

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, APRIL 16, 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 RECOGNITION FOR VENTURA COUNTY SCIENCE FAIR WINNER
LORENZO VELOZ

7.B RECOGNITION OF RETIRING SANTA PAULA POLICE DEPARTMENT

CITIZEN'S PATROL WILLIAM QUINLAN

7.C ARTS, CULTURE AND CREATIVITY MONTH PROCLAMATION

7.D FAIR HOUSING MONTH PROCLAMATION

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 **MARCH 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 March 2025, starting check number 340102 and ending check number 340427.
2. Review and accept the "Certification of Salaries" for the pay period ending dates March 7th, 2025, through March 21st, 2025.

10.B **AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT WITH MKN & ASSOCIATES FOR AWTF PHASE 1 REDESIGN AND ESTABLISHMENT OF A PROJECT BUDGET**

RECOMMENDATION:

Staff recommends that the City Council

1. Authorize the City Manager to establish an AWTF Budget of \$20,340,000.00, consistent with the SRF Loan Agreement, and authorize the City Manager and/or staff to draw from the SRF Loan to cover expenses that have accrued and will occur from the project up to the authorized loan amount.
2. Authorize the City Manager to execute Amendment No. 4 to the Professional Services Agreement with MKN & Associates, Inc. for the Advanced Water Treatment Facility Phase I Redesign.
3. Authorize the City Manager or his designee to make consultant-requested edits to the Agreement subject to City Attorney approval and provided the contract amount does not increase.

10.C **ROBERT WILLIAM COMPANY, LLC AMENDMENT NO. 4**

RECOMMENDATION:

Staff Recommends that City Council:

1. Authorize the City Manager to execute Amendment No. 4 to a Professional

Services Agreement with Robert William Company, LLC for Project Management Services.

10.D **RESOLUTION NO. 7562 APPROVING SUMMARY VACATION OF A MULTIPURPOSE TRAIL EASEMENT AT THE SOUTHWESTERLY EDGE OF HARVEST AT LIMONEIRA**
RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7562 approving summary vacation of a multipurpose trail easement located at the southwesterly edge of Harvest at Limoneira on Lot 1 and Parcel G1 of Tract 5854.
2. Approve quitclaim deeds granting a portion of Parcel G1 of Tract 5854 to Lewis Limoneira Community Builders LLC and granting a portion of Lot 1 of Tract 5854 to LLCB II LLC.
3. Authorize the City Manager or designee to execute related documents.

11. ACTION ITEMS

11.A **APPOINTMENT TO COMMISSIONS AND COMMITTEES**
RECOMMENDATION:

Staff Recommends that the City Council:
Appoint applicants to various Commissions and Committees.

Presented by: Julie Latshaw, City Clerk

11.B **REVIEW THE 2024 MILITARY EQUIPMENT ANNUAL REPORT AND RENEW ORDINANCE 1315, APPROVING THE MILITARY EQUIPMENT FUNDING, ACQUISITION AND USE POLICY FOR SANTA PAULA**
RECOMMENDATION:

It is recommended the City Council:

1. Review the Police Department's Annual Military Equipment Report and approve the Military Equipment Funding, Acquisition and Use Policy as required by Government Code 7072 (AB 481), and
2. Renew Ordinance 1315.

Presented by: Police Chief Don Aguilar

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

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

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Beatriz Jimenez, Assistant Finance Director

Subject: MARCH 2025 WARRANTS AND CERTIFICATIONS

Date: April 16, 2025

Agenda Item: 10.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Review and accept the "Certification of Accounts Payable" for the accounts payable payment cycles for March 2025, starting check number 340102 and ending check number 340427.
2. Review and accept the "Certification of Salaries" for the pay period ending dates March 7th, 2025, through March 21st, 2025.

BACKGROUND:

This staff report certifies the separation of duties between the Preparer (Accounting and Payroll Specialist) and the Reviewer (Finance Director and Assistant Finance Director).

Presented in the attached documents:

- a) CERTIFICATION OF ACCOUNTS PAYABLE CHECKS by check number range and dates. It also discloses any voided checks.
- b) EXPENSE REPORTS showing the amount and funds accounts payable came from.

The "Check Report" depicts the following columns:

- c) AP-ACCOUNTS PAYABLE for the vendors (non-City staff) by the vendor number, vendor name, payment date, payment amount and check number (entitled 'number').
- d) PY-PAYROLL for benefit payments, insurance, retirement, etc. Benefits payable on behalf of City staff.
- e) Bank Code Summary by payment type.
- f) Fund Summary by fund the accounts payables utilized.

CERTIFICATION OF SALARIES

This is the certification (separation of duties between "preparer" and the "reviewer") of salaries and benefits (payroll checks) by fund. It lists salary (payroll) issued checks by beginning and ending check number, payroll ending dates March 7th, 2025, through March 21st, 2025.

ANALYSIS:

See the attachment to this staff report for expense breakdown by respective fund.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

None.

OPTIONS:

As an alternative to staff's recommendation, the City Council may:

1. Decline to receive and file March 2025 Certifications of Accounts Payable Checks and Certifications of Salaries.

ATTACHMENTS:

[March 2025 AP and PY Certifications.pdf](#)

EXHIBIT A:
CERTIFICATION OF SALARIES

CERTIFICATION OF SALARIES

BEG. CHK #: 148767
ENDING CHK #: 148781

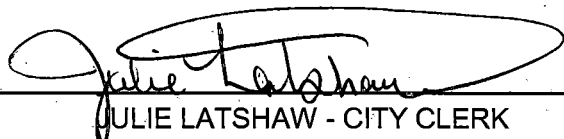
PAYROLL ENDING: 03/07/25
PAY DATE: 03/14/25

100	GENERAL FUND	405,233.97
104	GENERAL FUND-MEASURE T	99,931.38
206	STORMWATER PROGRAM	3,509.54
280	STATE GAS TAX FUND	20,312.85
314	OFFICE OF TRAFFIC SAFETY	(936.22)
405	AAA-AREA AGCY ON AG	1,910.63
610	SEWER ENTERPRISE FUND	11,609.26
620	WATER ENTERPRISE FUND	68,642.40
702	EQUIP. MAINT. FUND	12,634.36

\$

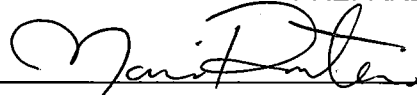
622,848.17

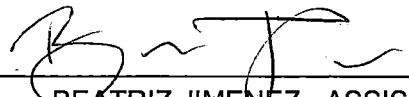
CERTIFICATION
ALLOWED BY THE CITY COUNCIL


JULIE LATSHAW - CITY CLERK
4/7/2025
DATED



PREPARED BY:


MARIA RENTERIA - PAYROLL SPECIALIST
4/7/25
DATED


BEATRIZ JIMENEZ - ASSISTANT FINANCE DIRECTOR
4/7/25
DATED

Fund Summary

Fund	Units	Amount
100-GENERAL	9,122.59	405,233.97
104-GENERAL FUND-MEASURE T	2,657.22	99,931.38
206-STORMWATER PROGRAM	60.96	3,509.54
280-STATE GAS TAX	490.06	20,312.85
314-OFF OF TRAFFIC SFTY(OTS)	-10.00	-936.22
405-AAA (AREA AGCY ON AGING)	73.80	1,910.63
610-SEWER	226.55	11,609.26
620-WATER	1,435.52	68,642.40
702-EQUIPMENT MAINTENANCE	249.00	12,634.36
Grand Total:	14,305.70	622,848.17

CERTIFICATION OF SALARIES

BEG. CHK #: 148782
ENDING CHK #: 148795

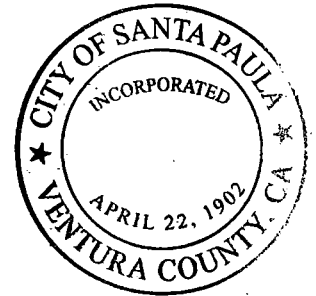
PAYROLL ENDING: 03/21/25
PAY DATE: 03/28/25

100	GENERAL FUND	358,091.18
104	GENERAL FUND-MEASURE T	79,089.66
206	STORMWATER PROGRAM	3,508.64
280	STATE GAS TAX FUND	21,936.56
405	AAA-AREA AGCY ON AG	1,957.82
610	SEWER ENTERPRISE FUND	12,115.41
620	WATER ENTERPRISE FUND	70,126.00
702	EQUIP. MAINT. FUND	12,495.34

\$ 559,320.61

CERTIFICATION
ALLOWED BY THE CITY COUNCIL


JULIE LATSHAW - CITY CLERK 4/7/2025 DATED



PREPARED BY:

MARIA RENTERIA - PAYROLL SPECIALIST 4/7/25 DATED


BEATRIZ JIMENEZ - ASSISTANT FINANCE DIRECTOR 4/7/25 DATED

Fund Summary

Fund	Units	Amount
100-GENERAL	6,781.92	358,091.18
104-GENERAL FUND-MEASURE T	1,608.75	79,089.66
206-STORMWATER PROGRAM	60.95	3,508.64
280-STATE GAS TAX	702.30	21,936.56
405-AAA (AREA AGCY ON AGING)	75.65	1,957.82
610-SEWER	420.80	12,115.41
620-WATER	2,270.03	70,126.00
702-EQUIPMENT MAINTENANCE	247.00	12,495.34
Grand Total:	12,167.40	559,320.61

EXHIBIT B:
CERTIFICATION OF ACCOUNTS
PAYABLES

CERTIFICATION OF ACCOUNTS PAYABLE CHECKS

CHECK NO.:	340102	THRU:	340104	DATED:	March 3, 2025
CHECK NO.:	340108	THRU:	340113	DATED:	March 5, 2025
CHECK NO.:	340114	THRU:	340218	DATED:	March 6, 2025
CHECK NO.:	340219	THRU:	340225	DATED:	March 14, 2025
CHECK NO.:	340226	THRU:	340226	DATED:	March 18, 2025
CHECK NO.:	340227	THRU:	340408	DATED:	March 20, 2025
CHECK NO.:	340409	THRU:	340415	DATED:	March 24, 2025
CHECK NO.:	340416	THRU:	340420	DATED:	March 25, 2025
CHECK NO.:	340421	THRU:	340427	DATED:	March 28, 2025

DRAFT:	992396	THRU:	992400	DATED:	March 5, 2025
DRAFT:	992401	THRU:	992401	DATED:	March 10, 2025
DRAFT:	992406	THRU:	992406	DATED:	March 12, 2025
DRAFT:	992407	THRU:	992411	DATED:	March 19, 2025
DRAFT:	992412	THRU:	992412	DATED:	March 19, 2025
DRAFT:	992417	THRU:	992417	DATED:	March 26, 2025

VOIDED CHECK NO.:	340152	THRU:	340152	DATED:	March 6, 2025
VOIDED CHECK NO.:	340337	THRU:	340337	DATED:	March 20, 2025
VOIDED CHECK NO.:	340247	THRU:	340247	DATED:	March 20, 2025

COUNCIL MEETING DATE: April 16, 2025

AMOUNT OF CERTIFICATION: \$ 2,896,789.46

DISTRIBUTION BY FUND

100 GENERAL FUND	\$658,676.25
103 CABLE TELEVISION FUND	\$3,589.22
104 PROF/CONTR SVCS-OTHER	\$173,687.07
115 RECREATION PROGRAM	\$3,710.60
205 NPDES STORMWATER QUALITY	\$5,832.50
206 STORMWATER PROGRAM	\$106,238.51
207 UNION OIL BUILDING ENDOWMENT	\$262.50
280 STATE GAS TAX	\$59,722.33
281 LOCAL TRANSPORTATION TAX/LTF/TDA	\$122,434.22
311 SLESF-COPS (AB1913)	-\$1.07
314 OFFICE OF TRAFFIC SAFETY	-\$265.67
321 CALIFORNIA ENERGY COMMISSION GRANT	\$30,000.00
405 AAA (AREA AGENCY ON AGING	\$1,429.99
412 AMERICAN RESCUE PLAN	\$37,486.47
500 HILLSBOROUGH OPEN SPACE MAINT	\$400.00
504 HARVEST CFD EA1	\$10,332.00
505 PBID	\$540.00
610 SEWER ENTERPRISE	\$577,930.70
620 WATER ENTERPRISE	\$964,090.89
702 EQUIPMENT MAINTENANCE FUND	\$31,051.63
800 CASH DEPOSIT TRUST FUND	\$90,568.60
803 HARDING PARK TRUST	\$18,994.72
804 DLA FOR FORMER RDA	\$78.00
TOTAL FUND DISTRIBUTION	\$2,896,789.46

PREPARED BY:

Anaury Gonzalez
 ANAURY GONZALEZ
 ACCOUNTING SPECIALIST

REVIEWED BY:

Beatriz Jimenez
 BEATRIZ JIMENEZ
 ASSISTANT FINANCE DIRECTOR

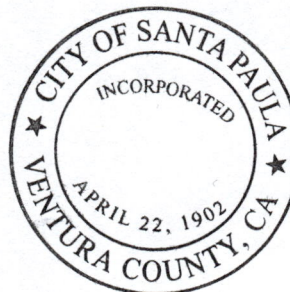
ALLOWED BY CITY COUNCIL

DATE: April 3, 2025

EXCEPT:

CITY CLERK:

Julie Latshaw
 JULIE LATSHAW, CITY CLERK



Fund Summary

Fund	Payment Amount
100 - GENERAL	658,676.25
103 - CABLE TELEVISION	3,589.22
104 - GENERAL FUND-MEASURE T	173,687.07
115 - GENERAL RECREATION PRO	3,710.60
205 - NPDES STORMWATER QUALITY	5,832.50
206 - STORMWATER PROGRAM	106,238.51
207 - UNION OIL BULDING ENDOWMENT - OPERATING FU	262.50
280 - STATE GAS TAX	59,722.33
281 - LOCAL TRANSPORTATION TDA	122,434.22
311 - SLESF- COPS (AB1913)	-1.07
314 - OFF OF TRAFFIC SFTY(OTS)	-265.67
321 - CALIFORNIA ENERGY COMMISSION GRANT	30,000.00
405 - AAA (AREA AGCY ON AGING)	1,429.99
412 - AMERICAN RESCUE PLAN	37,486.47
500 - HILLSBOROUGH OPEN SPACE	400.00
504 - HARVEST CFD EA1	10,332.00
505 - PROPERTY BUSINESS IMPROVEMENT DISTRICT	540.00
610 - SEWER	577,930.70
620 - WATER	964,090.89
702 - EQUIPMENT MAINTENANCE	31,051.63
800 - MISC DEPOSITS	90,568.60
803 - HARDING PARK TRUST	18,994.72
804 - DLA FOR FORMER RDA	78.00
Grand Total:	2,896,789.46



City of Santa Paula, CA

Check Report

By Check Number

Date Range: 03/01/2025 - 03/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-ACCOUNTS PAYABLE						
011814	CALIF. ASSOCIATION FOR PROPERTY AND EVIDI	03/03/2025	Regular	0.00	500.00	340102
016151	FREEMAN, JASMINE	03/03/2025	Regular	0.00	112.00	340103
010079	MADISON, CODY	03/03/2025	Regular	0.00	1,247.00	340104
015448	ALL CITY MANAGEMENT SERVICES, INC.	03/06/2025	Regular	0.00	13,031.28	340114
015498	AMAZON CAPITAL SERVICES	03/06/2025	Regular	0.00	5,897.97	340115
013737	ARIN	03/06/2025	Regular	0.00	262.50	340116
011738	AT&T CALNET 3	03/06/2025	Regular	0.00	514.00	340117
015322	BARNES, GREG	03/06/2025	Regular	0.00	326.80	340118
011231	BARON INDUSTRIES	03/06/2025	Regular	0.00	77.24	340119
015821	BARRISTER PROFESSIONAL SERVICES, LLC.	03/06/2025	Regular	0.00	3,006.00	340120
011253	BAY ALARM COMPANY	03/06/2025	Regular	0.00	660.00	340121
016631	BFS GROUP LLC	03/06/2025	Regular	0.00	1,135.70	340122
016562	BITSOURCE LLC	03/06/2025	Regular	0.00	930.00	340123
011211	BNY MELLON	03/06/2025	Regular	0.00	1,535.00	340124
015398	BUNNIN CHEVROLET OF SANTA PAULA	03/06/2025	Regular	0.00	5,986.73	340125
011464	BUSINESS CARD	03/06/2025	Regular	0.00	605.27	340126
011464	BUSINESS CARD	03/06/2025	Regular	0.00	124.42	340127
011464	BUSINESS CARD	03/06/2025	Regular	0.00	2,007.01	340128
011464	BUSINESS CARD	03/06/2025	Regular	0.00	1,113.16	340129
011464	BUSINESS CARD	03/06/2025	Regular	0.00	873.49	340130
011464	BUSINESS CARD	03/06/2025	Regular	0.00	2,675.90	340131
011464	BUSINESS CARD	03/06/2025	Regular	0.00	743.87	340132
011464	BUSINESS CARD	03/06/2025	Regular	0.00	3,438.35	340133
011464	BUSINESS CARD	03/06/2025	Regular	0.00	1,395.47	340134
012170	CALIFORNIA ELECTRIC SUPPLY-VENTURA	03/06/2025	Regular	0.00	193.77	340135
012679	CAL-STATE AUTO PARTS	03/06/2025	Regular	0.00	412.53	340136
015999	CHARTER COMMUNICATIONS HOLDING, LLC	03/06/2025	Regular	0.00	303.14	340137
010720	CITY OF SANTA PAULA	03/06/2025	Regular	0.00	385.81	340138
011148	COUNTY OF VENTURA	03/06/2025	Regular	0.00	174.83	340139
012801	COUNTY OF VENTURA	03/06/2025	Regular	0.00	1,840.00	340140
011164	CRANE PRINTING	03/06/2025	Regular	0.00	758.83	340141
014331	CULLIGAN WATER	03/06/2025	Regular	0.00	219.77	340142
011811	DE LAGE LANDEN	03/06/2025	Regular	0.00	214.59	340143
011210	DEPARTMENT OF JUSTICE	03/06/2025	Regular	0.00	288.00	340144
015787	E & M ELECTRIC AND MACHINERY, INC.	03/06/2025	Regular	0.00	12,475.00	340145
016156	EFUEL LLC	03/06/2025	Regular	0.00	8,842.11	340146
010187	F M PEARCE Company	03/06/2025	Regular	0.00	3,843.26	340147
014348	FERRIS, SABRINA ZAN	03/06/2025	Regular	0.00	237.89	340148
010440	FGL ENVIRONMENTAL, INC	03/06/2025	Regular	0.00	1,819.00	340149
015835	FLORES, ELIXEO	03/06/2025	Regular	0.00	61.76	340150
010432	FRANK'S PAINT & HARDWARE	03/06/2025	Regular	0.00	2,726.96	340151
	Void	03/06/2025	Regular	0.00	0.00	340152
010441	FRUIT GROWERS SUPPLY CO	03/06/2025	Regular	0.00	255.88	340153
016449	GAYTAN, CARLOS	03/06/2025	Regular	0.00	1,039.16	340154
012800	GRANITE CONSTRUCTION COMPANY	03/06/2025	Regular	0.00	193.57	340155
015075	HERRERA, KATHERINE	03/06/2025	Regular	0.00	326.80	340156
011477	HOPPIN, MICHAEL	03/06/2025	Regular	0.00	252.00	340157
010537	HOUSE SANITARY SUPPLY	03/06/2025	Regular	0.00	1,859.17	340158
014988	INFRASCALE INC.	03/06/2025	Regular	0.00	1,590.91	340159
010574	INGLIS IMPORTS	03/06/2025	Regular	0.00	70.50	340160
010595	J & H ENGINEERING GENERAL CONTRACTOR, IN	03/06/2025	Regular	0.00	36,061.60	340161
016565	J.L. PLANK, INCORPORATED	03/06/2025	Regular	0.00	200,377.32	340162
016640	JONES HALL, A PROFESSIONAL LAW CORPORAT	03/06/2025	Regular	0.00	25,000.00	340163
010629	KIMBALL MIDWEST	03/06/2025	Regular	0.00	198.79	340164

