story

The Climate Action Program is a group of volunteers who are working to address the issues of climate change in our community. One member, Brian has volunteered his time and skill to provide technical support of the West Cliff Drive Adaptation and Management Plan project, the Urban Tree Inventory project and other Climate Action Projects. He is an invaluable member of the team as he brings a wide range of skill and technical analyses to the field work. His cheerful demeanor and analytical mind are greatly appreciated.

2. We're proud of...

We are proud of the programs that are offered by volunteers at the Downtown Senior Center. One very popular program is the line dancing offered three times a week. This helps our senior members stay forever young as they move to the music and have all kinds of fun dancing their hearts out.

CitySERVE

FY 18-19

4th Quarter

Due No Later Than July 12th

	Q1	Q2	Q3	Q4	YTD	Goal	% of Goal	Notes
ABOUT VOLUNTEERS								
Total Volunteers	506	448	595	438	1070	400	268%	Do not add your quarter together to get your YTD volunteers. Example: If a volunteer works in the fourth quarter then comes back and works in the fourth quarter, you can count that volunteer once for the YTD total.
Operational/Support Volunteers	302	278	214	146	925	%		
Project/Event Volunteers	204	170	381	292	745			
Leadership Volunteers								
Committee Members/Advisors								
Total Volunteer Hours	18914	14115	8366	9192	50587	7200	703%	
Operational/Support Volunteers	10,540	8741	5671	7177	32129			
Project/Event Volunteers	8374	5374	2695	2015	18458			
Leadership Volunteers					0			
Committee Members/Advisors					0			
Skills based Volunteers					0			

Vols by Jurisdiction	YTD	%	Vols by Ethnicity	YTD	%
Santa Cruz City	167	16%	Asian	8	1%
Scotts Valley City	7	1%	African American	1	0%
San Lorenzo Valley	8	1%	Caucasian	128	12%
Capitola City	3	0%	Latino	18	2%
Watsonville City	4	0%	Native American	2	0%
MidCounty Uninc.	12	1%	Pacific Islander	0	0%
South County	1	0%	Other	1	0%
North County	1	0%	Declined to State	5	0%
Out of County	0	1%	Unknown	911	85%
Unknown	800	81%			
Total	1070	100%	Total	1070	100%

ABOUT PEOPLE SERVED

Service Recipients/Participants	0	0	0	0	0
--	---	---	---	---	---

Outreach Contacts	0	0	0	0	0
--------------------------	---	---	---	---	---

People Attending Trainings/Consultations					0
--	--	--	--	--	---

People Attending Special Events					0
---------------------------------	--	--	--	--	---

People Contacted through Outreach					0
-----------------------------------	--	--	--	--	---

Clients by Jurisdiction	YTD	%	Clients by Ethnicity	YTD	%
Santa Cruz City		#DIV/0!	Asian		#DIV/0!
Scotts Valley City		#DIV/0!	African American		#DIV/0!
San Lorenzo Valley		#DIV/0!	Caucasian		#DIV/0!
Capitola City		#DIV/0!	Latino		#DIV/0!
Watsonville City		#DIV/0!	Native American		#DIV/0!
MidCounty Uninc.		#DIV/0!	Pacific Islander		#DIV/0!
South County		#DIV/0!	Other		#DIV/0!
North County		#DIV/0!	Declined to State		#DIV/0!
Out of County		#DIV/0!	Unknown		#DIV/0!
Unknown		#DIV/0!			
Total	0	#DIV/0!	Total	0	#DIV/0!

ABOUT PARTNERS

					0
--	--	--	--	--	---

KEY SERVICE INDICATORS

City Offices Served	16	16	16	16	16	8	200%
----------------------------	----	----	----	----	----	---	------

OUTCOME GOALS

--	--	--	--	--	--

Volunteer Center Quarterly Report Narrative FY19-20

☒ July-Sept ☐ Oct – Dec ☐ Jan – March ☐ April – June

Program: CitySERVE

Person Completing Narrative: Laurel Keeffe

1. Inspiring Story

Plant a seed, and volunteer groups will grow. The Estuary Project, started a few years ago by Jane M continues to expand the restoration of the levee, encouraging more volunteers and providing outreach to the community. The project has been posted in the Environtees for the last few months, which is a great resource for local environmental organizations to connect with interested volunteers. Last August Environtees publisher Andy Carman brought his crew of 24 volunteers to spread new soil, clear coyote bushes and cut back pampas grass amongst many accomplishments. Be sure to take a walk along the levee to enjoy all the improvements.

2. We're proud of...

We are proud of a former Jr. Guard who became a Santa Cruz City Beach Lifeguard this summer, and has been recognized by the Santa Cruz City Council for saving the life of a swimmer who was drowning.

The Junior Guard program attracts young people who are interested in making a positive impact in their communities and provides them with vigorous exercise and leadership training. They have the opportunity to work alongside Beach Lifeguards and learn specific lifeguard skills. Many of them go on to become some type of first responder and become the people we count on to run towards dangerous situations when they happen.

CitySERVE

FY 19-20

1st Quarter

Due No Later Than Oct. 11th

	Q1	Q2	Q3	Q4	YTD	Goal	% of Goal	Notes
ABOUT VOLUNTEERS								
Total Volunteers	765	0	0	0	0	400	0%	Do not add your quarter together to get your YTD volunteers. Example: If a volunteer works in the fourth quarter then comes back and works in the fourth quarter, you can count that volunteer once for the YTD total.
Operational/Support Volunteers	348							
Project/Event Volunteers	417							
Leadership Volunteers								
Committee Members/Advisors								
Skills based Volunteers								
Referred/Matched Volunteers								

Total Volunteer Hours	11250	0	0	0	11250	7200	156%
Operational/Support Volunteers	9875				9875		
Project/Event Volunteers	1375				1375		
Leadership Volunteers					0		
Committee Members/Advisors					0		
Skills based Volunteers					0		

Vol by Jurisdiction	YTD	%	Vol by Ethnicity	YTD	%
Santa Cruz City	82	12%	Asian	3	0%
Scotts Valley City	4	1%	African American	1	0%
San Lorenzo Valley	3	0%	Caucasian	84	8%
Capitola City	4	1%	Latino	15	2%
Watsonville City	2	0%	Native American	1	0%
MidCounty Uninc.	1	0%	Pacific Islander	0	0%
South County	0	0%	Other	2	0%
North County	0	0%	Declined to State	4	1%
Out of County	2	0%	Unknown	675	88%
Unknown	657	86%			
Total	765	100%	Total	765	100%

ABOUT PEOPLE SERVED

Service Recipients/Participants	0	0	0	0	0
--	---	---	---	---	---

Outreach Contacts	0	0	0	0	0
People Attending Trainings/Consultations					0
People Attending Special Events					0
People Contacted through Outreach					0

Clients by Jurisdiction	YTD	%	Clients by Ethnicity	YTD	%
Santa Cruz City		#DIV/0!	Asian		#DIV/0!
Scotts Valley City		#DIV/0!	African American		#DIV/0!
San Lorenzo Valley		#DIV/0!	Caucasian		#DIV/0!
Capitola City		#DIV/0!	Latino		#DIV/0!
Watsonville City		#DIV/0!	Native American		#DIV/0!
MidCounty Uninc.		#DIV/0!	Pacific Islander		#DIV/0!
South County		#DIV/0!	Other		#DIV/0!
North County		#DIV/0!	Declined to State		#DIV/0!
Out of County		#DIV/0!	Unknown		#DIV/0!
Unknown		#DIV/0!			
Total	0	#DIV/0!	Total	0	#DIV/0!

ABOUT PARTNERS

					0
--	--	--	--	--	---

KEY SERVICE INDICATORS

City Offices Served	15				8	0%
----------------------------	----	--	--	--	---	----

OUTCOME GOALS

--	--	--	--	--	--

Volunteer Center Quarterly Report Narrative FY19-20

☐ July-Sept ☒ Oct – Dec ☐ Jan – March ☐ April – June

Program: CitySERVE

Person Completing Narrative: Laurel Keeffe

1. Inspiring Story

Santa Cruz Police Department Volunteers in Policing (VIPs) have contributed more than 3500 hours since January 2019 enhancing public safety services in the City of Santa Cruz. The 32 vigorously trained volunteers assist with non-enforcement duties, helping to increase police responsiveness and maintain positive relationships with the public. These volunteers have earned respect and gratitude from the police department, local businesses, neighborhood residents, and hundreds of community members and visitors that they have helped.

2. We're proud of...

Mike Waller is an invaluable asset to the beautification of Laurel Park and the Loudon Nelson Community Center. His contributions have exceeded all expectations. He has transformed dry, empty planter beds into gorgeous, water-wise landscapes for the community to enjoy while attending events, accompanying their children to the playground or just taking a stroll.

3. Other News...

Please briefly describe any other changes or news

Three of the Be The Difference Awards went to groups or individuals that are volunteering through CitySERVE. The Santa Cruz City Police Department Volunteers, the Coastal Watershed Council and Mike Waller are an important part of the difference volunteers make in our beautiful community.

CitySERVE

FY 19-20

2nd Quarter

Due No Later Than February 7th

	Q1	Q2	Q3	Q4	YTD	Goal	% of Goal	Notes
ABOUT VOLUNTEERS								
Total Volunteers	765	1173	0	0	1738	400	435%	Do not add your quarter together to get your YTD volunteers. Example: If a volunteer works in the fourth quarter then comes back and works in the fourth quarter, you can count that volunteer once for the YTD total.
Operational/Support Volunteers	348	620			818			
Project/Event Volunteers	417	553			920			
Leadership Volunteers								
Committee Members/Advisors								
Skills based Volunteers								
Referred/Matched Volunteers								
Total Volunteer Hours	11250	7391	0	0	18641	7200	259%	
Operational/Support Volunteers	9875	5605			15480			
Project/Event Volunteers	1375	1786			3161			
Leadership Volunteers					0			
Committee Members/Advisors					0			
Skills based Volunteers					0			

Vote by Jurisdiction	YTD	%	Vote by Ethnicity	YTD	%
Santa Cruz City	119	7%	Asian	6	0%
Scotts Valley City	7	0%	African American	2	0%
San Lorenzo Valley	6	0%	Caucasian	88	5%
Capitola City	4	0%	Latino	19	1%
Watsonville City	2	0%	Native American	2	0%
MidCounty Uninc.	2	0%	Pacific Islander	0	0%
South County	1	0%	Other	2	0%
North County	1	0%	Declined to State	4	0%
Out of County	4	0%	Unknown	1518	83%
Unknown	1582	92%			
Total	1738	100%	Total	1738	100%

ABOUT PEOPLE SERVED

Service Recipients/Participants	0	0	0	0	0
Outreach Contacts	0	0	0	0	0
People Attending Trainings/Consultations					0
People Attending Special Events					0
People Contacted through Outreach					0

Clients by Jurisdiction	YTD	%	Clients by Ethnicity	YTD	%
Santa Cruz City		#DIV/0!	Asian		#DIV/0!
Scotts Valley City		#DIV/0!	African American		#DIV/0!
San Lorenzo Valley		#DIV/0!	Caucasian		#DIV/0!
Capitola City		#DIV/0!	Latino		#DIV/0!
Watsonville City		#DIV/0!	Native American		#DIV/0!
MidCounty Uninc.		#DIV/0!	Pacific Islander		#DIV/0!
South County		#DIV/0!	Other		#DIV/0!
North County		#DIV/0!	Declined to State		#DIV/0!
Out of County		#DIV/0!	Unknown		#DIV/0!
Unknown		#DIV/0!			
Total	0	#DIV/0!	Total	0	#DIV/0!

ABOUT PARTNERS

					0
--	--	--	--	--	---

KEY SERVICE INDICATORS

City Offices Served	15	15				8	0%
----------------------------	----	----	--	--	--	---	----

OUTCOME GOALS

--	--	--	--	--	--	--	--



INFORMATION REPORT

COUNCIL MEETING

8/11 2020

DATE: July 22, 2020

TO: City Manager

DEPARTMENT: Human Resources

SUBJECT: Equal Employment Opportunity Committee Annual Report
For Calendar Year 2019 (HR FYI 037)

APPROVED:

DATE:

07.22.20

The City of Santa Cruz Equal Employment Opportunity Committee's Annual Report for Calendar Year 2019 is attached.

