

City of Santa Paula

City Council

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



CITY COUNCIL REGULAR MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, DECEMBER 21, 2022

6:30 PM - City Council Regular Meeting

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

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

BRINGING ITEMS BEFORE THE CITY COUNCIL

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

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

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

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

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

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the City Council at or before the meeting.*

Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.

*In compliance with the **Americans with Disabilities Act**, if you need special assistance to*

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

REGULAR MATTERS - COUNCIL CHAMBERS

1. CALL TO ORDER

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

2. INVOCATION

3. FLAG SALUTE

4. ROLL CALL

5. CLOSED SESSION REPORT

6. PRESENTATIONS

6.A PARKS & RECREATION DEPARTMENT ACTIVITY REPORT

6.B FINANCE DEPARTMENT QUARTERLY REPORT

7. PUBLIC COMMENT

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

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 **EXTEND APPROVAL TO HOLD VIRTUAL CITY COUNCIL, COMMISSION, COMMITTEE, BOARD AND OTHER CITY BODIES, MEETINGS PURSUANT TO AB 361**

RECOMMENDATION:

Staff recommends that the City Council:

1. Extend Approval to hold Virtual City Council, Commission, Board, and other City Bodies Meetings Pursuant to AB 361.

10.B Approval of Minutes
City Council Closed Session Minutes for December 7, 2022
City Council Regular Minutes for December 7, 2022

10.C **NOVEMBER 2022 WARRANTS AND CERTIFICATIONS**

RECOMMENDATION:

Staff recommends that the City Council:

Review and accept the "Certification of Accounts Payable" for the accounts payable payment cycles for November 2022, starting check number 332529 and ending check number 332746.

Review and accept the "Certification of Salaries" for the pay period ending dates November 4th, 2022 through November 18th, 2022.

10.D **REQUEST AND AUTHORIZATION FOR PERSONNEL TO ATTEND THE 2023 CHANDLER, ARIZONA LAW ENFORCEMENT EXPLORER TACTICAL COMPETITION**
RECOMMENDATION:

Staff recommends City Council:

1. Authorize Santa Paula Police Department personnel, acting as chaperones to ten Explorers, to travel to and attend the 2023 Law Enforcement Explorer Tactical Competition in Chandler, Arizona.

10.E **SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH JHD PLANNING, LLC FOR SERVICES RELATED TO THE CITY'S 2021-2029 HOUSING ELEMENT**
RECOMMENDATION:

Staff recommends that the City Council:

1. Approve the Second Amendment ("Second Amendment") to the Professional Services Agreement with JHD Planning, LLC for planning services related to the City's 2021-2029 Housing Element;

2. Approve a budget allocation of \$25,664 out of account 800-5-3001-215 (General Plan Professional Services)
3. Authorize the City Manager to execute the Second Amendment in a form approved by the City Attorney.

10.F **SKID STEER EQUIPMENT PURCHASE OF A NOT-TO-EXCEED AMOUNT OF \$100,000**

RECOMMENDATION:

Staff recommends that the City Council:

Authorize the City Manager to purchase one (1) skid steer, one (1) broom attachment and one (1) cold planer attachment for use by the Public Works Department and Parks & Recreation Department in an amount not to exceed \$100,000.

10.G **NOTICE OF COMPLETION FOR THE WATER RECYCLING FACILITY ANOXIC AND AEROBIC TANKS REHABILITATION PROJECT (CIP NO. 9341)**

RECOMMENDATION:

Staff recommends that the City Council:

1. Accept the work performed by Cushman Contracting Corporation for the Water Recycling Facility Anoxic and Aerobic Tanks Rehabilitation Project.
2. Authorize the City Manager to sign and staff to file the Notice of Completion with the County Recorder.

11. PUBLIC HEARING

- Verification of posting notice by City Clerk
- Declaration of conflicts (if any)
- Declaration of ex parte contacts (if any)
- Open public hearing
- Staff presentation
- Discussion and action
- Close public hearing

11.A **AMENDMENT TO HARVEST CFD NO. 1 SPECIAL TAX AND BONDED INDEBTEDNESS LIMIT AND DECLARATION OF THE RESULTS OF ELECTION TO CERTIFY AMENDMENT**

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 7435 authorizing amendment of the levy of a special tax and bonded indebtedness limit for Improvement Areas B & C of Harvest Community Facilities District No. 1, and
2. Resolution No. 7436 Declaring Results of an Election for Amendment of Special Tax and Bond Authorization, Determining Validity of Prior Proceedings and Directing Recording of Amended Notice of Special Tax

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11.B

RESOLUTION NO. 7431 APPROVING AMENDMENTS TO THE CONDITIONS OF APPROVAL FOR PROJECT 22-TM-01, VESTING TENTATIVE TRACT MAP NO. 6074

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 7431 approving amendments to the Conditions of Approval for Project 22-TM-01, Vesting Tentative Tract Map No. 6074.

11.C

ADOPTION OF AN URGENCY ORDINANCE AMENDING CHAPTER 16.227 OF THE SANTA PAULA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt an Urgency Ordinance of the City Council of the City of Santa Paula, California Amending Chapter 16.227 of the City of Santa Paula Municipal Code Relating to Accessory Dwelling Units and Determining the Ordinance to be Exempt from CEQA.

11.D

INTRODUCTION OF ORDINANCE NO.1320 AMENDING MUNICIPAL CODE SECTION 16.58.010 REGARDING REGULATION OF BUSINESS SIGNAGE FOR ESTABLISHMENTS OFFERING THE SALE OF ALCOHOL

RECOMMENDATION:

Staff recommends that the City Council introduce and waive the first reading of Ordinance No. 1320, entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING SECTION 16.58.010 (DEVELOPMENT STANDARDS AND USE CONDITIONS) OF CHAPTER 16.58 (ALCOHOLIC BEVERAGE SALES) OF THE SANTA PAULA MUNICIPAL CODE RELATING TO RESTRICTIONS ON BUSINESS SIGNS ADVERTISING ALCOHOLIC BEVERAGES.

11.E

INTRODUCTION OF ORDINANCE NO. 1321 RELATING TO AN EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS

RECOMMENDATION:

Staff recommends the City Council:

1. Introduce and waive first reading of Ordinance No.1321, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 16.77 TO TITLE XVI OF THE SANTA PAULA MUNICIPAL CODE RELATING TO AN EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS

12. ACTION ITEMS

12.A INTRODUCTION OF ORDINANCE NO. 1326 ADOPTING BY REFERENCE THE 2022 CALIFORNIA BUILDING CODE AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE RECOMMENDATION:

Staff recommends that the City Council:

1. Introduce and waive first reading of Ordinance No. 1326, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AMENDING SECTIONS 150.001, 150.015, 150.025, 150.045, 150.055, 150.075, 150.085, 150.150, 150.160, 150.170, 150.180, AND 150.190 OF CHAPTER 150 OF THE SANTA PAULA MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), INCLUDING THE 2022 CALIFORNIA ADMINISTRATIVE CODE; VOLUMES 1 AND 2 OF THE 2022 CALIFORNIA BUILDING CODE; THE 2022 CALIFORNIA RESIDENTIAL CODE; THE 2022 CALIFORNIA ELECTRICAL CODE; THE 2022 CALIFORNIA MECHANICAL CODE; THE 2022 CALIFORNIA PLUMBING CODE; THE 2022 CALIFORNIA ENERGY CODE; THE 2022 CALIFORNIA HISTORICAL BUILDING CODE; THE 2022 CALIFORNIA EXISTING BUILDING CODE; THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2022 CALIFORNIA REFERENCED STANDARDS CODE; AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

2. Schedule a public hearing to consider adopting the proposed Ordinance at the City Council's regular meeting of January 18, 2023;
3. Direct the City Clerk to publish a summary of the proposed Ordinance and provide notice of the public hearing twice at least 14 days before the public hearing at which the proposed Ordinance is to be considered for adoption;
4. Take such additional, related action as may be desired.

12.B BUDGET APPROPRIATION FOR PROPERTY ASSESMENT AND DUE DILLIGENCE PROCESS RECOMMENDATION:

Staff Recommends City Council:

- a) Approve a budget appropriation in the amount of \$30,000 for both revenues and expenses to perform due diligence on the acquisition of property as noted in the fiscal impact section of this report, and
- b) Appoint one or two members of the Council to serve on an ad-hoc basis to assist in evaluation of the property transition and use of the facility.

12.C **ADOPTION OF 2023 COUNCIL MEETING CALENDAR
RECOMMENDATION:**

Staff recommends that the City Council:

- 1. Review the City Council Meeting calendar for 2023 and consider the cancellation of the July 5, September 20 and January 3, 2024 meeting, and any additional meetings in July or August.

Presented by: Dan Singer, City Manager

12.D **APPOINTMENTS TO THE MAYOR'S STANDING AND AD HOC
COMMITTEES
RECOMMENDATION:**

Staff recommends that the City Council:

- a) Consider appointments to the Mayor's Standing and Ad Hoc Committees and review appointments to Regional and State boards, committees and commissions. The Mayor may ratify appointments to these committees.
- b) Consider any modifications to the current list of committees.

Presented by: Dan Singer, City Manager

13. ITEMS FOR FUTURE AGENDAS

13.A FUTURE AGENDA ITEMS

14. ADJOURNMENT

State of California)-

County of Ventura)- ss

City of Santa Paula)-

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

On _____ at _____ Signed: _____

Julie Latshaw

City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: EXTEND APPROVAL TO HOLD VIRTUAL CITY COUNCIL,
COMMISSION, COMMITTEE, BOARD AND OTHER CITY BODIES,
MEETINGS PURSUANT TO AB 361

Date: December 21, 2022

Agenda Item: 10.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Extend Approval to hold Virtual City Council, Commission, Board, and other City Bodies Meetings Pursuant to AB 361.