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
016567	KIRBY OLDSMOBILE INC.	03/06/2025	Regular	0.00	44,200.00	340165
013544	LARRY WALKER ASSOCIATES, INC.	03/06/2025	Regular	0.00	294.00	340166
010061	LOWE'S	03/06/2025	Regular	0.00	1,700.40	340167
016608	LUBER BROS, INC.	03/06/2025	Regular	0.00	1,919.50	340168
015633	M6 CONSULTING, INC.	03/06/2025	Regular	0.00	49,828.44	340169
015442	MARIPOSA LANDSCAPES, INC.	03/06/2025	Regular	0.00	5,160.58	340170
014436	MINER'S ACE HARDWARE	03/06/2025	Regular	0.00	1,043.28	340171
016052	NATURAL GREEN LANDSCAPE, INC.	03/06/2025	Regular	0.00	10,750.00	340172
010218	NEW IMAGE AUTO BODY	03/06/2025	Regular	0.00	666.00	340173
012691	O'REILLY AUTOMOTIVE STORES, INC.	03/06/2025	Regular	0.00	775.98	340174
015443	PASSPORT LABS, INC.	03/06/2025	Regular	0.00	1,016.26	340175
015335	PAVEMENT COATING CO.	03/06/2025	Regular	0.00	114.38	340176
010279	POTTER, DANIEL	03/06/2025	Regular	0.00	336.00	340177
010960	PUBLIC WORKS AGENCY	03/06/2025	Regular	0.00	2,025.84	340178
014934	RAMIREZ, JOSHUA	03/06/2025	Regular	0.00	858.00	340179
010326	RED WING SHOE STORE	03/06/2025	Regular	0.00	243.70	340180
010344	RICO, ANDRES	03/06/2025	Regular	0.00	326.80	340181
010047	ROBERT HALF	03/06/2025	Regular	0.00	5,209.11	340182
010520	RP RENTALS	03/06/2025	Regular	0.00	81.97	340183
010376	SAFETY-KLEEN SYSTEMS, INC.	03/06/2025	Regular	0.00	206.91	340184
014129	SAM HILL & SONS, INC	03/06/2025	Regular	0.00	97,785.00	340185
015917	SANTA PAULA MATERIALS, INC.	03/06/2025	Regular	0.00	340.00	340186
011263	SANTA PAULA SELF STORAGE	03/06/2025	Regular	0.00	1,985.00	340187
012332	SANTA PAULA SUPER STORE	03/06/2025	Regular	0.00	59.00	340188
014880	SE&J FABRICATIONS, INC.	03/06/2025	Regular	0.00	1,177.50	340189
015744	SINCLAIR SANITARY SUPPLY CO. INC	03/06/2025	Regular	0.00	1,090.27	340190
013909	SITEONE LANDSCAPE SUPPLY, LLC	03/06/2025	Regular	0.00	4,813.05	340191
010795	SOUTHERN CALIFORNIA EDISON	03/06/2025	Regular	0.00	44,799.34	340192
016078	SP PLUMBING & HEATING L.L.C.	03/06/2025	Regular	0.00	1,302.95	340193
015016	SPL LANDSCAPE INC.	03/06/2025	Regular	0.00	1,200.00	340194
015809	STANDARD SITE RENTALS INC.	03/06/2025	Regular	0.00	878.98	340195
011144	STAPLES, INC.	03/06/2025	Regular	0.00	355.05	340196
015755	STONE WEST, INC.	03/06/2025	Regular	0.00	2,002.63	340197
011871	SUNBELT RENTALS, INC.	03/06/2025	Regular	0.00	1,690.17	340198
015001	SYNAGRO-WWT, INC.	03/06/2025	Regular	0.00	17,506.46	340199
016389	TINY MOBILE ROBOTS US LLC	03/06/2025	Regular	0.00	4,279.51	340200
012696	TORO ENTERPRISES, INC.	03/06/2025	Regular	0.00	525,176.15	340201
012006	TOTAL BARRICADE SERVICES, INC.	03/06/2025	Regular	0.00	140.00	340202
012070	TRAFFIC TECHNOLOGIES	03/06/2025	Regular	0.00	1,332.31	340203
015505	TRIPEPI, SMITH AND ASSOCIATES, INC.	03/06/2025	Regular	0.00	1,575.00	340204
010007	TWENTIETH TELEVISION, INC.	03/06/2025	Regular	0.00	3,776.40	340205
011891	ULINE SHIPPING SUPPLIES	03/06/2025	Regular	0.00	966.83	340206
010891	UNITED RENTALS (NORTHAMERICA), INC.	03/06/2025	Regular	0.00	174.01	340207
010883	U-RENT INC	03/06/2025	Regular	0.00	207.41	340208
016639	VALENZUELA, MARIA R	03/06/2025	Regular	0.00	240.00	340209
015439	VALU GROUP ENTERPRISES, INC.	03/06/2025	Regular	0.00	2,795.00	340210
015375	VENTURA LOCKSMITHS	03/06/2025	Regular	0.00	3,745.53	340211
010975	VENTURA REGIONAL SANITATION DISTRICT	03/06/2025	Regular	0.00	160,888.22	340212
011963	WHARF, THE	03/06/2025	Regular	0.00	211.04	340213
013550	WHITE CAP, L.P.	03/06/2025	Regular	0.00	745.54	340214
015847	WHITE RABBIT MAGIC LLC	03/06/2025	Regular	0.00	1,650.00	340215
014968	WILLDAN FINANCIAL SERVICES	03/06/2025	Regular	0.00	7,274.00	340216
013843	YOUNG, DUNCAN JAMES	03/06/2025	Regular	0.00	2,340.00	340217
016027	YUNEX LLC	03/06/2025	Regular	0.00	2,010.60	340218
014680	BEST BEST & KRIEGER LLP	03/18/2025	Regular	0.00	41,877.00	340226
010378	ALBERTSON'S/SAFEWAY	03/20/2025	Regular	0.00	1,910.40	340227
015448	ALL CITY MANAGEMENT SERVICES, INC.	03/20/2025	Regular	0.00	12,950.84	340228
015896	ALONSO TOOLS, LLC	03/20/2025	Regular	0.00	112.58	340229
016423	ALVAREZ, DAVID	03/20/2025	Regular	0.00	425.00	340230
015498	AMAZON CAPITAL SERVICES	03/20/2025	Regular	0.00	7,660.06	340231
010722	AMERICAN WATERWORKS ASSOC	03/20/2025	Regular	0.00	2,712.00	340232

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
011048	ANDY'S PLACE PLUMBING	03/20/2025	Regular	0.00	147.00	340233
015059	ARANA, CYNDELL	03/20/2025	Regular	0.00	1,000.00	340234
016673	ARGUELLES, DAVID MICHAEL	03/20/2025	Regular	0.00	1,000.00	340235
016375	ARRIAGA, ELIJAH	03/20/2025	Regular	0.00	408.00	340236
011617	ASCAP	03/20/2025	Regular	0.00	450.23	340237
011297	ASSOCIATION OF WATER AGENCIES OF VENTU	03/20/2025	Regular	0.00	160.00	340238
016240	ATKINSON, ANDELSON, LOYA, RUUD AND ROM	03/20/2025	Regular	0.00	282.98	340239
011374	B & R SUPPLY, INC	03/20/2025	Regular	0.00	301.97	340240
015318	BADGER METER	03/20/2025	Regular	0.00	140,292.89	340241
015218	BARAJAS, DAVID	03/20/2025	Regular	0.00	930.00	340242
011231	BARON INDUSTRIES	03/20/2025	Regular	0.00	214.11	340243
015821	BARRISTER PROFESSIONAL SERVICES, LLC.	03/20/2025	Regular	0.00	1,269.00	340244
011102	BOOT BARN INC.	03/20/2025	Regular	0.00	494.47	340245
016674	BRUCE L. WHITNEY, PH.D	03/20/2025	Regular	0.00	2,000.00	340246
015898	CALIFORNIA SURVEYING AND DRAFTING SUPPL	03/20/2025	Regular	0.00	-1,860.00	340247
015898	CALIFORNIA SURVEYING AND DRAFTING SUPPL	03/20/2025	Regular	0.00	1,860.00	340247
011603	CALIFORNIA WOOD RECYCLING	03/20/2025	Regular	0.00	1,005.44	340248
016658	CALLAWAY, JEFFREY	03/20/2025	Regular	0.00	1,000.00	340249
012679	CAL-STATE AUTO PARTS	03/20/2025	Regular	0.00	89.37	340250
016425	CAMPBELL, EMMA	03/20/2025	Regular	0.00	272.00	340251
015593	CANNON CORPORATION	03/20/2025	Regular	0.00	1,662.50	340252
016667	CARRASCO HERNANDEZ, ALESSANDRA	03/20/2025	Regular	0.00	1,000.00	340253
016195	CARRILLO, ALEXIS	03/20/2025	Regular	0.00	595.00	340254
016266	CENTRAL COAST ENGINEERING	03/20/2025	Regular	0.00	4,910.00	340255
011312	CERTIFIED LABORATORIES	03/20/2025	Regular	0.00	1,049.97	340256
015874	CHANDLER ASSET MANAGEMENT, INC.	03/20/2025	Regular	0.00	2,619.69	340257
015999	CHARTER COMMUNICATIONS HOLDING, LLC	03/20/2025	Regular	0.00	2,080.10	340258
016140	CHAVEZ, PEDRO	03/20/2025	Regular	0.00	215.00	340259
016669	CLAUDIO, NICHOLE	03/20/2025	Regular	0.00	1,000.00	340260
011306	CONSOLIDATED ELECTRICAL DISTRIBUTOR	03/20/2025	Regular	0.00	526.38	340261
016228	COPWARE, INC	03/20/2025	Regular	0.00	965.00	340262
010418	CORELOGIC SOLUTIONS, LLC	03/20/2025	Regular	0.00	140.00	340263
016436	CORTEZ, JUSTIN	03/20/2025	Regular	0.00	459.00	340264
010932	COUNTY OF VENTURA IT SERVICES	03/20/2025	Regular	0.00	1,958.02	340265
015514	CRAFCO, INC.	03/20/2025	Regular	0.00	161.63	340266
011161	CRAGOE PEST SERVICES INC	03/20/2025	Regular	0.00	810.00	340267
011164	CRANE PRINTING	03/20/2025	Regular	0.00	201.35	340268
016370	CRIFE, SEBASTIAN ALEXANDER	03/20/2025	Regular	0.00	204.00	340269
016649	CROSS-STOCKTON, NEVAEH LOVE	03/20/2025	Regular	0.00	340.00	340270
014331	CULLIGAN WATER	03/20/2025	Regular	0.00	601.44	340271
012191	DATAPROSE, LLC	03/20/2025	Regular	0.00	2,781.60	340272
016263	DCH THOUSAND OAKS-F, INC	03/20/2025	Regular	0.00	316.98	340273
011811	DE LAGE LANDEN	03/20/2025	Regular	0.00	1,485.24	340274
016201	DE SANTIAGO, JEREMIAH	03/20/2025	Regular	0.00	425.00	340275
011210	DEPARTMENT OF JUSTICE	03/20/2025	Regular	0.00	32.00	340276
012948	DIAL SECURITY 2021	03/20/2025	Regular	0.00	44.40	340277
013724	DIRECT TV	03/20/2025	Regular	0.00	115.24	340278
013584	DOG WASTE DEPOT	03/20/2025	Regular	0.00	1,532.17	340279
016156	EFUEL LLC	03/20/2025	Regular	0.00	7,231.16	340280
010385	ENVIRONMENTAL HEALTH DIVISION	03/20/2025	Regular	0.00	808.27	340281
010395	FAMCON PIPE & SUPPLY, INC.	03/20/2025	Regular	0.00	8,793.02	340282
010404	FENCE FACTORY SATICOY	03/20/2025	Regular	0.00	2,126.66	340283
010405	FERGUSON ENTERPRISES INC #1350	03/20/2025	Regular	0.00	116.22	340284
010406	FERGUSON WATERWORKS #1084	03/20/2025	Regular	0.00	594.71	340285
010440	FGL ENVIRONMENTAL, INC	03/20/2025	Regular	0.00	5,909.00	340286
010432	FRANK'S PAINT & HARDWARE	03/20/2025	Regular	0.00	1,606.87	340287
014061	FRONTIER COMMUNICATIONS	03/20/2025	Regular	0.00	2,464.56	340288
010441	FRUIT GROWERS SUPPLY CO	03/20/2025	Regular	0.00	63.96	340289
016418	GALVAN, MIAHNNA FRANCES	03/20/2025	Regular	0.00	442.00	340290
016647	GAONA, EMMILEE	03/20/2025	Regular	0.00	238.00	340291
016664	GARCIA, XAVIER GERARDO	03/20/2025	Regular	0.00	1,000.00	340292

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010797	GAS COMPANY, THE	03/20/2025	Regular	0.00	767.34	340293
016449	GAYTAN, CARLOS	03/20/2025	Regular	0.00	2,544.89	340294
010460	GIBBS INTERNATIONAL INC	03/20/2025	Regular	0.00	13.95	340295
016648	GONZALEZ, ISIAH	03/20/2025	Regular	0.00	510.00	340296
015222	GOODSUITE	03/20/2025	Regular	0.00	1,874.13	340297
010481	GRAINGER	03/20/2025	Regular	0.00	1,532.83	340298
012800	GRANITE CONSTRUCTION COMPANY	03/20/2025	Regular	0.00	4,751.78	340299
014686	HASA, INC.	03/20/2025	Regular	0.00	6,349.93	340300
016127	HOMELAND LANGUAGE SERVICES LLC	03/20/2025	Regular	0.00	1,200.00	340301
010537	HOUSE SANITARY SUPPLY	03/20/2025	Regular	0.00	1,995.21	340302
013711	INDEPENDENT ORDER OF ODD FELLOWS	03/20/2025	Regular	0.00	2,782.26	340303
011546	INTEGRATED WASTE MANAGEMENT DIVISION	03/20/2025	Regular	0.00	6,031.98	340304
010602	JENSEN DESIGN & SURVEY INC	03/20/2025	Regular	0.00	776.25	340305
014735	JOHNSON CONTROLS SECURITY SOLUTIONS	03/20/2025	Regular	0.00	2,605.99	340306
016420	JOHNSON, WESTON	03/20/2025	Regular	0.00	408.00	340307
016415	JORDAN, FRANK C	03/20/2025	Regular	0.00	660.00	340308
013812	KG ASSOCIATES, INC.	03/20/2025	Regular	0.00	1,932.09	340309
010629	KIMBALL MIDWEST	03/20/2025	Regular	0.00	140.53	340310
016154	LARA, JOSE MANUEL MENDEZ	03/20/2025	Regular	0.00	1,408.00	340311
010736	LEAGUE OF CALIFORNIA CITIES	03/20/2025	Regular	0.00	300.00	340312
013454	LEIBOLD MCCLENDON & MANN	03/20/2025	Regular	0.00	78.00	340313
016428	LEON, ALYNAH	03/20/2025	Regular	0.00	357.00	340314
015971	LEXISNEXIS COPLOGIC SOLUTIONS, INC	03/20/2025	Regular	0.00	988.80	340315
010017	LIEBERT CASSIDY WHITMORE	03/20/2025	Regular	0.00	100.00	340316
016657	LOPEZ, ESTEBAN A.	03/20/2025	Regular	0.00	1,000.00	340317
010061	LOWE'S	03/20/2025	Regular	0.00	1,726.19	340318
016608	LUBER BROS, INC.	03/20/2025	Regular	0.00	1,919.50	340319
016365	LUNA, RAYMOND	03/20/2025	Regular	0.00	391.00	340320
015633	M6 CONSULTING, INC.	03/20/2025	Regular	0.00	32,195.10	340321
013438	MAGANA, FELICIA	03/20/2025	Regular	0.00	1,628.00	340322
016641	MAGANA, JOHAN	03/20/2025	Regular	0.00	1,000.00	340323
016666	MAGDALENO JR, RODOLFO	03/20/2025	Regular	0.00	1,000.00	340324
016576	MAGEE, JONATHAN	03/20/2025	Regular	0.00	1,450.00	340325
015829	MANUFACTURERS EDGE INC.	03/20/2025	Regular	0.00	4,236.75	340326
015442	MARIPOSA LANDSCAPES, INC.	03/20/2025	Regular	0.00	7,800.58	340327
016659	MARTINEZ, BAY'LEE	03/20/2025	Regular	0.00	1,000.00	340328
010129	MASAHISA, OTAGIRI	03/20/2025	Regular	0.00	65.00	340329
016374	MATA, IZAYAH	03/20/2025	Regular	0.00	391.00	340330
016642	MENDEZ ALVAREZ, RODRIGO	03/20/2025	Regular	0.00	238.00	340331
016646	MENDEZ, LORENA	03/20/2025	Regular	0.00	323.00	340332
016421	MENDOZA BARRETO, JACOB A,	03/20/2025	Regular	0.00	425.00	340333
015989	MERCHANT MCINTYRE & ASSOCIATES, LLC	03/20/2025	Regular	0.00	6,500.00	340334
016651	MEZA, YAHIEL	03/20/2025	Regular	0.00	323.00	340335
014436	MINER'S ACE HARDWARE	03/20/2025	Regular	0.00	1,710.66	340336
	Void	03/20/2025	Regular	0.00	0.00	340337
016633	MIRAMONTEZ, JACOB	03/20/2025	Regular	0.00	66.00	340338
013911	MKN ASSOCIATES INC	03/20/2025	Regular	0.00	94,978.20	340339
016644	MOJICA, ASHLEY VANESSA	03/20/2025	Regular	0.00	289.00	340340
016670	MONEN, CHRISTOPHER	03/20/2025	Regular	0.00	1,000.00	340341
011708	NEWEGG BUSINESS INC.	03/20/2025	Regular	0.00	568.31	340342
015436	NUTRIEN AG SOLUTIONS, INC.	03/20/2025	Regular	0.00	750.76	340343
016430	ORDONEZ, CHRISTIAN	03/20/2025	Regular	0.00	476.00	340344
012691	O'REILLY AUTOMOTIVE STORES, INC.	03/20/2025	Regular	0.00	1,682.04	340345
015443	PASSPORT LABS, INC.	03/20/2025	Regular	0.00	1,011.07	340346
014415	REYES, PEDRO R.	03/20/2025	Regular	0.00	325.00	340347
014663	PHOENIX CIVIL ENGINEERING, INC.	03/20/2025	Regular	0.00	48,761.25	340348
010289	PROUSYS, INC	03/20/2025	Regular	0.00	5,100.00	340349
013739	QUADIENT FINANCE USA, INC.	03/20/2025	Regular	0.00	1,000.00	340350
016373	RABAGO, ISAAC	03/20/2025	Regular	0.00	340.00	340351
016372	RAMIREZ, BOBBY	03/20/2025	Regular	0.00	255.00	340352
016656	RAMIREZ, ELIAS	03/20/2025	Regular	0.00	1,000.00	340353

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013964	RAMIREZ, ISAAC	03/20/2025	Regular	0.00	1,000.00	340354
016417	RAMIREZ, JADEN JOLIE	03/20/2025	Regular	0.00	391.00	340355
015111	RAMIREZ, MICHAEL	03/20/2025	Regular	0.00	1,000.00	340356
010326	RED WING SHOE STORE	03/20/2025	Regular	0.00	500.00	340357
016196	RICO, BELLA JOSSLYNN	03/20/2025	Regular	0.00	408.00	340358
016188	RICO, JALYNN	03/20/2025	Regular	0.00	527.00	340359
016650	RIOS, JADEN	03/20/2025	Regular	0.00	459.00	340360
010047	ROBERT HALF	03/20/2025	Regular	0.00	2,333.68	340361
015399	ROBERT WILLIAM COMPANY, LLC	03/20/2025	Regular	0.00	3,339.87	340362
016610	ROTH STAFFING COMPANIES, LP	03/20/2025	Regular	0.00	12,419.54	340363
015674	ROYAS, JONATHAN	03/20/2025	Regular	0.00	215.00	340364
010520	RP RENTALS	03/20/2025	Regular	0.00	2,353.91	340365
014129	SAM HILL & SONS, INC	03/20/2025	Regular	0.00	36,700.00	340366
016662	SANDOVAL, JOSEPH	03/20/2025	Regular	0.00	1,000.00	340367
013467	SATICOY UPHOLSTERY - ZUNIGA, RUTILIO	03/20/2025	Regular	0.00	1,362.62	340368
016660	SCHENK, ERIN	03/20/2025	Regular	0.00	1,000.00	340369
016000	SCHMIDT, KENNETH L.	03/20/2025	Regular	0.00	30.80	340370
016672	SEGOVIA, CELINA	03/20/2025	Regular	0.00	1,000.00	340371
010785	SMART & FINAL	03/20/2025	Regular	0.00	202.35	340372
016652	SMITH, MICHAEL	03/20/2025	Regular	0.00	408.00	340373
011524	SOLID WASTE SOLUTIONS	03/20/2025	Regular	0.00	4,836.75	340374
010795	SOUTHERN CALIFORNIA EDISON	03/20/2025	Regular	0.00	79,962.28	340375
012330	SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC	03/20/2025	Regular	0.00	650.00	340376
016094	SOUTHERN CALIFORNIA PERMANENTE MEDICA	03/20/2025	Regular	0.00	909.00	340377
011144	STAPLES, INC.	03/20/2025	Regular	0.00	968.68	340378
016653	STONEBRAKER, MADILYN	03/20/2025	Regular	0.00	425.00	340379
011871	SUNBELT RENTALS, INC.	03/20/2025	Regular	0.00	417.80	340380
016180	SUPERIOR ELECTRIC MOTOR SERVICE, INC.	03/20/2025	Regular	0.00	259.55	340381
015285	SUPERIOR PRINTING & GRAPHICS	03/20/2025	Regular	0.00	58.89	340382
016575	SYMBIUM CORP.	03/20/2025	Regular	0.00	30,000.00	340383
015001	SYNAGRO-WWT, INC.	03/20/2025	Regular	0.00	17,393.56	340384
015728	THE COUNSELING TEAM INTERNATIONAL	03/20/2025	Regular	0.00	2,200.00	340385
012006	TOTAL BARRICADE SERVICES, INC.	03/20/2025	Regular	0.00	1,500.00	340386
012070	TRAFFIC TECHNOLOGIES	03/20/2025	Regular	0.00	393.30	340387
010867	TRI COUNTY OFFICE FURNITURE	03/20/2025	Regular	0.00	4,306.84	340388
014853	TRI-COUNTY RHINO	03/20/2025	Regular	0.00	6,352.98	340389
010885	UNDERGROUND SERVICE ALERT OF SOUTHERN	03/20/2025	Regular	0.00	233.31	340390
010903	USA BLUE BOOK	03/20/2025	Regular	0.00	183.91	340391
016187	VALDOVINOS MAGANA, JOSE ANGEL	03/20/2025	Regular	0.00	442.00	340392
016643	VALDOVINOS TORRES, ANDREW FROY	03/20/2025	Regular	0.00	425.00	340393
016661	VALDOVINOS, BRIAN	03/20/2025	Regular	0.00	1,000.00	340394
016206	VALENZUELA, ULI	03/20/2025	Regular	0.00	20.80	340395
015186	VENTURA COUNTY AUTO SUPPLY, INC.	03/20/2025	Regular	0.00	101.54	340396
015375	VENTURA LOCKSMITHS	03/20/2025	Regular	0.00	358.84	340397
010975	VENTURA REGIONAL SANITATION DISTRICT	03/20/2025	Regular	0.00	170,079.38	340398
011539	VERIZON WIRELESS	03/20/2025	Regular	0.00	3,182.81	340399
016426	VILLANUEVA, EMILIO	03/20/2025	Regular	0.00	357.00	340400
016578	VITAL RECORDS HOLDINGS, LLC	03/20/2025	Regular	0.00	130.80	340401
013539	WAGE WORKS, INC.	03/20/2025	Regular	0.00	113.10	340402
013550	WHITE CAP, L.P.	03/20/2025	Regular	0.00	3,384.40	340403
015847	WHITE RABBIT MAGIC LLC	03/20/2025	Regular	0.00	1,650.00	340404
014968	WILLDAN FINANCIAL SERVICES	03/20/2025	Regular	0.00	450.00	340405
016427	XICOTENCATL, JUAN CARLOS	03/20/2025	Regular	0.00	391.00	340406
016027	YUNEX LLC	03/20/2025	Regular	0.00	4,939.01	340407
016654	ZAVALA, KIARA	03/20/2025	Regular	0.00	391.00	340408
011464	BUSINESS CARD	03/24/2025	Regular	0.00	504.90	340409
011464	BUSINESS CARD	03/24/2025	Regular	0.00	1,474.82	340410
011464	BUSINESS CARD	03/24/2025	Regular	0.00	1,379.40	340411
011464	BUSINESS CARD	03/24/2025	Regular	0.00	3,421.50	340412
011464	BUSINESS CARD	03/24/2025	Regular	0.00	420.04	340413
011464	BUSINESS CARD	03/24/2025	Regular	0.00	8,624.48	340414