Submitted by:

Joe McMullen, EEO Committee Staff Liaison
Principal Human Resources Analyst

Attachments: Equal Employment Opportunity Committee's Annual Report for Calendar Year 2019



Equal Employment Opportunity Committee
2019 Annual Report

March 5, 2020

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report
March 5, 2020

EEO Committee Members and Staff – 2019



Jennifer Hooker, 5/10/19
City Manager's Appointment



Robert Oatey, 8/29/19
Management Association Appointment



Tony Elliot, 12/20/18
City Manager's Appointment (Director)



Tremain Hedden-Jones, 6/20/17
City Manager's Appointment



Dara Herrick, 8/15/16
Non-Management Association Appointment



Dorah Shuey, 5/31/18
SEIU Local #521 Appointment



Valerie Simmons, 9/10/13
City Council Appointment



Adam Spickler, 7/22/14
City Council Appointment



Beth Tobey, 6/30/18
City Manager's Appointment

Staff Support (not pictured)

Nico Megevand, Human Resources Analyst

Beth Thurman, Human Resources Administrative Assistant

Joe McMullen, Principal Human Resources Analyst

City of Santa Cruz Equal Employment Opportunity Committee 2019 Annual Report

March 5, 2020

Table of Contents

	<u>Page</u>
1. Overview of Committee and 2019 Activities	1
2. Statement of EEO Committee 2020 Goals & Objectives	3
3. Training & Employee Development	5
4. Sub-Committee and Other Reports	7
4.1. Salary Demographics Sub-Committee	9
4.2. Respectful Workplace Policy Development Sub-Committee	13
5. Appendices	15
5.1. Calendar Year 2019 Harassment/Discrimination and Respectful Workplace Conduct Complaints	17
5.2. Fiscal Year 2019 City Workforce & Census Demographics Analysis	19
5.3. United States Department of Labor Federal Contractor Program Veterans' Employment Report for 2019 ("VETS-4212 Report")	21
5.4. United States Equal Employment Opportunity Commission State and Local Government Report for 2019 ("EEO-4 Survey")	23

*The 2019 Equal Employment Opportunity Committee Annual Report was created by
Tremain Hedden-Jones, Joe McMullen, and Nico Megevand
Photo credits, J Guevara © 2013-2020*

City of Santa Cruz Equal Employment Opportunity Committee 2019 Annual Report

March 5, 2020

Section 1: Overview of Committee and 2019 Activities

Tremain Hedden-Jones - Parks & Recreation Office Supervisor – EEO Committee Vice-Chair

The purpose of the Equal Employment Opportunity (“EEO”) Committee is to serve as a communication channel between City employees, the community, the City Manager, the City Council and the EEO Coordinator on equal employment opportunity concerns. The EEO Committee meets on the second Thursday of February, May, September, and November at 1:30 pm in the City Council Chambers. The EEO Committee consists of nine members. The City Council appoints two members of the public; the City Manager appoints one executive and three employee representatives; the service employees bargaining unit (SEIU Local 521) appoints one member; and the other bargaining units take turns appointing two members.

During 2019, the EEO Committee concluded its work on salary demographics in regards to possible gender pay discrepancies. The study, which began in 2014, was the first examination by the City to question compensation differences between men and women as prompted by the "California Fair Pay Act" (SB 358), which became effective on January 1, 2016. Starting in 2017, two changes updated the law – the first expanded the prohibition to compensation differences based on race or ethnicity; the second change explicitly prohibits an employer from justifying an otherwise unlawful difference in pay based on an employee’s or applicant’s prior salary alone. Also of note in 2018, an additional update now prohibits California employers from asking for prior salary information.

From the study’s conclusion, a number of recommendations were sent to the Director of Human Resources, Lisa Murphy, in the form of a letter. Director Murphy lauded many of the recommendations and committed the department to implementing many of them (see Appendix 1).

In 2019, the Committee proposed a campaign of greater outreach to City staff by promoting the Respectful Workplace Policy through the distribution of a poster designed by member Spickler and having a series of “brown bag” lunches where staff would be able to discuss respect in the workplace with Committee members directly. Although the Committee was not able to implement these actions before the end of the year, movement toward recognizing the Respectful Workplace policy during the month of October has gained momentum.

The Committee accepted the resignation of Chair Beth Tobey (Economic Development) who departed the City for other ventures, and wished member Valerie Simmons good luck as she departed the Committee at the end of her two terms.

In conclusion, the EEO Committee would like to thank the Human Resources Department for the administrative and logistical support they have provided.

City Contact and EEO Committee Coordinator:

Joe McMullen – Principal Human Resources Analyst
Human Resources Department – City of Santa Cruz
809 Center Street, Room 6
Santa Cruz, CA 95060
Phone: 831-420-5044
Fax: 831-420-5041
Email: jmcmullen@cityofsantacruz.com

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report
March 5, 2020

Section 2: Statement of EEO Committee 2020 Goals & Objectives

Goal #1: The EEOC will be vigilant and committed to a non-discriminatory and respectful work environment.

Objective(s):

- Review City's Discrimination/Harassment and Respectful Workplace Conduct Complaint logs to address recurring issues.
- Review the Respectful Workplace Conduct policy periodically and revise as needed.

Goal #2: The EEOC will continue to raise awareness about all types of discrimination and equal employment opportunity issues within the City of Santa Cruz workplace and community.

Objective(s):

- Post EEO-related information and updates to the City's intranet and public website to share awareness regarding the EEOC's focus.
- Reach out to departments, at least once annually, to determine if any EEO-related issues of concern have arisen, if there is a need for awareness, training, or to provide state and/or federal updates that are relevant to the EEOC's focus.
- Provide workshops, speakers, and other forms of communications at EEO Committee meetings and other City events to provide state and/or federal updates of relevance, as well as EEOC updates.
- Work with partnering agencies, vendors, and the community to raise awareness of the EEOC and its policies.

Goal #3: The EEOC will help the City ensure pay equity is realized for all its employees.

Objective(s):

- Review hiring and promotion reports from Human Resources quarterly as received.
- Make policy recommendations to Human Resources and the City Council on pay equity issues.
- Continue to monitor State and Federal legislation on Pay Equity and its impacts on the City.

Goal #4: The EEOC will help the City explore avenues to apply the Health in All Policies (HiAP) framework to its Human Resources policies.

Objective(s):

- Work towards creating a culture of greater trust and engagement.
- Improve employee retention.
- Support Human Resources in education and outreach on existing resources and accomplishments.

Activities Planned in Support of Goals & Objectives

ACTIONS	WHO	TIMELINE
Discuss issues on Complaint Logs. (Goal #1)	All	At regular Committee meetings
Provide EEOC update at Supervisors/Managers quarterly meeting. (Goal #2)	Rotating	At least once a year
Select Subcommittee members and develop Annual Report. (Goal #2)	Annual Report Ad Hoc Subcommittee	Draft to Committee in December; Final approval by Committee in March; FYI to City Council in March
Offer resources to present at EEOC meetings. (Goals #1 & #2)	All	Ongoing
Inform members of updated EEO laws, support members in educating City leaders where appropriate. (Goals #1 & #2)	Staff	Ongoing
Review Committee's Goals and Action Items (Goals #1, #2, & #3); Conduct outreach to departments (Goal #2)	All	September and December meetings
Review quarterly employee turnover reports as received from Human Resources. (Goal #3)	All	Ongoing
Survey City staff regarding workplace culture and trust-building. (Goal #4)	All	June 2020

City of Santa Cruz Equal Employment Opportunity Committee 2019 Annual Report

March 5, 2020

Section 3: Training & Employee Development

Nicolas Megevand, Human Resources Analyst

The City's training programs are administered in the Human Resources Department. The EEO Committee has an interest in all of the training programs because they contribute to a more positive working environment in some way.

In order to comply with City requirements and State mandates, the City continues to provide Harassment Prevention and Cultural Diversity trainings to employees, including elected officials (Councilmembers). The Cultural Diversity training is provided twice a year in classroom format. Due to new State-mandated training requirements, Harassment Prevention training was offered twenty-six times in a classroom setting; there is also an online format available to all employees.

Harassment Prevention Training

With SB1343 coming into effect on January 1, 2019, all employees and Councilmembers were newly required to take either a one-hour training (for non-supervisors) or a two-hour training (for supervisors) by December 31, 2019. Significantly, this requirement now applies to the City's temporary employees. For all employees, refresher training must now be completed every two years after the initial training (formerly the refresher training applied only to supervisory employees). AB9 extended the deadline for initial completion of the training by one year to December 31, 2020. As of December 10, 2019, over 1,200 employees completed the training through the course of the year leaving a few more than a hundred remaining in need of the training. The City will continue to offer a mix of live classes and the option of online training to all employees.

Cultural Diversity Training

Four live sessions of Cultural Diversity training were offered in 2019, presented by Patty Sapone, retired Deputy Police Chief for the City of Santa Cruz. Sixty-two employees attended in 2019.

Employee Training Calendar

The Human Resources Department provided a 2019 Training Calendar to all City employees with a variety of training opportunities in several categories, including "Mandatory Training for New Employees" (Harassment Prevention and Cultural Diversity), "Professional Development," "In the Workplace," "Communication Skills," and "Technical Training." Classes were led by instructors from Cabrillo Community College Corporate Training, City staff, and trainers provided by Optum, the City's Employee Assistance Program (EAP). The calendar also incorporated courses offered by the Monterey Bay Employment Relations Consortium (ERC). Not accounting for multiple-session attendance, six-hundred and sixty-two employees attended a training class in 2019 (not including Harassment Prevention and Cultural Diversity).

Employee and Leadership Development Program

The Human Resources Department further strengthened the Employee and Leadership Development (E&LD) Program by offering a wider variety of classes. The E&LD Program is comprised of a series of class modules designed to develop participants' leadership skills and job competencies. Upon completion of eight qualifying classes, participants receive a Certificate of Completion that counts toward one year of supervisory experience in meeting the minimum qualifications for internal job opportunities.

This Program continues to be an important component of the City's succession planning efforts in that it helps employees grow both personally and professionally and provides tools designed to help prepare them for supervisory and management roles. Even if participants have no desire to become supervisors or managers, many of these courses are geared toward developing personal effectiveness and leadership skills. The City recognizes that leadership occurs at all levels, and this Program is designed to maintain leadership continuity throughout the organization as a whole. Department Heads, Mid-Managers, and Supervisors are now expected to attend an Introduction to Leadership Class along with two leadership classes annually from the E&LD series.

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report
March 5, 2020

Section 4: Sub-Committee Reports

4.1 Salary Demographics Sub-Committee

4.2 Respectful Workplace Policy Development Sub-Committee

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report

March 5, 2020

Section 4.1: Salary Demographics Standing Sub-Committee

Joe McMullen

The EEOC sub-committee on salary demographics and gender pay equity completed its work in 2019 by communicating its recommendations to the City's HR Director about tracking the reasons for compensation and hiring decisions for future reference. Recommendations were also made for updating the City's job descriptions to make the "other duties as assigned" statement more specific and also to reflect the same factors as found in the California Equal Pay Act (skill, effort, responsibility, and working conditions).

The HR Director committed to implementing all of the recommendations with the exception of incorporating "effort" into the job descriptions as being too difficult to measure, and in addition is planning to incorporate the following into HR's practices:

- Having job descriptions reviewed by departments as part of the performance evaluation process.
- Tracking gender and ethnicity in quarterly hiring & turnover reports.
- Providing training on unconscious bias to interviewing and screening panels.

Please see the attached correspondence for additional information.



**Equal Employment Opportunity Committee
A City Council of Santa Cruz Advisory Body**

**CONFIDENTIAL
MEMORANDUM**

TO: Lisa Murphy, Director of Human Resources
FROM: Equal Employment Opportunity Committee
DATE: December 17, 2019
SUBJECT: Response to HR Director's Memorandum Dated September 17, 2019

Thank you for your *responses in italics below*.

The Committee has some additional yellow-highlighted responses that are inserted below.

The Sub-Committee recommends that the following practices be adopted by the City's Human Resources Department with respect to job descriptions and compensation decisions:

1. Redesign of the City's job descriptions so they are consistent with respect to how the characteristics, duties, knowledge/skills/abilities, and minimum qualifications are expressed to facilitate accurate comparison of jobs in the legal context of "substantially similar."
 - a. Modify the City's job description format to describe job duties within the four categories in the Equal Pay Act: (1) Skill, (2) Effort, (3) Responsibility, and (4) Working Conditions.

The City's classification descriptions currently capture Skill, Responsibility, and Working Conditions, but do not necessarily use that exact terminology. While I agree it makes sense to add "Effort" for the reasons you describe, I cannot at this time determine a defining factor to measure ones effort required to accomplish their job. I understand you experienced the same difficulty and would appreciate your ongoing assistance with accomplishing this.

December 17, 2019 (EEO Committee): One way to determine at least a component of "Effort" could be to analyze and list "expected percentage of time" spent on each essential function of each classification. As an example, the University of California at Santa Cruz' employment website lists this information.

- b. Clarify the phrase found in many job descriptions "Other duties as assigned" to read "Other similar and comparable duties that relate to the duties described herein as assigned."

Human Resources has revised this phrase in new and updated job descriptions to read "Performs other related duties as assigned or which would be reasonably contemplated as part of the duties of this classification."

