

City of Santa Paula

City Council

MAYOR PEDRO A. CHAVEZ
VICE MAYOR CARLOS JUAREZ
COUNCILMEMBER JENNY CROSSWHITE
COUNCILMEMBER LESLIE CORNEJO
COUNCILMEMBER GABRIELA ORNELAS



CITY COUNCIL REGULAR MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, AUGUST 6, 2025

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, CITY ATTORNEY

CITY COUNCIL REGULAR MEETING

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. Special and Closed Sessions vary by date and time.

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.*

HOW TO VIEW ON YOUR TELEVISION, COMPUTER, OR MOBILE DEVICE: Watch from home live on the local Channel 10, or view the live feed on the city website at the following link: <https://www.spcity.org/523/Public-Meeting-Agendas>

NOTE: Special and Closed Sessions are not recorded and not available on Channel 10 or live feed on the city website.

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 the City Manager 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 MAYOR'S RECOGNITION AWARDS

7.B 805 DOCUFUND PRESENTATION

- 7.C 2025 LABOR DAY PARADE POSTER
- 7.D SENIOR ADVISORY COMMITTEE ANNUAL PRESENTATION
- 7.E SANTA PAULA ARTE & CULTURA COLLECTIVE PRESENTATION

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 EMPLOYMENT BENEFITS FOR UNREPRESENTED: CONFIDENTIAL EMPLOYEES AND ADOPTION OF RESOLUTION NO. 7570 FOR THE TERM OF JULY 1, 2025 THROUGH JUNE 30, 2027

RECOMMENDATION:

It is recommended that the City Council:

- (1) Adopt Resolution No.7570, approving employment terms for Unrepresented: Confidential Employees for the period of July 1, 2025 through June 30, 2027
- (2) Adopt the proposed salary schedule for FY 2025-26 and 2026-27.

10.B APPROVAL OF EMPLOYMENT BENEFITS FOR UNREPRESENTED: EXECUTIVE MANAGEMENT AND ADOPTION OF RESOLUTION NO.7569 FOR THE TERM OF JULY 1, 2025 THROUGH JUNE 30, 2027

RECOMMENDATION:

It is recommended that the City Council:

- (1) Adopt Resolution No.7569, approving employment terms for Unrepresented: Executive Management Employees for the period of July 1, 2025 through June 30, 2027
- (2) Adopt the proposed salary schedule for FY 2025-26 and 2026-27.

10.C 2025-2027 MEMORANDUM OF UNDERSTANDING WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU), LOCAL 721

RECOMMENDATION:

It is recommended that the City Council:

- (1) Adopt Resolution No. 7579, approving the Memorandum of Understanding between the City of Santa Paula and the Service Employees International Union (SEIU), Local 721 for the period of July 1, 2025 through June 30, 2027.
- (2) Adopt the proposed salary schedule for FY 2025-26 and 2026-27.

10.D 2025-2027 MEMORANDUM OF UNDERSTANDING WITH THE SANTA PAULA POLICE OFFICERS ASSOCIATION

RECOMMENDATION:

It is recommended that the City Council:

1. Approve Resolution No. 7581, approving the Memorandum of Understanding between the City of Santa Paula and the Santa Paula Police Officers Association for the period of July 1, 2025 through June 30, 2027.
2. Adopt the proposed salary schedule for FY 2025-26 and 2026-27.

10.E **2025-2027 MEMORANDUM OF UNDERSTANDING WITH THE MID MANAGEMENT ASSOCIATION**

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 7580, approving the Memorandum of Understanding between the City of Santa Paula and the Mid Management Association for the period of July 1, 2025 through June 30, 2027.
2. Adopt the proposed salary schedule for FY 2025-26 and 2026-27.

10.F **AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SOLID WASTE SOLUTIONS, INC.**

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to execute proposed Contract Amendment No. 1 to the Professional Services Agreement with Solid Waste Solutions, Inc., for comprehensive oversight and planning of the City's solid waste franchise agreement with Athens Services and compliance with state mandated solid waste programs by CalRecycle.