Check Report

Date Range: 03/01/2025 - 03/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
015898	CALIFORNIA SURVEYING AND DRAFTING SUPPL	03/24/2025	Regular	0.00	1,860.00	340415
016126	ENVISION VTA FD AUTO LLC	03/25/2025	Regular	0.00	31,098.19	340416
010017	LIEBERT CASSIDY WHITMORE	03/25/2025	Regular	0.00	19,924.85	340417
015723	MULHOLLAND CONSULTING GROUP, LLC	03/25/2025	Regular	0.00	959.55	340418
015723	MULHOLLAND CONSULTING GROUP, LLC	03/25/2025	Regular	0.00	14,000.00	340419
015399	ROBERT WILLIAM COMPANY, LLC	03/25/2025	Regular	0.00	34,152.68	340420
015506	PAYMENTUS GROUP, INC.	03/19/2025	Bank Draft	0.00	11,917.15	992412

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	703	301	0.00	2,439,917.77
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-1,860.00
Bank Drafts	1	1	0.00	11,917.15
EFT's	0	0	0.00	0.00
	704	305	0.00	2,449,974.92

Check Report

Date Range: 03/01/2025 - 03/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY-PAYROLL						
011103	COLONIAL LIFE & ACCIDENT	03/05/2025	Regular	0.00	2,792.69	340108
016111	FIDELITY SECURITY LIFE INSURANCE COMPANY	03/05/2025	Regular	0.00	737.62	340109
010371	METLIFE SBC	03/05/2025	Regular	0.00	385.99	340110
014422	RELIAANCE STANDARD LIFE INSURANCE	03/05/2025	Regular	0.00	5,013.72	340111
010331	RELIAANCE STANDARD LIFE INSURANCE	03/05/2025	Regular	0.00	612.33	340112
010331	RELIAANCE STANDARD LIFE INSURANCE	03/05/2025	Regular	0.00	5,341.08	340113
011688	CALIFORNIA STATE DISBURSEMENT UNIT	03/14/2025	Regular	0.00	662.76	340219
011228	CALIFORNIA, STATE OF	03/14/2025	Regular	0.00	252.00	340220
010553	ICMA RETIREMENT TRUST-457	03/14/2025	Regular	0.00	17,155.27	340221
010554	ICMA RETIREMENT TRUST-457 (PT)	03/14/2025	Regular	0.00	1,158.03	340222
010708	SANTA PAULA POLICE OFFICERS ASSOCIATION	03/14/2025	Regular	0.00	1,020.00	340223
010291	SEIU LOCAL 721	03/14/2025	Regular	0.00	552.85	340224
010898	UNITED WAY OF VENTURA COUNTY	03/14/2025	Regular	0.00	11.00	340225
011688	CALIFORNIA STATE DISBURSEMENT UNIT	03/28/2025	Regular	0.00	662.76	340421
011228	CALIFORNIA, STATE OF	03/28/2025	Regular	0.00	277.00	340422
010553	ICMA RETIREMENT TRUST-457	03/28/2025	Regular	0.00	17,091.89	340423
010554	ICMA RETIREMENT TRUST-457 (PT)	03/28/2025	Regular	0.00	997.23	340424
010708	SANTA PAULA POLICE OFFICERS ASSOCIATION	03/28/2025	Regular	0.00	1,020.00	340425
010291	SEIU LOCAL 721	03/28/2025	Regular	0.00	569.60	340426
010898	UNITED WAY OF VENTURA COUNTY	03/28/2025	Regular	0.00	11.00	340427
010292	CALIF. PUBLIC EMPLOYEES' RETIREMENT SYSTE	03/05/2025	Bank Draft	0.00	71,458.05	992396
010420	INTERNAL REVENUE SERVICE	03/05/2025	Bank Draft	0.00	47,405.12	992397
011044	STATE OF CALIFORNIA - EDD EMPLOYMENT DE	03/05/2025	Bank Draft	0.00	14,743.86	992398
014872	STATE OF CALIFORNIA EDD - SDI	03/05/2025	Bank Draft	0.00	1,668.52	992399
013539	WAGE WORKS, INC.	03/05/2025	Bank Draft	0.00	737.49	992400
011024	CALIFORNIA PUBLIC EMPLOYEE RETIREMENT S'	03/10/2025	Bank Draft	0.00	91,146.02	992401
013539	WAGE WORKS, INC.	03/12/2025	Bank Draft	0.00	151.39	992406
010292	CALIF. PUBLIC EMPLOYEES' RETIREMENT SYSTE	03/19/2025	Bank Draft	0.00	75,967.51	992407
010420	INTERNAL REVENUE SERVICE	03/19/2025	Bank Draft	0.00	64,274.95	992408
011044	STATE OF CALIFORNIA - EDD EMPLOYMENT DE	03/19/2025	Bank Draft	0.00	20,261.14	992409
014872	STATE OF CALIFORNIA EDD - SDI	03/19/2025	Bank Draft	0.00	1,778.78	992410
013539	WAGE WORKS, INC.	03/19/2025	Bank Draft	0.00	172.89	992411
013539	WAGE WORKS, INC.	03/26/2025	Bank Draft	0.00	724.00	992417

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	121	20	0.00	56,324.82
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	190	13	0.00	390,489.72
EFT's	0	0	0.00	0.00
	311	33	0.00	446,814.54

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	824	321	0.00	2,496,242.59
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-1,860.00
Bank Drafts	191	14	0.00	402,406.87
EFT's	0	0	0.00	0.00
	1015	338	0.00	2,896,789.46

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	3/2025	2,896,789.46
			2,896,789.46

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dale Goodman, Public Works Director

Subject: AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT
WITH MKN & ASSOCIATES FOR AWTF PHASE 1 REDESIGN AND
ESTABLISHMENT OF A PROJECT BUDGET

Date: April 16, 2025

Agenda Item: 10.B

RECOMMENDATION:

Staff recommends that the City Council

1. Authorize the City Manager to establish an AWTF Budget of \$20,340,000.00, consistent with the SRF Loan Agreement, and authorize the City Manager and/or staff to draw from the SRF Loan to cover expenses that have accrued and will occur from the project up to the authorized loan amount.
2. Authorize the City Manager to execute Amendment No. 4 to the Professional Services Agreement with MKN & Associates, Inc. for the Advanced Water Treatment Facility Phase I Redesign.
3. Authorize the City Manager or his designee to make consultant-requested edits to the Agreement subject to City Attorney approval and provided the contract amount does not increase.

BACKGROUND:

The Water Recycling Facility (WRF) was completed in 2010 and operates under a permit from the Los Angeles Regional Water Quality Control Board (LARWQCB) to discharge treated wastewater. The permit was amended in May 2022 (Waste Discharge Requirements R4-2018-0022-A1). The permit requires that chloride concentration in the effluent discharge be less than 110 milligrams per liter (mg/L) to meet a groundwater quality objective of 110 mg/L. Historically, the discharge has exceeded this limit, and the City received a Cease and Desist Order (CDO) for the WRF in February 2018 (CDO R4-2018-0023-A1, amended in May 2022) requiring the discharge be brought into compliance. The CDO allows ten years for the City to achieve full compliance with the effluent chloride limit by February 8, 2028.

Over the last several years, chloride concentrations at the WRF have been dropping near, and in some cases below, the 110 mg/L concentration requirement. The City has been preparing to construct the Advanced Water Treatment Facility (AWTF) to meet chloride limits at an anticipated capital cost of over \$20 Million and an anticipated operating and maintenance cost of over \$1 Million annually. It has been important to understand whether the long-term trend of decreasing chloride concentrations in WRF effluent is likely to continue or if future

concentrations cannot predictably stay below the effluent limit. This trend could affect the need, or at a minimum, the design criteria for the AWTF.

In November 2022, City staff presented the Wastewater System Collection System Chloride Source Evaluation technical memorandum (TM). The TM summarized a study conducted by the City, Ventura Regional Sanitation District (VRSD), and MKN. The objective of the study was to evaluate concentrations of chloride in Santa Paula's wastewater collection system in an attempt to identify potential sources, consider potential source control measures, and estimate whether the downward trend in chloride concentration is likely to continue. While the sampling program could not confirm the cause of reduction in chloride levels, it indicated collection system conditions will drive WRF effluent chloride concentrations. City Council directed staff to request an extension to the interim milestones of the CDO to continue studying the collection system chloride levels and evaluate the potential for the WRF to meet the chloride limits without the AWTF Project.

At the February 15, 2023 City Council meeting, City Council received an update on the wastewater chloride source study, considered options moving forward, and directed staff to develop a Chloride Source Identification Study to explore chloride reduction strategies with an estimated cost of \$130,000 - \$200,000. The detailed scope for the chloride study and cost of just under \$131,000 was authorized in May. Sampling was conducted in June & July 2023.

At the September 6, 2023 City Council meeting, City Council authorized the Clean Water State Revolving Fund (SRF) loan agreement with State Water Resources Control Board (SWRCB). The agreement allows the City to request reimbursements for design and construction expenses associated with the AWTF. The loan agreement specifies a total project funding amount of \$20,340,000, with an interest rate of 2.6% per year, and a term of thirty years. To date, the City has not submitted any reimbursement requests; the SRF loan has not yet been drawn on and no interest has accrued. City staff has been submitting quarterly updates to SWRCB staff notifying them of schedule revisions, ongoing efforts to identify sources of chlorides, and changes to the project as summarized in this Staff Report.

At the November 15, 2023 City Council meeting, City Council received a report on the Draft Wastewater Chloride Source Identification Study. The Santa Paula Chloride Source Evaluation, conducted by Larry Walker Associates, aimed to identify sources of chloride impacting the Santa Paula Water Reclamation Facility. Initial efforts from the sampling conducted between April and September 2022 pointed to potential sources such as self-regenerating water softeners, water supply, residential and commercial water use. Subsequent investigations at nine strategic locations in June and July 2023 revealed major contributors in Central Santa Paula, Western Santa Paula, and downstream of Central Santa Paula on Acacia Road. These areas, particularly upstream of Site 19, within Western Santa Paula, and upstream of Site 7, were identified as focus areas for potential future chloride control strategies. The study recommended additional sampling at specific locations to confirm chloride sources, assess the feasibility of source control efforts, and determine where such efforts should be concentrated.

The November 15th report provided three options for moving forward, including 1) pausing the bid process for the AWTF and continuing the chloride study, 2) ending the chloride study and moving forward with the AWTF bid process using the current design, or 3) pausing the AWTF bid process and performing a design refinement study for the AWTF while continuing the chloride study concurrently. The third option was recommended by City staff and, after

discussion and consideration, City Council directed staff to move forward with Option 3.

At the December 6, 2023 City Council meeting, City Council authorized MKN & Associates, Inc., (MKN) the AWTF Project Manager and Design Engineer, to perform the AWTF Design Refinement Study and to perform a second phase of the Chloride Study in conjunction with VRSD and Larry Walker Associates.

At the April 17, 2024 City Council meeting, City Council authorized MKN & Associates, Inc., to proceed with a proposal to implement the recommended “Phased Project” approach. City Council directed staff to prepare a scope of work to implement the “Phased Project,” which was approved by City Council as Amendment No. 3 to MKN’s Professional Services Agreement at the July 2, 2024 City Council meeting. This scope included an amended Basis of Design report and contract documents to reflect the phased project approach. The amended Basis of Design report was submitted to City Staff in November of 2024, and at this time MKN & Associates has progressed into 60% design.

As a part of the preliminary design efforts, MKN has identified additional design tasks and potential design improvements which will further optimize the operation and maintenance of the AWTF. The purpose of proposed Amendment No. 4 to the MKN Professional Services Agreement (Exhibit A) is to adjust the scope under Task Group 200 to include these additional design components.

City staff has not established a budget for the AWTF and no reimbursement has been requested from SWRCB utilizing the SRF loan. Establishing a budget of \$20,340,000 consistent with the loan amount is recommended.

ANALYSIS:

As a part of the preliminary engineering effort, MKN has worked closely with subconsultants to identify potential design improvements. The original Preliminary Design Report was completed in 2020. Since that time, several new reverse osmosis facilities with brine minimization processes have been designed and completed in California.

Under Amendment 3, MKN brought Gradiant and Trussell Technologies under contract to participate in the revised design. Gradiant is the manufacturer of the proposed packaged treatment system (including the nanofiltration, reverse osmosis, and brine concentration system), and Trussell Technologies is an industry-recognized expert in the treatment technologies being utilized on this project. As a part of MKN’s work with Gradiant and Trussell, it has been identified that the addition of several new treatment processes within the treatment train of the AWTF will optimize operations of the facility and reduce future maintenance needs. This is based on the work Gradiant, MKN, and Trussell Technologies have completed at other facilities, which have resulted in development of new “best practices” for advanced treatment facility design.

These new processes are identified within the Basis of Design Report and include horizontal cartridge filtration, chloramination, degasification, and product water pumping. Horizontal cartridge filtration will serve to protect the downstream membranes from suspended solids, sediment, or silt. Free chloramination ahead of nanofiltration will prevent biofouling, but will entail modifications to the hypochlorite system and the addition of an ammonia system to the chemical area. Combined permeate from the nanofiltration, reverse osmosis, and brine

concentration systems will be high in carbon dioxide, so degasification will be provided by an air stripping tower. The inclusion of this air stripping tower requires modifications to the overall site plan layout, and will also require that product water be pumped via a new pump station to reach the existing WRF effluent pipeline.

Additionally, during the preliminary engineering effort the design team identified necessary improvements to the brine storage area, including splitting the brine storage into two tanks to allow for ease of maintenance (to keep one tank available for use at all times during maintenance activities). A brine pumping system was also introduced to allow for easy transfer of brine from the storage tank to transport vehicles. The brine hauling company that was identified as the likely service provider for the AWTF during the last design had equipment capable of pumping brine into their trucks, but is no longer in business.

MKN is also proposing revisiting the contractor prequalification process that was completed in 2021. Due to the amount of time that has passed since the time of the prequalification process, there may be new contractors who have gained the necessary qualifications and may want to be eligible for the bid. A refresh of the contractor prequalification will help streamline the AWTF bid and ensure that the City is receiving competitive bids from all of the qualified contractors who are interested in the project.

Additionally, due to recent market volatility and in anticipation that construction costs will continue to fluctuate, MKN is proposing utilizing a 3rd party construction cost estimator. This will help ensure that the opinion of probable construction cost remains as accurate as possible prior to the bid, allowing the City to revisit funding if needed prior to the project bid.

Approval of Amendment No. 4 would allow MKN to implement the new processes identified within the Basis of Design Report, carry out system redesigns, and perform a new contractor prequalification process.

STRATEGIC PLAN:

The Project supports the Strategic Plan in achieving the following goals:

Infrastructure, Transportation & Mobility

Goal: Maintain and develop the City's infrastructure to be safe, sustainable, innovative and cost-efficient.

FISCAL IMPACTS:

MKN and Associates' existing on-call contract (24-03124) would be amended to include an additional \$140,478, increasing the Task Group 200 FY 22/23 through FY 24/25 budget from \$1,189,289 to \$1,329,767 in account number 610-5-9227-290.

The total MKN contract with amendments, if Amendment No. 4 is approved, will be \$2,801,081.00. This total includes the proposed Task Group 200 budget increase of \$140,478

Establishing a City AWTF budget of \$20,340,000 consistent with the SRF loan agreement is recommended. Then the City can begin requesting reimbursements for design expenses in accordance with the loan requirements. This will allow the City to cover design, bid-phase, and construction expenses with the loan and payments will not be required until one year after

construction is completed. This budget amount can be revisited after the project bid is awarded.

OPTIONS:

The City Council has the following available alternative options to staff's recommendations:

1. Do not authorize a budget of \$20,340,000 for the City AWTF project. This will prevent City staff from being able to process current and future expenses for design and construction of the project.
2. Do not authorize the City Manager to execute Amendment No. 4 to the Professional Services Agreement with MKN & Associates, Inc. This may result in increased operational complexity and an increase in future maintenance needs at the proposed AWTF facility. It will also increase the uncertainty of overall construction budget at a time when bidding projects is affected by many factors outside of the designers' and the City's control.

ATTACHMENTS:

[Exhibit A - MKN Amendment No. 4 for AWTF Phase I Design Improvements.pdf](#)

EXHIBIT A

**MKN AWTF Amendment No. 4 for AWTF Phase I Design
Improvements**

**FOURTH AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF SANTA PAULA AND
MKN & ASSOCIATES, INC**

THIS FOURTH AMENDMENT (“Fourth Amendment”) is made and entered into this ____ day of _____, 2025, by and between the CITY OF SANTA PAULA, a general law City and Municipal Corporation existing under the laws of California (“City”), and MKN & Associates, Inc. (“Consultant”).

- 1. RECITALS.** This Fourth Amendment is made with reference to the following facts and objectives:
- A. On August 17, 2022, the City and Consultant entered into a 3-year Professional Services Agreement with Consultant (Agreement No. 22-02761) (“Original Agreement”) to provide City with engineering support services for drinking water regulatory compliance, water recycling facility (WRF) operations, stormwater regulatory compliance and regional coordination, and the Advanced Water Treatment Facility (AWTF) program for a not-to-exceed amount of \$2,550,965.00 in compensation.
 - B. On or around March 1, 2023, the City and Consultant entered into the First Amendment to the Original Agreement (“First Amendment”) to add to the FY 22/23 budgeted amount an Ammonia Analyzers Project for an additional cost of \$39,552.00.
 - C. On or around March 9, 2023, the City and Consultant entered into the Second Amendment to the Original Agreement (“Second Amendment”) to add to the FY 22/23 budgeted amount an updated Wastewater Master Plan for an additional cost of \$191,193.00.
 - D. Under the Second Amendment, the combined FY 22/23 through FY 24/25 budgeted funds allocated to “Task Group 200 – WRF Advanced Water Treatment Facility (AWTF) Planning, Design and Construction Phase Services” (“Task Group 200”) was \$1,310,397.
 - E. On or around July 2, 2024, City and Consultant entered into the Third Amendment to the Original Agreement (“Third Amendment”), revising (1) the work description of Task Group 200 and (2) updating “Table 1 Proposed Budget by Fiscal Year” to reflect a reduced FY 22/23 - FY 24/25 Task Group 200 cost allocation from approximately \$1,310,397 to \$1,189,290, a decrease of \$121,107. The Original Agreement as amended by the First Amendment, Second Amendment, and Third Amendment is referred to hereafter as the “Agreement”.

- F. The combined FY 22/23 through FY 24/25 budgeted funds allocated to “Task Group 200 – AWTF Design and Construction Phase Services” (a replacement heading added by the Third Amendment) under the Agreement is \$1,189,289.
 - G. City and Counsulant now mutually desire to amend the Agreement by (1) revising the work description in Task Group 200 and (2) increasing Task Group 200 compensation from approximately \$1,189,289 to \$1,329,767, a difference of \$140,478.
2. **AMENDMENT.** In consideration of the foregoing and pursuant to Section 3.7.14 of the Agreement, the Agreement is further amended as follows:
- A. Subsection 3.2.1 of Section 3, entitled “Compensation,” is hereby amended to read as follows:
 - “3.2.1 Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit “A” attached hereto and incorporated herein by reference and as may be amended. The total compensation shall not exceed Two Million Eight Hundred One Thousand Eighty-One Dollars and no cents (\$2,801,081.00) without written approval of the City Council or City Manager, as applicable. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.”
 - B. Exhibit A (Scope of Services) attached to this Fourth Amendment modifies Task Group 200 work and its associated budget as outlined in “Table 1 Proposed Amendment”. Scope of work changes are detailed in Subtask 201C Quality Control, Task 205 Contract Documents, and Task 210 AWTF Contractor Prequalification of Exhibit A. Exhibit A to this Fourth Amendment shall control in the event of a conflict with Exhibit A to the Agreement.
3. **COUNTERPARTS.** This Fourth Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.
4. **LIMITED AMENDMENT.** Except as modified by this Fourth Amendment, all other terms and conditions of the Agreement, as amended by the First Amendment, Second Amendment, and Third Amendment (hereafter, the “Agreement”), remain in full force and effect. In the event of a conflict between this Fourth Amendment and the Agreement, the provisions of this Fourth Amendment shall control
5. **AUTHORITY.** Each Party warrants that the individuals who have signed this Fourth Amendment have the legal power, right, and authority to make this agreement and bind each respective Party.