- c. Resources for ongoing review/update of job descriptions on a more frequent scheduled/regular basis to ensure they continue to accurately describe the duties currently performed. Tools available for use in this process include:
 - i. EEOC Instruction Booklet for completing form EEO-4, Appendix 3 "Description of Job Categories:" <https://www.eeoc.gov/employers/eeo4survey/e4instruct.cfm>
 - ii. US DOL Bureau of Labor Statistics Standard Occupational Classification home page (includes classification principles and coding guidelines): <https://www.bls.gov/soc/>
 - iii. California EDD Standard Occupational Classification Codes: <https://www.labormarketinfo.edd.ca.gov/OccGuides/SOCJOBFamily.aspx?Geography=0604000073>
 - iv. Occupational Information Network (O-NET OnLine): <https://www.onetonline.org/>

Prior to opening a recruitment, the Recruitment Division requests that Departments review job descriptions that have not been reviewed or updated in the last three years for any changes in duties or other requirements of the job. Unfortunately, we do not have the resources available for a comprehensive, scheduled, ongoing review process. One idea we've had is to ask Departments to review and provide feedback on job descriptions as part of the Performance Evaluation process, however we have not implemented this. I would appreciate hearing any ideas the Committee may have for accomplishing this.

December 17, 2019 (EEO Committee): The Committee encourages and supports implementing Job Description Review into the Annual Performance Evaluation Process.

In addition to continuing to accurately describe the duties currently performed, HR is also reviewing the relevance of the minimum qualifications as they relate to education and experience. Economically disadvantaged individuals may not have the opportunity to receive a degree but may have qualifying experience that could be substituted for a degree.

2. Comprehensive prior review, HR approval, and documented tracking of the reasons for all starting salaries above the first pay step of any salary range (new hires) and/or above the minimum salary increase amount required by the relevant Memorandum of Understanding (promotions).

These higher salaries require the approval of the Department Head, Human Resources Director, and/or City Manager. In every case the reason for approval is related to the candidate's or employee's advanced qualifications. The specific advanced qualifications are documented in employment applications, resumes, and interview notes as summarized in emails and memorandums from Department Heads. New hire and promotional salaries are also influenced by individual salary negotiations.

December 17, 2019 (EEO Committee): The Committee requests that HR add "gender" and "ethnicity" to the quarterly turnover reports it prepares for the bargaining units and also provide those reports to the EEO Committee.

3. Comprehensive prior review, HR approval, and documented tracking of the reasons for all merit increases greater than one pay step, including the number of evaluation ratings above "successful," and comparing the evaluation to the provisions of APO II-41 *Exceptional Performance Merit Pay*.

My response here is similar to my response to #2 above - merit increases greater than one pay step require the approval of the Department Head, Human Resources Director, and/or City Manager. In every case the reason for approval is related to the employee's exceptional job

performance as documented in their performance appraisal. All such requests are evaluated according to the provisions of APO II-41.

December 17, 2019 (EEO Committee): The Committee requests that HR add “gender” and “ethnicity” to the quarterly turnover reports it prepares for the bargaining units and also provide those reports to the EEO Committee.

4. Similar to oral board scoring records, retain records from selection interviews that clearly describe the factors used to select the final candidate.

We will add a question to the documentation requested of hiring managers “What was/were the basis/factors used to select the final candidate?”

Supporting a goal of eliminating bias in the hiring process, the Sub-Committee also encourages Human Resources to provide training to all decision makers involved in the hiring process in unconscious bias, selecting diverse oral boards/interview panels, and using interview questions free of unintentional bias. This training could take many forms and possibly include a video, an instruction sheet, and/or coaching that would be provided prior to the start of a recruitment.

Currently the City trains hiring decision makers to avoid bias in the following ways:

1. The HR Recruitment Division’s intranet page for selection interviews provides guidance on the selection of interviewers to include individuals of diverse ethnicity and gender, and also on the selection of interview questions to be strictly related to the job duties and not about any prohibited topics.
2. The referral memorandum that is sent to departments with the Eligibility List instructs hiring managers to create an interview panel that reflects the diversity of the applicant pool, to the limited extent that can be known in advance.
3. The HR Recruitment Division’s document “Guidelines - Oral Examination Panel Members” contains information related to interviewing disabled candidates and is used in the Oral Exam Panel preparation meeting where an HR representative also coaches the panel members on how to avoid bias during the interview process.
4. Inspired by the EEO Committee’s encouragement, HR is working on implementing enhanced unconscious bias guidelines and coaching for all hiring panels.

The HR Recruitment Division is interested in hearing any ideas the EEO Committee may have for further enhancement of the information and training it provides to hiring decision makers.

=====

Thank you again for your recommendations and please let me know if you have any questions.

December 17, 2019 (EEO Committee): Thank you for supporting efforts to ensure the City’s compliance with California’s Pay Equity law!

cc: Joe McMullen, Principal HR Analyst/EEO Committee Staff Liaison

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report
March 5, 2020

Section 4.2: Respectful Workplace Ad Hoc Sub-Committee

Tremain Hedden-Jones and Joe McMullen

The sub-committee assisted the Human Resources department with arranging for two sessions of a class for employees titled “Cultural Equity – Gender & Race.” The classes were presented by Hannah Garcia from the Arts Council Santa Cruz County and Jamie Joy from the Diversity Center.

Strides were made towards City-wide distribution of an informational poster about the Respectful Workplace Conduct policy. It was originally hoped to distribute the poster in October to coincide with anti-bullying month and to also host related events. These plans remain in place and will hopefully be executed in 2020, including hosting “brown bag” lunches to give employees an opportunity to meet the Committee members and engage in an open discussion about the state of our workplace as it relates to respectful conduct.

As follow-up to the California legislature passing SB179 in September, 2017, adding a third available gender marker to identification cards, drivers licenses, and birth certificates (“non-binary”), the sub-committee requested the Human Resources department to offer existing employees the opportunity to update their gender designation in City employment records. The request was approved.

**City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report**

March 5, 2020

Section 5: Appendices

- 5.1 Calendar Year 2019 Harassment/Discrimination and Respectful Workplace Conduct Complaints
- 5.2 Fiscal Year 2019 City Workforce & Census Demographics Analysis
- 5.3 United States Department of Labor Federal Contractor Program Veterans' Employment Report for 2019 ("VETS-4212 Report")
- 5.4 United States Equal Employment Opportunity Commission State and Local Government Report for 2019 ("EEO-4 Survey")

City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report
March 5, 2020

**Appendix 5.1: Calendar Year 2019 Harassment/Discrimination and
Respectful Workplace Conduct Complaints**

Harassment/Discrimination

All complaints from 2018 were resolved. The City received one complaint during 2019 for harassment based on sex. The complaint was investigated and found to not constitute a policy violation, however a policy violation related to supervisory reporting to HR was sustained and resulted in disciplinary action. The complaint is now closed.

Respectful Workplace Conduct

The first complaints received under this policy newly established in 2017 were received in 2019. One was administratively closed because the complainant resigned and was not available to complete the investigation process; a second was closed after no policy violation was found; the individuals involved in the two remaining open/sustained complaints are in the process of formally mediating their conflict.

**City of Santa Cruz Equal Employment Opportunity Committee
2019 Annual Report**

March 5, 2020

Appendix 5.2: Fiscal Year 2019 City Workforce Demographics

As of July, 2019 the City's full-time non-temporary workforce was virtually unchanged from the prior year. There was very little change in the percentages of all groups and in the proportions of sex/ethnic combinations within the total population.

The proportion of white male employees increased slightly; white female employees decreased slightly. The proportion of Hispanic/Latino male employees increased slightly. There were slight changes in the proportions of other sex/ethnic combinations.

Again this year, there were more men in professional positions and a larger percentage of women in para-professional jobs. Men and women hold equal numbers of jobs as Officials and Administrators. Men dominate in technical jobs, protective service, skilled crafts, and service/maintenance. Women hold the great majority of administrative support jobs. The largest concentrations of ethnic minority employees are in Public Works, Police, Parks & Recreation, and Water (see Appendix 5.3 *2019 EEO4 Report* for additional information).

Appendix 5.3 - 2013 EEO Committee Annual Report

FEDERAL CONTRACTOR VETERANS' EMPLOYMENT REPORT VETS-4212

OMB NO:1293-0005

Expires:

Persons are not required to respond to this collection of information unless it displays a valid OMB number. It is mandatory for a covered Federal contractor respond to this information collection. See 38 U.S.C. § 4212(d) and "Who Must File" section of instructions.

RETURN COMPLETED REPORT TO:

VETS-4212 Submission
VETERANS' EMPLOYMENT AND TRAINING SERVICE (VETS)
Service Center
In care of: Department of Labor National Contact Center (DOL-NCC)
15000 Conference Center Drive, Suite B0132
Chantilly, VA 20151

ATTN: Human Resource/EEO Department

TYPE OF REPORTING ORGANIZATION (Check one or both, as applicable) <input checked="" type="checkbox"/> Prime Contractor <input type="checkbox"/> Subcontractor	TYPE OF FORM (Check only one) <input checked="" type="checkbox"/> Single Establishment <input type="checkbox"/> Multiple Establishment-Headquarters <input type="checkbox"/> Multiple Establishment-Hiring Location <input type="checkbox"/> Multiple Establishment-State Consolidated (specify number of locations) (MSC)
---	---

COMPANY IDENTIFICATION INFORMATION (Omit if items preprinted above-ADD Company Contact Information Below)

COMPANY No: V041555		TWELVE MONTH PERIOD ENDING: 8/23/2019	
NAME OF PARENT COMPANY: CITY OF SANTA CRUZ		ADDRESS (NUMBER AND STREET): 877 CEDAR ST SUITE 100	
CITY: SANTA CRUZ	COUNTY:	STATE: CA	ZIP CODE: 95060
NAME OF COMPANY CONTACT: LEVY, DEBBIE A		TELEPHONE FOR CONTACT: (831) 420-5048	EMAIL: dlevy@cityofsantacruz.com

NAME OF HIRING LOCATION: Same	ADDRESS (NUMBER AND STREET):		
CITY:	COUNTY:	STATE:	ZIP CODE:

NAICS: 921110	DUNS: 050515881	EMPLOYER ID: (IRS TAX No.) 946000427
----------------------	------------------------	--

INFORMATION ON EMPLOYEES

REPORT THE TOTAL NUMBER OF EMPLOYEES AND NEW HIRES WHO ARE PROTECTED VETERANS, AS DEFINED IN THE INSTRUCTIONS. DATA ON NUMBER OF EMPLOYEES ARE TO BE ENTERED IN COLUMN A AND B, LINES 1.1 THROUGH 9. DATA FOR NEW HIRES ARE ENTERED IN COLUMNS C AND D. LINE 10 IS TOTAL OF EACH COLUMN. ENTRIES IN COLUMNS C AND D, LINES 1.1 THROUGH 9 (GRAY SHADED AREAS) ARE OPTIONAL. ENTER THE MAXIMUM AND MINIMUM NUMBER OF EMPLOYEES.

JOB CATEGORIES		NUMBER OF EMPLOYEES		NEW HIRES (PREVIOUS 12 MONTHS)	
		PROTECTED VETERANS (A)	TOTAL EMPLOYEES (B)	PROTECTED VETERANS (C)	TOTAL NEW HIRES (D)
EXECUTIVE/SENIOR LEVEL OFFICIALS AND MANAGERS	1.1		15	0	5
FIRST/MID LEVEL OFFICIALS AND MANAGERS	1.2	1	67	0	8
PROFESSIONALS	2		79	0	12
TECHNICIANS	3		57	0	11
SALES WORKERS	4	1	41	1	8
ADMINISTRATIVE SUPPORT WORKERS	5	2	118	0	13
CRAFT WORKERS	6	3	76	1	7
OPERATIVES	7	1	91	0	6
LABORERS/HELPERS	8	1	174	0	66
SERVICE WORKERS	9	2	368	0	94
TOTAL EMPLOYEES	10	11	1,086	2	230

Report the total maximum and minimum number of permanent employees during the period covered by this report.

Maximum Number	Minimum Number
1,254	1,057



[Fill Survey](#) [Profile](#) [Past Reports](#) [Upload File](#) [VIEW/PRINT DATA](#) Welcome 06303400 [Sign Out](#)
[How to file Online?](#) [Toll Free Customer Service: 1-800-649-3019](#)

CONFIRMATION FOR CONTROL NUMBER: 06303400

You have successfully completed 2019 EEO4 Report for Control Number 06303400 on 8/15/19 2:35 PM. Your confirmation number is E1816747431S. Please print it for your records.

To complete additional functions please click "Back to Survey". When all functions are complete select "Click here to certify data".

Link opens in PDF. You must have Adobe Acrobat Reader version 6.0 or higher installed on your PC in order to download and print. If you do not have Adobe Acrobat Reader version 6.0 or higher, click here to copy from Adobe's website.

Please click [PRINT ALL] to PRINT or VIEW ALL functions DATA in PDF.

OR

Please click on below function type links to PRINT or VIEW individual functions DATA in PDF.