BACKGROUND:

With the expiration of the Governor's Executive Order, the Governor signed into law Assembly Bill 361. Effective October 1, 2021, AB 361 allows local governments to continue to conduct remote virtual meetings so long as there is a state-proclaimed state of emergency and the legislative body makes mandatory findings.

On October 6, 2021, the Council unanimously voted to continue virtual City Council meetings under AB 361 by adopting Resolution No. 7369. In November, however, the Council returned to in-person meetings and allowed Resolution No. 7369 to lapse.

On January 19, 2022, the Council again unanimously voted to continue virtual City Council, Commission, Board, and other City Bodies meeting under AB 361 by adopting Resolution No. 7384.

In order to extend the ability to hold virtual City Council, Commission, Board, and other City Bodies Meetings pursuant to AB 361, the City Council must make the findings and determinations under AB 361 to again allow the Council to meet virtually.

ANALYSIS:

In order to continue to qualify for AB 361's waiver of Brown Act teleconference meeting requirements, the City Council must, within thirty (30) days of its first meeting under AB 361, and every thirty (30) days thereafter, make findings that (a) state or local officials continue to recommend measures to promote social distancing, or that (b) an in-person meeting would constitute an imminent risk to the safety of attendees.

The above conditions continue to exist at this time, and staff recommends the City Council by motion reconfirm the findings and determinations made in Resolution No. 7384 so that the City Council may continue to meet virtually under AB 361.

Lastly, it is important to note that AB 361 is optional. If the City Council wishes, it may meet in person.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

There is no fiscal impact associated with this item.

OPTIONS:

1. Approve staff recommendations; or
2. Without a majority vote of the City Council every 30 days adopting the mandatory findings under AB 361, Resolution No. 7384 approving virtual meetings pursuant to AB 361 would lapse, requiring Council to hold in-person meetings until extended by a majority vote.

ATTACHMENTS:



**CITY OF SANTA PAULA
City Council Closed Session Meeting
December 7, 2022, 5:30 PM
MINUTES**

CLOSED SESSION - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Crosswhite called the meeting to order at 5:30 p.m.

2) ROLL CALL

Members Present: Jenny Crosswhite, Andy Sobel, Carlos Juarez, and Leslie Cornejo

3) PUBLIC COMMENTS

None.

4) CLOSED SESSION

4.A) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Government Code 54956.9(d)(1) - Schladetzky v. City of Santa Paula, et al., Ventura County Superior Court Case No. 56-2022-00563854-CU-OE-VTA

4.B) CONFERENCE WITH LEGAL COUNSEL - LIABILITY CLAIM - Consideration of a liability claim pursuant to Government Code § 54956.95(a) - Claimant: Patricia Zavala (via a letter dated March 23, 2022, from Gregory Ramirez, Esq., and amended via a letter from Monique Fierro, Esq., dated July 25, 2022), Agency Claimed Against: the City of Santa Paula

Council recessed to closed session at 5:32 p.m.

5) CLOSED SESSION REPORT

Interim City Attorney Monica Castillo reported there was no reportable action taken.

6) ADJOURNMENT

Mayor Crosswhite adjourned to the Regular City Council meeting at 6:30 p.m.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Regular Meeting
December 7, 2022, 6:30 PM
MINUTES**

REGULAR MATTERS - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Crosswhite called the meeting to order at 6:30 p.m.

2) INVOCATION

Chaplain Kay Wilson-Bolton provided the Invocation.

3) FLAG SALUTE

Councilmember Araiza led the flag salute.

4) ROLL CALL

Members Present: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, and Leslie Cornejo

5) CLOSED SESSION REPORT

Interim City Attorney Monica Castillo reported Council convened to closed session on the following two items, with no reportable action taken:

4.A CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Government Code 54956.9(d)(1) - Schladetzky v. City of Santa Paula, et al., Ventura County Superior Court Case No. 56-2022-00563854- CU-OE-VTA; and

4.B CONFERENCE WITH LEGAL COUNSEL - LIABILITY CLAIM - Consideration of a liability claim pursuant to Government Code § 54956.95(a) - Claimant: Patricia Zavala (via a letter dated March 23, 2022, from Gregory Ramirez, Esq., and amended via a letter from Monique Fierro, Esq., dated July 25, 2022), Agency Claimed Against: the City of Santa Paula.

6) PRESENTATIONS

6.A) PROCLAMATION - ABRAHAM MORENO, SR. 100TH BIRTHDAY

Mayor Crosswhite presented a Proclamation to Abraham Moreno, Sr. for his 100th Birthday.

6.B) VISITOR FROM THE NORTH POLE

Santa Claus and elves came from the North Pole to spread their cheer to all for the holidays, wishing everyone a Merry Christmas and Happy New Year.

7) PUBLIC COMMENT

Zoeelynn Ornela with All Children Thrive spoke to welcome new Councilmember Chavez, and returning Councilmember Jenny Crosswhite and Councilmember Carlos Juarez. Ms. Ornela updated Council on all of the activities that All Children Thrive has been working on.

Amilia Aparicio was called to speak, explaining with the volume of people attending, the community members in the lobby were unable to hear the proceedings, and suggested monitors be placed in the lobby.

8) CITY COUNCIL REPORTS

Councilmember Araiza:

Reported he has had no city business spent time with family, though did enjoy his exit interview.

Councilmember Juarez:

Attended the city volunteer Committee, Commissioner and Board appreciation gathering.

Councilmember Cornejo:

Attended the Holiday Parade; Ventura County Air Quality Control District; met with Alex Teague who provided an updated on the Adams Canyon project; city volunteer Committee, Commissioner and Board appreciation gathering; and met with Caitlin Barringer to discuss food share.

Vice Mayor Sobel:

Attended the Holiday Parade; Economic Development Collaborative Board meeting; Social Justice Ad Hoc; State of the County presentation; city volunteer Committee, Commissioner and Board appreciation gathering; Southern California Association of Government Economic conference; Ventura County Transportation Commission; and farmworker housing tour.

Mayor Crosswhite:

Attended the Ventura Regional Sanitation District; Ventura Council of Governments; parent conference at Isabel Middle School; Holiday Parade; Santa Train; city volunteer Committee, Commissioner and Board appreciation gathering; and Social Justice Ad Hoc.

9) CITY MANAGER REPORTS

City Manager Dan Singer:

Attended the Holiday Parade; Annual State of the County presentation; Southern California Association of Governments summit; was invited by the

Ventura County Leadership Academy to speak to them about local government and Santa Paula community and culture; Housing and Homeless; Social Justice; and city volunteer Committee, Commissioner and Board appreciation gathering.

10) CONSENT CALENDAR

10.A) EXTEND APPROVAL TO HOLD VIRTUAL CITY COUNCIL, COMMISSION, COMMITTEE, BOARD AND OTHER CITY BODIES, MEETINGS PURSUANT TO AB 361

10.B) APPROVE MINUTES

City Council Closed Session Minutes for November 16, 2022

City Council Regular Minutes for November 16, 2022

10.C) FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH MERCHANT MCINTYRE AND ASSOCIATES FOR LEGISLATIVE ADVOCACY SERVICES

10.D) FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH TRIPEPI SMITH AND ASSOCIATES FOR MEDIA RELATIONS AND PUBLIC INFORMATION SERVICES

10.E) SECOND READING AND ADOPTION OF ORDINANCE NO. 1325 TO GRANT A NATURAL GAS FRANCHISE TO CARBON CALIFORNIA MIDSTREAM, LLC

10.F) RESOLUTION NO. 7434 GRANTING THE CITY MANAGER AUTHORIZATION TO TEMPORARILY ADJUST THE CITY'S POSITION CONTROL LIST

Amended Resolution 7434, Section 4, to read: Whenever the Personnel Officer temporarily adjusts the adopted budget and corresponding Position Control List for a temporary 90-day period pursuant to Section 2, he or she must report out the details of the adjustment at the City Council meeting immediately subsequent to the adjustment, whether such meeting is a Regular or Special Meeting.

10.G) ADOPTION OF RESOLUTION NO. 7433 RECITING THE FACT OF A GENERAL MUNICIPAL ELECTION AND DECLARING ITS RESULTS

Amended Resolution to include the certified results of the General Municipal Election.

Motion: Approve as amended CONSENT CALENDAR

Moved by Carlos Juarez, seconded by Richard Araiza

Vote: Motion carried 5-0

Yes: Jenny Crosswhite, Andy Sobel, Carlos Juarez, Richard Araiza, Leslie Cornejo

11) SPECIAL PRESENTATION

11.A) SPECIAL PRESENTATION FOR DEPARTING CITY COUNCIL MEMBER

Mayor Crosswhite thanked outgoing Councilmember Araiza for his service and presented him with a plaque of recognition for his years of service to the city. Councilmember Araiza spoke of his time on Council. Each Councilmember spoke and thanked him for his service.

On behalf of Assembly member Steve Bennett's office, Michelle Sevilla presented a certificate of recognition. On behalf of Congresswoman Julia Brownley's office, Armando Gonzales presented a certificate of recognition.

12) **ORDER OF BUSINESS**

12.A) ADMINISTER OATHS OF OFFICE FOR NEWLEY ELECTED CITY COUNCIL MEMBERS

City Clerk Julie Latshaw administered the Oath of Office to re-elected Councilmember Jenny Crosswhite, re-elected Councilmember Carlos Juarez, and newly elected Councilmember Pedro A. Chavez.

