

A G E N D A

Joint Meeting of the Scotts Valley City Council and Redevelopment Agency Board of Directors

Date: February 15, 2006 Time: 6:00 p.m.

CITY OF SCOTTS VALLEY

One Civic Center Drive
Scotts Valley, CA 95066
(831) 440-5602

MEETING LOCATION

City Council Chambers
One Civic Center Drive
Scotts Valley, CA

POSTING: The agenda was

posted 2-10-06 at City Hall
and on the Internet at
www.scottsvalley.org.

CALL TO ORDER 6:00 p.m.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

COMMITTEE REPORTS

(Council/Agency members are appointed to committees which are either City/RDA committees or committees dealing with other jurisdictions. This portion of the agenda allows the committee member to present oral or written reports to the Council/RDA regarding their committee assignments. It also allows the Council/RDA to make comments and give the committee member direction, as required.)

Interjurisdictional Committees:

- Criminal Justice Council (Marigonda/Bustichi)
- Transportation Commission (Johnson/Barrett)
- Metro Transit District Board (Bustichi)
- County Integrated Waste Mgmt Local Task Force (Barrett/Hamby)
- City/School District Joint Committee (Barrett/Marigonda)
- AMBAG (Aguilar/Barrett)
- LAFCO (Marigonda)
- City Selection Committee (Mayor)
- League of California Cities Delegate Program (Aguilar)
- CVC Film Advisory Board (June Smith)
- Hazardous Materials Advisory Commission (Scott Hamby)
- Cultural Council (Barrett)
- Seniors Advisory Council (Ferd Bergholz)
- Santa Margarita Ground Water Basin Advisory Committee (Barrett /Aguilar)
- Library Financing Authority/Joint Powers Boards (Johnson)

Standing Local Committees:

- Traffic Safety Committee (City) (Barrett/Bustichi)
- Economic Development (City/RDA) (Johnson/Bustichi)
- Affordable Housing (RDA) (Aguilar/Bustichi)
- Water Subcommittee (City) (Barrett/Aguilar)
- Budget Subcommittee (City/RDA) (Barrett/Marigonda)

Project Specific Committees:

- Skypark Subcommittee (City/RDA) (Johnson/Bustichi)
- Gateway South Commercial (City) (Johnson/Barrett)

PUBLIC COMMENT TIME 6:15 p.m.

(This is the opportunity for individuals to make and/or submit written or oral comments to the Council/Agency on any items within the purview of the Council/Agency, which are **NOT** part of the Regular Agenda. No action on the item may be taken, but the Council/Agency may request the matter be placed on a future agenda. If an individual would like to have an item on the Consent Agenda moved to and discussed on the Regular Agenda, they should request it at this time.)

ALTERATIONS TO CONSENT AGENDA

(Council/Agency can remove or add items to the Consent Agenda.)

CONSENT AGENDA

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any item may do so by raising their hand to be recognized by the Mayor/Chair.)

- A. Approve Joint City Council/RDA meeting minutes of 2-1-06 (City/RDA)
- B. Approve check register – 1-27-06 (City/RDA)
- C. Approve Management Compensation Benefit Package, December 9, 2005 through June 30, 2008 (City)
- D. Approve modifications to existing Police Department job class specifications (City)

ALTERATIONS TO REGULAR AGENDA

(Council/Agency can remove or add items to the Regular Agenda.)

REGULAR AGENDA

(Persons wishing to speak on any item may do so by raising their hand to be recognized by the Mayor/Chair.)

- 1. Consider request for non-collection of fees for use of Skypark Park by Master Gardeners Association (CityManager/Comstock) (City)
- 2. Consideration of Scotts Valley Redevelopment Agency funding request from the Santa Cruz County Conference and Visitors Council (CVC) (CityManager/Comstock) (City/RDA)
- 3. Discussion: Conditional use permit process (Planning/Russell) (City)
- 4. Discussion: AMBAG decision making process (CityManager/Comstock) (City)
- 5. Future Council/RDA agenda items
(This portion of the Regular Agenda allows the Council/RDA to determine items to be placed on a future agenda and to choose a date, if so desired.)

ADJOURNMENT 7:30 p.m.