Function	Status	Completed/ Updated Date
[16 : SUMMARY FUNCTION]	Completed	2019-08-15

• [BACK TO SURVEY](#)

• [CLICK HERE TO CERTIFY DATA](#)

To view historical reports [Click Here](#)



EQUAL EMPLOYMENT OPPORTUNITY COMMISSION				APPROVED BY	
STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)				OMB	
				30460008	
EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS (Read attached instructions prior to completing this form)				EXPIRES 12/31/2005	
DO NOT ALTER INFORMATION PRINTED IN THIS BOX				MAIL COMPLETED FORM TO:	
CONTROL NUMBER : 06303400				EEO-4 Reporting Center	
Survey Year : 19				PO Box 8127	
				Reston VA 20195	
A. TYPE OF GOVERNMENT (Check one box only)					
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input type="checkbox"/> 5. Special District	
<input type="checkbox"/> 6. Other (Specify)					
B. IDENTIFICATION					
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to Item C)					
SANTA CRUZ CITY					
2. Address Number and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY	
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	A	
				B	
C. FUNCTION					
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)					
<input checked="" type="checkbox"/> SUMMARY FUNCTION					
<input type="checkbox"/>	1. Financial Administration. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and		<input type="checkbox"/>	8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.	
<input type="checkbox"/>	GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and agencies (judges, magistrates, bailiffs, etc.)		<input type="checkbox"/>	9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.	
<input type="checkbox"/>	2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.		<input type="checkbox"/>	10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.	
<input type="checkbox"/>	3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)		<input type="checkbox"/>	11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities	
<input type="checkbox"/>	4. POLICE PROTECTION. Duties of a police department sheriffs, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.		<input type="checkbox"/>	12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.	
<input type="checkbox"/>	5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)		<input type="checkbox"/>	13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.	
<input type="checkbox"/>	6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and		<input type="checkbox"/>	14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY	
<input type="checkbox"/>	PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.				
<input type="checkbox"/>	7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for inpatient medical care.		<input type="checkbox"/>	15. OTHER (Specify on Page Four)	

D. EMPLOYMENT DATA AS OF JUNE 30															FUNCTION TYPE 16	
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO												TOTALS (COLUMN 8 A-N)
				MALE						FEMALE						
				MALE A	FEMALE B	WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H	WHITE I	BLACK OR AFRICAN AMERICAN J	ASIAN K	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER, L	
Officials and Administrators	1. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	2. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	3. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	4. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	5. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	6. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7. 55.0-69.9	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
	8. 70.0 Plus	2	0	14	0	0	0	0	0	19	0	0	0	0	35	
Professionals	9. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	10. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	11. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	12. 25.0-32.9	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
	13. 33.0-42.9	1	0	0	0	0	0	0	0	1	0	0	0	0	2	
	14. 43.0-54.9	0	0	0	0	1	0	0	0	0	0	0	0	0	1	
	15. 55.0-69.9	1	0	8	1	0	0	0	0	20	1	1	0	0	33	
	16. 70.0 Plus	9	2	50	0	7	0	0	1	49	1	4	0	1	124	
Technicians	17. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	18. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	19. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	20. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	21. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	22. 43.0-54.9	0	0	0	0	0	0	0	0	2	0	0	0	0	2	
	23. 55.0-69.9	2	0	5	0	1	0	0	1	1	0	0	0	0	10	
	24. 70.0 Plus	1	0	8	0	1	0	0	0	1	0	1	0	0	12	
Protective Service Workers	25. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	26. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	27. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	28. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	29. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	30. 43.0-54.9	0	0	1	0	0	0	0	0	0	0	0	0	0	1	
	31. 55.0-69.9	0	0	1	0	0	0	0	0	1	0	0	0	0	2	
	32. 70.0 Plus	5	0	31	2	2	0	0	0	0	0	0	0	0	40	
Paraprofessionals	33. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	34. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	35. 20.0-24.9	0	1	0	0	0	0	0	0	1	0	0	0	0	2	
	36. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	37. 33.0-42.9	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
	38. 43.0-54.9	0	1	0	0	0	0	0	0	4	1	0	0	0	6	
	39. 55.0-69.9	0	1	5	0	1	0	0	0	7	0	0	0	0	14	
	40. 70.0 Plus	3	0	12	0	0	0	0	0	2	0	0	0	0	18	
Administrative Support	41. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	42. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	43. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	44. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	45. 33.0-42.9	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
	46. 43.0-54.9	1	2	4	0	0	0	0	0	12	1	3	0	1	24	
	47. 55.0-69.9	1	4	4	1	0	0	0	0	13	0	1	0	0	24	
	48. 70.0 Plus	0	1	1	0	0	0	0	0	6	0	0	0	0	8	

D. EMPLOYMENT DATA AS OF JUNE 30															FUNCTION TYPE 16	
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	RACE/ETHNICITY													TOTALS (COLUMN S A-N)	
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
				MALE							FEMALE					
				MALE A	FEMALE B	WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H	WHITE I	BLACK OR AFRICAN AMERICAN J	ASIAN K		NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER L
Skilled Craft Workers (Lines 1-64)	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-31.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	53. 32.0-42.9	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	54. 43.0-54.9	4	0	5	1	0	0	0	1	1	0	0	0	0	0	12
	55. 55.0-69.9	8	0	15	0	2	0	0	0	2	0	0	0	0	0	27
	56. 70.0 Plus	8	0	27	0	3	0	0	0	1	0	0	0	0	0	39
Service/Maintenance (Lines 65-73)	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	61. 33.0-42.9	6	1	6	0	1	0	0	0	2	0	0	0	0	0	16
	62. 43.0-54.9	4	0	9	0	2	0	0	0	4	0	0	0	0	0	19
	63. 55.0-69.9	10	1	16	1	0	0	0	0	4	0	0	0	0	0	32
	64. 70.0 Plus	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
65. TOTAL FULL TIME (Lines 1-64)		67	14	223	6	21	0	0	3	158	4	10	0	2	2	510
2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)																
66. OFFICIALS/ADMIN	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	2
67. PROFESSIONALS	0	2	8	0	0	0	0	0	0	12	0	0	0	0	0	22
68. TECHNICIANS	1	0	2	0	0	0	0	0	1	0	0	1	0	0	0	5
69. PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
70. PARA-PROFESSIONAL	12	21	65	4	2	0	0	1	6	51	2	2	0	1	2	169
71. ADMIN. SUPPORT	4	10	24	0	2	0	0	0	3	37	0	4	0	0	4	88
72. SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
73. SERVICE/MAINTENANCE	30	13	25	1	2	0	1	1	1	9	1	1	0	0	0	84
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)		47	47	124	5	6	0	3	11	109	3	8	0	1	6	370
3. NEW HIRES DURING FISCAL YEAR Permanent full time only, JULY 1 - JUNE 30																
75. OFFICIALS/ADMIN	0	0	3	0	0	0	0	0	0	4	0	0	0	0	0	7
76. PROFESSIONALS	2	0	4	0	1	0	0	0	1	4	0	0	0	0	1	13
77. TECHNICIANS	1	0	2	0	0	0	0	0	1	2	0	0	0	0	0	6
78. PROTECTIVE SERVICE	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	3
79. PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
80. ADMIN. SUPPORT	0	0	2	0	0	0	0	0	0	3	0	0	0	0	0	5
81. SKILLED CRAFT	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	2
82. SERVICE/MAINTENANCE	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
83. TOTAL NEW HIRES (Lines 75-83)		4	0	16	0	2	0	0	3	13	0	0	0	0	1	39

FUNCTION TYPE 16				
REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)				
LIST AGENCIES INCLUDED ON THIS FORM				
CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)				
NAME OF PERSON TO CONTACT REGARDING THIS FORM			TITLE	
Debbie Levy			HR Analyst II	
ADDRESS (Number and Street, City, State, Zip Code)			TELEPHONE NUMBER	Ext FAX NUMBER
809 Center Street, Room 7, Santa Cruz, CA 95060,			831-420-5048	831-420-5004
DATE	EMAIL	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL		SIGNATURE <input type="checkbox"/>
2019-08-15	dlevy@cityofsantacruz.com	Lisa Murphy, HR Director		

EEO-4 EMPLOYMENT DATA ENDING 07/12/2019
CITY OF SANTA CRUZ


1. FULL TIME EMPLOYEES (temporary employees not included)															
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY														
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
			MALE							FEMALE					
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	Total Col A-N
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
5 PARA-PROFESSIONAL (continued)															
37. 33.0 - 42.9									1						1
38. 43.0 - 54.9		1							4	1					6
39. 55.0 - 69.9		1	5		1				7						14
40. 70.0 - PLUS	3		12						2					1	18
6 ADMINISTRATIVE SUPPORT															
41. \$0.1 - 15.9															
42. 16.0 - 19.9															
43. 20.0 - 24.9															
44. 25.0 - 32.9															
45. 33.0 - 42.9									1						1
46. 43.0 - 54.9	1	2	4						12	1	3		1		24
47. 55.0 - 69.9	1	4	4	1					13		1				24
48. 70.0 - PLUS		1	1						6						8
7 SKILLED CRAFT															
49. \$0.1 - 15.9															
50. 16.0 - 19.9															
51. 20.0 - 24.9															
52. 25.0 - 32.9															
53. 33.0 - 42.9	1														1
54. 43.0 - 54.9	4		5	1				1	1						12
55. 55.0 - 69.9	8		15		2				2						27
56. 70.0 - PLUS	8		27		3				1						39
8 SERVICE/MAINTENANCE															
57. \$0.1 - 15.9															
58. 16.0 - 19.9															
59. 20.0 - 24.9															
60. 25.0 - 32.9									1						1
61. 33.0 - 42.9	6	1	6		1				2						16
62. 43.0 - 54.9	4		9		2				4						19
63. 55.0 - 69.9	10	1	16	1					4						32
64. 70.0 - PLUS			1												1
65. TOTAL FULL TIME (LINES 1-64)	67	14	223	6	21			3	158	4	10		2	2	510

1. FULL TIME EMPLOYEES (temporary employees not included)																
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO													
			MALE							FEMALE						
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	Total Col A-H	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1 OFFICIALS/ADMINISTRATORS																
1. \$0.1 - 15.9																
2. 16.0 - 19.9																
3. 20.0 - 24.9																
4. 25.0 - 32.9																
5. 33.0 - 42.9																
6. 43.0 - 54.9																
7. 55.0 - 69.9									1							1
8. 70.0 - PLUS	2		14						19							35
2 PROFESSIONALS																
9. \$0.1 - 15.9																
10. 16.0 - 19.9																
11. 20.0 - 24.9																
12. 25.0 - 32.9									1							1
13. 33.0 - 42.9	1								1							2
14. 43.0 - 54.9					1											1
15. 55.0 - 69.9	1		8	1					20	1	1				1	33
16. 70.0 - PLUS	9	2	50		7			1	49	1	4		1			124
3 TECHNICIANS																
17. \$0.1 - 15.9																
18. 16.0 - 19.9																
19. 20.0 - 24.9																
20. 25.0 - 32.9																
21. 33.0 - 42.9																
22. 43.0 - 54.9									2							2
23. 55.0 - 69.9	2		5		1			1	1							10
24. 70.0 - PLUS	1		8		1				1		1					12
4 PROTECTIVE SERVICE																
25. \$0.1 - 15.9																
26. 16.0 - 19.9																
27. 20.0 - 24.9																
28. 25.0 - 32.9																
29. 33.0 - 42.9																
30. 43.0 - 54.9			1													1
31. 55.0 - 69.9			1						1							2
32. 70.0 - PLUS	5		31	2	2											40
5 PARA-PROFESSIONAL																
33. \$0.1 - 15.9																
34. 16.0 - 19.9																
35. 20.0 - 24.9		1							1							2
36. 25.0 - 32.9																

EEO-4 EMPLOYMENT DATA ENDING 07/12/2019
CITY OF SANTA CRUZ

2. OTHER THAN FULL TIME EMPLOYEES (Include temporary employees)															
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY														
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
			MALE							FEMALE					
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	Total Col A-K
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
66. Officials/Administrators		1					1								2
67. Professionals		2	8						12						22
68. Technicians	1		2					1			1				5
69. Protective Service															
70. Para-Professional	12	21	85	4	2		1	6	51	2	2		1	2	169
71. Administrative Support	4	10	24		2			3	37		4			4	88
72. Skilled Craft															
73. Service/Maintenance	30	13	25	1	2		1	1	9	1	1				84
74. TOTAL OTHER THAN FULL TIME (LINES 66-73)	47	47	124	5	6		3	11	109	3	8		1	6	370

3. NEW HIRES FOR YEAR ENDING ON 07/12/2019 - Permanent full time only															
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY														
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
			MALE							FEMALE					
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	Total Col A-K
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
75. Officials/Administrators			3						4						7
76. Professionals	2		4		1			1	4					1	13
77. Technicians	1		2					1	2						6
78. Protective Service	1		1		1										3
79. Para-Professional															
80. Administrative Support			2						3						5
81. Skilled Craft			1					1							2
82. Service/Maintenance			3												3
83. TOTAL NEW HIRES (LINES 76-82)	4		16		2			3	13					1	39



Fill Survey **Profile** **Past Reports** **Upload File** **VIEW/PRINT DATA** **Welcome 06303400** **Sign Out**

[How to file Online?](#) **Toll Free Customer Service: 1-800-649-3932**

CONFIRMATION FOR CONTROL NUMBER: 06303400

You have successfully completed 2019 EE04 Report for Control Number 06303400 on 8/15/19 2:12 PM. Your confirmation number is E1816747431S. Please print to your records.

