

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, FEBRUARY 15, 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. 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. 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.

6. CITY COUNCIL REPORTS

7. CITY MANAGER REPORTS

8. 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.

8.A APPROVAL OF MINUTES

City Council Regular Minutes for January 18, 2023

City Council Special Minutes for January 18, 2023

City Council Special Minutes for January 23, 2023

8.B **JANUARY 2023 WARRANTS AND CERTIFICATIONS**
RECOMMENDATION:

Staff recommends that the City Council:

Review and accept the "Certification of Accounts Payable" for the accounts payable payment cycles for January 2023, starting check number 333100 and ending check number 333313.

Review and accept the "Certification of Salaries" for the pay period ending dates December 30th, 2022, through January 13th, 2023.

8.C **ADOPT RESOLUTION NO. 7447, AMENDING THE POLICE COMMANDER JOB DESCRIPTION**

RECOMMENDATION:

Staff recommends that the City Council:

(1) Adopt Resolution No. 7447, approving changes to the minimum qualifications of the Police Commander Job Description.

8.D **REQUEST AND AUTHORIZE THE MAYOR AND CITY PERSONNEL TO MEET WITH LEGISLATORS IN WASHINGTON, D.C.**
RECOMMENDATION:

Staff recommends City Council:

1. Authorize the Mayor and staff personnel, acting as representatives of the City, to travel to and meet with legislators in Washington, D.C. to further Santa Paula's infrastructure interests.

8.E **AMENDMENT NO. 3 TO SANTA CLARA RIVER TMDL MEMORANDUM OF AGREEMENT**
RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to sign Amendment No. 3 to the Memorandum of Agreement (MOA) to provide for equal cost sharing to fund the Santa Clara River (SCR) Bacteria Total Maximum Daily Load (TMDL) Monitoring and Reporting Program.

8.F **RESOLUTION NO. 7432, AMENDING THE CITY OF SANTA PAULA**

PERSONNEL RULES AND REGULATIONS TO INCORPORATE A NEW SOCIAL MEDIA POLICY

RECOMMENDATION:

Staff recommends the City Council:

1. Adopt Resolution No. 7432 to amend the City of Santa Paula Personnel Rules and Regulations to incorporate a new Social Media policy.

9. ACTION ITEMS

9.A WASTEWATER SYSTEM CHLORIDE STUDY UPDATE

RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Wastewater System Chloride Study Update and Chloride Source Identification Workplan.
2. Direct staff to pursue Option #1 as described in the staff report authorizing staff to proceed with the Chloride Source Identification Study.

Presented by: Clete J. Saunier, Public Works Director
Eileen Shields, MKN and Associates

10. PRESENTATIONS

10.A ASSET MANAGEMENT SYSTEM IMPLEMENTATION REPORT AND PRESENTATION

RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Asset Management System Implementation Report

Presented by: Alexander Wallsten, Public Works Administrative Analyst I

10.B WHY DISTRICTING? A PRESENTATION ON THE DISTRICTING PROCESS IN SANTA PAULA, CA

RECOMMENDATION:

Staff recommends the City Council:

1. Receive a presentation from staff, Dr. Justin Levitt of National Demographic Corporation (NDC), and Dr. Douglas Johnson (NDC) regarding the history of the Districting process in Santa Paula, CA.
2. Allow the public to provide public comment.

Presented by: Jonathan Royas, Management Analyst
Dr. Justin Levitt, NDC
Dr. Douglas Johnson, NDC

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 **DISTRICTING – FOURTH PUBLIC HEARING TO RECEIVE INPUT FROM THE CITY COUNCIL AND THE COMMUNITY REGARDING DRAFT MAPS OF ELECTION DISTRICT BOUNDARIES, COUNCIL SELECTION OF FINAL MAP, AND ELECTION SEQUENCING**
RECOMMENDATION:

Staff recommends the City Council:

1. Receive an updated presentation from staff and Dr. Justin Levitt of National Demographic Corporation (NDC), regarding draft maps for City Council voting districts, to be implemented in November, 2024;
2. Conduct a public hearing to receive public input on a district map selection;
3. Make a final draft map selection;
4. Designate election years for each district; and
5. Direct staff to prepare an ordinance that adopts the selected final draft map and sets forth the election years for each district.

Presented by: Jonathan Royas, Management Analyst
 Dr. Justin Levitt, NDC

12. ITEMS FOR FUTURE AGENDAS

12.A **FUTURE AGENDA ITEMS**
RECOMMENDATION:

Staff recommends City Council Review Future Agenda Items.

Presented by: Dan Singer, City Manager

13. 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