12.B) SEATING OF NEWLY ELECTED CITY COUNCIL MEMBERS

Re-elected and newly elected Councilmembers took their seats at the Dias.

12.C) NEW ROLL CALL

Mayor Crosswhite called for a new roll call by City Clerk Julie Latshaw. Present: Mayor Crosswhite, Vice Mayor Sobel, Councilmember Juarez, Councilmember Cornejo, and Councilmember Chavez.

12.D) COMMENTS FROM NEWLY ELECTED CITY COUNCIL MEMBERS

Each newly elected Councilmembers spoke of their thanks to family, friends, and community members for their support.

12.E) COMMENTS FROM OTHER COUNCIL MEMBERS

Each Councilmember welcomed and congratulated re-elected Mayor Crosswhite, Vice Mayor Sobel, and newly elected Councilmember Chavez.

12.F) PROCEDURES FOR ELECTION OF MAYOR AND VICE MAYOR

City Clerk Julie Latshaw reviewed the procedures for the election of Mayor and Vice Mayor. Mayor Crosswhite directed City Clerk Latshaw to begin the selection process.

12.G) SELECTION PROCESS FOR MAYOR

City Clerk, Julie Latshaw opened nominations for Mayor. Mayor Crosswhite nominated Vice Mayor Sobel. Seeing no other nominations, City Clerk Latshaw closed the nominations for Mayor. There was no

debate on the nomination, therefore, City Clerk Latshaw called a voice vote: AYES: Mayor Crosswhite, Vice Mayor Sobel, Councilmember Juarez, Councilmember Cornejo, and Councilmember Chavez. City Clerk Latshaw announced, by a unanimous vote, the City Council of the City of Santa Paula appoints Andy Sobel as Mayor.

12.H) GAVEL PLAQUE TO OUTGOING MAYOR PRESENTED BY NEW MAYOR

Mayor Sobel spoke of all the accomplishments during Councilmember Crosswhite's term as Mayor, presenting her with the City Gavel Plaque. Councilmember Crosswhite expressed it has been an honor serving. Other Councilmembers thanked her for her service.

12.I) SELECTION PROCESS FOR VICE MAYOR

City Clerk, Julie Latshaw opened nominations for Vice Mayor. Councilmember Crosswhite nominated Councilmember Cornejo. Seeing no other nominations, City Clerk Latshaw closed the nominations for Vice Mayor. Councilmember Chavez commented on the procedures of nominating Mayor and Vice Mayor for the purpose of informing the public how each member is nominated. With no other comments or debate on the nomination, City Clerk Latshaw called a voice vote: AYES: Mayor Sobel, Councilmember Crosswhite, Councilmember Juarez, Councilmember Cornejo, and Councilmember Chavez. City Clerk Latshaw announced, by a unanimous vote, the City Council of the City of Santa Paula appoints Leslie Cornejo as Vice Mayor.

13) ITEMS FOR FUTURE AGENDAS

13.A) FUTURE AGENDA ITEMS

Councilmember Chavez requested community college education center conversation and possible resolution to support that initiative. Council was in support of the item for a future agenda.

14) ADJOURNMENT

Mayor Sobel invited all to stay for refreshments and adjourned the meeting 7:50 p.m.

ATTEST:

Julie Latshaw, City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Christy Ramirez, Finance Director

Subject: NOVEMBER 2022 WARRANTS AND CERTIFICATIONS

Date: December 21, 2022

Agenda Item: 10.C

RECOMMENDATION:

Staff recommends that the City Council:

Review and accept the "Certification of Accounts Payable" for the accounts payable payment cycles for November 2022, starting check number 332529 and ending check number 332746.

Review and accept the "Certification of Salaries" for the pay period ending dates November 4th, 2022 through November 18th, 2022.

BACKGROUND:

This is the certification (separation of duties between the "preparer from the reviewer") 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 amounts and funds accounts payable came from

The "Check Report" depicts the following columns:

c) AP-ACCOUNTS PAYABLE for vendor (non-city staff) by the vendor number, vendor name, payment date, payment amount and check numbers (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 November 4th, 2022, through November 18th, 2022.

ANALYSIS:

See the attachments for expense breakdown by respective fund.

STRATEGIC PLAN:

FISCAL IMPACTS:

OPTIONS:

1. Receive and file November 2022 Certification of Accounts Payable Checks and Certification of Salaries.

ATTACHMENTS:

[NOVEMBER 2022 WARRANTS AND CERTIFICATIONS.pdf](#)

EXHIBIT A:
CERTIFICATION OF SALARIES

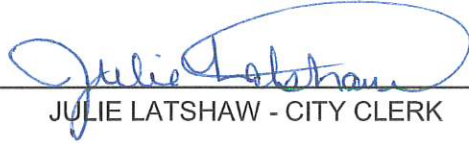
CERTIFICATION OF SALARIES

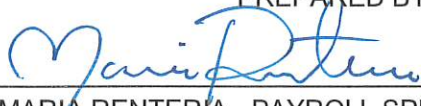
BEG. CHK #: 147916
ENDING CHK #: 147929

PAYROLL ENDING: 11/4/22
PAY DATE: 11/11/22

100	GENERAL FUND	\$	329,001.19
104	GENERAL FUND-MEASURE T	\$	69,871.34
206	STORMWATER PROGRAM	\$	812.94
280	STATE GAS TAX FUND	\$	15,932.88
405	AAA-AREA AGCY ON AG	\$	1,158.92
610	SEWER ENTERPRISE FUND	\$	13,817.14
620	WATER ENTERPRISE FUND	\$	57,916.85
702	EQUIP. MAINT. FUND	\$	11,438.04
		\$	499,949.30

CERTIFICATION
ALLOWED BY THE CITY COUNCIL


JULIE LATSHAW - CITY CLERK 12/8/2022
DATED

PREPARED BY:

MARIA RENTERIA - PAYROLL SPECIALIST 12/8/22
DATED


CHRISTY RAMIREZ - FINANCE DIRECTOR 12/8/22
DATED



Fund Summary

Fund	Units	Amount
100-GENERAL	6,070.53	329,001.19
104-GENERAL FUND-MEASURE T	1,614.06	69,871.34
206-STORMWATER PROGRAM	16.40	812.94
280-STATE GAS TAX	407.63	15,932.88
405-AAA (AREA AGCY ON AGING)	56.00	1,158.92
610-SEWER	291.47	13,817.14
620-WATER	1,362.22	57,916.85
702-EQUIPMENT MAINTENANCE	293.00	11,438.04
Grand Total:	10,111.31	499,949.30

CERTIFICATION OF SALARIES

BEG. CHK #: 147930
ENDING CHK #: 147943

PAYROLL ENDING: 11/18/22
PAY DATE: 11/25/22

100	GENERAL FUND	\$	303,310.74
104	GENERAL FUND-MEASURE T	\$	64,485.59
206	STORMWATER PROGRAM	\$	812.94
280	STATE GAS TAX FUND	\$	15,011.36
405	AAA-AREA AGCY ON AG	\$	1,034.97
610	SEWER ENTERPRISE FUND	\$	13,543.37
620	WATER ENTERPRISE FUND	\$	56,445.91
702	EQUIP. MAINT. FUND	\$	10,895.31
		\$	465,540.19

CERTIFICATION
ALLOWED BY THE CITY COUNCIL



JULIE LATSHAW - CITY CLERK 12/8/2022
DATED

PREPARED BY:



MARIA RENTERIA - PAYROLL SPECIALIST 12/8/22
DATED



CHRISTY RAMIREZ - FINANCE DIRECTOR 12/8/22
DATED



Fund Summary

Fund	Units	Amount
100-GENERAL	5,873.94	303,310.74
104-GENERAL FUND-MEASURE T	1,490.22	64,485.59
206-STORMWATER PROGRAM	16.40	812.94
280-STATE GAS TAX	389.80	15,011.36
405-AAA (AREA AGCY ON AGING)	50.00	1,034.97
610-SEWER	286.15	13,543.37
620-WATER	1,329.89	56,445.91
702-EQUIPMENT MAINTENANCE	277.00	10,895.31
Grand Total:	9,713.40	465,540.19

EXHIBIT B:
CERTIFICATION OF ACCOUNTS
PAYABLES

CERTIFICATION OF ACCOUNTS PAYABLE CHECKS

CHECK NO.:	332529	THRU:	332529	DATED:	November 1, 2022
CHECK NO.:	332530	THRU:	332621	DATED:	November 3, 2022
CHECK NO.:	332622	THRU:	332628	DATED:	November 9, 2022
CHECK NO.:	332629	THRU:	332636	DATED:	November 10, 2022
CHECK NO.:	332637	THRU:	332739	DATED:	November 17, 2022
CHECK NO.:	332740	THRU:	332746	DATED:	November 28, 2022

DRAFT:	991916	THRU:	991918	DATED:	November 2, 2022
DRAFT:	991920	THRU:	991921	DATED:	November 2, 2022
DRAFT:	991923	THRU:	991925	DATED:	November 16, 2022
DRAFT:	991926	THRU:	991926	DATED:	November 9, 2022
DRAFT:	991927	THRU:	991927	DATED:	November 16, 2022
DRAFT:	991928	THRU:	991928	DATED:	November 10, 2022
DRAFT:	991929	THRU:	991929	DATED:	November 15, 2022
DRAFT:	991939	THRU:	991939	DATED:	November 21, 2022