To complete additional functions please click "Back to Survey". When all functions are complete select "Click here to certify data".

Link opens in PDF. You must have Adobe Acrobat Reader version 8.0 or higher installed on your PC in order to download and print. If you do not have Adobe Acrobat Reader version 8.0 or higher, click here to copy from Adobe's web site.

Please click [PRINT ALL] to PRINT or VIEW ALL functions DATA in PDF.

OR

Please click on below function type links to PRINT or VIEW individual functions DATA in PDF.

Function	Status	Completed/ Updated Date
[4 POLICE PROTECTION]	Completed	2019-08-15

• BACK TO SURVEY

• CLICK HERE TO CERTIFY DATA

To view historical reports Click Here



U.S. Equal Employment Opportunity Commission
1100 O Street, N.W.
Washington, D.C. 20512
Phone: 1-800-649-3932
Fax: 1-800-269-0892
EEOC.gov

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION				APPROVED BY	
STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)				OMB 30460008	
EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS (Read attached instructions prior to completing this form)				EXPIRES 12/31/2005	
DO NOT ALTER INFORMATION PRINTED IN THIS BOX				MAIL COMPLETED FORM TO:	
CONTROL NUMBER : 06303400 Survey Year : 19				EEO-4 Reporting Center PO Box 8127 Reston VA 20195	
A. TYPE OF GOVERNMENT (Check one box only)					
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input checked="" type="checkbox"/> 5. Special District	
<input type="checkbox"/> 6. Other (Specify)					
B. IDENTIFICATION					
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to item C)					
SANTA CRUZ CITY					
2. Address Number and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY	
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	A B	
C. FUNCTION					
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)					
<input type="checkbox"/> SUMMARY FUNCTION					
<input type="checkbox"/> 1. Financial Administration. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial officers and employees (judges, magistrates, bailiffs, etc.)		<input type="checkbox"/> 8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc. <input type="checkbox"/> 9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.			
<input type="checkbox"/> 2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.		<input type="checkbox"/> 10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.			
<input type="checkbox"/> 3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)		<input type="checkbox"/> 11. CORRECTIONS. Jails, reformatories, detention homes, halfway houses, prisons, parole and probation activities			
<input checked="" type="checkbox"/> 4. POLICE PROTECTION. Duties of a police department sheriff's, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.		<input type="checkbox"/> 12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.			
<input type="checkbox"/> 5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)		<input type="checkbox"/> 13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.			
<input type="checkbox"/> 6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.		<input type="checkbox"/> 14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY			
<input type="checkbox"/> 7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for in-patient medical care.		<input type="checkbox"/> 15. OTHER (Specify on Page Four)			

D. EMPLOYMENT DATA AS OF JUNE 30																FUNCTION TYPE 4
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (in thousands 000)	RACE/ETHNICITY														TOTALS (COLUMN SA-N)
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
				MALE								FEMALE				
				MALE A	FEMALE B	WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H	WHITE I	BLACK OR AFRICAN AMERICAN J	ASIAN K	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER L	
Officials and Administrators	1. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	3. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	4. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	5. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	6. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	7. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8. 70.0 Plus	1	0	2	0	0	0	0	0	0	0	0	0	0	0	3
Professionals	9. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	10. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	11. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	12. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	13. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	14. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	15. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	16. 70.0 Plus	3	0	2	0	0	0	0	0	3	1	0	0	0	0	9
Technicians	17. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	18. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	19. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	20. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	21. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	22. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	23. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	24. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Protective Service Workers	25. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	26. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	27. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	28. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	29. 33.0-42.9	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
	30. 43.0-54.9	4	0	5	0	0	0	0	0	2	0	0	0	0	1	12
	31. 55.0-69.9	3	1	3	1	0	0	0	0	0	0	0	0	0	0	8
	32. 70.0 Plus	15	1	37	0	2	0	0	0	8	0	0	0	0	0	69
Paraprofessionals	33. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	34. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	35. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	36. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	37. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	38. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	39. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	40. 70.0 Plus	0	1	11	0	0	0	0	0	1	0	0	0	0	0	13
Administrative Support	41. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	42. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	43. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	44. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	45. 33.0-42.9	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	46. 43.0-54.9	0	0	1	0	0	0	0	0	6	0	1	0	0	0	8
	47. 55.0-69.9	0	1	1	0	0	0	0	0	2	0	0	0	1	0	5
	48. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

D. EMPLOYMENT DATA AS OF JUNE 30															FUNCTION TYPE 4	
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	RACE/ETHNICITY													TOTALS (COLUMN SA-N)	
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO								FEMALE				
				MALE												
				MALE A	FEMALE B	WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H					WHITE I
Skilled Craft Workers	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	53. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	54. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	55. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	56. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Service-Maintenance	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	61. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	62. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	63. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	64. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
65. TOTAL FULL TIME (Lines 1-64)		26	4	63	1	8	0	0	0	23	1	1	0	1	1	129
2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)																
66.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
67.PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
68.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
69.PROTECTIVE SERVICE	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	4
70.PARA-PROFESSIONAL	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4
71.ADMIN. SUPPORT	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
72.SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
73.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	2	0	7	0	0	0	0	0	0	0	0	0	0	0	0	9
3. NEW HIRES DURING FISCAL YEAR Permanent full time only JULY 1 - JUNE 30																
75.OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
76.PROFESSIONALS	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
77.TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
78.PROTECTIVE SERVICE	7	1	5	1	0	0	0	0	2	0	0	0	0	0	1	17
79.PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
80.ADMIN. SUPPORT	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	4
81.SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
82.SERVICE/MAINTENANCE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
83. TOTAL NEW HIRES (Lines 75-82)	7	1	5	1	0	0	0	0	7	0	0	0	0	0	1	22

FUNCTION TYPE 4				
REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)				
LIST AGENCIES INCLUDED ON THIS FORM				
CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)				
NAME OF PERSON TO CONTACT REGARDING THIS FORM			TITLE	
ADDRESS (Number and Street, City, State, Zip Code)			TELEPHONE NUMBER	Ext FAX NUMBER
DATE	EMAIL	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL	SIGNATURE	<input type="checkbox"/>

8/15/2019 10:10:58AM

EEO Function: 4 Police Protection

1. FULL TIME EMPLOYEES (temporary employees not included)															
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY														Total Col A-N
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO							FEMALE					
			MALE												
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more race	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more race	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1 OFFICIALS/ADMINISTRATORS															
1. \$0.1 - 15.9															
2. 16.0 - 19.9															
3. 20.0 - 24.9															
4. 25.0 - 32.9															
5. 33.0 - 42.9															
6. 43.0 - 54.9															
7. 55.0 - 69.9															
8. 70.0 - PLUS	1		2												3
2 PROFESSIONALS															
9. \$0.1 - 15.9															
10. 16.0 - 19.9															
11. 20.0 - 24.9															
12. 25.0 - 32.9															
13. 33.0 - 42.9															
14. 43.0 - 54.9															
15. 55.0 - 69.9															
16. 70.0 - PLUS	3		2						3	1					8
4 PROTECTIVE SERVICE															
25. \$0.1 - 15.9															
26. 16.0 - 19.9															
27. 20.0 - 24.9															
28. 25.0 - 32.9															
29. 33.0 - 42.9			1												1
30. 43.0 - 54.9	4		5						2					1	12
31. 55.0 - 69.9	3	1	3	1											8
32. 70.0 - PLUS	15	1	37		8				8						69
5 PARA-PROFESSIONAL															
33. \$0.1 - 15.9															
34. 16.0 - 19.9															
35. 20.0 - 24.9															
36. 25.0 - 32.9															
37. 33.0 - 42.9															
38. 43.0 - 54.9															
39. 55.0 - 69.9															
40. 70.0 - PLUS		1	11						1						13
6 ADMINISTRATIVE SUPPORT															
41. \$0.1 - 15.9															
42. 16.0 - 19.9															
43. 20.0 - 24.9															
44. 25.0 - 32.9															

8/15/2019 10:10:58AM

CITY OF SANTA CRUZ

EEO Function: 4 Police Protection

1. FULL TIME EMPLOYEES (temporary employees not included)															
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY														
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO												Total Col A-N
			MALE						FEMALE						
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
6 ADMINISTRATIVE SUPPORT (continued)															
45. 33.0 - 42.9									1						1
46. 43.0 - 54.9			1						6		1				8
47. 55.0 - 69.9		1	1						2				1		5
48. 70.0 - PLUS															
45. TOTAL FULL TIME (LINES 1-64)	26	4	63	1	8				23	1	1		1	1	129

8/15/2019 10:10:58AM

CITY OF SANTA CRUZ

EEO Function: 4 Police Protection

2. OTHER THAN FULL TIME EMPLOYEES (include temporary employees)

ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															Total Col A-N	
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO														
			MALE							FEMALE							
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			
66. Officials/Administrators																	
67. Professionals																	
68. Technicians																	
69. Protective Service	1		3											4			
70. Para-Professional			4											4			
71. Administrative Support	1													1			
72. Skilled Craft																	
73. Service/Maintenance																	
74. TOTAL OTHER THAN FULL TIME (LINES 66-73)	2		7											9			

3. NEW HIRES FOR YEAR ENDING ON 07/12/2019 - Permanent full time only

ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															Total Col A-N	
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO														
			MALE							FEMALE							
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			
75. Officials/Administrators																	
76. Professionals								1						1			
77. Technicians																	
78. Protective Service	7	1	5	1				2					1	17			
79. Para-Professional																	
80. Administrative Support								4						4			
81. Skilled Craft																	
82. Service/Maintenance																	
83. TOTAL NEW HIRES (LINES 75-82)	7	1	5	1				7					1	22			



[Fill Survey](#) [Profile](#) [Past Reports](#) [Upload File](#) [VIEW/PRINT DATA](#) Welcome 06303400 Sign Out
[How to file Online?](#) Toll Free Customer Service: 1-800-647-7263

CONFIRMATION FOR CONTROL NUMBER: 06303400

You have successfully completed 2019 EEO4 Report for Control Number 06303400 on 8/15/19 2:10 PM. Your confirmation number is E181674743IS. Please print this page for your records.

To complete additional functions please click "Back to Survey". When all functions are complete select "Click here to certify data".

Link opens in PDF. You must have Adobe Acrobat Reader version 6.0 or higher installed on your PC in order to download and print. If you do not have Adobe Acrobat Reader version 6.0 or higher, click here to download a copy from Adobe's web site.

Please click [PRINT ALL] to PRINT or VIEW ALL functions DATA in PDF.

OR

Please click on below function type links to PRINT or VIEW individual functions DATA in PDF.