SIGNATURE PAGE TO FOURTH AMENDMENT

IN WITNESS WHEREOF, each of the Parties has caused this Fourth Amendment to be executed, which shall be effective on the day and year first above written.

CITY OF SANTA PAULA

MKN & ASSOCIATES, INC.

Dan Singer,
City Manager

Michael K. Nunley,
President

ATTEST:

Julie Latshaw,
City Clerk

Michael K. Nunley,
CEO

APPROVED AS TO FORM:

Taxpayer ID No.

Monica Castillo,
City Attorney

****2nd Signature required for Corporations.**

EXHIBIT “A”
SCOPE OF SERVICES

[Attached behind]



P.O. Box 1604
Arroyo Grande, CA 93421
805-904-6530 [PHONE](#)
805-904-6532 [FAX](#)

March 3, 2025

Dale Goodman
Public Works Director
City of Santa Paula
P.O. Box 569
Santa Paula, CA 93061

Re: Amendment 4: Advanced Treatment Recycled Water Project – FY 2023-2026 Water Recycling Facility Operations, Recycled Water, Stormwater and Water Program Support

Dear Dale,

At the April 17th, 2024 Santa Paula City Council Meeting, MKN presented an update on efforts to identify chloride contributions to the wastewater collection system and recommendations to reduce initial capital and operating costs for the proposed Advanced Water Treatment Facility (AWTF). MKN presented the draft Santa Paula AWTF Refinement Study which evaluated updated water quality and opportunities to optimize the AWTF design for efficiency. The Study recommended a “Phased Project” approach, installing a smaller AWTF system now which is designed to be easily expandable if/when the City needs to increase AWTF flows in the future. In July 2024, the City executed Amendment 3 to MKN’s FY 2022-2025 Water Recycling Facility, Recycled Water, Stormwater and Water Program Support Contract and directed MKN to modify the construction documents to develop a Phase 1 (500 gallon per minute or GPM) system that could be expanded to treat 1,000 GPM in the future. This amendment included revisions to Task Group 200 and utilized existing allocated funds (including funds previously allocated for bid phase and construction management services) to allow for the preparation of a revised Basis of Design Report followed by 60%, 95%, and Final Construction Documents for the proposed phased design. It was noted in MKN’s proposal dated June 26, 2024 that a future contract amendment would be submitted to the City to cover bid phase and construction phase services.

At this time, MKN has completed the revised Basis of Design Report and progressed into 60% design. As a part of the preliminary design efforts, MKN has identified additional design tasks and potential design improvements which will further optimize the operation and maintenance of the AWTF. The purpose of this proposal is to adjust the scope under Task Group 200 to include these additional design components.

MKN has prepared a revision to Task Group 200 from the FY 2022-2025 Water Recycling Facility, Recycled Water, Stormwater and Water Program Support Contract dated August 4, 2022. The following is intended to supplement Task Group 200. No changes are requested in this Amendment 4 for the other Task Groups (100, 300, 400, and 500).

Project Background

As a part of the preliminary engineering effort, MKN has worked closely with our subconsultants to identify potential design improvement. The original Preliminary Design Report was completed in 2020. Since that time, several new reverse osmosis facilities with brine minimization processes have been designed and completed in California.

Under Amendment 3, MKN brought Gradiant and Trussell Technologies under contract to participate in the revised design. Gradiant is the manufacturer of the proposed packaged treatment system (including the nanofiltration, reverse osmosis, and brine concentration system), and Trussell Technologies is an industry-recognized expert in the treatment technologies being utilized on this project. As a part of MKN's work with Gradiant and Trussell, it has been identified that the addition of several new treatment processes within the treatment train of the AWTF will optimize operations of the facility and reduce future maintenance needs. This is based on the work Gradiant, MKN, and Trussell Technologies have completed at other facilities, which have resulted in development of new "best practices" for advanced treatment facility design.

These new processes are identified within the Basis of Design Report and include horizontal cartridge filtration, chloramination, degasification, and product water pumping. Horizontal cartridge filtration will serve to protect the downstream membranes from suspended solids, sediment, or silt. Free chloramination ahead of nanofiltration will prevent biofouling, but will entail modifications to the hypochlorite system and the addition of an ammonia system to the chemical area. Combined permeate from the nanofiltration, reverse osmosis, and brine concentration systems will be high in carbon dioxide, so degasification will be provided by an air stripping tower. The inclusion of this air stripping tower requires modifications to the overall site plan layout, and also will require that product water be pumped via a new pump station to reach the existing WRF effluent pipeline.

Additionally, during the preliminary engineering effort the design team identified necessary improvements to the brine storage area, including splitting the brine storage into two tanks to allow for ease of maintenance (to keep one tank available for use at all times during maintenance activities). A brine pumping system was also introduced to allow for easy transfer of brine from the storage tank to transport vehicles. The brine hauling company that was identified as the likely service provider for the AWTF during the last design had equipment capable of pumping brine into their trucks, but is no longer in business.

MKN is also proposing revisiting the contractor prequalification process that was completed in 2021. Due to the amount of time that has passed since the time of the prequalification process, there may be new contractors who have gained the necessary qualifications and may want to be eligible for the bid. A refresh of the contractor prequalification will help streamline the AWTF bid and ensure that the City is receiving competitive bids from all of the qualified contractors who are interested in the project.

Additionally, due to recent market volatility and in anticipation that construction costs will continue to fluctuate, MKN is proposing utilizing a 3rd party construction cost estimator. This will help ensure that the opinion of probable construction cost remains as accurate as possible prior to the bid, allowing the City to revisit funding if needed prior to the project bid.

Based on the changes noted above, this amendment describes the areas that require an extra level of effort as well as the proposed budget increase. This amendment covers the additional

efforts for the 60% and 95% deliverables; additional efforts for the final submittal will be included in the FY25-26 through FY27-28 contract proposal.

Scope of Work

Task Group 200 – AWTF DESIGN AND CONSTRUCTION PHASE SERVICES

Tasks are identified below. Work under Task Group 200 will be invoiced on an hourly time and materials basis, with the proposed budget total not to exceed without written authorization from the City. A table summarizing the contract amount per Amendment 3, the proposed amendment, and the revised contract amount is included in Table 1. The breakdown of additional hours per task is included in Exhibit A.

Task 201 Project Management, Meetings, and Quality Control

MKN will provide the following services under this task group:

Subtask 201A – Client Coordination and Progress Reports

No changes to this subtask are being requested as a part of this amendment.

Subtask 201B – Project Schedule

No changes to this subtask are being requested as a part of this amendment.

Subtask 201C – Quality Control

Due to the proposed design modifications as noted in task 205, additional efforts will be needed to perform quality control of the deliverables. An additional 20 hours of effort are estimated to complete this subtask due to the new design elements.

Subtask 201D – Phase 1 Site Meeting

No changes to this subtask are being requested as a part of this amendment.

Subtask 201E – Progress Meetings

No changes to this subtask are being requested as a part of this amendment.

Task 202 – Regulatory Support and Coordination

No changes to this task are being requested as a part of this amendment.

Task 203 – AWTF Consultant Procurement and Technical Support

No changes to this task are being requested as a part of this amendment.

Task 204 – Preliminary Engineering Report – Amendment 1

No changes to this task are being requested as a part of this amendment.

Task 205 – Contract Documents

During the preliminary engineering phase, our design team encountered aspects of the project which required a higher level of effort than what was budgeted for. These project elements are essential to allow for optimal operation of the proposed treatment processes. The additional scope of work is as follows:

- Addition of horizontal cartridge filtration to protect downstream membranes.
- Addition of degasification (via an air stripping tower) to reduce carbon dioxide. This addition resulted in necessary changes to the overall site plan, including relocation of the reaction tanks and clarifier from the east side of the building to the north side. This relocation results in a slight increase to the overall site footprint and reconfiguration of the existing building design. The portion of the building housing the reaction tanks and clarifier will be relocated and redesigned as a shade structure rather than an extension of the building for value engineering purposes.
- Addition of a product water pump station to transfer product water from the new air stripping tower to the existing WRF effluent pipeline.
- Modification to the hypochlorite system and addition of an ammonia storage and injection system to provide chloramination upstream of nanofiltration to prevent biofouling.
- Modification of the brine storage area to include two tanks and a brine pumping system.
- Structural and site civil modifications related to the above items.

Subtask 205A – 60 Percent Submittal

Due to the proposed design modifications as noted in task 205, additional efforts will be needed under this subtask due to the increased number of plansheets, addition of new specifications, and additional design team coordination. An additional 216 hours of effort are estimated to complete this subtask due to the new design elements, as well as an additional \$46,474 in subconsultant costs. This includes the efforts of a third party construction cost estimator for cost estimate verification.

Subtask 205B – Operator Workshop

No changes to this subtask are being requested as a part of this amendment.

Subtask 205C – 95% Submittal

Due to the proposed design modifications as noted in task 205, additional efforts will be needed under this subtask due to the increased number of plansheets, addition of new specifications, and additional design team coordination. An additional 104 hours of effort are estimated to complete this subtask.

Subtask 205D – Final Submittal

No changes to this subtask are being requested as a part of this amendment.

Task 206A – Grant Research

No changes to this task are being requested as a part of this amendment.

Task 206B – CWSRF Loan Application and Coordination

No changes to this task are being requested as a part of this amendment.

Task 207 – Bid Phase Services

No changes to this task are being requested as a part of this amendment.

Task 208 – Construction Phase Services

No changes to this task are being requested as a part of this amendment.

Task 209 – Assist with Brine Disposal Coordination

No changes to this task are being requested as a part of this amendment.

Task 210 – AWTF Contractor Prequalification

MKN will perform a new Contractor Prequalification effort (due to the time that has passed since the original prequalification in 2021). MKN will utilize the previously prepared prequalification package, updating the documents as needed to reflect the current project. This scope includes:

- Internal quality control review by a principal or senior engineer not currently involved in the project.
- Coordination with City staff for advertisement (it is assumed the City will post the prequalification document on their electronic bid website).
- Response to RFIs and development of addenda (up to two are assumed).
- Reviewing and documenting the information received and providing City staff with summary tables to frame discussions, final evaluations, and scoring.
- Development of recommendations for list of prequalified contractors.

Task 211 – AWTF Architectural Renderings

No changes to this task are being requested as a part of this amendment.

Assumptions

MKN shall be entitled to rely reasonably upon the accuracy of data and information provided by or through the City and will use good professional judgment in reviewing and evaluating such information. If MKN identifies any error or inaccuracy in data or information provided by or through City, or determines that additional data or information is needed to perform the services, MKN shall promptly notify the client.

Fee Estimate

Amendment 3 was approved in July 2024, and the amended budget for this project totaled \$1,189,289. Table 1 below summarizes the contract amount for each task as of Amendment 3, the current amendment being proposed, and the total revised contract amount.

Work will be invoiced on an hourly time and materials basis, with the proposed budget total not to be exceeded without written authorization from the City.

Table 1 Proposed Amendment			
Task	Contract Amount per Amendment 3	Proposed Amendment	Revised Contract
201 Project Meetings & QA/QC	\$134,907	\$6,240	\$141,147
202 Regulatory Support and Coordination	\$29,415	--	\$29,415
203 AWTF Consultant Procurement and Technical Support	\$12,311	--	\$12,311
204 Preliminary Engineering Report	\$272,323	--	\$272,323
204A1 – Amendment #1 AWTF Design Refinement Study - Review Basis of Design	\$7,785	--	\$7,785
204A2 – Amendment #1 AWTF Design Refinement Study – Construction Phasing and Design Cost	\$6,571	--	\$6,571
204A3 – Amendment #1 AWTF Design Refinement Study – Technical Memorandum	\$13,726	--	\$13,726
205 Construction Documents	\$670,128	\$115,762	\$785,890
206A Grant Research	--	--	--
206B CWSRF Loan Application and Coordination	\$6,559	--	\$6,559
207 Bid Phase Services	--	--	--
208 Construction Phase Services	--	--	--
209 Assist with Brine Disposal Coordination	\$28,073	--	\$28,073
210 AWTF Contractor Prequalification	--	\$18,476	\$18,476
211 AWTF Architectural Renderings	\$7,491	--	\$7,491
TOTAL	\$1,189,289	\$140,478	\$1,329,767

We hope this proposal meets your expectations and look forward to continuing our work with you and the City.



Sincerely,

A handwritten signature in black ink that reads 'Michael K. Nunley'. The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Michael K. Nunley, PE
Principal Engineer

Attachments:

- Exhibit A - Detailed Budget with Manhour Breakdown
- Exhibit B - MKN 2025 Rate Sheet
- Exhibit C - Subconsultant Proposals:
 - Buehler/SSG Structural Engineers (Structural)
 - Saylor Consulting Group (3rd Party Cost Estimating)

	Project Director/ Operation Manager	Senior Project Engineer II	Project Engineer	Assistant Engineer	Drafter	Administrative Assistant	Total Hours (MKN)	Subtotal Labor (MKN)	Saylor Consulting - Cost Estimating (Subconsultant)	Buehler - Structural Engineering (Subconsultant)	Proposed Fee Increase
TASK GROUP 201 PROJECT MANAGEMENT, MEETINGS AND QA/QC											
201C Quality Control	20	0	0	0	0	0	20	\$ 6,240	\$ -	\$ -	\$ 6,240
Subtotal	20	0	0	0	0	0	20	\$ 6,240	\$ -	\$ -	\$ 6,240
TASK GROUP 205 CONTRACT DOCUMENTS											
205A 60% Submittal	16	60	32	32	68	8	216	\$ 45,920	\$ 31,074	\$ 15,400	\$ 92,394
205C 95% Submittal	16	32	16	16	20	4	104	\$ 23,368	\$ -	\$ -	\$ 23,368
Subtotal	32	92	48	48	88	12	320	\$ 69,288	\$ 31,074	\$ 15,400	\$ 115,762
TASK GROUP 210 AWTF CONTRACTOR PREQUALIFICATION											
210 Contractor Prequalification	16	20	0	46	0	0	82	\$ 18,476	\$ -	\$ -	\$ 18,476
Subtotal	16	20	0	46	0	0	82	\$ 18,476	\$ -	\$ -	\$ 18,476
TOTAL BUDGET	52	92	48	48	88	12	340	\$ 75,528	\$ 31,074	\$ 15,400	\$ 140,478

Billing Rates	\$/hr
Project Director/ Operation Manager	312
Senior Project Engineer II	251
Project Engineer	203
Assistant Engineer II	184
Drafter	185
Administrative Assistant	113





2025 FEE SCHEDULE

CATEGORY	POSITION	HOURLY RATE
Communications and Administrative	Administrative Assistant	\$113
	Strategic Communications Coordinator	\$126
	Strategic Communications Specialist	\$168
Designers and Technicians	CAD Technician I	\$152
	CAD Design Technician II	\$173
	Senior Designer	\$185
Planning	Assistant Planner I	\$165
	Assistant Planner II	\$184
	GIS Specialist	\$184
	Planner I	\$203
	Planner II	\$218
	Senior Planner	\$246
Engineers	Engineering Technician	\$123
	Assistant Engineer I	\$165
	Assistant Engineer II	\$184
	Project Engineer I	\$203
	Project Engineer II	\$218
	Senior Engineer I	\$238
	Senior Engineer II	\$251
	Senior Engineer III	\$267
	Principal Engineer	\$289
Project Management	Project Manager	\$256
	Senior Project Manager	\$267
	Project Director	\$312
	Senior Project Director	\$329
Construction Management Services	Scheduler	\$179
	*** Construction Inspector	\$200
	Assistant Resident Engineer	\$200
	Resident Engineer	\$212
	Construction Manager	\$231
	Principal Construction Manager	\$272

The foregoing Billing Rate Schedule is effective through December 31, 2025 and will be adjusted each year after at a rate of 2 to 5%.

DIRECT PROJECT EXPENSES

Outside Reproduction	Cost + 10%
Subcontracted or Subconsultant Services	Cost + 10%
Travel & Subsistence (other than mileage)	Cost
Auto Mileage	Current IRS Rate

*** 40 hrs per week assumed; part-time rates can be provided upon request
Rates also subject to prevailing wage mandatory increases during a calendar year



811 El Capitan Way
Suite 240
San Luis Obispo, CA 93401

P 811 El Capitan Way

Sacramento
Los Angeles
Phoenix
San Francisco
San Luis Obispo
Silicon Valley

buehlerengineering.com

February 14, 2025

Sarah Mathews, PE
Michael K. Nunley & Associates, Inc.
121 North Fir Street, Unit G
Ventura, CA 93001
SMathews@MKNAssociates.us

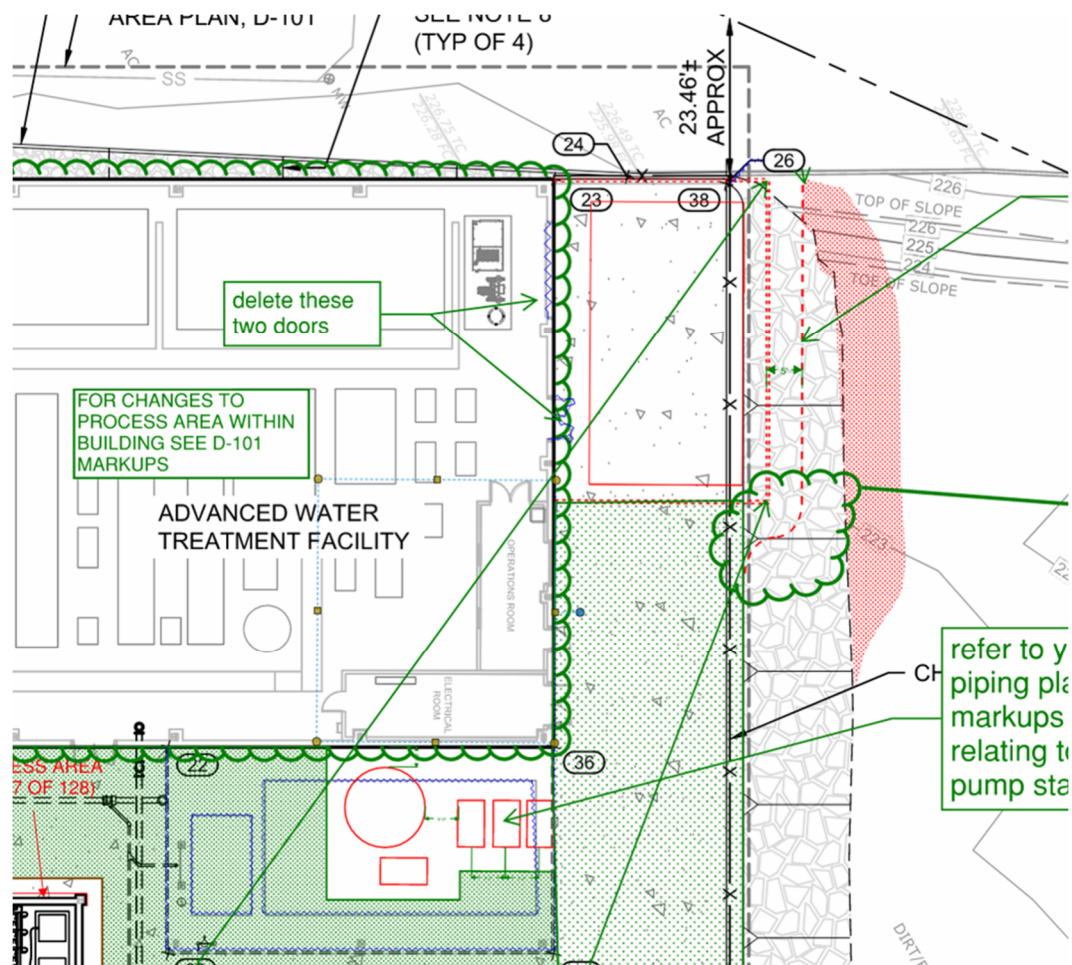
Subject: City of Santa Paula Advanced Water Treatment Facility
Amendment 3
SSG Project No. S20100
Buehler Proposal No. 25-0249

Dear Sarah,

Thank you for requesting a proposal to provide additional structural engineering services for the subject project located at 920 Corporation Street in Santa Paula, California. The Project was started under the contract of our former business name SSG Structural Engineers, LLP. The following is the Project's agreement history:

Executed Date Title	General Description	Total Contract
March 4, 2020 <i>Original Proposal</i>	Original Building Design	\$48,000.00 Lump Sum
September 9, 2021 <i>Amendment 1</i>	Right Size Building and change of structural system	\$40,000.00 Lump Sum
May 10, 2024 <i>Amendment 2</i>	Support to Revise Capacity of the Equipment in the Building	\$20,000.00 Hourly NTE

Our scope of work for Amendment 3 will consist of revising existing outdoor equipment canopy from the south face of building to the east face of building. The new canopy will be freestanding and not a direct extension of the PEMB system. Revisions to the current egress route, operations room, and other areas may be required and coordinated with Michael K. Nunley & Associates, Inc. (MKN). The new area for the equipment cover is shown in the graphic below, the size and general layout of the equipment cover remains the same.



Modification area of plan, move outdoor canopy to red square

This proposal modifies the scope and compensation of our previous agreements but does not modify the previously agreed Terms and Conditions or BIM Services.

Our compensation for these services will be on an hourly basis at our hourly rates. We estimate our compensation for these services will be \$14,000.00. This is an estimate which we will not exceed without first notifying you that we require authorization to increase the estimate.

Our hourly rates are as follows:

Senior Principal	\$250.00
Principal	\$225.00
Senior Professional	\$200.00
Professional	\$170.00
Senior Technician	\$145.00
Technician	\$125.00

If you have any questions, please do not hesitate to contact me, otherwise please sign, and return a copy of this proposal as your authorization to proceed with the work and your acceptance of this proposal. If you do not sign the proposal but provide verbal authorization to proceed with the work, it is our understanding that you have accepted this proposal as written.