TELEVISED MEETINGS: CHANNEL 25
FAX CALL IN: (831) 438-6857

Web site: www.scottsvalley.org
Email: cityhall@scottsvalley.org

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SCROLL DOWN TO VIEW STAFF REPORTS

AGENDA ITEM C

To: The Honorable Mayor and City Council
From: Harry Bidleman, Captain
Approved: Steven C. Lind, Chief of Police
Subject: **MODIFICATIONS TO EXISTING POLICE DEPARTMENT JOB CLASS SPECIFICATION**

SUMMARY OF ISSUES:

Because of changes in technology, equipment utilized and current practices, the existing job specifications for the different police department positions have become somewhat outdated. Minor wording changes were made along with the following modification:

- < Vision standards set by Police Officer Standards and Training (POST) for sworn officer were revised.
- < Three year employment contract was eliminated due to the fact they are unenforceable.
- < Response time to the department was increased from 45 minutes to 60 minutes which is more standard to this area.
- < Combined Level III, II and I Reserve Officer classes into one job specification.
- < Combined job duties of Lieutenant and Captain as they switch assignments as needed.
- < Eliminated job class specifications for Field Training Officer as an assignment not a rank.
- < Clarified lead responsibilities for EDC II and EDC III and their rank within the EDC series. The EDC changes were a meet and confer item which was accomplished and accepted by the bargaining association.

FISCAL IMPACT:

There will be no fiscal impact resulting from these modifications.

STAFF RECOMMENDATION:

The City Council approve the proposed modifications.

AGENDA ITEM D

DATE: January 31, 2006
TO: Honorable Mayor and City Council
FROM: Chuck Comstock, City Manager
SUBJECT: **MANAGEMENT COMPENSATION BENEFIT PACKAGE
DECEMBER 9, 2005 THROUGH JUNE 30, 2008**

SUMMARY OF ISSUE

The current Management Compensation Benefit Package (Package) ended December 8, 2005. The Package attached to Resolution No. 1551.20 is for approximately two and a half years. A redline copy is also attached to show the changes from the previous Package. The main items of the Package are as follows:

Term: December 9, 2005 through June 30, 2008
Salary: 2% increase beginning in the first pay period after July 1, 2006
3% increase beginning in the first pay period after July 1, 2007
Longevity: 5% after 15 consecutive years of service
Vacation Buy Back: Buy back up to 80 hours of unused vacation accrual
Retirement: 2.5% at 55 (Miscellaneous employees only) beginning July 1, 2006 (total cost to City of 3.4%)

FISCAL IMPACT

This agreement results in minimal costs for 2005-06 (additional 2.5% longevity pay for those employees with over 15 years of service). The fiscal impacts in 2006-07 and 2007-08 from the salary and retirement increases are within the parameters set by the City Council.

STAFF RECOMMENDATION

Staff recommends that the City Council approve Resolution No. 1551.20 establishing salary levels and benefit package for the Scotts Valley Management Team.

AGENDA ITEM 1

DATE: February 10, 2006
TO: Honorable Mayor and City Council
FROM: Chuck Comstock, City Manager
SUBJECT: **REQUEST OF NON-COLLECTION OF FEES FOR CITY PARK**

SUMMARY OF ISSUE

The Monterey Bay Master Gardeners is sponsoring its first Smart Gardening Fair at Skypark. They are requesting a non-collection of the City's fees so that the Master Gardeners can use the facilities as follows:

- C Two soccer fields
- C Barbecue area
- C Recreation room

The Monterey Bay Master Gardeners is a non-profit corporation with an educational mission. They are affiliated with the University of California's cooperative extension program for the Santa Cruz county.

FISCAL IMPACT

The total fees being asked to not be collected are \$600.

STAFF RECOMMENDATION

The City Council provide direction to staff.

AGENDA ITEM 2

DATE: February 10, 2006
TO: Honorable Mayor and City Council
FROM: Chuck Comstock, City Manager
SUBJECT: **SANTA CRUZ COUNTY CONFERENCE AND VISITORS COUNCIL (CVC)**

SUMMARY OF ISSUE

The Scotts Valley Redevelopment Agency has been funding the CVC for services since fiscal year 1998-99. Most recently, the annual contribution has been \$5,500 per year. The CVC provides visitor services and tourism marketing support on a year round basis on behalf of the entire county. The efforts to market the City of Scotts Valley have increased on an annual basis and the visibility of the City of Scotts Valley and its events is throughout the CVC's marketing network.

The funding request is for a five year period, with the first two years beginning in fiscal year 2006-07, at \$6,500 per year. The next three years, beginning fiscal year 2008-09 would be a \$7,500 annual contribution.