Function	Status	Completed/ Updated Date
[13 - SANITATION AND SEWAGE]	Completed	2019-08-15

• [BACK TO SURVEY](#)

• [CLICK HERE TO CERTIFY DATA](#)

To view historical reports Click Here



EQUAL EMPLOYMENT OPPORTUNITY COMMISSION				APPROVED BY	
STATE AND LOCAL GOVERNMENT INFORMATION (EEO4)				OMB	
				30460008	
EXCLUDE SCHOOL SYSTEMS AND EDUCATIONAL INSTITUTIONS				EXPIRES	
(Read attached instructions prior to completing this form)				12/31/2005	
DO NOT ALTER INFORMATION PRINTED IN THIS BOX				MAIL COMPLETED FORM TO:	
CONTROL NUMBER : 06303400				EEO-4 Reporting Center	
Survey Year : 19				PO Box 8127	
				Reston VA 20195	
A. TYPE OF GOVERNMENT (Check one box only)					
<input type="checkbox"/> 1. State	<input type="checkbox"/> 2. County	<input checked="" type="checkbox"/> 3. City	<input type="checkbox"/> 4. Township	<input type="checkbox"/> 5. Special District	
<input type="checkbox"/> 6. Other (Specify)					
B. IDENTIFICATION					
1. NAME OF POLITICAL JURISDICTION (If same as label, skip to Item C)					
SANTA CRUZ CITY					
2. Address Number and Street	CITY/TOWN	COUNTY	STATE/ZIP	EEOC USE ONLY	
809 CENTER STREET	SANTA CRUZ	SANTA CRUZ	CA-95060	A	
				B	
C. FUNCTION					
(Check one box to indicate the function(s) for which this form is being submitted. Data should be reported for all departments and agencies in your government covered by the function(s) indicated. If you cannot supply the data for every agency within the function(s) attach a list showing name and address of agencies whose data are not included.)					
<input type="checkbox"/> SUMMARY FUNCTION					
<input type="checkbox"/> 1. FINANCIAL ADMINISTRATION. Tax billing and collection, budgeting, purchasing, central accounting and similar financial administration carried on by a treasurer's, auditor's or comptroller's office and GENERAL CONTROL. Duties usually performed by boards of supervisors or commissioners, central administration offices and agencies, central personnel or planning agencies, all judicial offices and employees (judges, magistrates, bailiffs, etc.)			<input type="checkbox"/> 8. HEALTH. Provision of public health services, outpatient clinics, visiting nurses, food and sanitary inspections, mental health, alcohol rehabilitation service, etc.		
<input type="checkbox"/> 2. STREETS AND HIGHWAYS. Maintenance, repair, construction and administration of streets, alleys, sidewalks, roads, highways and bridges.			<input type="checkbox"/> 9. HOUSING. Code enforcement, low rent public housing, fair housing ordinance enforcement, housing for elderly, housing rehabilitation, rent control.		
<input type="checkbox"/> 3. PUBLIC WELFARE. Maintenance of homes and other institutions for the needy administration of public assistance. (Hospitals and sanatoriums should be reported as item 7.)			<input type="checkbox"/> 10. COMMUNITY DEVELOPMENT. Planning, zoning, land development, open space, beautification, preservation.		
<input type="checkbox"/> 4. POLICE PROTECTION. Duties of a police department, sheriff's, constable's, coroner's office, etc., including technical and clerical employees engaged in police activities.			<input type="checkbox"/> 11. CORRECTIONS. Jails, reformatories, detention houses, halfway houses, prisons, parole and probation activities.		
<input type="checkbox"/> 5. FIRE PROTECTION. Duties of the uniformed fire force and clerical employees. (Report any forest fire protection activities as item 6.)			<input checked="" type="checkbox"/> 12. UTILITIES AND TRANSPORTATION. Includes water supply, electric power, transit, gas, airports, water transportation and terminals.		
<input type="checkbox"/> 6. NATURAL RESOURCES. Agriculture, forestry, forest fire protection, irrigation drainage, flood control, etc., and PARKS AND RECREATION. Provision, maintenance and operation of parks, playgrounds, swimming pools, auditoriums, museums, marinas, zoos, etc.			<input type="checkbox"/> 13. SANITATION AND SEWAGE. Street cleaning, garbage and refuse collection and disposal. Provision, maintenance and operation of sanitary and storm sewer systems and sewage disposal plants.		
<input type="checkbox"/> 7. HOSPITALS AND SANATORIUMS. Operation and maintenance of institutions for inpatient medical care.			<input type="checkbox"/> 14. EMPLOYMENT SECURITY STATE GOVERNMENTS ONLY		
			<input type="checkbox"/> 15. OTHER (Specify on Page Four)		

D. EMPLOYMENT DATA AS OF JUNE 30															FUNCTION TYPE 13	
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (In thousands \$00)	RACE/ETHNICITY													TOTALS (COLUMN 3A-N)	
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO								FEMALE				
				MALE												
				WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H	WHITE I	BLACK OR AFRICAN AMERICAN J					ASIAN K
MALE A	FEMALE B															
Officials and Administrators	1. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	3. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	4. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	5. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	6. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	7. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	8. 70.0 Plus	0	1	2	0	0	0	0	0	0	1	0	0	0	0	4
Professionals	9. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	10. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	11. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	12. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	13. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	14. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	15. 55.0-69.9	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	16. 70.0 Plus	1	0	6	1	0	0	0	0	3	0	1	0	0	0	12
Technicians	17. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	18. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	19. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	20. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	21. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	22. 43.0-54.9	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
	23. 55.0-69.9	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
	24. 70.0 Plus	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2
Protective Service Workers	25. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	26. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	27. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	28. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	29. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	30. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	31. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	32. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	33. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	34. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	35. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	36. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	37. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	38. 43.0-54.9	0	1	0	0	0	0	0	0	1	0	0	0	0	0	2
	39. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	40. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Support	41. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	42. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	43. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	44. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	45. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	46. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	47. 55.0-69.9	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	48. 70.0 Plus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

D. EMPLOYMENT DATA AS OF JUNE 30																FUNCTION TYPE 13
1. FULL-TIME EMPLOYEES (Temporary employees are not included)																
JOB CATEGORIES	ANNUAL SALARY (In thousands \$00)	RACE/ETHNICITY														TOTALS (COLUMNS A-N)
		HISPANIC OR LATINO		NON-HISPANIC OR LATINO												
				MALE						FEMALE						
				MALE A	FEMALE B	WHITE C	BLACK OR AFRICAN AMERICAN D	ASIAN E	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER F	AMERICAN INDIAN OR ALASKAN NATIVE G	TWO OR MORE RACES H	WHITE I	BLACK OR AFRICAN AMERICAN J	ASIAN K	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER L	
Skilled Craft Workers	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	53. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	54. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	55. 55.0-69.9	5	0	13	0	1	0	0	0	0	0	0	0	0	0	19
	56. 70.0 Plus	6	0	17	1	0	0	0	0	1	0	0	0	0	0	25
Service-Maintenance	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	61. 33.0-42.9	6	0	9	0	0	0	0	1	1	0	0	0	0	0	17
	62. 43.0-54.9	9	0	8	0	0	0	0	2	0	0	0	0	0	0	19
	63. 55.0-69.9	15	1	11	0	1	0	0	0	0	0	0	0	0	0	28
	64. 70.0 Plus	0	0	4	0	0	0	0	0	0	0	0	0	0	0	4
65. TOTAL FULL TIME (Lines 1-64)		42	3	73	2	3	0	0	3	9	0	1	0	0	0	136
2. OTHER THAN FULLTIME EMPLOYEES (Including temporary employees)																
66. OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
67. PROFESSIONALS	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
68. TECHNICIANS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
69. PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
70. PARA-PROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
71. ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
72. SKILLED CRAFT	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
73. SERVICE/MAINTENANCE	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	1	0	2	0	0	0	0	0	0	1	0	0	0	0	0	4
3. NEW HIRES DURING FISCAL YEAR Permanent full time only JULY 1 - JUNE 30																
75. OFFICIALS/ADMIN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
76. PROFESSIONALS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
77. TECHNICIANS	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
78. PROTECTIVE SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
79. PARA-PROFESSIONAL	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
80. ADMIN. SUPPORT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
81. SKILLED CRAFT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
82. SERVICE/MAINTENANCE	4	0	3	0	0	0	0	0	1	1	0	0	0	0	0	9
83. TOTAL NEW HIRES (Lines 75-82)	4	1	4	0	0	0	0	0	1	1	0	0	0	0	0	11

FUNCTION TYPE 13				
REMARKS (List National Crime Information Center (NCIC) number assigned to any Criminal Justice Agencies whose data are included in this report)				
LIST AGENCIES INCLUDED ON THIS FORM				
CERTIFICATION. I certify that the information given in this report is correct and true to the best of my knowledge and was reported in accordance with accompanying instructions. (Willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.)				
NAME OF PERSON TO CONTACT REGARDING THIS FORM			TITLE	
ADDRESS (Number and Street, City, State, Zip Code)			TELEPHONE NUMBER	Ext
			FAX NUMBER	
DATE	EMAIL	TYPED NAME/TITLE OF AUTHORIZED OFFICIAL	SIGNATURE	<input type="checkbox"/>

8/15/2019 10:14:24AM

CITY OF SANTA CRUZ

EEO Function: 13 Sanitation and Sewage

1. FULL TIME EMPLOYEES (temporary employees not included)

ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															Total Col A-N
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO													
			MALE						FEMALE							
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	Two or more races		
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		

1 OFFICIALS/ADMINISTRATORS

1. \$0.1 - 15.9															
2. 16.0 - 19.9															
3. 20.0 - 24.9															
4. 25.0 - 32.9															
5. 33.0 - 42.9															
6. 43.0 - 54.9															
7. 55.0 - 69.9															
8. 70.0 - PLUS		1	2						1						4

2 PROFESSIONALS

9. \$0.1 - 15.9															
10. 16.0 - 19.9															
11. 20.0 - 24.9															
12. 25.0 - 32.9															
13. 33.0 - 42.9															
14. 43.0 - 54.9															
15. 55.0 - 69.9									1						1
16. 70.0 - PLUS	1		6	1					3		1				12

3 TECHNICIANS

17. \$0.1 - 15.9															
18. 16.0 - 19.9															
19. 20.0 - 24.9															
20. 25.0 - 32.9															
21. 33.0 - 42.9															
22. 43.0 - 54.9			1												1
23. 55.0 - 69.9					1										1
24. 70.0 - PLUS			2												2

5 PARA-PROFESSIONAL

33. \$0.1 - 15.9															
34. 16.0 - 19.9															
35. 20.0 - 24.9															
36. 25.0 - 32.9															
37. 33.0 - 42.9															
38. 43.0 - 54.9		1							1						2
39. 55.0 - 69.9															
40. 70.0 - PLUS															

6 ADMINISTRATIVE SUPPORT

41. \$0.1 - 15.9															
42. 16.0 - 19.9															
43. 20.0 - 24.9															
44. 25.0 - 32.9															

8/15/2019 10:14:24AM

CITY OF SANTA CRUZ

EEO Function: 13 Sanitation and Sewage

1. FULL TIME EMPLOYEES (temporary employees not included)

1. FULL TIME EMPLOYEES (temporary employees not included)																
ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO													Total Col A-N
			MALE							FEMALE						
	Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N		

6 ADMINISTRATIVE SUPPORT (continued)

45. 33.0 - 42.9																	
46. 43.0 - 54.9																	
47. 55.0 - 69.9									1								1
48. 70.0 - PLUS																	

7 SKILLED CRAFT

49. \$0.1 - 15.9																	
50. 16.0 - 19.9																	
51. 20.0 - 24.9																	
52. 25.0 - 32.9																	
53. 33.0 - 42.9																	
54. 43.0 - 54.9																	
55. 55.0 - 69.9	5		13		1												19
56. 70.0 - PLUS	6		17	1					1								25

8 SERVICE/MAINTENANCE

57. \$0.1 - 15.9																	
58. 16.0 - 19.9																	
59. 20.0 - 24.9																	
60. 25.0 - 32.9																	
61. 33.0 - 42.9	6		9						1	1							17
62. 43.0 - 54.9	9		8						2								19
63. 55.0 - 69.9	15	1	11		1												28
64. 70.0 - PLUS			4														4
65. TOTAL FULL TIME (LINES 1-64)	42	3	73	2	3			3	9		1						136

8/15/2019 10:14:24AM

CITY OF SANTA CRUZ

EEO Function: 13 Sanitation and Sewage

2. OTHER THAN FULL TIME EMPLOYEES (include temporary employees)

ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															Total Col A-N	
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO														
			MALE							FEMALE							
			Male	Female	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native		Two or more races
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			
66. Officials/Administrators																	
67. Professionals									1						1		
68. Technicians																	
69. Protective Service																	
70. Para-Professional																	
71. Administrative Support																	
72. Skilled Craft			1												1		
73. Service/Maintenance	1		1												2		
74. TOTAL OTHER THAN FULL TIME (LINES 66-73)	1		2						1						4		

3. NEW HIRES FOR YEAR ENDING ON 07/12/2019 - Permanent full time only

ANNUAL SALARY (In thousands 000)	RACE / ETHNICITY															Total Col A-N	
	HISPANIC OR LATINO		NON-HISPANIC OR LATINO														
			MALE							FEMALE							
			White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races	White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or more races			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O			
75. Officials/Administrators																	
76. Professionals																	
77. Technicians			1												1		
78. Protective Service																	
79. Para-Professional		1													1		
80. Administrative Support																	
81. Skilled Craft																	
82. Service/Maintenance	4		3					1	1						9		
83. TOTAL NEW HIRES (LINES 75-82)	4	1	4					1	1						11		

THIS PAGE INTENTIONALLY
LEFT BLANK



INFORMATION REPORT

COUNCIL MEETING

8/11, 2020

DATE: June 25, 2020

TO: City Council

DEPARTMENT: Public Works

SUBJECT: FYI# 0105: Public Works Response to Council Email "Recycle Bin taken wrongfully."

APPROVED:

DATE: 08.04.20

BACKGROUND: Recycling is a very important part of the City's waste diversion strategy. In part, to meet state mandated diversion goals, but equally important to support the City's Climate Action Plan. The Resource Recovery Waste Reduction team is tasked with providing recycling education through written and personal customer outreach in order to both assure the quality of materials for processing and to protect the health and safety of our recycling processing crews. Physical cart auditing, which is opening up carts to examine the contents, helps us to better educate the customer on incorrect, non-recyclable or dangerous materials that may be in the cart. We do this based on information from the collection drivers or just randomly selected areas in the City. A system of cart tags, personal or phone contact, written correspondence, contamination fines, increased refuse service, and finally temporary or permanent removal of the recycling container are all used to help try to keep our recycling stream safe and marketable.