VOIDED CHECK NO.:	332567	THRU:	332567	DATED:	November 3, 2022
VOIDED CHECK NO.:	332704	THRU:	332704	DATED:	November 17, 2022
VOIDED CHECK NO.:	332052	THRU:	332052	DATED:	November 17, 2022
VOIDED CHECK NO.:	332348	THRU:	332348	DATED:	November 30, 2022

COUNCIL MEETING DATE: December 21, 2022

AMOUNT OF CERTIFICATION: \$ 4,517,072.53

DISTRIBUTION BY FUND

100 GENERAL FUND	\$446,908.70
104 PROF/CONTR SVCS-OTHER	\$54,280.17
115 RECREATION PROGRAM	\$3,817.58
206 STORMWATER PROGRAM	\$474.84
280 STATE GAS TAX	\$39,800.33
281 LOCAL TRANSPORTATION TAX/LTF/TDA	\$1,796.25
311 SLESF-COPS (AB1913)	\$1,995.00
312 CA USED OIL BLOCK GRANT	\$8.46
319 NEW EQUIPMENT	\$226,825.69
405 AAA (AREA AGENCY ON AGING	\$3,858.12
412 AMERICAN RESCUE PLAN	\$114,811.82
500 HILLSBOROUGH OPEN SPACE MAINT	\$1,175.00
504 HARVEST CFD EA1	\$9,130.40
610 SEWER ENTERPRISE	\$2,203,562.95
620 WATER ENTERPRISE	\$999,923.96
702 EQUIPMENT MAINTENANCE FUND	\$17,962.16
800 CASH DEPOSIT TRUST FUND	\$91,395.80
803 HARDING PARK TRUST	\$9,775.20
804 DLA FOR FORMER RDA	\$291,851.96

TOTAL FUND DISTRIBUTION

\$4,519,344.39

PREPARED BY: Wendy Morris
WENDY MORRIS
ACCOUNTING TECHNICIAN

REVIEWED BY: Christy Ramirez
CHRISTY RAMIREZ
FINANCE DIRECTOR

ALLOWED BY CITY COUNCIL

DATE: December 21, 2022

EXCEPT: _____

CITY CLERK: Julie Latshaw
JULIE LATSHAW, CITY CLERK

Variance of \$2,271.86 due to
voiding checks in November
that were created prior.





City of Santa Paula, CA

Check Report

By Check Number

Date Range: 11/01/2022 - 11/30/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-ACCOUNTS PAYABLE							
012679	CAL-STATE AUTO PARTS		11/17/2022	Regular	0.00	-1,204.58	332052
013872	NICKS POOL AND SPA SERVICE		11/30/2022	Regular	0.00	-1,067.28	332348
015244	ACCURATE FIRST AID SERVICES		11/03/2022	Regular	0.00	585.04	332530
B-42857	Invoice	11/03/2022	SUMMER CAMP - ICE PACKS LG, SM. BOXE		0.00	370.05	
B-43130	Invoice	11/03/2022	REPLENISH MEDICINE CABINET		0.00	164.64	
B-43132	Invoice	11/03/2022	REPLENISH MEDICINE CABINET		0.00	50.35	
016044	AERZEN RENTAL USA LLC		11/03/2022	Regular	0.00	20,410.00	332531
RPI22-00543	Invoice	11/03/2022	2 Rental Blowers		0.00	9,360.00	
RPI22-00564	Invoice	11/03/2022	2 Rental Blowers		0.00	1,250.00	
RPI22-00579	Invoice	11/03/2022	2 Rental Blowers		0.00	9,800.00	
010378	ALBERTSON'S/SAFEWAY		11/03/2022	Regular	0.00	743.20	332532
9/28/22 - 10/27/	Invoice	11/02/2022	VARIOUS PURCHASES		0.00	743.20	
015498	AMAZON CAPITAL SERVICES		11/03/2022	Regular	0.00	1,568.93	332533
11NV-373Y-3YGT	Invoice	11/03/2022	OTTERBOX DEFENDER PRO SERIES RUGGE		0.00	74.63	
1437-TJQ4-KPN3	Invoice	11/03/2022	MANBEIYA SPIDER WEBS HALLOWEEN DE		0.00	338.68	
19K4-4RHJ-GP9N	Invoice	11/03/2022	165 FT HALLOWEEN PENNANT BANNER B		0.00	104.59	
1G9V-TDNH-HLJL	Invoice	11/03/2022	VISION METALIZERS - OC2600 26" ACRYLI		0.00	192.98	
1JDD-6DQK-96G	Invoice	11/03/2022	MAGNETIC DRY ERASE WEEKLY MENU &		0.00	76.78	
1KKW-LPM3-KDP	Invoice	11/03/2022	COMMAND SMALL WIRE TOGGLE HOOKS,		0.00	86.41	
1MNH-HXNJ-7QQ	Invoice	11/03/2022	INTERBUSINESS BBSTEP STEEL TIP DART C		0.00	194.01	
1P39-T36K-7RKK	Invoice	11/03/2022	MIMOSA N5-X25 2 PACK SECTOR MODUL		0.00	439.50	
1VDG-1HH9-JFJM	Credit Memo	11/04/2022	LORELL SOHO 22" 2-DRAWER, RETURN FE		0.00	-45.96	
1Y7X-NJVV-HGYF	Invoice	11/04/2022	LORELL SOHO 22" 2-DRAWER FILE CABINE		0.00	107.31	
016060	AMERICAN TRAFFIC BARRICADE & SAFETY COM		11/03/2022	Regular	0.00	151.98	332534
687	Invoice	11/03/2022	Traffic Signs		0.00	151.98	
011522	AQUA-TECH SERVICES		11/03/2022	Regular	0.00	315.00	332535
11484	Invoice	11/03/2022	WASTE WATER- BACKFLOW - TESTS		0.00	225.00	
11485	Invoice	11/03/2022	BACKFLOW TEST BUILDING AND GROUND		0.00	90.00	
011080	ARAMARK UNIFORM SERVICES INC		11/03/2022	Regular	0.00	154.83	332536
5020117849	Invoice	11/03/2022	MATS - 970 VENTURA ST.		0.00	62.87	
5020122486	Invoice	11/03/2022	182 S PALM AVE. - MATS		0.00	29.09	
5020122609	Invoice	11/03/2022	970 VENTURA ST. - MATS		0.00	62.87	
011368	ASWELL TROPHY		11/03/2022	Regular	0.00	21.85	332537
163331	Invoice	11/03/2022	5"X7" BLACK MARBLE PLAQUE - SILVER F		0.00	21.85	
011738	AT&T CALNET 3		11/03/2022	Regular	0.00	503.84	332538
000018956120	Invoice	11/03/2022	9/20/2022 - 10/19/2022 PHONE SERVICE		0.00	503.84	
011374	B & R SUPPLY, INC		11/03/2022	Regular	0.00	153.10	332539
1900979329	Invoice	11/03/2022	HEX TAMPER RESISTANT, SHANK IMPACT		0.00	153.10	
015318	BADGER METER		11/03/2022	Regular	0.00	6,659.71	332540
1534450	Invoice	11/03/2022	Sales Quote No. 3391427		0.00	2,174.91	
1535172	Invoice	11/03/2022	Sales Quote No. 3390831		0.00	4,484.80	
015218	BARAJAS, DAVID		11/03/2022	Regular	0.00	790.00	332541
1349	Invoice	11/03/2022	INSTALLATION OF 110V OUTLET FOR TV, U		0.00	790.00	
016117	BARRANCO, PABLO		11/03/2022	Regular	0.00	1,150.00	332542