Sincerely,

Accepted:

Michael Parolini, SE
For Buehler Engineering, Inc.
mparolini@buehlerengineering.com

Sarah Mathews, PE
For Michael K. Nunley & Associates,
Inc.

Date



505 Montgomery Street, Floor 11
San Francisco, CA 94111
TEL: 415-399-9990
FAX: 415-291-3201
www.saylorconsulting.com

February 13, 2025

Sarah Mathews, PE
MKN Associates
121 N. Fir Street, Unit G
Ventura, CA 93001

**RE: Santa Paula New Advanced Water Treatment Facility
SCG Quote #25-028rev1**

Dear Ms. Matthews:

We are pleased to submit our proposal for consulting services for the above-referenced project as follows:

1. Project Description:

The project is the construction of a new advanced water treatment facility to be constructed adjacent to the City's existing wastewater plant. The facility's intent is to treat a 500 gpm side-stream of the City's effluent to remove chlorides, then blend it back into the main plant effluent to bring the City's effluent concentrations within regulatory limits. The plant is sized to allow for future expansion up to 1000 gpm. This facility will be constructed within a depressed greenfield which will be brought to grade via onsite borrowed fill. The facility will notably consist of an ~11,000 square foot building to house the treatment equipment, a shaded chemical storage area, brine storage, and lift station to bring in gravity effluent flows from the main treatment plant. This will be a nanofiltration and reverse osmosis treatment facility, with a very high recovery rate (95%).

The current engineer's opinion of probable construction cost stood at \$15,886,000, or \$18,270,000 including contingency.

2. Task Description:

Saylor Consulting Group will provide a AACE Class 2 estimate verification as a third party estimator based on the developed 60% design package, with an optional estimate update at the 95% design level.

Saylor's fee assumes that the 60% design package will include approximately 150 drawings. We assume no reconciliation of Estimates are required.

Our quotation assumes that there will be a request for vendor quotations, P&ID's, and schedule requests, with a potential kick-off meeting.



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Santa Paula AWTF
Quote #25-028rev1

3. **Fee Proposal:**

3.1 **Task 1 – Estimate Prep/Document Controls/Miscellaneous**

Principal Estimator: 2hrs @ \$245.00/hr\$490.00
Senior A/S/C Estimator: 2hrs @ \$197.00/hr\$394.00
Senior MEP Estimator: 3hrs @ \$214.00/hr\$642.00
Senior Electrical/Instrumentation Estimator: 3hrs @ \$214.00/hr.....\$642.00
Estimates Coordinator: 10hrs @ \$102.00/hr\$1,020.00

SUBTOTAL 2.1:\$2,168.00

3.2 **Task 2 – 60% Design Class 2 Estimate**

Senior A/S/C Estimator: 25hrs @ \$197.00/hr\$4,925.00
Senior MEP Estimator: 48hrs @ \$214.00/hr\$10,272.00
Senior Electrical/Instrumentation Estimator: 48hrs @ \$214.00/hr.\$10,272.00
Estimates Coordinator: 6hrs @ \$102.00/hr\$612.00

SUBTOTAL 2.2:\$26,081.00

BASE SCOPE TOTAL COSTS:.....\$28,249.00

* Depending on the level of detail present in the 60% design package, the update at the 95% level may be a refresh with minimal level of effort or a more substantial effort with more detail. If it is more of a minor update, we can adjust the fees upon examination of 95% drawings.

4. Supplemental Consulting: All work not specifically covered by the fixed fees above shall be billed on a time and materials basis in accordance with SCG's current schedule of fees and the terms of this agreement. **Additional work includes any work not included in this agreement which may be requested by agencies and/or owners, such as preparation for meetings or attendance of meetings, additional estimates not in scope, reconciliation of SCG's estimate(s) with other estimate(s) not defined in scope, printing fees, associated travel requirements, value engineering services and services related to litigation. Requests for such meetings, studies and additional estimates not in scope must be authorized in writing.**

BUDGET Time and Materials



505 Montgomery Street, Floor 11
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Santa Paula AWTF
Quote #25-028rev1

Should the scope or budget vary significantly from that stated, SCG reserves the right to adjust its proposal accordingly.

This quotation is subject to review of all documents prior to start of work. All documents must be in-house prior to start of work. If additional documentation is received after substantial completion of our estimate, incorporation of revised drawings will be billed on a Time & Materials basis. All estimates require a minimum of two weeks from notice to proceed to completion of estimate.

Saylor Consulting Group shall perform all of its work in accordance with accepted estimating standards and practices.

Please sign and date this agreement to indicate your acceptance of this proposal and return it to this office. Terms and conditions appearing on the third page of this letter are a part of this agreement. This quotation is valid for a period of 60 days.

If you have any questions or wish further information, please call me.

Cordially yours,

A handwritten signature in black ink, appearing to read 'Natalie Saylor', is written over a horizontal line.

Natalie Saylor
SAYLOR CONSULTING GROUP

Accepted for: **MKN Associates**

By: _____

Date: _____

CONTRACT CONDITIONS

The following Contract Conditions are hereby made a part of the preceding proposal.

SCOPE OF THE AGREEMENT

Please refer to the attached proposal letter for Scope Definition.

CONTRACT CONDITIONS

The terms and conditions of this proposal constitute the entire agreement between the parties. Any terms, provisions or conditions in the client's purchase orders, correspondence, or other forms which are inconsistent with the terms, provisions or conditions of SCG's documents are void, unenforceable, and not a part of the agreement. Retainer funds not exhausted are returned upon completion of services.

LIMITATIONS ON LIABILITY

SCG makes no warranties, express or implied, that opinions, services, estimates, and schedules rendered by its employees or officers will serve the function required, as it does not have control of the end product.

Services performed by SCG under this agreement shall not constitute it an architect, engineer, construction contractor or building inspector, nor impose upon it any obligation to assume, render or perform on behalf of the owner, architect, or engineer any responsibilities/duties performed by any of the above professionals.

The estimate(s) performed by SCG represent SCG's best judgment as an estimating professional familiar with the construction industry. It is recognized, however, that neither SCG nor the Architect has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, SCG cannot and does not warrant or represent that bids or negotiated prices for the Project will not vary from the Owner's budget for the Project or from any estimate of the Cost of the Work or evaluation prepared or agreed to by SCG.

INDEMNIFICATION

Client agrees to save and hold harmless SCG in a lawsuit or other proceeding relating to SCG services and obligations under this contract.

TIME OF PERFORMANCE

SCG shall not be held liable for any delay or failure to perform the work described in the agreement if such delay or failure is caused directly or indirectly by fire, flood, explosion, other casualty, strike, labor disturbance, state of war, insurrection, riot, government regulations, either existent or future restrictions, appropriations or any other cause beyond the control of SCG. In the event the Client requests termination of the work prior to the completion of a report, the office of SCG reserves the right to complete such analysis and records as are necessary to the project file in order and, where considered by the office of SCG necessary to protect professional reputation to complete a report on the work performed to date. A termination charge to cover thereof in an amount not to exceed 30 percent of all charges incurred up to the date of work stoppage may be made at the discretion of the office of SCG.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Greg Barnes, Parks and Recreation Director

Subject: ROBERT WILLIAM COMPANY, LLC AMENDMENT NO. 4

Date: April 16, 2025

Agenda Item: 10.C

RECOMMENDATION:

Staff Recommends that City Council:

1. Authorize the City Manager to execute Amendment No. 4 to a Professional Services Agreement with Robert William Company, LLC for Project Management Services.

BACKGROUND:

In late 2019, Parks and Recreation Department staff identified the need for assistance related to project management for various large maintenance and construction projects. In April of 2020 staff solicited Requests for Proposals (RFPs) from qualified project management firms.

After reviewing the submitted proposals, staff selected two firms: Robert William Company, LLC (RWC) and Gannett Fleming. Both were awarded contracts for future project management services on an as needed basis.

Gannett Fleming's agreement has since expired, making RWC the Parks & Recreation Department's sole provider for Project Management Services (as it relates to large maintenance and construction projects).

RWC is currently providing project management services for the following projects:

Police Remodel Phase I & Phase II
City Hall Security Fencing
Union Oil Building Deferred Maintenance Projects
Teague Park Restroom Installation
Community Center Storage Facility
Boys & Girls Club / Recreation Park Drainage Improvements
Boys & Girls Club Kitchen Remodel
Youth Center Feasibility Study

Projects that have been completed over the past few years include:

Boys & Girls Club Roof Replacement
Mill Park Building Repairs

Boys & Girls Club Restroom Remodel
Emergency Generator Installation (Police Department & Community Center)

ANALYSIS:

RWC has proven to be a valuable asset to the Parks & Recreation Department. They are currently providing project management services for some large projects that the department does not have the capacity, expertise, or resources to manage in-house.

Amendment No. 4 extends their compensation to an up to amount of \$175,000 per fiscal year.

STRATEGIC PLAN:

This item does help address strategic goal E. 5 - Public Safety and Emergency Preparedness, SPPD Facility Upgrades.

RWC is currently managing Phase I of the Police Station Remodel Project.

FISCAL IMPACTS:

Funding for Robert William Company, LLC is on a per project basis and is included in each project's approved budget. While the contract amendment is up to \$175,000 per fiscal year, the work is authorized by task orders that will be reviewed for sufficient funding.

OPTIONS:

In addition to staff's recommendations, the City Council has the following options:

1. Do not approve Amendment No. 4 and solicit new proposals for project management firms. If City Council does not approve the amendment this evening, all projects currently being managed by RWC will need to be paused until the new fiscal year; their current up to amount is close to being exhausted.
2. Provide alternate direction.

ATTACHMENTS:

[EXHIBIT A - RWC Agreement and Amendments.pdf](#)

[EXHIBIT B - RWC Amendment No. 4-c1.docx](#)

EXHIBIT A

ROBERT WILLIAM COMPANY, LLC
AGREEMENT AND AMENDMENTS NO. 1,
NO. 2 & NO. 3

**CONTRACT FOR PROFESSIONAL SERVICES
BETWEEN
THE CITY OF SANTA PAULA AND
ROBERT WILLIAM COMPANY, LLC**

This AGREEMENT is entered into this 8th day of July, 2020, by and between the CITY OF SANTA PAULA, a general law city a municipal corporation ("CITY") and ROBERT WILLIAM COMPANY, LLC, a California limited liability company ("CONSULTANT").

RECITALS

- A. The City does not have the personnel able and/or available to perform the services required under this agreement.
- B. Therefore, the City desires to contract out for as-needed project management consulting services.
- C. The Consultant warrants to the City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.
- D. The City desires to contract with the Consultant to perform the services as described in Exhibit A of this Agreement.

NOW, THEREFORE, based on the foregoing recitals, the City and the Consultant agree as follows:

1. CONSIDERATION AND COMPENSATION

- A. As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, attached as EXHIBIT A;
- B. As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement;
- C. As additional consideration, CITY agrees to pay CONSULTANT an amount not to exceed Twenty-Four Thousand Five Hundred dollars (\$24,500.00), billed at the hourly rates set forth in Exhibit B, unless otherwise specified by written amendment to this Agreement.
- D. No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager or his designee.
- E. CONSULTANT shall submit to CITY, by not later than the 10th day of each month, its bill for services itemizing the fees and costs incurred during the previous month. The CITY shall pay the CONSULTANT all uncontested amounts set forth in the Consultant's bill within 30 days after it is received.

2. SCOPE OF SERVICES.

- A. CONSULTANT will perform the services and activities set forth in the SCOPE OF SERVICE attached hereto as Exhibit A and incorporated herein by this reference.
- B. Except as herein otherwise expressly specified to be furnished by CITY, CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space, and facilities necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

3. PREVAILING WAGES. CONSULTANT acknowledges the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. To the extent required by the California Labor Code, CONSULTANT shall fully comply with and to require its consultants to fully comply with such Prevailing Wage Laws.

4. PAYMENTS. For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit an invoice to CITY which lists the reimbursable costs, the specific tasks performed, and, for work that includes deliverables, the percentage of the task completed during the billing period.

5. TIME OF PERFORMANCE. The services of the CONSULTANT are to commence upon receipt of a notice to proceed from the CITY and shall continue until all authorized work is completed to the CITY's reasonable satisfaction, in accordance with the schedule incorporated in "Exhibit A," unless extended in writing by the CITY.

6. FAMILIARITY WITH WORK. By executing this Agreement, CONSULTANT represents that CONSULTANT has (a) thoroughly investigated and considered the scope of services to be performed; (b) carefully considered how the services should be performed; and (c) understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.

7. KEY PERSONNEL. CONSULTANT's key person assigned to perform work under this Agreement is Bill Lindsey. CONSULTANT shall not assign another person to be in charge of the work contemplated by this Agreement without the prior written authorization of the City.

8. TERM OF AGREEMENT. The term of this Agreement shall commence upon execution by both parties and shall expire on June 30, 2021, unless earlier termination occurs under Section 12 of this Agreement, or extended in writing in advance by both parties.

9. CHANGES. CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.

10. TAXPAYER IDENTIFICATION NUMBER. CONSULTANT will provide CITY with a Taxpayer Identification Number.

11. PERMITS AND LICENSES. CONSULTANT will obtain and maintain during the term of this Agreement all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

12. TERMINATION.

- A. Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause. Notice of termination shall be in writing.
- B. CONSULTANT may terminate this Agreement. Notice will be in writing at least 30 days before the effective termination date.
- C. In the event of such termination, the CONSULTANT shall cease services as of the date of termination, all finished or unfinished documents, data, drawings, maps, and other materials prepared by CONSULTANT shall, at CITY's option, become CITY's property, and CONSULTANT will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination.
- D. Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

13. INDEMNIFICATION.

- A. CONSULTANT shall indemnify, defend with counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorney's fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT, regardless of CITY'S passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the CITY. Should CITY in its sole discretion find CONSULTANT'S legal counsel unacceptable, then CONSULTANT shall reimburse the CITY its costs of defense, including without limitation reasonable attorney's fees, expert fees and all other costs and fees of litigation. The CONSULTANT shall promptly pay any final judgment

rendered against the CITY (and its officers, officials, employees and volunteers) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

- B. The requirements as to the types and limits of insurance coverage to be maintained by CONSULTANT as required by Section 18, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONSULTANT pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

14. ASSIGNABILITY. This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

15. INDEPENDENT CONTRACTOR. CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which it is performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.

16. AUDIT OF RECORDS.

- A. CONSULTANT agrees that CITY, or designee, has the right to review, obtain, and copy all records pertaining to the performance of this Agreement. CONSULTANT agrees to provide CITY, or designee, with any relevant information requested and will permit CITY, or designee, access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this Agreement. CONSULTANT further agrees to maintain such records for a period of three (3) years following final payment under this Agreement.
- B. CONSULTANT will keep all books, records, accounts and documents pertaining to this Agreement separate from other activities unrelated to this Agreement.

17. CORRECTIVE MEASURES. CONSULTANT will promptly implement any corrective measures required by CITY regarding the requirements and obligations of this Agreement. CONSULTANT will be given a reasonable amount of time as determined by the City to implement said corrective measures. Failure of CONSULTANT to implement required corrective measures shall result in immediate termination of this Agreement.

18. INSURANCE REQUIREMENTS.

- A. The CONSULTANT, at the CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:
1. Workers Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the CITY at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against the CITY, its officers, agents, employees, and volunteers for losses arising from work performed by the CONTRACTOR for City.
 2. General Liability Coverage. The CONSULTANT shall maintain commercial general liability insurance in an amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.
 3. Automobile Liability Coverage. The CONSULTANT shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the CONSULTANT arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.
 4. Professional Liability Coverage. The CONSULTANT shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors, or omissions which may arise from the CONSULTANT'S operations under this Agreement, whether such operations be by the CONSULTANT or by its employees, subcontractors, or sub-consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit-per-occurrence basis. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.
- B. Endorsements. Each general liability, automobile liability and professional liability insurance policy shall be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California, or which is approved in writing by City, and shall be endorsed as follows. CONSULTANT also agrees to require all contractors, and subcontractors to do likewise.
1. "The CITY, its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out

of work performed by or on behalf of the CONSULTANT, including materials, parts, or equipment furnished in connection with such work or operations.”

2. This policy shall be considered primary insurance as respects the CITY, its elected or appointed officers, officials, employees, agents, and volunteers. Any insurance maintained by the CITY, including any self-insured retention the CITY may have, shall be considered excess insurance only and shall not contribute with this policy.
 3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
 4. The insurer waives all rights of subrogation against the CITY, its elected or appointed officers, officials, employees, or agents.
 5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents, or volunteers.
 6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days’ written notice has been received by the CITY.
- C. CONSULTANT agrees to provide immediate notice to CITY of any claim or loss against Contractor arising out of the work performed under this agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.
- D. Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the CITY’s option, the CONSULTANT shall demonstrate financial capability for payment of such deductibles or self-insured retentions.
- E. The CONSULTANT shall provide certificates of insurance with original endorsements to the CITY as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the CITY on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the CITY at all times during the term of this Agreement.
- F. Failure on the part of the CONSULTANT to procure or maintain required insurance shall constitute a material breach of contract under which the CITY may terminate this Agreement pursuant to Section 12 above.
19. USE OF OTHER CONSULTANTS. CONSULTANT must obtain CITY’s prior written approval to use any consultants while performing any portion of this Agreement. Such approval must include approval of the proposed consultant and the terms of compensation.
20. FINAL PAYMENT ACCEPTANCE CONSTITUTES RELEASE. The acceptance by the CONSULTANT of the final payment made under this Agreement shall operate as and be a release

of the CITY from all claims and liabilities for compensation to the CONSULTANT for anything done, furnished or relating to the CONSULTANT'S work or services. Acceptance of payment shall be any negotiation of the CITY'S check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by the CITY shall not constitute, nor be deemed, a release of the responsibility and liability of the CONSULTANT, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the CITY for any defect or error in the work prepared by the Consultant, its employees, sub-consultants and agents.

21. CORRECTIONS. In addition to the above indemnification obligations, the CONSULTANT shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should the Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the CITY, and the cost thereof shall be charged to the CONSULTANT. In addition to all other available remedies, the City may deduct the cost of such correction from any retention amount held by the City or may withhold payment otherwise owed CONSULTANT under this Agreement up to the amount of the cost of correction.

22. NON-APPROPRIATION OF FUNDS. Payments to be made to CONSULTANT by CITY for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that CITY does not appropriate sufficient funds for payment of CONSULTANT'S services beyond the current fiscal year, the Agreement shall cover payment for CONSULTANT'S only to the conclusion of the last fiscal year in which CITY appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

23. NOTICES. All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

CITY	CONSULTANT
City of Santa Paula 970 Ventura Street Santa Paula, CA 93060	Robert William Company, LLC 812 Railroad Ave./ PO BOX 1025 Santa Paula, CA 93060

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph. Courtesy copies of notices may be sent via electronic mail, provided that the original notice is deposited in the U.S. mail or personally delivered as specified in this Section.

24. SOLICITATION. CONSULTANT maintains and warrants that it has not employed nor retained any company or person, other than CONSULTANT's bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to

pay any company or person, other than CONSULTANT's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.

25. THIRD PARTY BENEFICIARIES. This Agreement and every provision herein is generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of CONSULTANT's or CITY's obligations under this Agreement.

26. INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

27. ENTIRE AGREEMENT. This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.

28. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

29. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. CITY's city administrator, or designee, may execute any such amendment on behalf of CITY.

30. ACCEPTANCE OF FACSIMILE OR ELECTRONIC SIGNATURES. The Parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into in connection with this Contract will be considered signed when the signature of a party is delivered by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

31. FORCE MAJEURE. Should performance of this Agreement be impossible due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then the Agreement will immediately terminate without obligation of either party to the other.

32. TIME IS OF ESSENCE. Time is of the essence to comply with dates and schedules to be provided.

33. ATTORNEY'S FEES. The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the

prevailing party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

34. STATEMENT OF EXPERIENCE. By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public agency.

35. DISCLOSURE REQUIRED. (City and Consultant initials required at one of the following paragraphs)

By their respective initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is a "consultant" for the purposes of the California Political Reform Act because Consultant's duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18701(a)(2) or otherwise serves in a staff capacity for which disclosure would otherwise be required were Consultant employed by the City. Consultant hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the City's Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to consultant commencing services hereunder, the City's Manager shall prepare and deliver to consultant a memorandum detailing the extent of Consultant's disclosure obligations in accordance with the City's Conflict of Interest Code.

City Initials _____
Consultant Initials _____

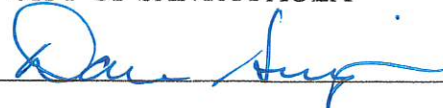
OR

By their initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is not a "consultant" for the purpose of the California Political Reform Act because Consultant's duties and responsibilities are not within the scope of the definition of consultant in Fair Political Practice Commission Regulation 18701(a)(2)(A) and is otherwise not serving in staff capacity in accordance with the City's Conflict of Interest Code.

City Initials DS
Consultant Initials W

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA



CONSULTANT



Dan Singer
Dan Singer, City Manager

By: _____

ATTEST:

R. Chaparro
Rose Chaparro, Deputy City Clerk

Taxpayer ID No.

APPROVED AS TO FORM:

John C. Cotti
John C. Cotti, City Attorney



EXHIBIT A
SCOPE OF SERVICES

Project Management

1. Act as the lead project manager and work in a fast-paced environment to coordinate work with different contractors.
2. Prepare bid packet, scope of work and on occasion project feasibility reports.
3. Prepare and host all required project meetings (pre-construction, weekly, close-out).
4. Negotiate and prepare construction schedules.
5. Review, monitor, and keep track of all work performed.
6. Review and approve certified payrolls and labor compliance reports per the California Department of Industrial Relations.
7. Observe construction and resolve issues with contractors.
8. Compile and keep records.



