

City of Santa Paula

City Council

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



CITY COUNCIL SPECIAL MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, SEPTEMBER 6, 2023

5:00 PM - City Council Special Meeting

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

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

BRINGING ITEMS BEFORE THE CITY COUNCIL

You are invited to participate in all Regular City Council meetings. Agendas are posted in the front of Santa Paula City Hall, 970 Ventura Street, Santa Paula, 72 hours in advance of the scheduled meetings. The City Council's regular meetings start at 6:30 p.m. the first and third Wednesday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula. 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 you wish to speak on. Members of the public may address the Council on items on this agenda only. **Public Comments are limited to 3 minutes.**

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 three hours before the meeting date will be provided to the legislative body before the meeting. Public Comments received after, 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.

SPECIAL MEETING - 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. ROLL CALL

3. PUBLIC COMMENT

At this time, members of the public may comment on any item appearing on the agenda only. Individual Councilmembers may briefly respond to Public Comments or ask questions for clarification. **Public Comments are limited to three minutes.**

4. CITY BUSINESS

4.A PARKS AND RECREATION COMMISSION YOUTH INTERVIEW

RECOMMENDATION:

Staff recommends that the City Council:

Interview applicant to fill open Parks and Recreation Commission Youth position.

5. CLOSED SESSION

The City Council may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section 54950, et seq.) for the following purpose:

5.A

CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE § 54956.8

- PROPERTY: 1435 EAST HARVARD (0.55 ACRES)
- VENTURA COUNTY APN: 101026014
- AGENCY NEGOTIATOR: JAMES MASON, COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR
- NEGOTIATING PARTIES: CITY OF SANTA PAULA AND BUCK DREW
- UNDER NEGOTIATION: PRICE AND TERMS OF PAYMENT

6. CLOSED SESSION REPORT

7. ADJOURNMENT

State of California)-

County of Ventura)- ss

City of Santa Paula)-

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

On _____ at _____ Signed: _____

Julie Latshaw

City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: PARKS AND RECREATION COMMISSION YOUTH INTERVIEW

Date: September 6, 2023

Agenda Item: 4.A

RECOMMENDATION:

Staff recommends that the City Council:
Interview applicant to fill open Parks and Recreation Commission Youth position.

BACKGROUND:

The City Clerk's office published Vacancy Notices for all open positions on Commissions, Committees and Boards, in the Santa Paula Times, city website and social media in the month of August. Emails were sent out to prior applicants on these positions to verify if they were still interested in serving. Both Planning Commission and Senior Advisory had returning applicants, with no additional applications from the public. One application for the Parks & Recreation Commission Youth was received. Application attached as Exhibit A.

The City Council will hold applicant interview to fill the following:

- **Parks and Recreation Commission Youth** to fill one of two vacancies for a term of one-year, or until a successor has been duly qualified and appointed, serving (9/6/2023-9/6/2024). Applicant, Lupita Cisneros has applied and is interested in serving. No other applications have been received. If applicant is appointed, the Parks & Recreation Commission Youth will continue to have one open vacancy, of which staff will continue to advertise.
- **Planning Commission** to fill two vacancies for four-year terms (9/6/2023-9/6/2027). Applicant: Austin Auger is a returning applicant, who was serving a partial term 2/1/2023-9/4/2023; and Maria Grace Kelly is a returning applicant, who was serving a partial term 11/3/2021-9/4/2023. No other applications have been received. Staff recommends no interview, and reappointment of Austin Auger and Maria Grace Kelly at the September 6, 2023 Regular City Council meeting. If the applicants are appointed, this Commission will be filled.
- **Senior Advisory Committee** to fill two of four vacancies for two-year terms (9/6/2023-9/6/2025). Applicants: Pamela Marshall is a returning applicant, who was serving a two-year term 7/7/2021-7/7/2023; and Gary Wellman is a returning applicant, who was

serving a two-year term 7/7/2021-7/7/2023. No other applications have been received. Staff recommends no interview, and reappointment of Pamela Marshall and Gary Wellman at the September 6, 2023 Regular City Council meeting. If the applicants are appointed, this committee will continue to have two open vacancies, of which staff will continue to advertise.

ANALYSIS:

None.

STRATEGIC PLAN:

This item is not a goal or objective in the City Council's two-year Strategic Plan, however, it will make an impact to the community and residents.

FISCAL IMPACTS:

There are no fiscal impacts associated with this item.