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
#FTT39	Invoice	11/03/2022	805 Paint Pros	0.00	1,150.00	
014680	BEST BEST & KRIEGER LLP	11/03/2022	Regular	0.00	25,415.80	332543
SEPTEMBER 2022	Invoice	11/03/2022	PROFESSIONAL SERVICES	0.00	25,415.80	
011116	BOYS & GIRLS CLUB OF SANTA CLARA VALLEY	11/03/2022	Regular	0.00	42,500.00	332544
LOCAL GRANT PR	Invoice	11/03/2022	Boys & Girls Club of Santa Clara Valley	0.00	42,500.00	
011464	BUSINESS CARD	11/03/2022	Regular	0.00	16,877.28	332545
OCTOBER 2022	Invoice	11/03/2022	VARIOUS CREDIT CARD PURCHASES	0.00	16,877.28	
013751	BYRUM, JOSEPH	11/03/2022	Regular	0.00	162.30	332546
SHIRTS 10/18/22	Invoice	11/03/2022	REIMBURSE FOR 5 ORANGE SHORT SLV. S	0.00	162.30	
012318	CALIFORNIA BUILDING STANDARDS COMMISSI	11/03/2022	Regular	0.00	190.80	332547
JULY - SEP 2022	Invoice	11/03/2022	QTRLY BRF FEES, 10% LOCAL GOVT. RETAI	0.00	190.80	
012170	CALIFORNIA ELECTRIC SUPPLY-VENTURA	11/03/2022	Regular	0.00	342.07	332548
8997-1040212	Invoice	11/03/2022	12W FLD-LT FX, SWIVEL MOUNT 105-305	0.00	342.07	
015593	CANNON CORPORATION	11/03/2022	Regular	0.00	8,077.50	332549
81740	Invoice	11/03/2022	PSA FOR SCADA PROGRAMMING & MAIN	0.00	8,077.50	
011089	CAROLLO ENGINEERS	11/03/2022	Regular	0.00	3,953.00	332550
FB28878	Invoice	11/03/2022	PSA- MAINTSTAR IMPLEMENTATION	0.00	3,953.00	
015999	CHARTER COMMUNICATIONS HOLDING, LLC	11/03/2022	Regular	0.00	70.34	332551
0304065101522	Invoice	11/03/2022	970 E. VENTURA ST. 10/15/22 - 11/14/20	0.00	5.35	
0469363102322	Invoice	11/03/2022	431 N 13TH ST 10/23/22 - 11/22/2022	0.00	64.99	
016119	CHICAGO TITLE COMPANY	11/03/2022	Regular	0.00	400.00	332552
132201267-1	Invoice	11/03/2022	PRELIMINARY TITLE REPORT-APN038-0-06	0.00	400.00	
011073	CLARK II CORPORATION, J. E.	11/03/2022	Regular	0.00	20,224.02	332553
CFSI-33230	Invoice	11/03/2022	10/1-13/2022 FUEL CHARGES	0.00	8,771.58	
CFSI-34760	Invoice	11/03/2022	FUEL CHARGES 10/14-30/2022	0.00	11,452.44	
011075	CLARK, KENNETH	11/03/2022	Regular	0.00	192.40	332554
PERDIEM11/15-1	Invoice	11/03/2022	IA PRO ANNUAL TRAINING CONF., ANAHEI	0.00	192.40	
011149	COSTCO WHOLESALE	11/03/2022	Regular	0.00	958.00	332555
04889	Invoice	11/03/2022	SR CENTER SNACKS FOR HALLOWEEN GO	0.00	150.78	
04891	Invoice	11/03/2022	48' STRING LT (10)	0.00	546.14	
04892	Invoice	11/03/2022	YOUTH CENTER SNACKS, HALLOWEEN CA	0.00	261.08	
011148	COUNTY OF VENTURA	11/03/2022	Regular	0.00	167.67	332556
R108 NOV 2022	Invoice	11/03/2022	SO MTN EAST RENT AND ROAD ACCESS FE	0.00	167.67	
011164	CRANE PRINTING	11/03/2022	Regular	0.00	119.08	332557
23386	Invoice	11/03/2022	MARIACHI TICKETS 2019, POSTERS	0.00	119.08	
012191	DATAPROSE, LLC	11/03/2022	Regular	0.00	4,781.16	332558
DP2203649	Invoice	11/03/2022	UTILITY STATEMENTS SERVICES 9/1 - 30/2	0.00	4,781.16	
011811	DE LAGE LANDEN	11/03/2022	Regular	0.00	245.77	332559
77818296	Invoice	11/03/2022	180 S PALM AVE. - 10/1-31/2022	0.00	245.77	
011205	DEPARTMENT OF CONSERVATION	11/03/2022	Regular	0.00	513.50	332560
2022 JULY-SEPT	Invoice	11/03/2022	QTRLY SEISMIC FEES, LESS 5% SEISMIC ED	0.00	513.50	
012948	DIAL SECURITY 2021	11/03/2022	Regular	0.00	44.40	332561
437406	Invoice	11/03/2022	ALARM SYSTEM MONITORING 11/1-30/2	0.00	44.40	
016118	DOMINO'S PIZZA	11/03/2022	Regular	0.00	3.00	332562
REQ#12469	Invoice	11/03/2022	SG1800278/4,11,13	0.00	3.00	
010395	FAMCON PIPE & SUPPLY, INC.	11/03/2022	Regular	0.00	1,682.88	332563

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
S100080915.002	Invoice	11/03/2022	NSC4434NL 1"X3/4" FORD C44-34-NL	0.00	411.84	
S100082797.001	Invoice	11/03/2022	KV43444WNL ANG. STOP CTS	0.00	913.77	
S100089824.001	Invoice	11/03/2022	BC075D COUPLING, BRASS 3/4NL, DOMES	0.00	357.27	
010405	FERGUSON ENTERPRISES INC #1350	11/03/2022	Regular	0.00	229.71	332564
1892531	Invoice	11/03/2022	10-17 BASIN WRCH 1019, EVERFLUX WTR	0.00	229.71	
014348	FERRIS, SABRINA ZAN	11/03/2022	Regular	0.00	702.00	332565
2022 OCTOBER	Invoice	11/03/2022	CHAIR YOGA, MAT YOGA INSTRUCTOR	0.00	702.00	
010440	FGL ENVIRONMENTAL, INC	11/03/2022	Regular	0.00	11,710.50	332566
212186A	Invoice	11/03/2022	LTB SERIES 15 TUBE ENTEROLERT	0.00	4,725.00	
212609A	Invoice	11/03/2022	COLIFORM - LTB SERIES 35 TUBE, METALS	0.00	2,897.50	
212808A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	240.00	
212866A	Invoice	11/03/2022	EPA 551.1, EPA 552.2	0.00	465.00	
213043A	Invoice	11/03/2022	COLIFORM - QUANTI TRAY 100, METALS, T	0.00	457.00	
213229A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	264.00	
213901A	Invoice	11/03/2022	METALS TOTAL CU PB	0.00	432.00	
214199A	Invoice	11/03/2022	LTB SERIES 15 TUBE, MATERIALS/DISPOSA	0.00	33.00	
215138A	Invoice	11/03/2022	MATERIALS/DISPOSAL	0.00	3.00	
215229A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	177.00	
215230A	Invoice	11/03/2022	METALS, TOTAL - SAR	0.00	101.00	
215264A	Invoice	11/03/2022	WET CHEMISTRY N ORGANIC NH3-N	0.00	65.00	
215308A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215369A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215370A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215381A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215439A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	177.00	
215441A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	243.00	
215530A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	27.00	
215611A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215671A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215708A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215748A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
215773A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
216012A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	267.00	
216147A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
216203A	Invoice	11/03/2022	LTB SERIES 15 TUBE	0.00	33.00	
216204A	Invoice	11/03/2022	LTB SERIES 15 TUBE, MATERIALS/DISPOSA	0.00	33.00	
216214A	Invoice	11/03/2022	LTB SERIES 15 TUBE, MATERIALS/DISPOSA	0.00	33.00	
216217A	Invoice	11/03/2022	COLIFORM-COLILERT-P/A	0.00	399.00	
216278A	Invoice	11/03/2022	COLIFORM - COLILERT P/A	0.00	243.00	
216287A	Invoice	11/03/2022	LTB SERIES 15 TUBE, MATERIALS/DISPOSA	0.00	33.00	
216393A	Invoice	11/03/2022	LTB SERIES 15 TUBE, MATERIALS/DISPOSA	0.00	33.00	
	Void	11/03/2022	Regular	0.00	0.00	332567
015835	FLORES, ELIXEO	11/03/2022	Regular	0.00	55.25	332568
2022 OCTOBER	Invoice	11/03/2022	ZUMBA INSTRUCTOR	0.00	55.25	
010425	FOOTHILL ELECTRIC COMPANY	11/03/2022	Regular	0.00	601.57	332569
17331	Invoice	11/03/2022	REPLACED LAMP, STREET LAMP, LABOR	0.00	403.74	
17332	Invoice	11/03/2022	INSTALLED RELAYS, LABOR	0.00	197.83	
010432	FRANK'S PAINT & HARDWARE	11/03/2022	Regular	0.00	340.54	332570
369394	Invoice	11/03/2022	ZYNOLYTE SPEED E NAMEL	0.00	29.71	
369400	Invoice	11/03/2022	8210 EXTENDED USE RESPI N95	0.00	28.90	
369401	Invoice	11/03/2022	SPRAY PAINTER TOUCH 2X SATIN S,H , NE	0.00	36.64	
369450	Invoice	11/03/2022	E95BP8H MAX ALKALINE D 8PK, AAA ALK	0.00	56.98	
369464	Invoice	11/03/2022	NUTS & BOLTS A PACKAGE, K PACKAGE	0.00	8.21	
369644	Invoice	11/03/2022	CL12 CALCIUM LIME RUST REMOVER, WI	0.00	14.33	
369649	Invoice	11/03/2022	DIAGONAL CUT PLIER 7"	0.00	9.73	
369651	Invoice	11/03/2022	NUTS & BOLTS, NO 7 BRIGHT 118 DEGREE	0.00	14.27	

