

# City of Santa Paula

## *City Council*

MAYOR ANDY SOBEL  
VICE MAYOR LESLIE CORNEJO  
COUNCILMEMBER JENNY CROSSWHITE  
COUNCILMEMBER CARLOS JUAREZ  
COUNCILMEMBER PEDRO A. CHAVEZ



CITY COUNCIL REGULAR MEETING OF THE  
SANTA PAULA CITY COUNCIL

WEDNESDAY, MARCH 1, 2023

6:30 PM - City Council Regular Meeting

SANTA PAULA CITY HALL  
970 VENTURA STREET  
SANTA PAULA, CA 93060

JULIE LATSHAW, CITY CLERK  
DAN SINGER, CITY MANAGER  
MONICA CASTILLO, INTERIM CITY ATTORNEY

## BRINGING ITEMS BEFORE THE CITY COUNCIL

You are invited to participate in all Regular City Council meetings. Agendas are posted in the front of Santa Paula City Hall, 970 Ventura Street, Santa Paula, 72 hours in advance of the scheduled meetings. The City Council's regular meetings start at 6:30 p.m. the first and third Wednesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula.

**HOW TO PARTICIPATE IN PERSON DURING THE MEETING:** If you wish to speak at a City Council meeting, please fill out a **Public Comment Form** noting your name and address and submit the form to the City Clerk. Include the Agenda item number, when appropriate. **Public comments are limited to 3 minutes.**

1. **Items Not on the Agenda:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the City Council during *Public Comment*. Please realize that due to the limitations placed on the City Council by provisions of the *California Government Code*, the City Council ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment may be referred to staff or considered on a future agenda.
2. **Agenda Items:** Items being considered by the City Council may appear on the Consent Calendar, as an Action Item, or as a Public Hearing. Public comments on each type of item are handled differently, as explained below:
  - a. For items appearing on the Consent Calendar, please submit a Public Comment Form before the Council takes action on the Consent Calendar. Items that receive a Public Comment Form may be pulled from the Consent Calendar by the Mayor and discussed separately by the City Council.
  - b. For items appearing as an Action Item, the Mayor will announce the Agenda item and request the staff report, the staff member responsible will give a brief summary of the report; the City Council will have an opportunity to ask questions of staff; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); and the City Council will discuss the item and then take appropriate action.
  - c. For items on which a Public Hearing is scheduled, the Mayor will open the public hearing and receive the staff report; members of the public will be given an opportunity to comment on the item and ask additional questions (all members of the public should speak directly into the microphone at the speaker's platform); the City Council will discuss the item; and the Mayor will close the public hearing after City Council action.

**HOW TO PARTICIPATE BEFORE THE MEETING:** Members of the public are encouraged to submit email correspondence on any agenda item by sending an email to [cityclerk@spcity.org](mailto:cityclerk@spcity.org). All public correspondence received by 3:00 p.m. (PT) on the meeting date will be provided to the legislative body before the meeting. Public Comments received after 3:00 p.m. will be provided to the legislative body the next day.

Your Participation in this meeting is in the public domain; meetings are cablecast; minutes of this meeting will reflect your participation in this meeting and are posted on the city's website.

***PLEASE NOTE:*** *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the City Council at or before the meeting. Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.*

*In compliance with the **Americans with Disabilities Act**, if you need special assistance to participate in this meeting, please contact the City Clerk at (805) 933-4208. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35, 102-35.104 ADA Title II). Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's office.*

## **REGULAR MATTERS - COUNCIL CHAMBERS**

### **1. CALL TO ORDER**

**REMINDER:** in order to minimize distractions during public meetings, all personal communication devices should be turned off or put in a non-audible mode.

### **2. INVOCATION**

### **3. FLAG SALUTE**

### **4. ROLL CALL**

### **5. CLOSED SESSION REPORT**

### **6. PUBLIC COMMENT**

At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the City Council. A Public Comment Form must be submitted to the City Clerk prior to the beginning of the Public Comment period in order to be recognized to speak. Individuals submitting Public Comment Forms after the beginning of the Public Comment period will not be allowed to speak at this time, but may be recognized to speak by the Mayor at the conclusion of the meeting. Individual Councilmembers may briefly respond to Public Comments or ask questions for clarification. The City Council may direct staff to report to the City Council on the item at a later meeting. For items appearing on the Agenda, the public will be invited to make comments at the time the item comes up for City Council consideration. If a member of the public wishes to address a Consent Calendar item, please submit a Public Comment Form for that item. It may then be discussed separately by the Council, and the public will be invited to make comments at that time. At all times, please use the microphone and write your name and address on the Public Comment Form provided.

