



**MINUTES OF THE REGULAR MEETING OF
THE SOLVANG CITY COUNCIL**

Council Chambers
1644 Oak Street
Solvang, CA 93463

March 9, 2020
Monday
6:30 p.m.

CALL TO ORDER: Mayor Toussaint called the meeting to order at 6:30 p.m.

ROLL CALL:

PRESENT: Mayor Ryan Toussaint, Mayor Pro Tem Robert Clarke, Council Members
Chris Djernaes, Daniel Johnson and Karen Waite

STAFF: Xenia Bradford, Acting City Manager/Administrative Services Director;
Chip Wullbrandt, City Attorney; Matt van der Linden, Public Works Director
and Daryl A. Betancur, Interim City Clerk

PLEDGE OF ALLEGIANCE

Led by Mayor Pro Tem Clarke.

1. PUBLIC COMMUNICATIONS – WRITTEN OR VERBAL

Kim Jensen

- Thanked the community and members of City staff including two councilmembers for supporting the recent blood drive event
- Thanked the Council for allowing the use of Veteran Hall for the event, first responders, Rotarians and the Vikings for their contribution to the success of this event

Mark Infanti

- Commented about the BAR stating that he likes the fact that the functions of the BAR need to be codified
- Expressed disagreement with respect to the proposed name of Branding and Design Committee
- Stated that he did not understand why the BAR was put on hiatus without proper notification or advance notice

2. EXECUTIVE, PIO REPORTS & ADVANCE CALENDAR

Acting City Manager/Administrative Services Director Bradford gave an informational report regarding COVID-19, including information from the County of Santa Barbara Public Health Department and State of California Department of Public Health Resources and provided helpful links to these agencies website; she commented on the impact of COVID-19 on local tourism stating that staff is monitoring the situation and adjusting marketing efforts accordingly.

Ms. Bradford also provided a recap of the State of the City event of February 28, spoke of the law enforcement contract with the Santa Barbara County Sheriff's Office, and briefed the Council on upcoming agenda items including the economic development update and the 2020-22 Financial Plan kick-off.

3. CONSENT AGENDA

- a. Approval of Agenda as Presented
- b. Approval of Warrant Register/Expenditures Report for February 2020
- c. Approval of Draft Minutes of the January 22, Special City Council Meeting, and February 24, 2020 Regular City Council Meeting
- d. Receive and File Santa Barbara County Sheriff's Office Quarterly Report – Second Quarter of FY 19/20
- e. Ratification of Appointment of Councilmember Johnson to the Santa Barbara County Air Pollution Control District as the City's Alternate
- f. Tennis Courts Bid Acceptance & Expenditure Adjustment

Motion made by Mayor Pro Tem Clarke to approve the Consent Agenda as presented, seconded by Council Member Waite, and carried with a roll call vote of 5-0.

REGULAR BUSINESS AGENDA

4. DEVELOPMENT PERMIT REVIEW POLICIES AND PROCEDURES

Acting City Manager/Administrative Services Director Xenia Bradford presented the staff report providing an update on the operations of the Planning Department; she cited several recommendations to make the Department operate more efficiently.

City Attorney Chip Wullbrandt spoke relative to the land use permitting and stated that another matter complicating the problem was that the City was not following its own procedures relating to the issuance of land use permits.

Mayor Toussaint emphasized how important this item is to the City Council and urged staff to develop processes and procedures to mitigate the current shortcomings.

Mayor Toussaint opened public comments at 6:49 p.m.

There were no public comments.

Mayor Toussaint closed public comment at 6:49 p.m.

Motion made by Mayor Toussaint to receive and file the report, to approve as presented, seconded by Council Member Djernaes, and carried with a roll call vote of 5-0.

5. IMPLEMENTATION OF NEW PERMITTING SOFTWARE

Acting City Manager/Administrative Services Director Bradford presented the staff report and stated that this item is seeking authorization to enter into a contract with Dude solutions; she presented a PowerPoint regarding the capabilities of the software which is comprehensive and includes the capability not only to process building permits online, but also capabilities for code enforcement, has a public portal, a mobile app, ability to process recurring inspections and other more robust capabilities that are of benefit to the City; stated that

implementation takes about 6 months and that staff had applied for and received SB2 grant, which will be used to pay for the cost of the software.

A brief discussion took place regarding the capabilities of the software and how this can help businesses and residents expedite many Planning Department request as well as help with code enforcement issues.

Mayor Toussaint opened public comments at 7:02 p.m.

There were no public comments.

Mayor Toussaint closed public comments at 7:02 p.m.

Motion made by Council Member Waite to approve item as presented, seconded by Mayor Toussaint, and carried with a roll call vote of 5-0.

6. BUILDING AMNESTY UPDATE

Acting City Manager/Administrative Services Director Xenia Bradford presented the staff report and introduce Steve Stuart, Building Official for additional comments. Mr. Stuart stated that they have been proactive in their approach to working with the community and commented that they will continue with their more informal approach to further engage businesses and residents to entice more participation into the amnesty program.

A brief discussion ensued with respect to the merits of the program and whether or not the program was working and the number of participants thus far; Council expressed a desire to continue its more informal customer service approach in order to ensure that businesses and residents feel at ease with their participation.

Mayor Toussaint opened public comments at 7:32 p.m.

There were no public comments.

Mayor Toussaint closed public comments at 7:32 p.m.

Motion made by Mayor Toussaint to receive and file the report, seconded by Mayor Pro Tem Clarke, and carried with a roll call vote of 5-0.

7. AB1234 REPORT OUT, COUNCIL COMMENTS AND REQUESTS

Mayor Toussaint reported on the State of the City, which all Council Members attended

Mayor Pro Tem Clarke and Council Member Djernaes thanked Interim City Clerk Betancur for his help in keeping them informed about different dates, events and deadlines particularly grateful for the help with the Forms 700 and other FPPC related issues.

Council Member Djernaes commented on the branding books that were produced with Acting City Manager Bradford responding that she has branding books available for the Council.

Interim City Clerk Betancur commented that on the issue of public records request alluded to by Council Member Waite, the Office of the City Clerk has acquired a new Public Records Request Software called NextRequest, which is more efficient and will enable for greater degree of transparency and more importantly will allow people to submit, track and receive updates on the any public records request they submit; he expressed that the new software is expected to go live at the end of March.

8. ADJOURNMENT – Mayor Toussaint adjourned the meeting at 8:01 p.m.

Minutes Prepared by:

DocuSigned by:

Daryl Betancur

DARYL A. BETANCUR, MMC
Interim City Clerk

In accordance with Solvang Municipal Code Section 1-4-16 (Ord. 14-305), minutes of the City Council of the City of Solvang are prepared in action style.