City Council recently received correspondence from a customer at 224 Villa Mar Vista, who has had his recycling cart removed for contamination. He maintains that there is no reason, or authority, for us to have removed his cart and that he is being singled out for some reason. The Resource Recovery Division would like to address some of the issues that he has brought up.

DISCUSSION: A copy of the email to the City Council from Alexander Miller is attached to this report. Mr. Miller states that "First off, the cities website states, "Do not place garbage and other items of contamination in your blue recycle or green yard waste carts! Doing so, may prevent those carts from being emptied and may incur extra fees to your account." This is correct, however, our intention is to gain compliance through education, not to levy fines. We often need to remove carts to get a customer to contact us back when other efforts such as tags, letters and personal contact have failed. In most cases, after the customer has contacted our staff and discussed the contamination and ways to avoid them in the future, the cart is returned. The Santa Cruz Municipal Code sections 6.12.170 and 15.32.050 allow the Public Works Director to declare an item a nuisance and have it removed. A recycle cart with personal hygiene material in it would be considered a nuisance.

Mr. Miller claims "No where in that statement does it mention that carts will be removed for contamination instead you removed my cart to assert dominance over me. The rightful thing according to your own policy would have been to not take the contents and leave a note with what needs to be removed." As mentioned, the Waste Reduction team does cart audits based on information from our collection drivers or in randomly selected neighborhoods. In Mr. Miller's

SUBJECT: FYI# 0105: Public Works Response to Council Email "Recycle Bin taken wrongfully."

PAGE 2

case, the collection drivers identified the contamination when they dumped the cart so the following week they checked before it was in the truck, identified extreme contamination, and tagged the cart with an orange sticker (example attached) and left the cart. The following week when they returned they noticed the sticker had been removed and the same material was still in the cart. The second week when they saw the cart still out they notified the Waste Reduction team who then removed the cart and sorted the material at our facility where they took pictures (attached) of the contamination types. This means the customer had three full weeks to clean his cart or contact our office. The team estimated that less than 10% of the material in that cart was actually recyclable. They sent a contamination letter (attached), along with the pictures, to both the Villa Mar Vista address and the Los Gatos address on record. The Villa Mar Vista letter was returned by the post office. Please notice in this letter that in April of 2019, Mr. Miller also had his cart removed for the exact types of contamination. At that time, he contacted our team and through program education discussions by phone, we returned his recycling cart. As to singling him out, the statistics from our auditing program shows that since this past January, we have performed over 1,280 cart audits which resulted in 247 orange tags for outreach, 17 extra charge letters and 20 cart removals. Currently, all but eight of those carts have been returned to the customer.

Mr. Miller asserts that there was no way to identify that he had contaminated the cart and it was likely someone else. He mentions, "The city is relying on a cardboard box, (which should be acceptable in the recycling bin) with my address on the box. There is zero proof that I violated any rule or statute." Referring back to the pictures, the cardboard box with his address, is a diaper box, which is a large part of the contamination in this cart and is the exact same type of diaper that was found in the recycling bin. We would take that as a strong indication that this cart was contaminated by someone from his address. As mentioned in the letter, a major cause for contamination is not enough refuse service and using the recycling cart for garbage. Given the history of this location and the small refuse container that they have, we feel this is indeed the issue.

Lastly, Mr. Miller questions why we should be wasting tax money on trash enforcement duty. As you know, the Refuse Fund is an Enterprise activity that is funded solely through refuse customer rates. Part of our revenue is generated through sales of recyclable material, a venture that is becoming more difficult with the current world markets. Our Waste Reduction team is very diligent with trying to help all customers provide us with the most marketable material as possible. Additionally, during this unusual time of COVID-19, they also take very seriously the task of protecting our essential refuse workers from potentially harmful hygiene waste. Since the bulk of the material that is sent to the recycling center ends up being hand-sorted by our staff, we are particularly concerned when we see diapers, used face masks and other health care related items. In these cases, protecting our workers and insuring marketable recyclable material is not a waste of money, but sound fiscal protection of revenue and assets.

Our team works very hard to never have to remove carts from a customer. We spend a lot of time and effort to provide written, electronic and personal outreach to get our program information out, so it is disappointing when we have to pull a cart because someone will not recycle right. Looking again at audit program numbers you can see that this is largely successful with only 20 cart removals in 1,280 cart audits.

SUBJECT: FYI# 0105: Public Works Response to Council Email "Recycle Bin taken wrongfully."

PAGE 3

Prepared by:



Bob Nelson
Resource Recovery Operations Manager

Submitted by:



Mark R. Dettle
Director of Public Works

ATTACHMENTS:

Email from Alexander Miller, dated 6/25/2020

Cart Tags

April 2020 Contamination Collage

Residential Curbside Cart Contamination Notice to Alexander Miller, 4/20/2020

Christina Alberti

From: Leslie O'Malley
Sent: Thursday, June 25, 2020 2:06 PM
To: Bob Nelson
Subject: FW: Recycle Bin taken wrongfully

From: Alexander Miller [alexhmlg@gmail.com]
Sent: Thursday, June 25, 2020 1:49 PM
To: City Council; Justin Cummings; Donna Meyers; Katherine Beiers; Sandy Brown; Renee Golder; Cynthia Mathews; Martine Watkins; Martin Bernal; Leslie O'Malley; Mark Dettle
Subject: Recycle Bin taken wrongfully

June 25, 2020

Dear Santa Cruz City Council:

Thank you for allowing me to speak at the last Santa Cruz City Council meeting during public comment. I made the first comment about my recycling bin. I've owned my house at 224 Villa Mar Vista, Santa Cruz since 2001 and there is nothing more in the world that I love than the Monterey Bay. For the past 20 years or so, I've interacted with the city several times which mainly have been bad experiences.

The most disturbing interaction I got was last night's message from our beloved city manager where he states, "But to be clear, your cart was rightly removed due to contamination. Ms. O'Malley is a valued City employee and is simply doing her job. I commend her for it." Without hearing my claim and only his staff's argument, he believes my bin was rightfully removed although he is wrong. First off, the city's website states, "Do not place garbage and other items of contamination in your blue recycle or green yard waste carts! Doing so, may prevent those carts from being emptied and may incur extra fees to your account." <http://www.cityofsantacruz.com/government/city-departments/public-works/resource-recovery-garbage-recycling-sweeping>

No where in that statement does it mention that carts will be removed for contamination instead you removed my cart to assert dominance over me. The rightful thing according to your own policy would have been to not take the contents and leave a note with what needs to be removed.

Secondly, there is no evidence from the city that I personally put items in my cart wrongfully. Often we leave Santa Cruz for the weekends and we put our cart on the street Friday night for Monday morning pick-up. If any of you have been to Villa Mar Vista, you'll know that we are a gated community so all of our bins go directly to the street. The space between my house and where I put the bin is over 350 feet. How can I be held liable and have my cart removed for a violation that I didn't commit? The city is relying on a cardboard box, (which should be acceptable in the recycling bin) with my address on the box. There is zero proof that I violated any rule or statute.

Lastly, why does the city feel the need to dumpster dive through people's recycling and then blame them for contents found. If every cart is inspected at every house then aren't we wasting significant tax money? We are in a crunch right now with money and we should not be on trash enforcement duty.

I believe the city should adopt a law that forbids Public Works for removal of bins. We should change the policy so we are treating our residents nicely. This is not nice to take my bin for over 2 months and not return it.

Very truly,

Alexander Miller



Public Works – Resource Recovery

NOTICE

This cart has been tagged due to:
CONTAMINATION

↓ PLEASE REMOVE ↓

- ☐ Garbage/ Food/ Diapers
- ☐ Polystyrene #6 (Styrofoam™)
- ☐ Plastic food boxes/ Clamshells
- ☐ Loose plastic bags
- ☐ Greasy pizza boxes
- ☐ Electronics (E-waste)
- ☐ Clothing/ Linens/ Textiles
- ☐ Bathroom waste
- ☐ Scrap metal
- ☐ Yard waste
- ☐ Hazardous waste
- ☐ Construction materials
- ☐ Other:

Can be subject to charges
for contamination

Date: _____

Address: _____

CALL CUSTOMER SERVICE TO
ARRANGE FOR THIS CART
TO BE EMPTIED.

420-5220

www.cityofsantacruz.com/recycleright



Public Works – Resource Recovery

OOPS!

We appreciate your recycling efforts.
Your cart will be emptied as usual.

To improve recycling in your house-
hold, please note the following are
NOT ACCEPTED in your recycling cart:

- ☐ Polystyrene #6 (Styrofoam™)
- ☐ Food contaminated paper
and cardboard
- ☐ Chip bags / snack wrappers
- ☐ Bagged cans / paper / bottles
– Keep it loose!
- ☐ Single plastic bags / plastic film
– Bag your bags!
- ☐ Milk / Juice / Soup Cartons
- ☐ Other

Date: _____

Should you have any questions
regarding the City of Santa Cruz's
recycling policies, please contact:

420-5220

Or visit:

www.cityofsantacruz.com/reducewaste

KEEP UP THE GREAT WORK!



Public Works – Resource Recovery

NOTICE

PER COUNCIL RESOLUTION NS-28,892

ALL CITY OF SANTA CRUZ GARBAGE, RECYCLE,
AND YARD WASTE COLLECTION RECEPTACLES
MUST BE TAKEN OFF PUBLIC SIDEWALKS AND
STREETS WITHIN 24 HOURS AFTER COLLECTION
HAS BEEN COMPLETED.

420-5220

Santa Cruz City Council Resolution No. NS-28892, enacted 12/20/09, requires the placement of the cart for collection on the public right-of-way prior to the scheduled collection date. The City of Santa Cruz is not responsible for the placement of the cart on the public right-of-way. Persons who use the service for which charges are timely established may not place collection receptacles on the public right-of-way prior to the scheduled collection date, and they must remove the cart or receptacle from the public right-of-way within 24 hours after collection has occurred.



Soiled Diaper, Carton, Tissues, Paper Towels

Loose Plastic, Non Recyclable packaging



Personal PPE and Hygiene Products



Address to establish which address cart belongs



Resource Recovery
Public Works Department
Customer Service 420-5220
www.cityofsantacruz.com

RESIDENTIAL CURBSIDE CART CONTAMINATION NOTICE

Dear Mr. Miller

April 20th, 2020

This letter is to notify you that the Recycling Cart for the address at 224 Villa Mar Vista has been removed for contamination.

I have attached photos of the some of the items of contamination noted in the Recycle bin from this address. Items observed include the following

- Used Tissues or paper towels
- Used face masks and gloves
- Soiled diapers
- Loose plastic
- Empty case of coke with the plastic wrap still around the cardboard
- Food related garbage
- Trash

Our records indicate that extensive education and outreach was conducted for this account at this time last year. I have included our Recycle Right flyer. Please make note and share with others who use this service that ONLY the items in the YES (Blue) section of the flyer area allowed in the Recycle Bin. The backside offers guidance about choosing the right level of service and proper size of garbage cart based on your household size and disposal habits. Inadequate level of garbage service is one of the leading causes we see for contamination of the recycling bins.

Please call me at your earliest convenience to discuss this situation and come to an agreement on how we can adequately service your account while also protecting the health and safety of our recycling sorting staff.

Thank you for your cooperation.

Leslie O'Malley

Waste Reduction Program Manager
City of Santa Cruz | Public Works Department
lomalley@cityofsantacruz.com (831)420-5593
www.cityofsantacruz.com/recycleright



INFORMATION REPORT

DATE: August 4, 2020

TO: City Council

DEPARTMENT: Public Works

SUBJECT: Addendum to FYI# 0105: Public Works Response to Council Email
"Recycle Bin taken wrongfully."

APPROVED:

DATE:

8-6-2020

BACKGROUND: On June 25, 2020, Public Works provided an FYI concerning a complaint regarding a contaminated recycling cart taken from a resident on Villa Mar Vista. Since that report was issued after the last regularly scheduled City Council meetings before going dark in July, the August 11, 2020 is the first meeting that the report is available for council review. Since over a month has passed since the initial report, additional information is provided for that interim period.

DISCUSSION: After notification of a complaint at the June 23, 2020 council meeting, Resource Recovery staff again tried to contact Mr. Miller regarding his contaminated recycling cart. After several phone attempts our staff did get in touch with Mr. Miller but were told to "never call [him] again" and he would only speak to her boss. Mark Dettle, the Public Works Director, spoke to him on the phone and he demanded his recycling cart back and would not acknowledge any responsibility for contamination. Shortly after that call, Mr. Miller filed three separate public record requests. These requests were of a personal nature, such as the names of all utility customers that had received contamination notices, the names of all collection staff, and some attempted to disparage the qualifications and reputation of our Resource Recovery staff, particularly regarding the individual that removed his cart. These requests have been responded to and coordinated through the City Clerk's office in July 2020.