A-1 CONSTRUCTION LIC. 716695
 PLANNING & LAND USE SERVICES
 GENERAL ENGINEERING & BUILDING CONTRACTORS
 812 RAILROAD AVE. / P.O. BOX 1025, SANTA PAULA CA 93061
 PH. (805) 525-6400 • F (805)-933-8040

2020	Planning and Land Use Services	Hourly Rate/Cost	Approved
	Senior consultant / Project manager	\$ 125.00	
	Land planning, conceptual design work	\$ 90.00	
	Preparation of construction documents for submittal to governmental authorities (Drafting Level 2)	\$ 90.00	
	Construction supervision	\$ 90.00	
	General drafting services (Drafting Level 1)	\$ 67.50	
	Permit processing at government agencies	\$ 75.00	
	Administration	\$ 47.50	
	Professional Engineer - On Staff or Sub Contracted		
	(Civil / Structural design and calculations / Parcel Maps / Easements)	\$ 150.00	
	Soils Engineer* Sub Contracted	\$ 130.00	
	(Seismic design, foundation systems / Soils Analysis)		
	Surveyor* Sub Contracted	\$ 130.00	
	(Site topo, boundary lines/markers)		
	Vehicle allowance per mile	\$ 0.60	

* State of California certified.

2020	Construction Services	Hourly Rate/Cost	Approved
	Project / Site Manager	\$ 87.50	
	Project / Site Supervisor	\$ 75.00	
	Project / Site Foreman	\$ 67.50	
	Skilled / Journeyman Labor	\$ 64.50	
	General Labor	\$ 42.50	
	Equipment Operator	\$ 64.50	
	Maintenance / General Mechanic	\$ 64.50	
	Welder / with Certs	\$ 75.00	
	Welder / Gen - Non Cert	\$ 64.50	

2020	Equipment Services	Hourly Rate/Cost	Approved
(Plus Operator rate above)	Backhoe (Cat, JD)	\$ 40.00	
(Plus Operator rate above)	Skiploader	\$ 40.00	
(Plus Operator rate above)	Bobcat	\$ 40.00	
(Plus Operator rate above)	Loader	\$ 55.00	
(Plus Operator rate above)	Small Dozer	\$ 55.00	
(Plus Operator rate above)	Large Dozer	\$ 115.00	
(Plus Operator rate above)	Excavator	\$ 95.00	
(Plus Operator rate above)	Motor Grader	\$ 65.00	
(Plus Operator rate above)	Scraper	\$ 85.00	
With Operator	Dump Truck (Bobtail)	\$ 75.00	
With Operator	Dump Truck (10wh)	\$ 95.00	
	Semi Truck	\$ 95.00	
	Large Service Truck With Crane / Weld Truck	\$ 20.50	
	Small Service Truck / Weld Truck	\$ 12.50	
	P/U Truck	\$ 10.50	

Payment Schedule:

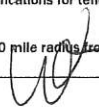
Payments are due and payable upon receipt of the Consultant's invoices. Amounts unpaid thirty (30) days after the invoice date shall bear interest from the date payment is due at the rate of five (5) percent (%).

Reimbursables:

Necessary purchases and expenses incurred during the project shall be included on invoices as the expenses are incurred at cost plus Ten (10) percent (%). These include, but are not limited to: Expense of reproduction of drawings and specifications for tender, approvals and review. Expense of Materials, regulatory approvals, permits, levies, taxes, duties, etc.

Out of area travel:

Necessary travel to site locations outside a 200 mile radius from our offices will require a \$250 per diem fee in addition to any air fare, hotel or car travel expenses incurred.

Respectfully Submitted by:  William Lindsay 805 625 1144

**FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF SANTA PAULA AND ROBERT WILLIAM COMPANY, LLC.**

THIS FIRST AMENDMENT ("Amendment") is made and entered into this 26th day of June 2021, by and between the CITY OF SANTA PAULA, a general law city and municipal corporation existing under the laws of California ("CITY"), and Robert William Company, LLC. ("CONSULTANT").

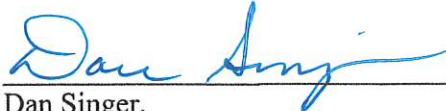
1. Pursuant to Section 9 of the Agreement entered between the parties on July 8, 2020, this Amendment will modify the original agreement to extend the term of the agreement and increase the total compensation.
2. Section 1.C. of the Agreement is amended to increase the total contract consideration to an amount not to exceed Forty-Nine Thousand Nine Hundred Ninety-nine Dollars and no cents (\$49,999.00).
3. Section 8 of the Agreement is amended to extend the term to June 30, 2024.
4. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.
5. Except as modified by this Amendment, all other terms and conditions of Agreement dated July 8, 2020 remain the same.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

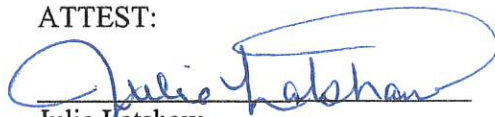
CITY OF SANTA PAULA

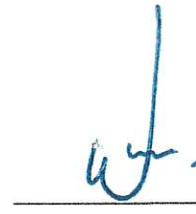
Company Name


Dan Singer,
City Manager

Robert William Company, LLC.

ATTEST:


Julie Latshaw,
Deputy City Clerk

 William Limosny.

APPROVED AS TO FORM:

Taxpayer ID No. 20-3829035


John C. Cotti,
City Attorney

**2nd Signature required for Corporations.



**AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES
AGREEMENT BY AND BETWEEN THE CITY OF SANTA PAULA AND
ROBERT WILLIAM COMPANY, LLC.**

This Amendment No. 2 is entered into as of the 23rd day of September, 2022 by and between the CITY OF SANTA PAULA, a California municipal corporation (hereinafter "City"), and ROBERT WILLIAM COMPANY, LLC. (hereinafter, "Consultant").

SECTION 1: Recitals. This Amendment No. 2 is made with reference to the following facts and objectives:

- a. On or about July 8, 2020, the City and Consultant entered into a Professional Services Agreement ("Agreement").
- b. The Agreement, starting from July 8, 2020 and ending June 30, 2024 ("Term"), authorizes the City to utilize Consultant for Project Management Services.
- c. City and the Consultant now mutually desire by this Amendment No. 2 to increase the total contract consideration amount.

SECTION 2: Amendment. In consideration of the foregoing and pursuant to Section 1 of the Agreement, the Agreement is amended to read as follows:

Section 1.C., entitled "CONSIDERATION AND COMPENSATION" is amended to read as follows:

"As additional consideration, CITY agrees to pay CONSULTANT an amount not to exceed One Hundred Twenty-Five Thousand dollars (\$125,000) per year, billed at the hourly rates set forth in Exhibit B, unless otherwise specified by written amendment to this Agreement".

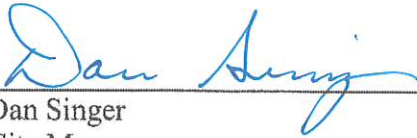
SECTION 3: Counterparts. This Amendment No. 2 may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

SECTION 4: Limited Amendment. Except as modified by this Amendment No. 2, all other terms and conditions of the Agreement remain in full force and effect. In the event of a conflict between this Amendment No. 2 and the Agreement, the provisions of this Amendment No. 2 shall control.

[Signatures on next page]

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA



Dan Singer
City Manager

ROBERT WILLIAM COMPANY, LLC.



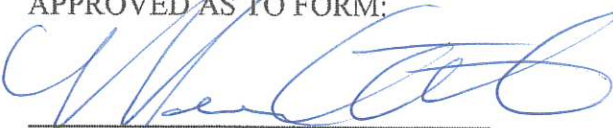
Robert William Lindsay

ATTEST:



Julie Latshaw
City Clerk

APPROVED AS TO FORM:



Monica Castillo
Interim City Attorney



**AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES
AGREEMENT BY AND BETWEEN THE CITY OF SANTA PAULA AND
ROBERT WILLIAM COMPANY, LLC.**

This Amendment No. 3 is entered into as of the 17th day of April, 2024, by and between the CITY OF SANTA PAULA, a California municipal corporation (hereinafter “City”), and ROBERT WILLIAM COMPANY, LLC. (hereinafter, “Consultant”).

SECTION 1: Recitals. This Amendment No. 3 is made with reference to the following facts and objectives:

- a. On or about July 8, 2020, the City and Consultant entered into a Professional Services Agreement (“Agreement”).
- b. The Agreement, starting from July 8, 2020 and ending June 30, 2024 (“Term”), authorizes the City to utilize Consultant for Project Management Services.
- c. City and the Consultant now mutually desire by this Amendment No. 3 to extend the term to June 30, 2027.

SECTION 2: Amendment. In consideration of the foregoing and pursuant to Section 8 of the Agreement, the Agreement is amended to read as follows:

Section 1., entitled “TERM OF AGREEMENT” is amended to read as follows:

“The term of this agreement shall commence upon execution by both parties and shall expire on June 30, 2027, unless earlier termination occurs under Section 12 of this agreement, or extended in writing in advance by both parties”.

SECTION 3: Counterparts. This Amendment No. 3 may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

SECTION 4: Limited Amendment. Except as modified by this Amendment No. 3, all other terms and conditions of the Agreement remain in full force and effect. In the event of a conflict between this Amendment No. 3 and the Agreement, the provisions of this Amendment No. 3 shall control.

[Signatures on next page]

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA

DocuSigned by:

Dan Singer

F4DE673A1E0240E...

Dan Singer
City Manager

ROBERT WILLIAM COMPANY, LLC.

DocuSigned by:

Robert William Lindsay

55CD9E0DB7D94D7...

Robert William Lindsay

ATTEST:

DocuSigned by:

Julie Latshaw

D328A07FB000440...

Julie Latshaw
City Clerk

APPROVED AS TO FORM:

DocuSigned by:

Seth Merewitz

8BF395C672C440D...

Seth Merewitz
Acting City Attorney

EXHIBIT B
ROBERT WILLIAM COMPANY,
LLC AMENDMENT NO. 4

**AMENDMENT NO. 4 TO THE PROFESSIONAL SERVICES
AGREEMENT BY AND BETWEEN THE CITY OF SANTA PAULA AND
ROBERT WILLIAM COMPANY, LLC.**

This Amendment No. 4 is entered into as of the 16th day of April, 2025, by and between the CITY OF SANTA PAULA, a California municipal corporation (hereinafter “City”), and ROBERT WILLIAM COMPANY, LLC. (hereinafter, “Consultant”).

SECTION 1: Recitals. This Amendment No. 3 is made with reference to the following facts and objectives:

- a. On or about July 8, 2020, the City and Consultant entered into a Professional Services Agreement, later amended by Amendment No. 1 through Amendment No. 3 (“Agreement”).
- b. The Agreement, starting from July 8, 2020 and ending June 30, 2027 (“Term”), authorizes the City to utilize Consultant for Project Management Services.
- c. City and the Consultant now mutually desire by this Amendment No. 4 to increase the total contract consideration amount.

SECTION 2: Amendment. In consideration of the foregoing and pursuant to Section 8 of the Agreement, the Agreement is amended to read as follows:

Section 1.C., entitled “CONSIDERATION AND COMPENSATION” is amended to read as follows:

“As additional consideration, CITY agrees to pay CONSULTANT an amount not to exceed One Hundred Seventy-Five Thousand dollars (\$175,000) per fiscal year starting July 1, 2024, billed at the hourly rates set forth in Exhibit B, unless otherwise specified by written amendment to this Agreement”.

SECTION 3: Counterparts. This Amendment No. 4 may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

SECTION 4: Limited Amendment. Except as modified by this Amendment No. 4, all other terms and conditions of the Agreement remain in full force and effect. In the event of a conflict between this Amendment No. 4 and the Agreement, the provisions of this Amendment No. 4 shall control.

[Signatures on next page]

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA

ROBERT WILLIAM COMPANY, LLC.

Dan Singer
City Manager

Robert William Lindsay

ATTEST:

Julie Latshaw
City Clerk

APPROVED AS TO FORM:

Monica Castillo
City Attorney

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Monica Castillo, City Attorney

Subject: RESOLUTION NO. 7562 APPROVING SUMMARY VACATION OF A
MULTIPURPOSE TRAIL EASEMENT AT THE SOUTHWESTERLY EDGE
OF HARVEST AT LIMONEIRA

Date: April 16, 2025

Agenda Item: 10.D

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt Resolution No. 7562 approving summary vacation of a multipurpose trail easement located at the southwesterly edge of Harvest at Limoneira on Lot 1 and Parcel G1 of Tract 5854.
2. Approve quitclaim deeds granting a portion of Parcel G1 of Tract 5854 to Lewis Limoneira Community Builders LLC and granting a portion of Lot 1 of Tract 5854 to LLCB II LLC.
3. Authorize the City Manager or designee to execute related documents.

BACKGROUND:

The City is the owner of an approximately 0.39-acre (20 ft. x 857 ft.) multipurpose trail easement located at the southwesterly edge of the planned community development known as “Harvest at Limoneira”. The easement traverses two parcels (Parcel G1 and Lot 1 of Tract 5854) as shown in Exhibits A - D to Attachment A (hereafter, the “Property”). Lewis Limoneira Community Builders LLC (LLCB) owns Parcel G1 and LLCB II, LLC owns Lot 1. Attachment B is a depiction of the easement.

The Property was dedicated to the City, and City accepted the Property, on December 20, 2017 with the recordation of Tract Map No. 5854. The Property has not been used for its dedicated purpose as a multipurpose trail easement since the date of acceptance.

Lewis Limoneira Community Builders LLC (LLCB) and LLCB II have requested the Property be vacated by the City and quitclaimed to them for use on their respective development projects. LLCB II has applied for approval of a 300-unit apartment complex located at Tract 5854 Lots 1, 2, 3, and Parcel A of East Area 1 comprised of 150 duplexes and 6 common areas. LLCB II intends to add the vacated easement on Lot 1 to their site plan in order to provide additional space for duplex unit plots and infrastructure. *No additional units would be added to the duplex site plan as a result of the additional area.*

LLCB, the master developer of Harvest, intends to use the vacated easement on Parcel G1 to provide additional space for a future Santa Paula Creek Parallel Park, which will be setback 100 feet from Santa Paula Creek. Should the Property be vacated, it will also provide for additional Ventura County Watershed Protection District maintenance access to the future Santa Paula Creek Bridge.

On March 25, 2025, in accordance with Government Code Section 65402, the Planning Commission adopted Resolution No. 3868 finding the proposed summary vacation is in conformity with the General Plan. The requested vacation and quitclaim deeds (Attachments C & D) to convey the vacated easement property to LLCB and LLCB II are now before Council for its review and approval.

ANALYSIS:

The Property was dedicated as a multipurpose trail easement, which is a "public service easement" within the meaning of California's Street Vacation Law codified at Streets & Highways Code Sections 8300 - 8363. However, with the alignment of the future bridge and potential future trail extension east and west of the bridge, the trail easement holds no value to the City and the City Engineer and our bicycle trail consultants, MNS, concur that this property is no longer needed by the City.

Under Section 8333 of the Streets and Highways Code, the City Council may summarily vacate a public service easement in any of the following cases:

(a) The easement has not been used for the purpose for which it was dedicated or acquired for five consecutive years immediately preceding the proposed vacation.

(b) The date of dedication or acquisition is less than five years, and more than one year, immediately preceding the proposed vacation, and the easement was not used continuously since that date.

(c) The easement has been superseded by relocation, or determined to be excess by the easement holder, and there are no other public facilities located within the easement.

Under Section 8334.5 of the Streets and Highways Code, "a public service easement may not be summarily vacated if there are in-place public utility facilities that are in use and would be affected by the vacation."

The required findings can be made, and it is therefore recommended that Council adopt Resolution 7562 approving the proposed summary vacation. First, the easement has not and will not be used as a multipurpose trail easement during the five consecutive years immediately preceding the proposed vacation. Alternatively, the easement's date of dedication, December 20, 2017, is less than five years and more than one year immediately preceding the proposed vacation, and the easement has not and will not have been used continuously since December 20, 2017.

Additionally, there are no in-place public utility facilities that are in use **and** would be affected by the vacation. While there is an existing oil pipeline on Lot 1 granted to Union Oil Company of California, the applicant's proposed use of the Property will not interfere with its operations. LLCB has also been in communication with the utility about development activity at the site to

avoid negative affects on the pipeline.

ENVIRONMENTAL REVIEW:

Pursuant to Section §15061(b)(3) of the CEQA Guidelines, vacation of this easement and quitclaiming the Property is not a project within the meaning of the California Environmental Quality Act because the action has no potential to cause a significant effect on the environment.

STRATEGIC PLAN:

Though this item does not promote a specific objective in the City's Two-Year Strategic Plan, it furthers the following general goal: "Create an environment within the City in which our residents feel safe and which promotes the City as a location of choice for living, working, visiting and recreating."

FISCAL IMPACTS:

There are no direct fiscal impacts associated with this item. In exchange for quitclaiming the multipurpose trail easement at no charge to LLCB and LLCB II, LLCB will fund the City's purchase of land adjacent to the western entrance of the future Santa Paula Creek Bridge for City use. The City's particular use of this land is not yet determined, but will provide future access to County Watershed for their maintenance road. Staff will return at a later time to recognize contributed capital of land at the time of purchase.

OPTIONS:

The following alternatives to Staff's recommendation are available to the City Council:

1. Decline to approve summary vacation of the multipurpose trail easement because a required finding cannot be made; and/or
2. Continue the meeting in order to obtain further information; and/or
3. Take other action as desirable.

ATTACHMENTS:

[A - Reso re Summary Vacation of Trail Easement](#)

[B - Trail Easements Google Map](#)

[C - Quitclaim Deed - Portion of Lot 1 Trail Easement to LLCB II](#)

[D - Quitclaim Deed - Portion of Parcel G1 Trail Easement to LLCB](#)

ATTACHMENT A

CITY COUNCIL RESOLUTION NO. 7562

RESOLUTION NO. 7562

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, APPROVING SUMMARY VACATION OF A MULTIPURPOSE TRAIL EASEMENT LOCATED AT THE SOUTHWESTERLY EDGE OF HARVEST AT LIMONEIRA ON LOT 1 AND PARCEL G1 OF TRACT 5854

The City Council of the City of Santa Paula does resolve as follows:

SECTION 1: The City Council finds and declares that:

A. The City owns a multipurpose trail easement located at the southwesterly edge of the planned community development known as “Harvest at Limoneira” (“Harvest”), a part of the East Area 1 Specific Plan. The easement traverses two parcels as more particularly described in Exhibits “A” – “D”, attached hereto and incorporated herein by reference (“Property”).

B. Limoneira Lewis Community Builders, LLC (“LLCB”), the master developer of Harvest, dedicated the Property to the City, and City accepted the Property, on December 20, 2017 with the recordation of Tract Map No. 5854.

C. LLCB and LLCB II, LLC (“LLCB II”) own land adjacent to the Property, with LLCB owning Lot 1 of Tract 5854 (“Lot 1”) and LLCB II owning Parcel G1 of Tract 5854 (“Parcel G1”).

D. LLCB II has applied for approval of a 300-unit apartment complex located at Tract 5854 Lots 1, 2, 3, and Parcel A of East Area 1 comprised of 150 duplexes and 6 common areas (“Project”).

E. LLCB II requests summary vacation of the Lot 1 portion of the easement to be used as additional space in the Project site plan for plotting duplex units and infrastructure; no additional units are proposed to be added.

F. LLCB requests summary vacation of the Parcel G1 portion of the easement to be used as additional space for the future Santa Paula Creek Parallel Park and to provide the Ventura County Watershed District with maintenance access to the future Santa Paula Creek Bridge.

G. The proposed vacation is made pursuant to Section 8330 et seq. of the California Streets and Highways Code which authorizes the City Council to summarily vacate a public service easement if the easement has not been used for the purpose for which it was dedicated or acquired for five consecutive years immediately preceding the proposed vacation or the date of dedication or acquisition is less than five years, and

more than one year, immediately preceding the proposed vacation, and the easement was not used continuously since that date.

H. In accordance with Government Code Section 65402, on March 25, 2025, the Planning Commission adopted Resolution No. 3868 finding the proposed summary vacation is in conformity with the General Plan.

I. On April 16, 2025, the City Council held a regularly scheduled meeting where all interested persons had an opportunity to appear and to present testimony and evidence regarding the proposed summary vacation.

NOW, THEREFORE, BE IT RESOLVED determined and ordered by the City Council of the City of Santa Paula:

SECTION 2. Recitals. The findings and determinations reflected above are true and correct and are incorporated by this reference herein as the cause and foundation for the action taken by and through this Resolution.

SECTION 3. Approval; Vacation Findings. The City Council, under the authority vested in it by the California Streets and Highways Code, Division 9. - Change of Grade and Vacation, Part 3. - Public Streets, Highways, and Service Easements Vacation Law (Sections 8300 et seq.), Chapter 4. - Summary Vacation, hereby approves the summary vacation of the Property, as more particularly described and depicted, in the attached Exhibits "A" – "D". This approval is based on the findings that the multipurpose trail easement Property has not been used for the purpose for which it was dedicated or acquired for five consecutive years preceding the adoption of this Resolution and there are no in-place public utility facilities that are in use and would be affected by the vacation.

SECTION 4. CEQA. Summary vacation of the Property is exempt from the California Environmental Quality Act pursuant to Title 14 California Code of Regulations Section 15305 as a minor alteration in land. Vacation of the Property is also not a project within the meaning of the California Environmental Quality Act because the project has no potential to cause a significant effect on the environment under Section §15061 (b) (3) of the CEQA Guidelines.