10.G **PURCHASE OF FORD F150 LIGHTNING EV TO COMPLY WITH CARB ADVANCED CLEAN FLEETS REGULATIONS**

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to purchase a 2025 Ford F-150 Lightning EV truck for the Parks and Recreation Department in an amount not to exceed \$85,000.
2. Waive the formal bidding process pursuant SPMC 41.10 due to the high demand and limited availability of these vehicles.
3. Authorize any unspent funds from the \$85,000 allocation to be used for the purchase and installation of a light bar and other truck accessories.

10.H **LICENSE AGREEMENTS WITH POTENTIAL UNION OIL BUILDING USERS**

RECOMMENDATION:

Staff Recommends that the City Council:

1. Authorize the City Manager to enter into license agreements with the Santa Paula Historical Society and Leap Lab: Ventura County Science Center for

use of the Union Oil Building.

10.I **NOTICE OF COMPLETION FOR THE POLICE STATION REMODEL PHASE I**

RECOMMENDATION:

Staff recommends that the City Council:

1. Accept the work performed by Zuma Construction Group, Inc.
2. Authorize staff to file the Notice of Completion with the County Recorder.

10.J **CITY LEASE AGREEMENT WITH THE INDEPENDENT ORDER OF ODD FELLOWS AT 866 E. MAIN STREET FOR CITY OFFICES AND SUBLEASE TO ATHENS SERVICES**

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve a five-year lease agreement with option to extend an additional five-years between the City and the Independent Order of Odd Fellows for 3,400 square feet of commercial property at 866 E. Main Street; and
2. Approve the sublease agreement with Athens Services for 488 square feet of office space at 866 East Main Street for customer service and general office use; and
3. Authorize the City Manager to execute the agreements in a form approved by the City Attorney.

10.K **SERVICE AGREEMENT FOR PERMIT MANAGEMENT SOFTWARE**

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to enter into a service agreement with GovWell to establish an online submittal and permitting system for Building & Safety permits and Planning applications.

10.L **PLACER AI DATA ANALYTICS SOFTWARE ORDER FORM AMENDMENT 2025 - 2027**

RECOMMENDATION:

Staff recommends that the City Council:

Approve the Amendment to the Order Form with Placer Labs, Inc., extending the agreement term for an additional 24-months, beginning August 29, 2025, and authorizing an increase in the annual license fee.

10.M **APPROVAL OF MINUTES**

- **City Council Special Meeting May 7, 2025**
- **City Council Regular Meeting May 7, 2025**
- **City Council Special Meeting May 14, 2025**
- **City Council Special Meeting May 21, 2025**
- **City Council Regular Meeting May 21, 2025**
- **City Council Special Meeting June 4, 2025**

- **City Council Regular Meeting June 4, 2025**
- **City Council Special Meeting June 9, 2025**
- **City Council Special Meeting June 12, 2025**

RECOMMENDATION:

Staff recommends Council approve minutes.

10.N JUNE 2025 WARRANTS AND CERTIFICATIONS

RECOMMENDATION:

Staff recommends that the City Council:

1. Review and accept the "Certification of Accounts Payable" for the accounts payable payment cycles for June 2025, starting check number 341044 and ending check number 341320.
2. Review and accept the "Certification of Salaries" for the pay period ending dates May 30th, 2025, through June 13th, 2025.

10.O ACCEPTANCE OF GATE DETECTOR MAINTENANCE EASEMENT FROM LENNAR - HARVEST AT LIMONEIRA

RECOMMENDATION:

1. Adopt Resolution No. 7586 to accept an easement from Lennar to maintain gate loop detectors associated with the three-million gallon tank improvements.

10.P INVESTMENT POLICY UPDATE

RECOMMENDATION:

Staff recommends the City Council approve the proposed Investment Policy updates to be in line with industry standards.