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
369657	Invoice	11/03/2022	NUTS & BOLTS, SEALANT CLE	0.00	11.01	
369672	Invoice	11/03/2022	PAINT SHIELD, 3" ALLWAY BENT BLADE CH	0.00	118.72	
369694	Invoice	11/03/2022	T7670429 WIRE ROPE CLIP 3/16"	0.00	12.04	
010441	FRUIT GROWERS SUPPLY CO	11/03/2022	Regular	0.00	271.59	332571
92338690	Invoice	11/03/2022	NIPPLE PVC SCH80, ADAPTER QUICK PP M	0.00	81.06	
92338726	Invoice	11/03/2022	CAN FUEL PLASTIC 5 GAL FLO N GO	0.00	31.49	
92339133	Invoice	11/03/2022	BROOM PUSH QUICKIE SOFT SWEEP 24" S	0.00	45.98	
92339312	Invoice	11/03/2022	GLOVE DRIVER PREM GRAIN W/BUCKLE S	0.00	25.27	
92339856	Invoice	11/03/2022	DUNLOP THIGH WADER STEEL TOE	0.00	87.79	
015980	GANDARA, KATHY M.	11/03/2022	Regular	0.00	7,429.01	332572
#432	Invoice	11/03/2022	Legal Services - October 2022	0.00	7,429.01	
015222	GOODSUITE	11/03/2022	Regular	0.00	1,618.55	332573
INV166157	Invoice	11/03/2022	BILLING PERIOD 9/18/22 - 10/17/22	0.00	1,618.55	
014369	GSI WATER SOLUTIONS, INC.	11/03/2022	Regular	0.00	9,069.63	332574
00694.010 - 2	Invoice	11/03/2022	FY 22-23 GROUND WATER MONITORING	0.00	9,069.63	
014686	HASA, INC.	11/03/2022	Regular	0.00	9,275.55	332575
840125	Invoice	11/03/2022	80 MULTI CHLOR BULK MINI	0.00	209.27	
840126	Invoice	11/03/2022	600 ,ULTI CHLOR, BULK MINI	0.00	1,569.51	
840127	Invoice	11/03/2022	120 MULTI CHLOR BULK MINI - 1 CARGO T	0.00	313.90	
840129	Invoice	11/03/2022	524 MULTI CHLOR 1 GAL BULK MINI	0.00	1,370.20	
855637	Invoice	11/03/2022	MULTI CHLOR, BULK, MINI	0.00	1,917.58	
855638	Invoice	11/03/2022	MULTI CHLOR 1300, BULK, MINI	0.00	3,895.09	
010527	HDL COREN & CONE	11/03/2022	Regular	0.00	3,037.50	332576
SIN022378	Invoice	11/03/2022	PROPERTY TAX CONTRACT SERVICES FY 22	0.00	3,037.50	
014826	HERNANDEZ, LIZ	11/03/2022	Regular	0.00	195.00	332577
2022 OCTOBER	Invoice	11/03/2022	FOLKLORICO-BEGINNER, ADVANCED INST	0.00	195.00	
014988	INFRASCALE INC.	11/03/2022	Regular	0.00	1,590.92	332578
INV00744517	Invoice	11/03/2022	IBDR CLOUD STORAGE 10/31/22 - 11/29/	0.00	1,590.92	
011796	LANDS' END BUSINESS OUTFITTERS	11/03/2022	Regular	0.00	55.64	332579
SIN10619968	Invoice	11/03/2022	MT LS SUPIMA PCKT POLO	0.00	55.64	
013544	LARRY WALKER ASSOCIATES, INC.	11/03/2022	Regular	0.00	870.00	332580
00506.12-2	Invoice	11/03/2022	PSA Year 1 - FY 22/23	0.00	870.00	
015923	LATSHAW, JULIE	11/03/2022	Regular	0.00	40.00	332581
2/10/22 NOTARY	Invoice	11/02/2022	REIMBURSE FOR SECRETARY OF STATE EX	0.00	40.00	
010061	LOWE'S	11/03/2022	Regular	0.00	842.18	332582
902353	Invoice	11/03/2022	HARDSCAPE ADHESIVE 4-PK	0.00	25.59	
905758	Invoice	11/03/2022	LNK 1-3/4-IN ARBORED HOLE, BUCKET UN	0.00	71.39	
961135	Invoice	11/03/2022	HIS 140C SS BI SZ BEVERAG, MICROWAVE	0.00	745.20	
016090	LUCY PET PRODUCTS, LLC	11/03/2022	Regular	0.00	205.92	332583
44516	Invoice	11/03/2022	TACTICAL FUEL CHICKEN, BROWN RICE, O	0.00	205.92	
015633	M6 CONSULTING, INC.	11/03/2022	Regular	0.00	77,310.64	332584
2316	Invoice	11/03/2022	ENCROACHMENT PERMIT SERVICES	0.00	30,541.26	
2318	Invoice	11/03/2022	LAND DEVELOPMENT REVIEW 112 PROJE	0.00	3,525.00	
2319	Invoice	11/03/2022	LAND DEVELOPMENT REVIEW	0.00	5,475.00	
2320	Invoice	11/03/2022	ENTITLEMENT REVIEW	0.00	750.00	
2321	Invoice	11/03/2022	LAND DEVELOPMENT INSPECTION	0.00	7,925.00	
2359	Invoice	11/03/2022	ENCROACHMENT PERMIT SERVICES	0.00	16,144.38	
2360	Invoice	11/03/2022	LAND DEVELOPMENT INSPECTION	0.00	3,125.00	
2361	Invoice	11/03/2022	LAND DEVELOPMENT REVIEW 112 PROJE	0.00	4,575.00	
2362	Invoice	11/03/2022	LAND DEVELOPMENT REVIEW	0.00	675.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2363	Invoice	11/03/2022	ENTITLEMENT REVIEW	0.00	4,575.00	
010079	MADISON, CODY	11/03/2022	Regular	0.00	192.40	332585
PERDIEM 11/15-1	Invoice	11/03/2022	IA PRO ANNUAL TRAINING CONF., ANAHEI	0.00	192.40	
010129	MASAHISA, OTAGIRI	11/03/2022	Regular	0.00	52.26	332586
52057	Invoice	11/03/2022	KWIK LOADER HEAD, LINZ 130	0.00	52.26	
014040	MAUREEN KANE & ASSOCIATES, INC	11/03/2022	Regular	0.00	1,500.00	332587
3/14-17/2023	Invoice	11/03/2022	TECHNICAL TRAINING FOR CLERKS "SERIE	0.00	1,500.00	
014436	MINER'S ACE HARDWARE	11/03/2022	Regular	0.00	1,102.07	332588
25554	Invoice	11/03/2022	FASTENERS	0.00	10.35	
26267	Invoice	11/03/2022	5/16" X 2-3/4" SQ WIRE LOCK, RND WIRE	0.00	15.88	
26550	Invoice	11/03/2022	CLEANR ELECTRONIC QD11OZ, SPRAYR H	0.00	56.89	
26635	Invoice	11/03/2022	THREAD SEAL TPE 1/2X260", CEMENT PV	0.00	20.30	
27209	Invoice	11/03/2022	TRB DIAMND SAW BLDE 4"	0.00	21.64	
27213	Invoice	11/03/2022	CHISEL MASON'S 1-3/4", DREMEL DIAMO	0.00	30.29	
27221	Invoice	11/03/2022	DREMEL DIAMONDGRIT PAPER, TRB DIA	0.00	67.08	
27228	Invoice	11/03/2022	CAP ABS DWV 3", PIPE ABS DWV 3"X10' F	0.00	133.08	
27238	Invoice	11/03/2022	RECIP BRUSHED SAW KIT 12V, PLSTC BUC	0.00	177.49	
27239	Invoice	11/03/2022	CAULK BGSTRCH BRN, CONSTR ADHESIV	0.00	72.46	
27241	Invoice	11/03/2022	SHARKBITE CAP 3/4" LF, COUPL 3/4" PUS	0.00	28.12	
27243	Invoice	11/03/2022	NOZZLE ADJ CHROME	0.00	12.98	
27245	Invoice	11/03/2022	BUCKET LID PLST WH 12", CORD COVERKI	0.00	74.19	
27263	Invoice	11/03/2022	SHEATH FOR PRUNER	0.00	97.36	
27271	Invoice	11/03/2022	WRENCH TAP 0-1/4"IRWIN, MAXFIT PIVO	0.00	45.42	
27285	Invoice	11/03/2022	KEYS	0.00	21.60	
27295	Invoice	11/03/2022	SHOP TOWELS CTN RED 12PK, TROWEL C	0.00	37.84	
27298	Invoice	11/03/2022	STAPLECOXL GRY7/16" CD15	0.00	10.75	
27314	Invoice	11/03/2022	RING HITCH W/PLATE, LINK CHAIN QUICK,	0.00	114.72	
27317	Invoice	11/03/2022	HSE MEND 5/8" ML BRSS	0.00	5.40	
27343	Invoice	11/03/2022	ADAPTR GROUND VINYL GRAY, INDOOR 7	0.00	21.20	
27369	Invoice	11/03/2022	PLSTC BUCKET 5G WHT ACE	0.00	7.57	
27370	Invoice	11/03/2022	NETWORK CABLE CAT5E 7, HEX KEY SET L	0.00	19.46	
016052	NATURAL GREEN LANDSCAPE, INC.	11/03/2022	Regular	0.00	1,200.00	332589
20099	Invoice	11/03/2022	IRRIGATION SERVICES - HARDING PARK	0.00	1,200.00	
015721	NHA ADVISORS	11/03/2022	Regular	0.00	1,125.00	332590
#00809	Invoice	11/03/2022	SP 2022-23 CONSULTING SERVICES	0.00	1,125.00	
013872	NICKS POOL AND SPA SERVICE	11/03/2022	Regular	0.00	295.54	332591
22131001	Invoice	11/03/2022	GRANITE BALL FOUNTAIN	0.00	295.54	
010543	O'CONNOR PEST CONTROL	11/03/2022	Regular	0.00	511.00	332592
20499963	Invoice	11/03/2022	530 W MAIN ST - GENERAL PESTS SRVS.	0.00	51.00	
20500066	Invoice	11/03/2022	214 S TENTH ST. - GENERAL PESTS SRVS.	0.00	45.00	
20500068	Invoice	11/03/2022	970 E VENTURA ST. - GENERAL PESTS SRV	0.00	45.00	
20500069	Invoice	11/03/2022	431 NORTH 13TH ST. GENERAL PESTS SRV	0.00	45.00	
20500070	Invoice	11/03/2022	200 SO. TENTH ST. GENERAL PESTS SRVS.	0.00	45.00	
20500655	Invoice	11/03/2022	214 S. 10TH ST - MICE,RATS	0.00	20.00	
20500889	Invoice	11/03/2022	903 CORPORATION ST. - MICE, RATS	0.00	50.00	
20500902	Invoice	11/03/2022	735 E SANTA BARBARA, - MICE RATS	0.00	50.00	
20500976	Invoice	11/03/2022	200 N. 10TH ST. - MICE, RATS	0.00	50.00	
20501358	Invoice	11/03/2022	970 E VENTURA ST. - MICE, RATS	0.00	60.00	
20501530	Invoice	11/03/2022	530 WEST MAIN. - MICE, RATS	0.00	50.00	
015335	PAVEMENT COATING CO.	11/03/2022	Regular	0.00	203.34	332593
CCusl001617	Invoice	11/03/2022	SS-1H 23.70 GL	0.00	127.09	
CCusl001627	Invoice	11/03/2022	SS-1H, 14.22 GL 5.0	0.00	76.25	
014663	PHOENIX CIVIL ENGINEERING, INC.	11/03/2022	Regular	0.00	16,531.63	332594