### **7. PRESENTATIONS**

7.A ARBOR DAY PROCLAMATION

7.B  
INTERFACE CHILDREN & FAMILY SERVICES

7.C **CITY MANAGER'S DEPARTMENT QUARTERLY REPORT**

### **8. CITY COUNCIL REPORTS**

### **9. CITY MANAGER REPORTS**

## 10. **CONSENT CALENDAR**

Background information has been provided to the City Council on all matters listed under the Consent Calendar and these items are considered to be routine by the City Council and are normally approved by one motion. If discussion is requested by a Councilmember on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

### 10.A APPROVAL OF MINUTES

City Council Special Minutes for February 15, 2023  
City Council Regular Minutes for February 15, 2023  
City Council Special Minutes for February 17, 2023

### 10.B **AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MKN & ASSOCIATES RELATING TO THE WATER RECYCLING FACILITY AMMONIA ANALYZERS PROJECT** **RECOMMENDATION:**

Staff recommends that the City Council:

1. Authorize the City Manager to execute Amendment No. 1 to the Professional Services Agreement with MKN & Associates, Inc., in a form approved by the City Attorney.

### 10.C **AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MKN & ASSOCIATES RELATING TO THE WASTEWATER MASTER PLAN UPDATE** **RECOMMENDATION:**

Staff recommends that the City Council:

1. Authorize the City Manager to execute Amendment No. 2 to the Professional Services Agreement with MKN & Associates, Inc., in a form approved by the City Attorney.

### 10.D **COMMUNITY BIKE TRAIL CONNECTIVITY PROJECT FUNDING** **RECOMMENDATION:**

Staff recommends that the City Council:

1. Approve Resolution No. 7446, authorizing the filing of a claim with the Ventura County Transportation Commission for the allocation of \$1,482,878.00 in funds for Fiscal Year 2022/2023 under the Transportation Development Act.
2. Approve a budget allocation of \$1,872,668 in new revenue and matching expenditures as noted in the Fiscal Impact section of this report.

## 11. **PUBLIC HEARING**

- Verification of posting notice by City Clerk
- Declaration of conflicts (if any)
- Declaration of ex parte contacts (if any)
- Open public hearing

- Staff presentation
- Public comments
- Close public hearing
- Discussion and action

11.A **PUBLIC HEARING AND INTRODUCTION OF ORDINANCE NO. 1327, ADDING SECTION 30.07 TO CHAPTER 30 OF TITLE III OF THE SANTA PAULA MUNICIPAL CODE ESTABLISHING BY-DISTRICT ELECTIONS, DEFINING DISTRICT BOUNDARIES, AND SCHEDULING ELECTIONS WITHIN THE DISTRICTS; AND CONSIDERATION OF CITYWIDE GOVERNANCE POLICY**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Introduce and waive first reading of Ordinance No. 1327, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, ADDING SECTION 30.07 TO CHAPTER 30 OF TITLE III OF THE SANTA PAULA MUNICIPAL CODE ESTABLISHING BY-DISTRICT ELECTIONS, DEFINING DISTRICT BOUNDARIES, AND SCHEDULING ELECTIONS WITHIN THE DISTRICTS";
2. Conduct a public hearing to consider adopting the proposed Ordinance at the City Council's regular meeting;
3. Direct the City Clerk to publish a summary of the proposed Ordinance five (5) days before the meeting it is to be adopted and 15 days thereafter; and
4. Review and provide feedback to staff on a possible Citywide Governance Policy Resolution.

**Presented by:** Jonathan Royas, Management Analyst

11.B **EXPENDITURE PLAN FOR THE FY 22/23 SUPPLEMENTAL LAW ENFORCEMENT SERVICES ACCOUNT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the recommended Expenditure Plan appropriating the Supplemental Law Enforcement Services Account (SLESA) funds for the FY 2022-2023 allocation and authorize the City Manager to execute any documents necessary to accept the funding.

**Presented by:** Interim Police Chief Don Aguilar

**12. ACTION ITEMS**

12.A **QUARTERLY INVESTMENT REPORTS**  
**RECOMMENDATION:**

Staff recommends that the City Council receive and file the Quarterly Investment Reports for FY 21/22 and Q1/Q2 of FY 22/23.

**Presented by:** Finance Director Christy Ramirez

12.B **MID-YEAR FISCAL REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve Resolution No. 7448 Amending the City’s Operating and CIP Budget for FY 2022/23.

**Presented by:** Finance Director Christy Ramirez

**13. ITEMS FOR FUTURE AGENDAS**

13.A FUTURE AGENDA ITEMS

**RECOMMENDATION:**

Staff recommends City Council Review Future Agenda Items.

**Presented by:** Dan Singer, City Manager

**14. ADJOURNMENT**

State of California )-

County of Ventura )- ss

City of Santa Paula )-

I declare under penalty of perjury that I posted this City Council Agenda on the bulletin board near the front door of City Hall, 970 Ventura Street, Santa Paula, California.

On \_\_\_\_\_ at \_\_\_\_\_ Signed: \_\_\_\_\_

Julie Latshaw

City Clerk