SECTION 5. Certification, Recordation and Retention. The City Clerk shall cause a certified copy of this Resolution of vacation, attested by the City Clerk under seal, to be recorded without acknowledgment, certificate of acknowledgment, or further proof in the Office of the Ventura County Recorder. Pursuant to Streets and Highways Code Section 8336, no fee shall be charged for such recordation.

SECTION 6. Notice. The City Engineer and/or City Clerk are authorized and directed to provide written notice of the adoption of this Resolution to any qualifying governmental entity, public utility, or other entity who has submitted a valid request for notice of vacation proceedings pursuant to Streets and Highways Code Section 8346.

SECTION 7. Effective Date. This Resolution shall become effective upon its adoption. Upon the recordation required hereby, the vacation is complete, and the public service easement vacated no longer constitutes a public service easement.

PASSED, APPROVED AND ADOPTED by the Santa Paula City Council this 16^h day of April, 2025.

Pedro Chavez
Mayor

ATTEST:

Julie Latshaw
City Clerk

APPROVED AS TO FORM:

Monica Castillo
City Attorney

Exhibit A

Legal Description (Portion of Parcel G1)

Being the westerly and southerly 20.00 feet of Parcel G1, Tract No. 5854, in the City of Santa Paula, County of Ventura, State of California recorded on December 20, 2017 in Book 165 Page 83 of Miscellaneous Records (Maps), in the Office of the County Recorder of said County.

The above described Parcel of land is delineated on the attached Exhibit B.

Exhibit B
Depiction
(Portion of Parcel G1)



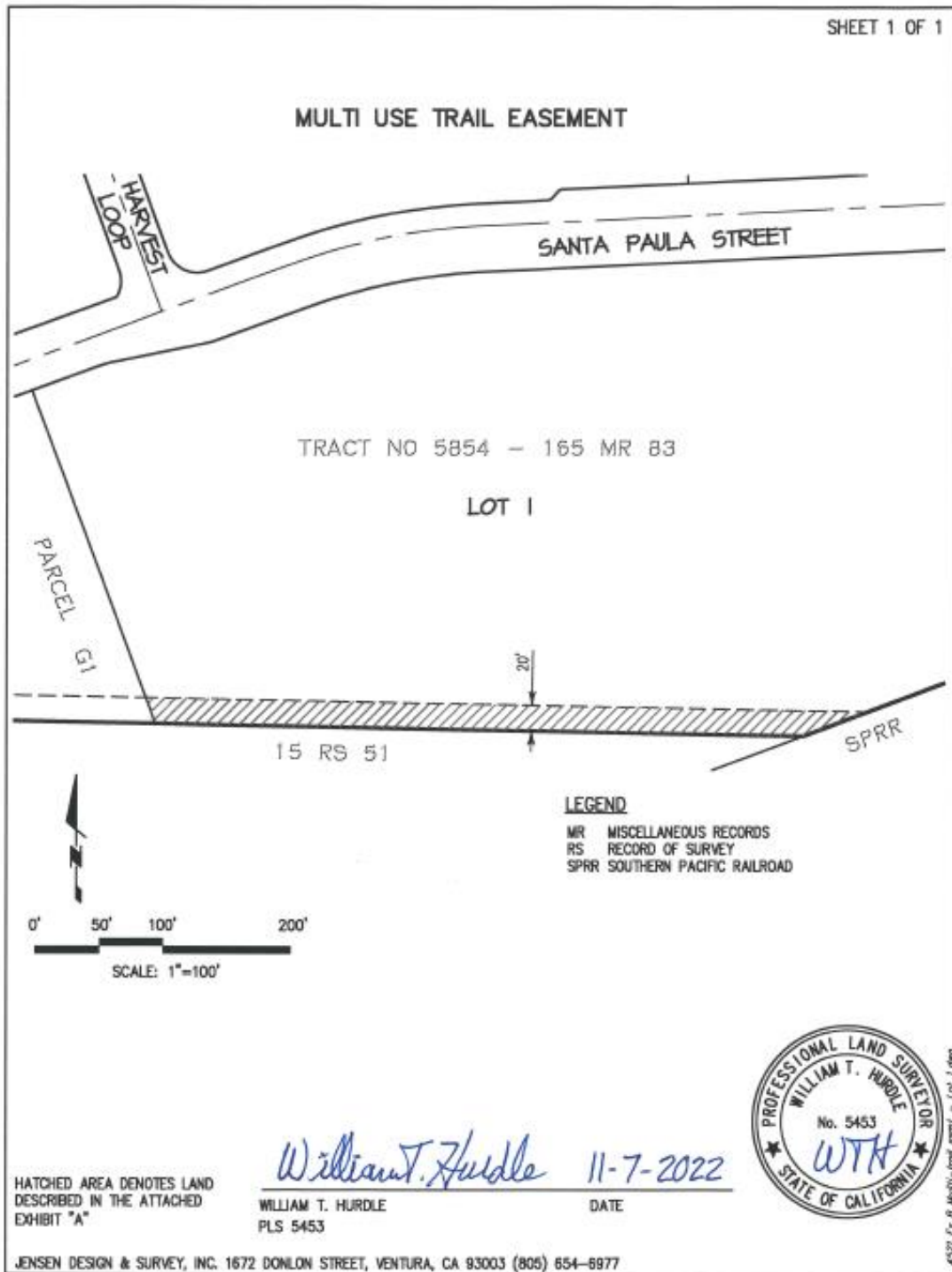
Exhibit C

Legal Description (Portion of Lot 1)

Being the southerly 20.00 feet of Lot 1, Tract No. 5854, in the City of Santa Paula, County of Ventura, State of California recorded on December 20, 2017 in Book 165 Page 83 of Miscellaneous Records (Maps), in the Office of the County Recorder of said County.

The above described parcel of land is delineated on the attached Exhibit D.

Exhibit D
Depiction
(Portion of Lot 1)



ATTACHMENT B



RECORDING REQUESTED BY AND
WHEN RECORDED MAILED TO:

City Clerk
City of Santa Paula
970 Ventura Street
Santa Paula, CA 93060

Mail tax statement to: N/A

Space Above This Line for Recorder's Use Only

R&T: NO APPARENT VALUE
No fee per Govt. Code § 27383

QUITCLAIM DEED

THE CITY OF SANTA PAULA, a California municipal corporation, herein called "Grantor," does hereby **REMISE, RELEASE and QUITCLAIM** to **LLCB, II, a Delaware limited liability company**, herein called "Grantee," that certain multipurpose trail easement, and those appurtenances and uses commonly associated therewith, though, in, on, over, above, under and across that certain portion of real property located in the City of Santa Paula, County of Ventura, State of California, more particularly described as follows:

See legal description described in **Exhibit "A"** and depicted on **Exhibit "B"** attached hereto and made a part hereof

which Grantor acquired by way of dedication to and acceptance by Grantor as stated in Tract Map No. 5854, recorded as Document Number 20171220-00164292-0, on December 28, 2017 in the Official Records of the County of Ventura, California. This Quitclaim Deed and the provisions contained herein shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective heirs, administrators, personal representatives, executors, devisees, successors and assigns.

IN WITNESS WHEREOF, this instrument has been executed on this ____ day of _____, 2025.

THE CITY OF SANTA PAULA,
a California municipal corporation

By: _____

Title: Dan Singer, City Manager

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"
(ABANDONMENT OF MULTIPURPOSE TRAIL EASEMENT)
TO THE CITY OF SANTA PAULA

Being the southerly 20.00 feet of Lot 1, Tract No. 5854, in the City of Santa Paula, County of Ventura, State of California recorded on December 20, 2017 in Book 165 Page 83 of Miscellaneous Records (Maps), in the Office of the County Recorder of said County.

The above described parcel of land is delineated on the attached Exhibit B.

William T. Hurdle

William T. Hurdle
PLS 5453

11-7-2022

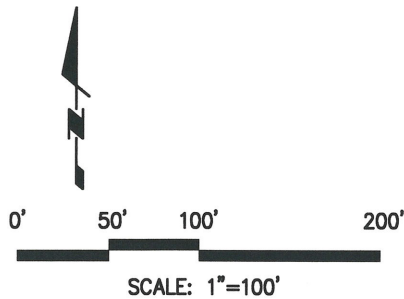
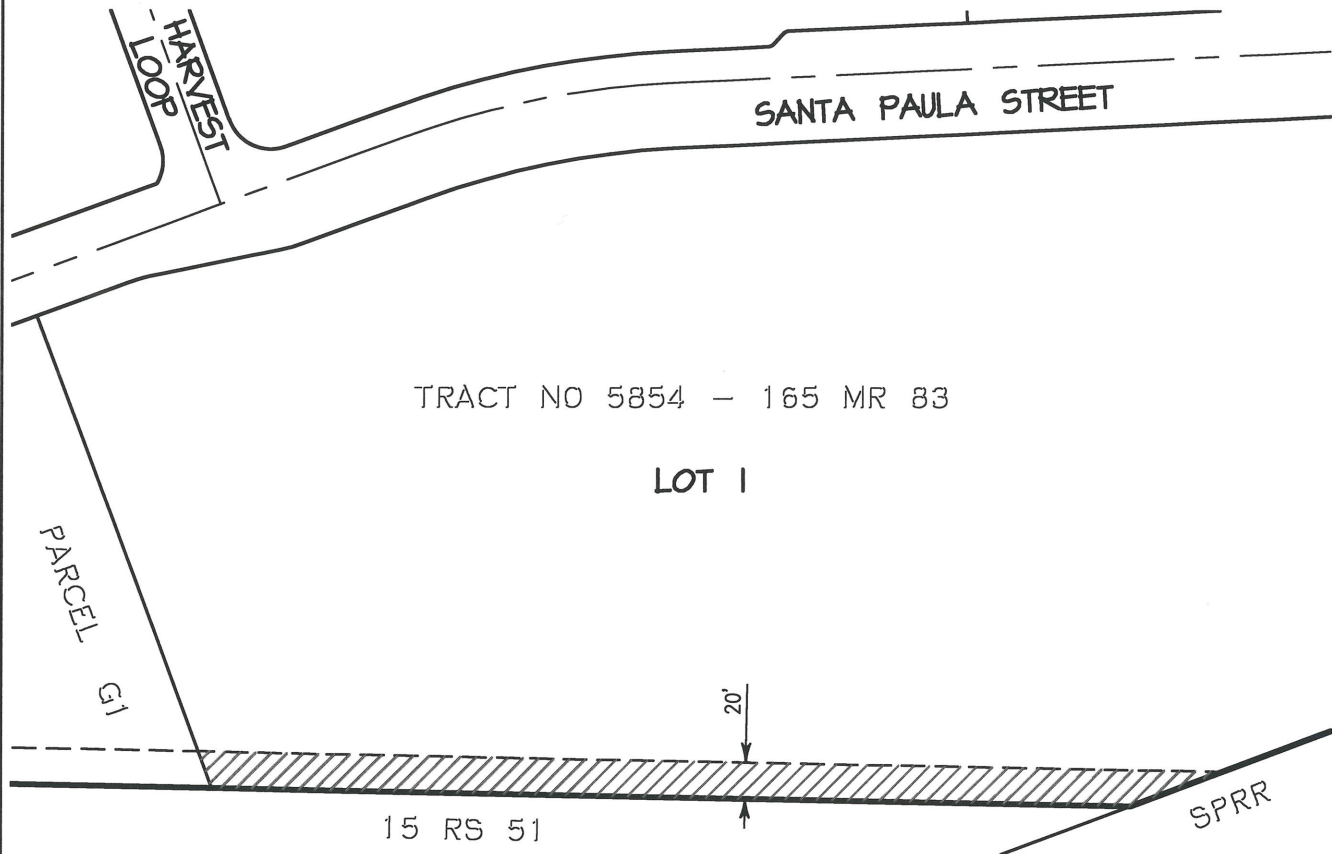
Date



EXHIBIT "B"

SHEET 1 OF 1

ABANDONMENT MULTI USE TRAIL EASEMENT



LEGEND

MR MISCELLANEOUS RECORDS
RS RECORD OF SURVEY
SPRR SOUTHERN PACIFIC RAILROAD

HATCHED AREA DENOTES LAND
DESCRIBED IN THE ATTACHED
EXHIBIT "A"

William T. Hurdle

11-7-2022

WILLIAM T. HURDLE
PLS 5453

DATE



JENSEN DESIGN & SURVEY, INC. 1672 DONLON STREET, VENTURA, CA 93003 (805) 654-6977

4521 Ex B Multi-trail esmt - Lot 1.dwg

RECORDING REQUESTED BY AND
WHEN RECORDED MAILED TO:

City Clerk
City of Santa Paula
970 Ventura Street
Santa Paula, CA 93060

Mail tax statement to: N/A

Space Above This Line for Recorder's Use Only

R&T: NO APPARENT VALUE
No fee per Govt. Code § 27383

QUITCLAIM DEED

THE CITY OF SANTA PAULA, a California municipal corporation, herein called "Grantor," does hereby **REMISE, RELEASE** and **QUITCLAIM** to **LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC**, a Delaware limited liability company, herein called "Grantee," that certain multipurpose trail easement, and those appurtenances and uses commonly associated therewith, though, in, on, over, above, under and across that certain portion of real property located in the City of Santa Paula, County of Ventura, State of California, more particularly described as follows:

See legal description described in **Exhibit "A"** and depicted on **Exhibit "B"** attached hereto and made a part hereof

which Grantor acquired by way of dedication to and acceptance by Grantor as stated in Tract Map No. 5854, recorded as Document Number 20171220-00164292-0, on December 28, 2017 in the Official Records of the County of Ventura, California. This Quitclaim Deed and the provisions contained herein shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective heirs, administrators, personal representatives, executors, devisees, successors and assigns.

IN WITNESS WHEREOF, this instrument has been executed on this ____ day of _____, 2025.

THE CITY OF SANTA PAULA,
a California municipal corporation

By: _____

Title: Dan Singer, City Manager

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"
(ABANDONMENT OF MULTIPURPOSE TRAIL EASEMENT)
TO THE CITY OF SANTA PAULA

Being the westerly and southerly 20.00 feet of Parcel G1, Tract No. 5854, in the City of Santa Paula, County of Ventura, State of California recorded on December 20, 2017 in Book 165 Page 83 of Miscellaneous Records (Maps), in the Office of the County Recorder of said County.

The above described Parcel of land is delineated on the attached Exhibit B.

William T. Hurdle

William T. Hurdle
PLS 5453

11-7-2022

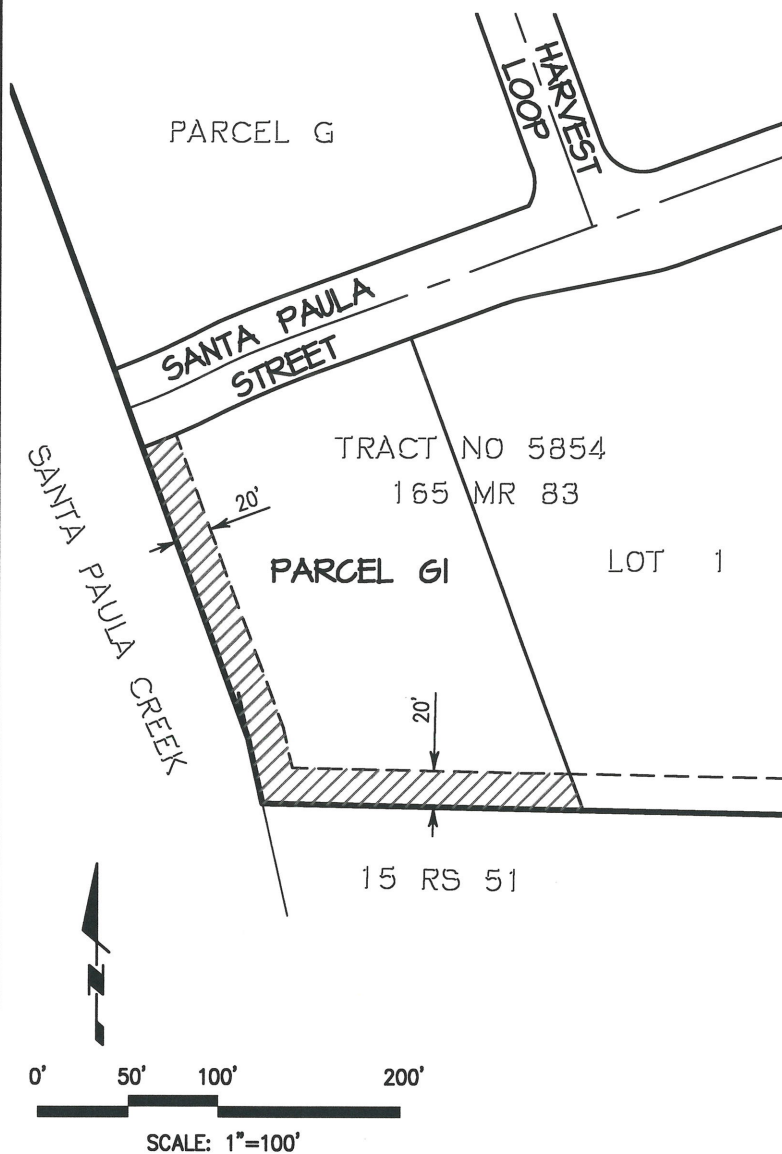
Date



EXHIBIT "B"

SHEET 1 OF 1

ABANDONMENT MULTI USE TRAIL EASEMENT



LEGEND

MR MISCELLANEOUS RECORDS
RS RECORD OF SURVEY
SPRR SOUTHERN PACIFIC RAILROAD

HATCHED AREA DENOTES LAND
DESCRIBED IN THE ATTACHED
EXHIBIT "A"

William T. Hurdle 11-7-2022
WILLIAM T. HURDLE DATE
PLS 5453



4521 Ex B Multi-trail esmt - PAR G1.dwg

JENSEN DESIGN & SURVEY, INC. 1672 DONLON STREET, VENTURA, CA 93003 (805) 654-6977

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: APPOINTMENT TO COMMISSIONS AND COMMITTEES

Date: April 16, 2025

Agenda Item: 11.A

RECOMMENDATION:

Staff Recommends that the City Council:
Appoint applicants to various Commissions and Committees.

Presented by: Julie Latshaw, City Clerk

BACKGROUND:

The City Clerk's office published the Vacancy Notices for all open positions on Commissions, Committees and Boards, in the Santa Paula Times and on the City website and social media during the months of March and April.

The City Council held applicant interviews on April 14, 2025 to fill the following:

- **Parks & Recreation Commission** to fill **one vacancy for a three-year term**. Applicant Eric Butler and Maria Lara Cordova are new applicants. Also, applicant Kassidy Straetz is a returning Youth and not scheduled for an interview. Staff recommends Council consider appointments. If one applicant for Parks & Recreation Commission, and one applicant for the Youth position are appointed, the City Clerk will continue to advertise to fill one additional Youth opening.
- **Mobile Home Rent Review** to fill **two vacancies for two-year terms**. Applicant: Eric Butler and Olav Hassel. No other applications were received. Staff recommends Council consider appointment. If the applicant is appointed, this committee will continue to have one vacancy, though either of the expired members could continue to fill this position until another is appointed.
- **Measure R Oversight Committee** to fill **three vacancies for two-year terms**, and **two vacancies for four-year terms**. Applicants: Eric Butler, Zandra Tadeo, Cytlalli Salgado, Brittany Botts-Volaski, Connie Tushla, John Colborn, Marisue Eastlake, Cheryl Monzon, Francisco Solis Estrada, Mary Deines, Christina Eilar, Graciano Magana, Amalia Ochoa, Eduardo Romero, Jose Lopez, Lina Partida, Victor Partida and James Tovias. Staff recommends Council consider appointments. If five applicants are appointed, this committee will be filled.

ANALYSIS:

At this time the Council may choose to make appointments to fill Commission or Committee vacancies.

STRATEGIC PLAN:

Appointments to the Commissions, Committees and Boards described in this report, will support the following City Council Strategic Goal:

F: Community Vitality

Goal: Provide the residents of Santa Paula with sustainable resources and programs to make this a great place to live and grow.

FISCAL IMPACTS:

There are no associated fiscal impacts from this item.

OPTIONS:

City Council may also decline to appoint one or more applicants and direct staff to publish openings again for additional applicants. Any additional applicants could be interviewed in April/May 2025.

ATTACHMENTS:

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Donald Aguilar, Police Chief

Subject: REVIEW THE 2024 MILITARY EQUIPMENT ANNUAL REPORT AND
RENEW ORDINANCE 1315, APPROVING THE MILITARY EQUIPMENT
FUNDING, ACQUISITION AND USE POLICY FOR SANTA PAULA

Date: April 16, 2025

Agenda Item: 11.B

RECOMMENDATION:

It is recommended the City Council:

1. Review the Police Department's Annual Military Equipment Report and approve the Military Equipment Funding, Acquisition and Use Policy as required by Government Code 7072 (AB 481), and
2. Renew Ordinance 1315.

Presented by: Police Chief Don Aguilar

BACKGROUND:

On September 30, 2021, California Governor Gavin Newsom approved AB 481, requiring a law enforcement agency's applicable governing body, the City Council, to adopt a Military Equipment Use Policy and implement it by ordinance. On April 20, 2022 the City Council adopted Ordinance No. 1315 (Exhibit A), adopting a military equipment use policy for the Police Department pursuant to AB 481.

AB 481 requires the adoption of the Policy before the law enforcement agency can take action to request military equipment as defined by the statute; seek funds (such as grants or in-kind donations) for acquiring military equipment; actually acquire military equipment, either permanently or temporarily by owning, borrowing, or leasing; collaborate with other law enforcement agencies to deploy or use military equipment in the agency's territorial jurisdiction; use new or existing military equipment in a manner not previously subject to AB 481's scope; solicit or respond to a proposal for, or enter into an agreement with, any person or entity to seek funds for, apply for, acquire, use or collaborate in using military equipment; or to acquire military equipment through any other means not specifically detailed in the statute.