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22237	Invoice	11/03/2022	Task Order #4	0.00	700.00	
22239	Invoice	11/03/2022	HARVARD BLVD. WATER AND SEWER PIPE	0.00	11,666.25	
22265	Invoice	11/03/2022	PSA FOR ELECTRICAL ENGINEERING SVCS	0.00	1,145.38	
22266	Invoice	11/03/2022	TASK ORDER #1	0.00	1,970.00	
22267	Invoice	11/03/2022	TASK ORDER #2	0.00	1,050.00	
013730	QUADIENT LEASING USA, INC.	11/03/2022	Regular	0.00	1,198.50	332595
N9644119	Invoice	11/03/2022	COVERAGE PERIOD 11/24/2 - 2/23/23	0.00	1,198.50	
014934	RAMIREZ, JOSHUA	11/03/2022	Regular	0.00	1,131.00	332596
2022 OCTOBER	Invoice	11/03/2022	TAE KWON DO-BEGINNERS, INTERMEDIAT	0.00	1,131.00	
010326	RED WING SHOE STORE	11/03/2022	Regular	0.00	437.56	332597
131-1-243517	Invoice	11/03/2022	SAFETY BOOTS - ENRIQUE MONTES	0.00	218.78	
131-2-94293	Invoice	11/03/2022	SAFETY BOOTS - PAT PARRISH	0.00	218.78	
016115	ROJAS, MARIO	11/03/2022	Regular	0.00	250.00	332598
0173519	Invoice	11/03/2022	10/6/22 SERVICES FOR VIRTUAL COMMU	0.00	250.00	
015853	SANTA PAULA COMMUNITY FUND	11/03/2022	Regular	0.00	2,000.00	332599
LABOR DAY PARA	Invoice	11/03/2022	SPONSORSHIP PROGRAM FUNDS: LDP 9/5	0.00	2,000.00	
012332	SANTA PAULA SUPER STORE	11/03/2022	Regular	0.00	291.75	332600
04890	Invoice	11/03/2022	CANDY FOR HALLOWEEN CARNIVAL	0.00	291.75	
011390	SAN BERNARDINO SHERIFF'S DEPARTMENT-EV	11/03/2022	Regular	0.00	300.00	332601
EVC54666	Invoice	11/03/2022	DRIVING 4 HR (psp) S.G., R.P., D.V.	0.00	300.00	
014458	SHAH, KRISTEN MARIE	11/03/2022	Regular	0.00	523.25	332602
2022 OCTOBER	Invoice	11/03/2022	PRESCHOOL INSTRUCTOR	0.00	523.25	
010785	SMART & FINAL	11/03/2022	Regular	0.00	496.95	332603
28	Invoice	11/03/2022	HALLOWEEN LUNCHEON, HDM AND CON	0.00	219.13	
29	Invoice	11/03/2022	FACE 3 COMPARTMENT , FOAM COMPART	0.00	132.39	
292	Invoice	11/03/2022	SUPPLIES FOR YOUTH CENTER	0.00	23.99	
30	Invoice	11/03/2022	SUPPLIES FOR YOUTH CENTER	0.00	121.44	
010795	SOUTHERN CALIFORNIA EDISON	11/03/2022	Regular	0.00	98,035.33	332604
2022 SEPT - OCT	Invoice	11/03/2022	MONTHLY UTILITY CHARGES	0.00	96,862.91	
9/19/22 - 10/25/	Invoice	11/03/2022	MONTHLY UTILITY CHARGES	0.00	1,172.42	
011144	STAPLES ADVANTAGE	11/03/2022	Regular	0.00	674.45	332605
3519097102	Invoice	11/03/2022	SHARPIE S-GEL, BRIGHTS 8.5X11 BLUE, PO	0.00	214.82	
3519838274	Invoice	11/03/2022	POST ITS, BROTHER TZE 121 9MM BLK ON	0.00	104.72	
3519909574	Invoice	11/03/2022	PAPER COPY 20# LETTER BLUE 500	0.00	61.88	
3520229804	Invoice	11/03/2022	TR CLAW STAPLE REMOVER, DISC CDR 52	0.00	205.38	
3520433270	Invoice	11/03/2022	STAPLES JMB PPR CLP 1000CT, CLIP, #1 GE	0.00	25.43	
3520578245	Invoice	11/03/2022	24X18 STND MGNTC WHTBRD ALUM, EN	0.00	62.22	
011871	SUNBELT RENTALS, INC.	11/03/2022	Regular	0.00	901.67	332606
130091942-0001	Invoice	11/03/2022	RENT 30' ART ELEC MANLIFT NARROW RO	0.00	1,396.68	
130091942-0002	Credit Memo	11/03/2022	RENT 30' ART ELEC MANLIFT NARROW RO	0.00	-495.01	
015728	THE COUNSELING TEAM INTERNATIONAL	11/03/2022	Regular	0.00	2,000.00	332607
83729	Invoice	11/03/2022	SEPT 2022 EMPLOYEE SUPPORT SRVS.	0.00	2,000.00	
012070	TRAFFIC TECHNOLOGIES	11/03/2022	Regular	0.00	564.27	332608
42249	Invoice	11/03/2022	18"X24" .063 ALUM HIGH INTENSITY BLA	0.00	340.31	
42288	Invoice	11/03/2022	VEST C2100 ORANGE REGL VEST W/ BACK	0.00	57.90	
42306	Invoice	11/03/2022	5 RED 1 GALLON RED	0.00	166.06	
015505	TRIEPEI, SMITH AND ASSOCIATES, INC.	11/03/2022	Regular	0.00	3,400.00	332609
8891	Invoice	11/03/2022	PSA- 01/01/2022	0.00	3,400.00	
015818	URM TECHNOLOGIES, INC.	11/03/2022	Regular	0.00	68.55	332610

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76923	Invoice	11/03/2022	530 W MAIN ST - LARGE CONSOLE (TIP)	0.00	68.55	
010903	USA BLUE BOOK	11/03/2022	Regular	0.00	1,006.10	332611
053154	Invoice	11/03/2022	PRESSURE RELIEF VALVE PVC, BLACK POLY	0.00	384.13	
108973	Invoice	11/03/2022	HACH FREE CHLORINE SWIFTEST, HACH S	0.00	223.45	
143585	Invoice	11/03/2022	GRUNDFOS FOOT VALVE, USABB PH BUFF	0.00	398.52	
013736	V.C.T.C.	11/03/2022	Regular	0.00	181.00	332612
SEPTEMBER 2022	Invoice	11/03/2022	SEPTEMBER 2022 BUS SALES	0.00	181.00	
010929	VENTURA , COUNTY OF	11/03/2022	Regular	0.00	2,925.00	332613
JULY-SEP 2022	Invoice	11/03/2022	QTRLY FLOOD CONTROL FEES,LESS ADMIN	0.00	2,925.00	
010938	VENTURA COUNTY SHERIFF'S OFFICE	11/03/2022	Regular	0.00	3,405.00	332614
22-18086	Invoice	11/03/2022	SO HI-TECH TASK FORCE	0.00	3,405.00	
012232	VENTURA, COUNTY OF	11/03/2022	Regular	0.00	5,270.00	332615
2022 JULY - SEPT	Invoice	11/01/2022	QTRLY VC TRAFFIC IMPACT MITIGATION F	0.00	5,270.00	
015870	VERITONE, INC.	11/03/2022	Regular	0.00	2,600.00	332616
205001	Invoice	11/03/2022	CONTACT APPLICATION 11/1/22 - 10/31/2	0.00	2,600.00	
010975	VRSD	11/03/2022	Regular	0.00	237,025.15	332617
2022 SEPT WRF O	Invoice	11/03/2022	WRF O&M SERVICES FY 22/23	0.00	125,126.91	
2022 SEPTEMBER	Invoice	11/03/2022	WASTEWATER COLLECTIONS FY 22/23	0.00	111,898.24	
010978	VULCAN MATERIALS COMPANY	11/03/2022	Regular	0.00	202.61	332618
73451466	Invoice	11/03/2022	203 3C3 PG64-10	0.00	202.61	
013550	WHITE CAP, L.P.	11/03/2022	Regular	0.00	83.63	332619
50019828206	Invoice	11/01/2022	PUSH BUTTON TO CLEVIS ADAPTOR KRAF	0.00	83.63	
011010	WILLDAN FINANCIAL SERVICES	11/03/2022	Regular	0.00	1,804.00	332620
010-52685	Invoice	11/03/2022	PROF SERVICES RENDERED THROUGH 9/3	0.00	1,804.00	
013843	YOUNG, DUNCAN	11/03/2022	Regular	0.00	1,092.00	332621
OCTOBER 2022	Invoice	11/03/2022	GYMNASTICS INSTRUCTOR	0.00	1,092.00	
016035	APEX GENERAL CONTRACTORS, INC	11/10/2022	Regular	0.00	226,825.69	332636
2157 - 06	Invoice	11/10/2022	SERVICES COMPLETED THROUGH AUGUS	0.00	100,931.22	
2157-07	Invoice	11/10/2022	SERVICES COMPLETED THROUGH SEPTEM	0.00	125,894.47	
012826	AAA PROPANE SERVICE, INC.	11/17/2022	Regular	0.00	179.40	332637
1119779	Invoice	11/17/2022	214 S 10TH ST.- PROPANE 55 GALLONS	0.00	179.40	
010774	ADAMSON POLICE PRODUCTS	11/17/2022	Regular	0.00	1,252.45	332638
INV387006	Invoice	11/17/2022	#469 - SIDE REAR WINDOW BARRIER VS S	0.00	1,252.45	
015428	ALL STAR ELITE SPORTS	11/17/2022	Regular	0.00	52.87	332639
2970	Invoice	11/17/2022	YOUTH/ADULT JERSEYS W/ TBALL LOGO A	0.00	30.71	
2982	Invoice	11/17/2022	JERSEYS YOUTH/ADULT, TBALL LOGO W/N	0.00	22.16	
011513	ALVAREZ, LORENA	11/17/2022	Regular	0.00	234.75	332640
REIMB 10/31/20	Invoice	11/17/2022	SALAD, PLATES, NAPKINS, FORKS, DRINKS	0.00	234.75	
015498	AMAZON CAPITAL SERVICES	11/17/2022	Regular	0.00	1,270.46	332641
1131-LKRC-NCJ3	Invoice	11/17/2022	KLIC-7006 LB-012 BATTERY COMPATIBLE	0.00	15.83	
14GD-TQ9F-PNM	Invoice	11/17/2022	KLIC-7006 LB-012 BATTERY COMPATIBLE F	0.00	33.11	
16JW-YF4F-LX7Z	Invoice	11/17/2022	DELL P SERIES 23-INCH SCREEN LED LIT M	0.00	354.24	
1DCX-RJ7Y-H9TF	Invoice	11/17/2022	SIRIO PROFESSIONAL OMBNI SPO 380-2 3	0.00	547.76	
1F4J-W7R1-C6NN	Invoice	11/17/2022	WESTERN DIGITAL 2TB WD BLUE 3D NAN	0.00	167.92	
1LDG-FPT4-C7CD	Invoice	11/17/2022	TP-LINK POE INJECTOR , ADAPTOR 48V DC	0.00	75.70	
1N47-P44Y-3GKY	Invoice	11/17/2022	TP-LINK POE INJECTOR 48V DC PASSIVE P	0.00	75.90	
011080	ARAMARK UNIFORM SERVICES INC	11/17/2022	Regular	0.00	345.03	332642
5020106946	Invoice	11/17/2022	903 CORPORATION ST. - MATS	0.00	64.44	