Between June 24, 2020 and July 22, 2020, Mr. Miller sent several additional emails to the City Manager and Public Works Director complaining about the qualifications and the intentions of the person that removed his contaminated cart. Additionally, during this time and as recent as July 27, 2020, Mr. Miller has sent several emails to individual councilmembers with a copy of his original request and in very large font requesting, his cart be returned.

After the July 23rd email to council, and since Mr. Miller refused to contact anyone in the Resource Recovery Division to take steps to have his cart returned, the Public Works Director sent Mr. Miller a letter, dated July 23, 2020 (see attached in this FYI addendum), which detailed what he must do to get his cart back. A copy of this letter was distributed to the City Manager and each City Councilmember on July 23, 2020. Due to the severe contamination, it appears he does not have enough refuse service and is using his recycling cart as an overflow for his refuse; he will be required to increase his refuse service level and follow the requirements to appropriately recycle his materials. Coincidentally, this was the recommendation made by the

Resource Recovery staff last year, when he had his cart removed for the exact types of contamination in April 2019. In this case, and because he agreed to the additional education and assurances that it would not happen again, staff returned his cart on that occasion.

This letter was sent to the Villa Mar Vista address via UPS and a Seaside PO Box listed on his account. The UPS delivery was refused and Mr. Miller contacted our Administrative staff, on July 27, 2020 saying he does not accept mail at his home address. Our staff sent him an email version at that time. He has responded back that he does not agree with these "outrageous terms." Again, the terms required in the letter are the same that we use, and accepted, by other customers that have contaminated recycling in similar situations.

Prepared by:



Bob Nelson
Resource Recovery Operations Manager

Submitted by:



Mark R. Dettle
Director of Public Works

ATTACHMENTS:

Return of Residential Curbside Recycling Cart letter, 7/23/20



PUBLIC WORKS DEPARTMENT
809 Center Street, Room 201, Santa Cruz, CA 95060 • 831 420-5160 • Fax: 831 420-5161

Mr. Alexander Miller
224 Villa Mar Vista
Santa Cruz, CA 95060

July 23, 2020

RE: Return of Residential Curbside Recycling Cart

Dear Mr. Miller,

Thank you for your continued interest in participating in the City's Curbside Recycling Program. To ensure the return and retention of the City owned blue recycling cart and its weekly collection service, the following conditions must be met in the following order:

- Authorize the increase in the size of garbage cart to a 64 gallon cart. This service level carries a monthly fee of \$77.25 + tax. This can be accomplished by completing the ***Change Refuse Cart Service*** form on our website.
- Only after you have authorized and initiated the increase in garbage service, a blue curbside recycling cart will be returned to your residence, when we exchange your existing refuse cart. This cart will have helpful Recycle Right! Educational stickers affixed to the lid, as is common for recycling carts we deliver in the City.
- Only the items in the blue area of the attached Recycle Right! Guides are allowed in the recycling cart. While there is an extensive list of items that don't belong in the curbside collection recycle cart we have included the most common forms of contamination in the red section of the attached flyer. Please use the Recycle Right! Guide in assisting you and anyone else in your household using the cart to ensure only clean (lightly rinsed and dry) accepted material is placed in the recycling cart. Please note, The City offers a variety of extra services for a fee including Pack Out and Bulky Item pickup. Customer service can assist you with those as well.
- Your recycling cart will continue to be periodically monitored to ensure that only acceptable items are placed in the cart. If contamination is found:
 - 1st time after return – Contamination will be noted and you will be notified. You will be asked to remove the contamination and the cart will be serviced the following week on the regular pick up day. If you choose not to remove the

contamination, the cart will be dumped as garbage and your account will be billed for an extra 64 gallons of trash.

- 2nd Time – The cart will be removed and your account will be billed for an extra 64 gallons of trash. You will need to speak to Waste Reduction Staff to gain further education about what goes in the Blue Cart and determine if garbage service cart needs to be increased to the 95 gallon cart. After that communication is logged, the cart will be returned.
- 3rd time – The recycling cart will be permanently removed.


Following the guidelines below will ensure uninterrupted service of your recycling cart.

- Ensure that only **CLEAN** (lightly rinsed and dry) acceptable items are placed in the cart.
- Place cart curbside only when it is full, this will ensure there is no room for passersby to place anything in your cart. The contents of the cart are ultimately the responsibility of the account holder.
- Place cart curbside on collection day as close to pick up time as possible, *before 5AM*. If you are not there to do this yourself on a regular basis you may be eligible for "Pack Out" service for a fee.
- Comply with City Council Resolution NS-28,892 which states that all City of Santa Cruz garbage, Recycle and Yard Waste collection Carts taken off public sidewalks and streets within 24 hours after collection has been completed.

Upon reading this letter, we are requesting you respond by acknowledging the conditions listed above and emailing a signed copy of this letter to bnelson@cityofsantacruz.com or mailing the signed letter to the City of Santa Cruz Public Works Administration office ATTN: Bob Nelson at 809 Center St, Room 201, Santa Cruz, CA 95060.

I, _____, hereby acknowledge the conditions of the City
of Santa Cruz Curbside Recycling Program on _____, 20____.
(month) (date) (year)

Sincerely,



Mark R. Dettle
Public Works Director
City of Santa Cruz

Cc:

Mayor Justin Cummings
Vice Mayor Donna Meyers
Councilmember Katherine Beiers
Councilmember Sandy Brown
Councilmember Renee Golder
Councilmember Cynthia Mathews
Councilmember Martine Watkins
City Manager Martin Bernal

Attachments:

Recycle Right! Residential Guide
Annual Newsletter mailed to all account holders in January 2020

KEEP IT SIMPLE, KEEP IT CLEAN!



YES

**Paper and
Flattened
Cardboard**



Papel y cajas de
cartón desarmadas

**Glass Bottles
and Jars**



Botellas y frascos
de vidrio

**Metal Cans &
Aluminum**



Latas de metal
y aluminio

**Plastic Bottles
Jugs, Jars & Tubs**



Botellas y contenedores
de plástico

**Plastic Bags
Clean & Dry**



Bolsas de plástico
Pongalas en una bolsa

- Recycle Right!
- Don't Bag Recyclables
- Keep Recycling Loose
- Dejar el Reciclaje Suelto

NOT ACCEPTED IN THE BLUE CART



NO



**No
Single Plastic Bags**



**No Food, Liquids
or Garbage**



**No
Cartons**



**No Plastic
Food Boxes**



No Polystyrene



**No
Glassware or Ceramics**



**No
Pizza
Boxes**



**No
Clothes or Linens**



No Tanglers
hoses, wire, chain, electric cords



**No
Big
Items**
Scrap metal, buckets, furniture

2020 • When in Doubt Find Out! • 420-5593 • cityofsantacruz.com/recycleright



Refuse & Recycling 2020

THE COST OF "FREE" STUFF

Sidewalks can be a vibrant place with people coming and going and all kinds of activity. Some activities are appropriate while others aren't in keeping with the overall goals of unhindered passage and litter-free streets.

Often we see garage sales that spill onto the sidewalk. After the sale, those treasures of yesterday become today's box of junk left out in hopes that it will just disappear. Then people rummage through the boxes leaving debris everywhere. Couches with "FREE" signs start out on a front lawn and mysteriously "migrate" down the street where past ownership becomes foggy and the responsibility of disposal becomes someone else's problem. But that problem is becoming more widespread, and ultimately costly, to Santa Cruz residents.



"Unfortunately, we're seeing more and more "FREE" stuff left on sidewalks and forgotten," said Resource Recovery Supervisor Lee Farola.

City crews haul away improperly discarded items up to ten times a day! This extra work costs staff time, vehicle upkeep, gas, and disposal costs which can lead to higher refuse rates for residents.

Our streets and sidewalks are the backbone of our transportation system and that system moves people. Skateboarders, bicyclers, walkers and those with disabilities need to be able to move, unhindered, down our thoroughfares—let's keep them clean and open so that we can all get where we're going safely!



Wondering what to do?

Stop it! – Don't leave "Free" items out on the sidewalk. Encourage your neighbors to utilize the following curbside alternatives as well.

Bulky Item Pick Up! – Call customer service 420-5220.

Find a Taker! – FreeCycle, Next Door and Craigslist Free are all great and free online options to connect your items with someone who actually wants them.

Donate it! – Useable and items in good condition only. Your junk is not necessarily their treasure.

WE'RE HERE TO HELP!

City employees utilize spot checks of curbside recycling carts and containers as an opportunity to educate residents and businesses about contamination. If unacceptable items are found, customers will receive an orange notification sticker on their cart. A follow up letter, and a **Keep It Simple – Keep It Clean Recycle Right!** guide will also be mailed out to help them improve their understanding and sorting of what goes where.

The City provides ample opportunity to clean up the recycling bin or cart but if a third warning is issued, a contamination fee of up to \$30 will be applied to the utility account. If contamination continues, the blue cart may be removed and the customer will need to move to a larger level of garbage service, which will cost more.

Craig Pearson, Superintendent of Waste Disposal, believes that utilizing the many educational resources available in the website, cityofsantacruz.com/recycleright will result in benefits right away. *"We want to keep recycling out of the garbage, and garbage out of the recycling. Improved efficiencies, cleaner recycling and less labor costs will result."*



Why Doesn't the City Accept Cartons or Clam Shells?

1. Small Quantity of Material: Cartons represent a relatively small percentage of our overall waste stream. It would take us months to acquire enough cartons to bale and ship out.

2. Mixed Material: Gable top milk and shelf-stable aseptic cartons contain multiple layers of material including paper, aluminum (aseptic) and plastic, making them difficult to recycle.

3. Limited Viable End Market: Demand for hard to recycle cartons as a feedstock for new items has been low. That may change in the future as things do in the world of recycling. For now, cartons belong in your trash cart

To-Go food containers – Clear light-weight, plastic boxes known as "clamshells" that hold

produce, take-out food, deli salads, roasted chickens, baked goods and more are not accepted with recycling. They are difficult to sort and

because they easily flatten, they contaminate other materials. Like cartons, there is currently no viable market for this type of plastic so even if it has a number in a recycle symbol, it goes in the trash.



Stopping the sorting line for bagged materials or needles costs time and money.

KEEP IT LOOSE!

When you place your recycling in the blue cart, it should be loose.

Do not place items in a bag!



KEEP IT SIMPLE, KEEP IT CLEAN!



YES

Paper and Flattened Cardboard



Papel y cajas de cartón desarmadas

Glass Bottles and Jars



Botellas y frascos de vidrio

Metal Cans & Aluminum



Latas de metal y aluminio

Plastic Bottles Jugs, Jars & Tubs



Botellas y contenedores de plástico

Plastic Bags Clean & Dry



Bolsas de plástico
Pongalas en una bolsa

● Recycle Right! ● Don't Bag Recyclables ● Keep Recycling Loose ● Dejar el Reciclaje Suelto

NOT ACCEPTED IN THE BLUE CART



NO



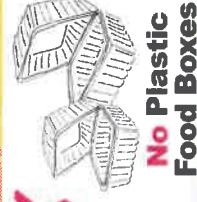
No Single Plastic Bags



No Food, Liquids or Garbage



No Cartons



No Plastic Food Boxes



No Polystyrene



No Glassware or Ceramics



No Pizza Boxes



No Clothes or Linens



No Tanglers
hoses, wire, chain, electric cords



No Big Items
Scrap metal, buckets, furniture

2020 ● When in Doubt Find Out! ● 420-5593 ● cityofsantacruz.com/recycleright

THESE ITEMS ARE **NOT** ACCEPTED AT THE CURBSIDE!

These items require special handling due to size and material.

Please bring these items to the Resource & Recovery Center (Recycling Center) on Dimeo Lane so that they don't end up in our Landfill!

Automobile:



Tires, anti-freeze, transmission fluid, auto batteries, **used motor oil** (call 831-420-5220 to request a free, 2 1/2 gallon container).

Scrap Metal:



Large appliances, furniture, motors, engines and transmissions (must be drained of all fluids).

Household batteries:



(AAA, AA, C, D, 9-volt, button cell and lithium ion).

E-Waste:



Computers and monitor, Televisions and stereos, small electronics and appliances.

Fluorescent light bulbs & tubes:



Limit 10 per visit.

Rigid Plastic:



5 gallon buckets, laundry baskets, storage tubs, plastic garden pots and trays and lawn furniture.

Shredded Paper:



Contained in a brown paper bag.

Carpet:



Must be separate from padding, clear of tack strips, nails, and other debris.

Resource Recovery Facility (Landfill, Yard Waste, & Recycling)

Hours: Mon. – Sat. 7:30 AM to 3:30 PM

Closed on Sundays, Thanksgiving Day, Christmas Day and New Year's Day. Closed at noon on December 24 (Christmas Eve) and December 31 (New Year's Eve).

Location: 605 Dimeo Lane

(3 miles north of Santa Cruz up Highway 1).

Need More Information?

Customer Service420-5220
Resource Recovery Facility.420-6270
Household Hazardous Waste Disposal454-2606
Recycling Tip Line 420-LESS