OPTIONS:

The Council has the following available alternative option to Staff's Recommendation:

1. City Council may also request staff to publish openings again for additional applicants. Any additional applicants could be interviewed in September or August 2023.

ATTACHMENTS:

[Exhibit A - Applicant Application.pdf](#)

EXHIBIT A

Applicant Application

JUN 01 2023

RECEIVED



**CITY OF SANTA PAULA
COMMISSION/COMMITTEE/BOARD
APPLICATION**

Return to: City of Santa Paula, City Clerk
PO Box 569/970 Ventura Street
Santa Paula, CA 93061
(805) 933-4208

Instructions: Thank you for your interest in serving on a commission, committee, board, or authority for the City of Santa Paula. Resumes are welcome, but may not be substituted for the completed application. Please type or print clearly in black ink, and answer all questions completely and correctly. We welcome applications from all qualified applicants. We do not discriminate on the basis of race, color, religion, sex, national origin, age, marital status, medical condition, or disability.

Position Applying For: Youth Member for Parks & Recreation Commission

Name: Lupita Cisneros

Mailing Address: [REDACTED]

Email Address: [REDACTED]

Home Phone: [REDACTED]

Work Phone:

EDUCATION

Circle the highest education level																High School Graduate	☐ Yes	☒ No		
1	2	3	4	5	6	7	8	9	10	(11)	12	13	14	15	BA	MA	PhD	Passed equivalency tests	☐ Yes	☐ No

LIST EDUCATIONAL BACKGROUND, DIPLOMAS, OR DEGREES RECEIVED

NAME/LOCATION OF COLLEGE	COURSE OF STUDY	DEGREE CONFERRED
Junior Achievement Award	Recognition for Outstanding Juniors	April, 2023
Honor Roll	Educational	May 2023
Scholar Athlete	Educational	May 2021

LIST COURSEWORK COMPLETED WHICH YOU FEEL IS PERTINENT TO THIS APPOINTMENT

TITLE	INSTITUTION	UNITS COMPLETED
AP European History	Advanced Placement Courses	1 year
AP English Language	Advanced Placement Courses	1 year
AP Spanish Language	Advanced Placement Courses	1 year

PROFESSIONAL LICENSE/CERTIFICATION

Title:
Expiration Date:

SPECIAL SKILLS AND INTERESTS

- Time Management
- Math
- Bilingual

EMPLOYMENT HISTORY

Show your most recent position first, then list all other positions in order working down from the most recent. Volunteer information should be listed here as well. Give complete information – a resume may be added but cannot substitute for this section. If you need more space, please attach additional sheets using the same format.

Employer: Nomi	Dates of Employment: From 5/17/23 To Now
Address: 1498 E. Harvard Blvd	Telephone: (805) 229-7750
Supervisor: Spirit of Santa Paula	Job Title: Food Distributor
Nature of Duties: I distribute food to fellow members of Santa Paula for free, in order for them to feed their families.	

Employer: Mrs. Bravo	Dates of Employment: From 5/24/23 To 5/24/23
Address: 404 North 6th St	Telephone: (805) 525-4400
Supervisor: EAOP & DCAC	Job Title: Advisor & Manager of event
Nature of Duties: I had to advise and manage a station in Santa Paula High School's Decision Day. My role was to supervise and ensure that the stations were clean and the students weren't damaging the equipment.	

Employer: Mrs. Bravo	Dates of Employment: From 4/25/23 To 4/25/23
Address: 404 North 6th St	Telephone: (805) 525-4400
Supervisor: AVID & EAOP	Job Title: Food Server and Set up decorations
Nature of Duties: I set up decorations for "UC Success Night, and event for high school seniors and their families. After I served people food in the event " UC Success Night."	

STATEMENT OF INTEREST

Please indicate below the reasons you are interested in serving on a commission or committee for the City of Santa Paula. Include in your answer a summary of your qualifications for the position and your commitment to the community. Also include other factors that you feel are important for the City Council to know. Additional sheets may be attached.

I've lived in Santa Paula my whole life, and have never seen a change in our parks. I've personally had some experience
with the park management as I've played and am currently playing on these fields. I want to make a difference and
change this for the future generation to come. I'm very active in the community as I've done many community service
opportunities, and believe that I'm fit for this role.

Signature Lupita Cisneros Date 05/25/23

Thank you for your interest!