ANALYSIS:

On September 30, 2021 Governor Newsom signed a series of policing reform legislation items into law. These laws are aimed at increasing police transparency, and AB 481 in particular

requires law enforcement agencies to adopt a military equipment use policy by legislative body ordinance prior to taking certain actions relating to the funding, acquisition, or use of military equipment as defined by the law. Santa Paula Police Department Policy No. 705, governing "Military Equipment" attached hereto as Exhibit B (the "Policy") was adopted by Ordinance No. 1315 on April 20, 2022.

Under AB 481, the Police Department must submit an annual military equipment report (see Exhibit C, the "Annual Inventory Report") for each type of military equipment used within one year of approval, and annually thereafter. The report must include the following:

1. A summary of how the military equipment was used and the purpose of its use.
2. A summary of any complaints or concerns received concerning the military equipment.
3. The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
4. The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.
5. The quantity possessed for each type of military equipment.
6. If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

Equipment is organized by 15 categories established by AB 481 described below:

- Category 1: Unmanned, remotely piloted, powered aerial or ground vehicles
- Category 2: Mine-resistant ambush-protected vehicles or armored personnel carriers
- Category 3: High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached
- Category 4: Tracked armored vehicles that provide ballistic protection to their occupants
- Category 5: Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety unit
- Category 6: Weaponized aircraft, vessels, or vehicles of any kind
- Category 7: Battering rams, slugs, and breaching apparatuses that are explosive in nature
- Category 8: Firearms and ammunition of .50 caliber or greater, excluding standard-issue 2 shotguns and standard-issue shotgun ammunition
- Category 9: Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code 30510 and Penal Code 30515, with the exception of standard-issue handguns
- Category 10: Any firearm or firearm accessory that is designed to launch
- Category 11: Noise-flash diversionary devices and explosive breaching tools
- Category 12: Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray
- Category 13: TASER Shockwave, microwave weapons, water cannons, and long-range acoustic devices
- Category 14: Kinetic energy weapons and munitions
- Category 15: Any other equipment as determined by a governing body or a state agency to require additional oversight

The Santa Paula Police Department is in current possession of items in Categories 2, 5, 7,9, 10, 11, and 12 (See Exhibit C).

Based on the Annual Inventory Report, the City Council is required to review the Policy (which, here, incorporates the Annual Inventory Report) at least annually and vote on whether to renew the ordinance at a regular meeting. In accordance with the Government Code section 7071(c), the ordinance and Policy have been agendized as an open session item at a regular meeting and public comment must be taken.

In deciding whether to renew the ordinance, the City Council shall determine whether each type of military equipment identified in the Annual Inventory Report has complied with these standards set forth in Government Code section 7071(d)(1):

(A) The military equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.

(B) The proposed military equipment use policy will safeguard the public's welfare, safety, civil rights, and civil liberties.

(C) If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

(D) Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

If the City Council cannot make such a determination, it shall either disapprove renewal of the authorization for that type of equipment or require modifications to the Policy in a manner to resolve the lack of compliance.

The Police Department has determined that the standards for renewal have been met and recommends Council concurrence with its determination. Staff will discuss satisfaction of those standards in more detail at the time the ordinance and Policy are considered for renewal.

STRATEGIC PLAN:

Not applicable.

FISCAL IMPACTS:

These unfunded mandates will continue to place new obligations on staff and add costs for publication of the annual report and workshop, but no other direct fiscal impacts are associated with this action. The current budget for the Police Department has sufficient funding to cover any additional expenses that may arise.

OPTIONS:

The following alternative options are available to the City Council:

1. Do not approve the Military Equipment Use Policy (Exhibits B & C) and do not renew Ordinance 1315 (Exhibit A). Disapproval would pause Police Department use of military equipment.
2. Approve the Military Equipment Use Policy and renew Ordinance 1315 contingent on modifications to the policy required for AB 481 compliance.
3. Provide staff with further direction.

ATTACHMENTS:

[Ex. A - AB_481_Ordinance 1315](#)

[Ex. B - Military Equipment Policy](#)

[Ex. C - AB 481 2024 Military Equipment & Inventory Report](#)

ORDINANCE NO. 1315

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA ADOPTING A MILITARY EQUIPMENT USE POLICY PURSUANT TO AB 481

The City Council of the City of Santa Paula does ordain as follows:

SECTION 1. The City Council finds and declares that:

A. On September 30, 2021 Governor Newsom signed a series of policing reform legislation items into law. These laws are aimed at increasing police transparency, and AB 481 in particular requires law enforcement agencies to adopt a military equipment use policy prior to taking certain actions relating to the funding, acquisition, or use of military equipment as defined by the law. Santa Paula Police Department Policy No. 705, governing "Military Equipment," is attached hereto as Exhibit A (the "Policy"). The Policy must be adopted by ordinance at a regular meeting of the governing body for that agency (i.e., the City Council).

B. AB 481 requires adoption of the Policy before the law enforcement agency can take action to request military equipment as defined by the statute; seek funds (such as grants or in-kind donations) for acquiring military equipment; actually acquire military equipment, either permanently or temporarily by owning, borrowing, or leasing; collaborate with other law enforcement agencies to deploy or use military equipment in the agency's territorial jurisdiction; use new or existing military equipment in a manner not previously subject to AB 481's scope; solicit or respond to a proposal for, or enter into an agreement with, any person or entity to seek funds for, apply for, acquire, use, or collaborate in using military equipment; or to acquire military equipment through any other means not specifically detailed in the statute.

C. To continue to use military equipment acquired prior to January 1, 2022, the law enforcement agency must commence the process of adopting the Policy no later than May 1, 2022.

D. In accordance with AB 481, the proposed Policy will be made available on the Santa Paula Police Department's website at least 30 days prior to the public hearing by the City Council to adopt the Policy. Once adopted, the Policy will be made publicly available on the Police Department's website for as long as the covered military equipment is available for use.

E. In accordance with AB 481, the Policy is being agendaized as an open session item at a regular meeting of the City Council, and public comment on the item will be allowed in accordance with the Brown Act.

F. This Ordinance shall be reviewed by the City Council at least annually, and based on an annual military equipment report that must be submitted to the City Council pursuant to AB 481, the City Council shall determine whether each type of military equipment identified in the report has complied with the standards for continued

approval. If the City Council cannot make such a determination, it shall either disapprove a renewal of the authorization for that type of equipment, or require modifications to the Policy in a manner to resolve the lack of compliance.

SECTION 2. Findings. Pursuant to Government Code § 7071(d)(1), as may be amended or renumbered from time to time, the City Council hereby makes the following findings in support of its adoption of the Policy:

A. The military equipment identified in the Policy is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.

B. The proposed Policy will safeguard the public's welfare, safety, civil rights, and civil liberties.

C. If the Police Department purchases military equipment pursuant to the Policy, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

D. Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

SECTION 3. Military Equipment Use Policy Adopted. In light of the findings in Section 2, and in accordance with AB 481, the City Council hereby adopts Santa Paula Police Department Policy No. 705, entitled "Military Equipment," attached hereto as Exhibit "A" and incorporated by this reference.

SECTION 4. Severability. Each of the provisions of this Ordinance is severable from all other provisions. If any article, section, subsection, paragraph, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5. Environmental Assessment. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 6. City Clerk Certification. The City Clerk shall certify as to the passage and adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of the adoption and shall post a certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

SECTION 7. *Effective Date.* This ordinance shall take force and effect thirty (30) days after its adoption.

PASSED, APPROVED, AND ADOPTED this 20th day of April, 2022.

JENNY CROSSWHITE, MAYOR

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

Military Equipment

705.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

705.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department, in this case the Santa Paula City Council.

Military equipment – Includes but is not limited to the following:

- (a) Unmanned, remotely piloted, powered aerial or ground vehicles.
- (b) Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- (c) High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- (d) Tracked armored vehicles that provide ballistic protection to their occupants.
- (e) Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- (f) Weaponized aircraft, vessels, or vehicles of any kind.
- (g) Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- (h) Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- (i) Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue handguns.
- (j) Any firearm or firearm accessory that is designed to launch explosive projectiles.
- (k) Noise-flash diversionary devices and explosive breaching tools.
- (l) Munitions containing tear gas or Oleoresin Capsicum (Pepper Spray), excluding standard, service-issued handheld pepper spray.
- (m) TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- (n) Kinetic energy weapons and munitions.
- (o) Any other equipment as determined by a governing body or a state agency to require additional oversight.

Military Equipment

705.2 POLICY

It is the policy of the Santa Paula Police Department that its members comply with the provisions of Government Code § 7071 with respect to military equipment.

705.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police will designate a member of the Department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying Department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Santa Paula Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the Department's website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

705.4 MILITARY EQUIPMENT INVENTORY

The attachment to this policy section constitutes a list of qualifying "military equipment" for the Department.

SEE ATTACHMENT: MILITARY EQUIPMENT INVENTORY.PDF

705.5 APPROVAL

The Chief of Police or his/her authorized designee shall obtain approval from the governing body, by way of an ordinance, adopting the military equipment policy. As part of the approval process, the Chief of Police or his/her authorized designee shall ensure the proposed military equipment

Military Equipment

policy is submitted to the governing body, and is available on the Department's website at least thirty (30) days prior to any public hearing concerning the military equipment at issue (Government Code § 7071).

The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

705.6 COORDINATION WITH OTHER JURISDICTIONS

This policy recognizes the need for agencies to provide assistance to each other, whether in ongoing combined or regional operations, occasional planned operations, or in exigent circumstances. Where applicable to the provisions of Government Code § 7070 through § 7075, such assisting agencies should comply with their respective military equipment use policies when rendering assistance.

705.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or his/her authorized designee will submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The annual military equipment report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of military equipment:

- (a) A summary of how the military equipment was used and the purpose of its use.
- (b) A summary of any complaints or concerns received concerning the military equipment.

Military Equipment

- (c) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
- (d) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.
- (e) The quantity possessed for each type of military equipment.
- (f) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

The Chief of Police or his/her authorized designee shall also make each annual military equipment report publicly available on the Department's website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

705.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

Categories	Category 2	Category 7	Category 5	Category 12	Category 12	Category 12	Category 12	Category 12	Category 12	Category 12	Category 12	Category 11	Category 11	Category 11	Category 9	Category 10	Category 10	Category 10	Category 10	Category 10	
Type	Armored vehicle	Breaching shotgun	Mobile command post vehicle	CS chemical agent	Flameless OC	CS chemical agent	CS chemical agent	OC chemical agent	CS chemical agent	CS chemical agent	OC / CS vapor	Light sound diversionary device	Light sound diversionary device	Light sound diversionary device	Patrol Rifles	40 MM Launcher	40mm kinetic energy projectiles	40mm kinetic energy projectiles	40mm kinetic energy projectiles	40mm kinetic energy projectiles	
Description	(1)Black armored, wheeled vehicle MRAP. Agency Name markings and red/blue lights. Equipped with a siren. Can hold a driver and nine passengers.	5th Wheel style trailer	Mossberg 500 12 gauge shotgun designed to fire frangible breaching rounds	Speed Heat CS	Flameless Expulsion OC		Defense Technology Triple Chaser CS	Defense Technology OC Stinger	Defense Technology triple chaser Riot Control CS	Defense Technology CS ferret	Defense Technology ferret	Defense Technology (DEFTEC)	Defense Technology (DEFTEC) Low roll flash bang	Royal Arms International 12 gauge flash bang	Colt AR-15 rifle variants	Defense Technology breach loading single shot 40 MM Launcher	40mm, foam-tipped kinetic energy projectile fired from an agency-authorized 40mm launcher .	40mm, Extended range OC projectile fired from an agency-authorized 40mm launcher.	40mm, extended range kinetic energy projectile fired from an agency-authorized 40mm launcher.	40mm, Extended range marking projectile fired from an agency-authorized 40mm launcher.	
Quantity	2	1	3	10	5	10	25	20	25	16	24	18	11	10	25	58	7	26	10	26	9
Capabilities	Armor rated to .50 cal.	Mobile Field Command capabilities during operations	Capable of defeating locks and deadbolts on doors and gates	2.9 oz of active agent	.02 oz. of active agent		3.2 oz of active payload		3.2 oz of CS agent		Designed for indoor use. OC is released in a vapor form		Produces 6-8 candela of light and 175db of sound.	Produces 6-8 candela of light and 175 db of sound.	Reusable LSDD using 12 gauge blanks.	The Colt Enhanced Patrol Rifle (EPR) is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle.		Operational range 10-40 meters.	Operational range 10-70 meters.	Operational range 10 – 70 meters	Operational range 10-70 meters
Expected lifespan	20 yrs.	15 yrs.	20 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.	5 yrs.						5 yrs.	5 yrs.	5 yrs.	5 yrs.	
Manufacturer's description	Four-wheeled, diesel engine-powered personnel carrier with ballistic glass and armor rated to .50 cal.		Royal Arms is the original inventor, as well as oldest manufacturer of: Breaching Stand-Off Device, 12 Gauge Breaching Shotgun, Copper & Clay Frangible Breaching Rounds	High volume device with continuous burn as it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom.	The OC Flameless Expulsion Device is a compact, non-pyrotechnic, chemical agent device that provides safe expulsion without risk of fire. It is safe to use inside of a residence. Unlike pyrotechnical grenades, this device's contents are expelled upon actuation of a CO2 cartridge that will affect a confined area of approximately 1500 square feet.		The Triple-Chaser® CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time.	The Stinger® OC Device is a maximum effect device that delivers four stimuli for psychological and physiological effects: rubber pellets, light, sound, and OC. The Stinger Device is most widely used as a crowd management tool by Law Enforcement and Corrections. The Stinger Grenade has an initial 1.5 second delay that initiates fuze assembly separation, followed by another .5 second delay before the blast which is sufficient to project the rubber balls and chemical agent in a 50 foot radius	Designed specifically for outdoor use in crowd control situations, the Riot Control Grenade is a high volume continuous burn canister that expels its payload in approximately 20 - 40 seconds. I	It is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial.	The Defense Technology OC Vapor Aerosol Device is for law enforcement and corrections use to deliver a high concentration of Oleoresin Capsicum (OC) in a powerful mist.	A unique device delivering an invisible vapor and rendering an intense respiratory effect. Provides best results when used indoors and requires no personal decontamination.		This is a non-bursting, non-fragmenting multi-bang device that produces a thunderous bang with an intense bright light. Ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high risk arrest situations.	This is a non-bursting, non-fragmenting multi-bang device that produces a thunderous bang with an intense bright light. Ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high risk arrest situations.	.223 / 5.56 caliber rifle	The 40LMTS is a tactical 40mm single shot launcher that features a folding stock and an adjustable Integrated Front Grip (IFG) with a light rail. The Ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two point sling attachment. The 40LMTS will fire standard 40mm Less Lethal ammunition, up to 4.8 inches in cartridge length. This weapon is NOT designed to fire 40mm High Velocity HE ammunition. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems.	40mm foam-tipped projectile capable of travelling 250 fps to a maximum range of 100 feet.	40mm foam and OC tipped projectile capable of travelling 250 fps to a maximum range of 100 feet.	The eXact iImpact™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round and is intended to be used in applications that exceed the performance capability of the standard Direct Impact Round. An excellent solution whether you need to incapacitate a single subject or control a crowd. When loaded with a green marking agent, the Direct Impact LE can be used to indicate the aggressor in a crowd or riot situation to the team on the ground	
Purpose and authorized uses	To provide for the safe transport, security, and rescue of agency personnel and citizens in high-risk incidents or national disasters.	Provides incident managers the ability to coordiante and manage police resources during incidents.	Allows officers to safely and effectively breach doors and gates during high-risk search warrant services and hostage rescues.	Less lethal tool used to compel violent/ armed and barricaded suspects from vehicles and structures when the circumstances are too hazardous for officers to enter. May also be used to disperse large, violent and, riotous crowds. Verbal warnings should precede its use when feasible.	Less lethal tool used to compel violent/ armed and barricaded suspects from vehicles and structures when the circumstances are too hazardous for officers to enter. May also be used to disperse large, violent and, riotous crowds. Verbal warnings should precede its use when feasible.	Less lethal chemical agent designed to compel large, violent and, riotous crowds to disperse from an outdoor area. Verbal warnings should proceed its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.	Less lethal chemical agent designed to compel large, violent and, riotous crowds to disperse from an outdoor area. Verbal warnings should proceed its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.	Less lethal chemical agent / impact weapon /LSDD designed to compel large, violent and, riotous crowds to disperse from structures when the circumstances are too hazardous for officers to enter. Verbal warnings should procede its use when feasible.	Less lethal chemical agent designed to compel large, violent and, riotous crowds to disperse from an outdoor area. Verbal warnings should procede its use when feasible.	The light sound diversionary device (flash bang) is a less lethal device used during high-risk search warrants, arrests of armed and violent suspects and, during hostage rescues. An intense bright light and loud noise are created temporarily overwhelming a suspect's senses which may potentially prevent a suspect from harming officers.	The light sound diversionary device (flash bang) is a less lethal device used during high-risk search warrants, arrests of armed and violent suspects and, during hostage rescues. An intense bright light and loud noise are created temporarily overwhelming a suspect's senses which may potentially prevent a suspect from harming officers.	The light sound diversionary device (flash bang) is a less lethal device used during high-risk search warrants, arrests of armed and violent suspects and, during hostage rescues. An intense bright light and loud noise are created temporarily overwhelming a suspect's senses which may potentially prevent a suspect from harming officers.		Used to fire rounds to compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.	To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.	To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.	To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.	To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.	To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application.		
Fiscal impact	N/A aquired through military surplus program	\$2,000 annual maintenance													\$1,100 per unit	\$996.00 per unit	20.94 per unit				
Legal and procedural rules	Policy	N/A																			
Required training	Class A drivers license	In-House training	Tactical Team personnel are authorized to use the breaching shotgun after receiving the required training and have shown the ability to utilize the tool safely and competently. Tactical Team personnel must recieve annual recertification and qualification.	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually.	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	Tactical Team personnel responsible for formulating chemical agent plans must attend California POST certified chemical agent school and must recertify every three years. Tactical Team officers may deploy chemical agents during high-risk tactical operations after attending a chemical agents course taught by a POST certified instructor. Officers must qualify annually	All authorized personnel must attend a user's course taught by a POST certified instructor and complete a qualification. Personnel must qualify annually.	All authorized personnel must attend a user's course taught by a POST certified instructor and complete a qualification. Personnel must qualify annually.	This type of LSDD is non explosive and therefore all personnel can deploy if they have attended a user's course taught by a qualified instructor and complete a qualification. Personnel must qualify annually.	Initial orientation course including qualification; annual recertifcaiton including qualificaion.	Initial orientation course including qualification; annual recertifcaiton including qualificaion.	Initial orientation course including qualification; annual recertifcaiton including qualificaion.	Initial orientation course including qualification; annual recertifcaiton including qualificaion.	Initial orientation course including qualification; annual recertifcaiton including qualificaion.		
Compliance mechanisms	Operational use with approval from Executive Command Staff or exigent circumstances		Operational use under the review of the Tactical Team Commander or appropriate team supervisor	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	Use is subject to policies 300,303,305,404, and 700	

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: FUTURE AGENDA ITEMS

Date: April 16, 2025

Agenda Item: 12.A

RECOMMENDATION:

Staff recommends City Council review future agenda items.

BACKGROUND:

The attached Future Agenda Items forecast identifies anticipated agenda items for upcoming Council meetings as well as Study Session topics and long-range discussion items. Placing this forecast on the agenda affords the Council and the public the opportunity to discuss such topics and to make any recommendations. It should be noted this is only a forecast and may change over the course of time or based on feedback by the Mayor and City Manager during review of future agendas.

ANALYSIS:

Should a member of the City Council wish to introduce a future agenda topic, it should be done in compliance with the Council's adopted Manual of Procedural Guidelines, Section 5.1. Items introduced by a member of the Council during a Council meeting requires a second and should be reserved for time-sensitive matters needing attention within the proceeding 45 day period.

STRATEGIC PLAN:

FISCAL IMPACTS:

OPTIONS:

ATTACHMENTS:

[05.07.2025 Future Agenda Items.docx](#)



Santa Paula City Council Tentative Agenda Schedule

	Study Session May 7, 4:30pm	
Admin	Council Procedural Guidelines	
	Regular Meeting May 7, 6:30pm	
PD	Public Safety Committee Discussion*	
Admin	Bike Trail Expansion Project	
P&R	Older Americans Month Proclamation	
P&R	Parks & Recreation Department Report	
Finance	3rd Quarter Budget Report	
Admin	Legislative Platform	
Admin	Financing Consideration for Infrastructure	
Admin	Strat Plan Draft	
P&R	Union Oil Building Future Users	
Admin	Fireworks Ordinance Update	
	Special Meeting May 21, Time TBD	
HR	Closed Session: Labor Negotiations	
	Regular Meeting May 21, 6:30pm	
P&R	Senior Advisory Committee Annual Presentation	
Admin	City Manager Department Report	
P&R	Teague Park Restroom	
P&R	Santa Paula Senior Master Plan for Aging	
	STUDY SESSION TOPICS	
Admin	No Smoking Ordinance	TBD
Finance	Development Impact Fees (DIF)*	2 nd Qtr.
Admin	Municipal Code Update – Joint with Planning Commission*	Ongoing
CDD	Use of Triangle Property on Housing	2 nd Qtr.
	FUTURE AGENDA ITEMS	
PW	Plans & Specifications for 8 th Street Streetlight Repair Project	
CDD	Central Business District Live Entertainment Ord 1339	
CDD	Cultural Arts Presentation*	
Legal	Fire MOU Amendment	
Legal	Development Code Amendments*	



Santa Paula City Council Tentative Agenda Schedule

CDD	Downtown Vacancies Options*	
CDD	Downtown Parking Inventory and Options*	

Activities associated with the Council's Strategic Plan*