FISCAL IMPACT

The funding request would be coming from the Redevelopment Agency fund, which is the same as the past.

STAFF RECOMMENDATION

The City Council provide direction to staff for ongoing budget appropriations.

AGENDA ITEM 3

DATE: February 15, 2006
TO: Mayor Aguilar and City Council Members
FROM: Steve Russell, Community Development Director
SUBJECT: **DISCUSSION OF CONDITIONAL USE PERMITS**

SUMMARY OF ISSUE:

Conditional Use Permits (CUPs) are allowed in all zoning districts. Conditional Use Permits are issued to a property/business use by the Planning Commission. They cease to be in effect if a once active business is not active for six months. If a similar business requests to occupy the space of the old business, a new CUP is required, including a public hearing before the Planning Commission. This process can take from six to eight weeks.

FISCAL IMPACT:

None at this time.

STAFF RECOMMENDATION:

Consider Conditional Use Permit Extension process options (Items #1 and #2) and provide direction for possible change. If a change is recommended, direct staff to prepare and process the necessary zoning amendment.

DISCUSSION:

Conditional uses are uses that because of their unusual characteristics require special Planning Commission consideration to ensure that they are located properly with respect to their effects on surrounding properties.

Conditional Use Permits are reviewed by the Planning Commission at a public hearing. The maximum time for reviewing a complete Conditional Use Permit application is 70 days, or ten weeks. This time frame could be longer dependent on environmental review. The typical time for CUP review is six to eight weeks. (The Conditional Use Permit regulations and C-SC district regulations are attached).

Term of Conditional Use Permit:

Once a CUP is approved by the Planning Commission, it is good for one year prior to occupancy. If the permit is not exercised, the applicant/owner can request an extension of one additional year, as long as the extension request is made before the permit lapses. The Planning Commission may grant the extension after holding a public hearing on the extension request similar to the original project review. (The Council may want to allow extensions by the Planning Commission or Community Development Director without a public hearing, since the CUP request was recently heard). **(Item #1)**

Once an active CUP use has ceased for six months, the CUP is void. A new application and Planning Commission review (public hearing) is required for the new business. This new review can take six to eight weeks, even though the use has previously been reviewed and approved for the structure. The reason for the new review is that the new use may be different, conditions in the area may have changed, i.e., parking or City regulations, or conditions of approval regarding the project use need to be clarified with the new owner.

Options for Conditional Use Permit Extension:

The following Conditional Use Permit Extension options are presented for Council discussion. The options range from maintaining the existing process to extending time lines, to Planning Commission or Community Development Director extension review without hearing. **(Item #2)**

- C **Maintain existing situation** - Conditional Use Permit is good for a period of six months after business closes.
- C **Extended time period** - Extend period of time after business closes to one year.
- C Planning Commission review - Maintain six month period or one year period and upon timely request, allow Planning Commission to extend the CUP permit up to two years total without public hearing. The extension decision by the planning Commission could be appealed to the City Council.
- C **Community Development Director review** - Maintain six month or one year period and allow Community Development Director upon timely request to extend the CUP up to two years with notice to the Planning Commission and City Council. The extension decision by the Planning Commission (3#) or Community Development Director could be appealed to the Planning Commission and/or City Council.

CONCLUSION:

The above described new CUP extension options would eliminate the requirement for a second public hearing for a timely CUP extension request and substitute a more expeditious Planning Commission or Community Development Director administrative review process. Extension decisions of the Planning Commission or Community Development Director could be appealed.

If the Council wants to proceed with a change in the CUP permit timing or extension process, it is suggested that other permits, i.e., Design Review, Variance, Subdivision, be considered as well to keep time lines and processes consistent.

AGENDA ITEM 4

DATE: February 10, 2006
TO: Honorable Mayor and City Council
FROM: Chuck Comstock, City Manager
SUBJECT: **AMBAG/DECISION MAKING PROCESS**

SUMMARY OF ISSUE

AMBAG has been discussing for some time various recommendations related to the AMBAG voting structure. They included a weighted vote system, as well as the voting structure. The weighted vote structure has been completed; however, the voting structure is before the Council tonight for input to the AMBAG representative regarding the AMBAG Ad Hoc Committee's recommendation. That recommendation is as follows:

- C An action is approved if the majority (simple or weighted) of those present, includes at least one positive vote from a jurisdiction from at least two counties in the affirmative.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

The City Council give direction to the AMBAG representative regarding the voting structure.