10.Q DESIGNATED LOCAL AUTHORITY DISSOLUTION AND RELEASE OF FUNDS

RECOMMENDATION:

Staff recommends City Council:

1. Authorize City staff to work with the County to finalize the Santa Paula Designated Local Authority's ("DLA") dissolution.
2. Authorize the City Manager or designee the ability to release the remaining DLA funds to the County.
3. Approve a budget adjustment of up to \$400,000 in expenses to release the fund balance to the County in GL 804-5-5501-199.

11. ACTION ITEMS

11.A SANTA PAULA UNIFIED SCHOOL DISTRICT JOINT USE AGREEMENT

RECOMMENDATION:

1. Authorize the City Manager to execute a Joint Use Agreement with the Santa Paula Unified School District.

Presented by: Greg Barnes, Parks & Recreation Director

11.B **CONSIDERATION OF FIRST AMENDMENT TO THE JOINT AGREEMENT FOR OPERATIONAL FUNDING OF THE SPIRIT OF SANTA PAULA HARVARD SHELTER**

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the First Amendment to the Joint Agreement between the County of Ventura, the City of Santa Paula, and the City of Fillmore for operational funding of the Spirit of Santa Paula Harvard Shelter.
2. Approve a budget allocation of \$30,000.08 from an anticipated positive General Fund balance from fiscal year 2024/2025 (General Ledger No. 800-2284).

Presented by: James Mason

11.C **FALL PAVEMENT PROGRAM**

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to issue a work order for J & H Engineering, to provide street maintenance services in accordance with the three-year street maintenance agreement.

Presented by: Robert Woodward, City Engineer

11.D **ATHENS SERVICES REQUEST FOR EXTRAORDINARY ADJUSTMENT TO MAXIMUM SERVICE RATES FOR RESIDENTIAL AND COMMERCIAL WASTE COLLECTION SERVICES**

RECOMMENDATION:

Staff recommends the City Council:

1. Choose one of the following options in response to Athens' Services (Athens) request for an Extraordinary Adjustment to Maximum Service Rates:
 - a. Reject one or both of Athens' requested rate increases;
 - b. Allow one or both rate increases as requested or at rate levels different than those requested by Athens;
 - c. Allow one or both rate increases as requested or for periods different than those requested by Athens; or
 - d. A combination of items b. and c. above.
2. Require Athens to provide an attorney-prepared draft amendment, if an amendment is necessary, incorporating all Council decisions relating to Athens' subject rate increase request, for City review. The amendment shall incorporate the solid waste collection services currently provided by Athens at the City-owned 903 Corporation Street facility.
3. Require Athens to reimburse the City for all costs, including City's legal costs, related to any Proposition 218 hearing process if the City Council agrees to increase rates.
4. Authorize the City Manager to Sign a City Attorney-approved

amendment, if an amendment is necessary, to the Exclusive Collection Services Agreement ("Agreement") between the City and Arakelian Enterprises, Inc. (d/b/a Athens Services ("Athens") dated October 1, 2022 which incorporates City Council's decisions regarding item 1. above.

Presented by: Bruce Belluschi, Management Analyst, Public Works

11.E **RESPONSE TO GRAND JURY REPORT ENTITLED PRIORITIZING BEST PRACTICE STREET MAINTENANCE**
RECOMMENDATION:

Approve the form response letter to the Ventura County Grand Jury and authorize the Mayor to sign the letter.

Presented by: Dale Goodman, Public Works Director

11.F **FOURTH AMENDMENT TO CITY MANAGEMENT EMPLOYMENT AGREEMENT**
RECOMMENDATION:

1. Approve the Fourth Amendment to the City Manager Employment Agreement.

Presented by: Monica Castillo, City Attorney

12. ITEMS FOR FUTURE AGENDAS

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

Staff recommends City Council review future agenda items.

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