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5020122739	Invoice	11/17/2022	903 CORPORATION ST. - MATS, RAGS	0.00	64.44	
5020127250	Invoice	11/17/2022	182 S. PALM AVE. MATS	0.00	29.09	
5020127540	Invoice	11/17/2022	903 CORPORATION ST. - MATS, RAGS	0.00	64.44	
5020132220	Invoice	11/17/2022	182 S. PALM AVE - MATS	0.00	29.09	
5020137759	Invoice	11/17/2022	182 S. PALM AVE. - MATS	0.00	29.09	
5020138269	Invoice	11/17/2022	903 CORPORATION ST - MATS, RAGS	0.00	64.44	
011532	ARREOLA, RAQUEL	11/17/2022	Regular	0.00	185.00	332643
PERDIEM 11/1-3/	Invoice	11/17/2022	CALPERS EDUCATIONAL, ANAHEIM, CA.	0.00	185.00	
011354	AT&T MOBILITY	11/17/2022	Regular	0.00	4,147.77	332644
287299196399X1	Invoice	11/17/2022	10/3/2022 - 11/2/2022 PHONE SERVICES	0.00	4,147.77	
016121	AT&T MOBILITY NATIONAL ACCOUNTS, LLC	11/17/2022	Regular	0.00	375.00	332645
441300	Invoice	11/17/2022	CELL PHONE TRACKING SERVICES 9/3022-	0.00	375.00	
011374	B & R SUPPLY, INC	11/17/2022	Regular	0.00	821.37	332646
1900979546	Invoice	11/17/2022	REPLACEMENT JAWS FOR 1755, VISE, BC4	0.00	380.65	
1900979744	Invoice	11/17/2022	WIL 2908070, REPLACEMENT JAWS FOR 1	0.00	215.50	
1900979745	Invoice	11/17/2022	KATAPULT WIRE STRIPPER/CUTTER	0.00	33.45	
1900979951	Invoice	11/17/2022	WIL 2905200, LOCKNUT AND BOLT ASSY.	0.00	191.77	
015318	BADGER METER	11/17/2022	Regular	0.00	12,839.46	332647
1535757	Invoice	11/17/2022	Quotation No.: 3342026	0.00	10,054.26	
1537094	Invoice	11/17/2022	Sales Quote No. 3391427	0.00	2,485.20	
80109979	Invoice	11/17/2022	BADGER METER ITEM 68886-502	0.00	300.00	
016062	BANNER BANK	11/17/2022	Regular	0.00	124,446.97	332648
16060-RET	Invoice	11/17/2022	Retention-Sewer Pipeline&Water Replace	0.00	124,446.97	
015869	BARBOZA & ASSOCIATES, A LAW CORPORATIO	11/17/2022	Regular	0.00	16,582.50	332649
641-2-090222	Invoice	11/17/2022	August 2022 Services	0.00	16,582.50	
015877	BERMUDEZ POLYGRAPH	11/17/2022	Regular	0.00	600.00	332650
822	Invoice	11/17/2022	POLYGRAPH SERVICES 10/6,10/2022	0.00	600.00	
011211	BNY MELLON	11/17/2022	Regular	0.00	3,250.00	332651
252-2506399	Invoice	11/17/2022	FLT. TRSTEE FEE:PERIOD 10/22/22 - 10/21	0.00	1,500.00	
252-2506424	Invoice	11/17/2022	FLT. DSSMNTION. FEE,TRSTEE FEE. 10/22/	0.00	1,750.00	
011487	CA SOCIETY OF MUNICIPAL FINANCE OFFICERS	11/17/2022	Regular	0.00	100.00	332652
200015213	Invoice	11/17/2022	12.8.22 CHANNEL COUNTIES CHPTR MTG	0.00	50.00	
200015214	Invoice	11/17/2022	12.8.22 CHANNEL COUNTIES CHPTR MTG.	0.00	50.00	
015799	CALIFORNIA CONSULTING, INC.	11/17/2022	Regular	0.00	3,500.00	332653
5497	Invoice	11/17/2022	FY 22/23 Grant Writing Services PSA	0.00	3,500.00	
011068	CALIFORNIA DEPARTMENT OF TAX AND FEE AC	11/17/2022	Regular	0.00	2,384.86	332654
2022 JULY - SEPT.	Invoice	11/17/2022	QTRLY SALES TAX & USE TAX	0.00	2,384.86	
012170	CALIFORNIA ELECTRIC SUPPLY-VENTURA	11/17/2022	Regular	0.00	78.18	332655
8997-1041380	Invoice	11/17/2022	EL 4/LAMP T8 32W 120/277, PORT LEVER	0.00	78.18	
012679	CAL-STATE AUTO PARTS	11/17/2022	Regular	0.00	1,332.92	332656
421915	Credit Memo	11/17/2022	CORE CREDIT	0.00	-793.34	
726158	Invoice	09/08/2022	#221 - BATTERY ASM	0.00	420.32	
732976	Invoice	09/08/2022	#415 - MODULE KIT, F/TNK	0.00	261.58	
733533	Invoice	09/08/2022	#415 - CONNECTOR KIT WRG HARN, GASK	0.00	53.34	
738693	Invoice	09/08/2022	#296 - ROTOR ASY	0.00	173.18	
739410	Invoice	09/08/2022	#274 - SCREEN ASY, BATTERY ASM	0.00	144.96	
739536	Invoice	09/08/2022	#274 - MERCON SP QTS FLUID - TRANSMI	0.00	151.20	
756722	Invoice	11/17/2022	BATTERY ASM	0.00	120.09	
759133	Invoice	11/17/2022	BATTERY ASM	0.00	132.56	
759137	Invoice	11/17/2022	BATTERY, ASM	0.00	123.82	

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
759140	Invoice	11/17/2022	BATTERY ASM	0.00	137.55	
759142	Invoice	11/17/2022	BATTERY ASM	0.00	132.56	
759144	Invoice	11/17/2022	BATTERY ASM	0.00	137.55	
763175	Invoice	11/17/2022	BATTERY ASM	0.00	137.55	
015593	CANNON CORPORATION	11/17/2022	Regular	0.00	2,829.62	332657
82107	Invoice	11/17/2022	PSA FOR SCADA PROGRAMMING & MAIN	0.00	2,829.62	
013527	CARROT-TOP INDUSTRIES INC.	11/17/2022	Regular	0.00	1,119.90	332658
#INV109820	Invoice	11/17/2022	US CHAIN STITCH FLAG, POW-MIA DBLE SI	0.00	1,119.90	
015874	CHANDLER ASSET MANAGEMENT, INC.	11/17/2022	Regular	0.00	2,377.54	332659
2210SANTAPAU	Invoice	11/17/2022	INVESTMENT MGMNT SRVS. 10/1-31/202	0.00	2,377.54	
015999	CHARTER COMMUNICATIONS HOLDING, LLC	11/17/2022	Regular	0.00	1,541.67	332660
0093783110122	Invoice	11/17/2022	970 E VENTURA ST. 11/01/22 - 11/30/22	0.00	142.67	
0460685102722	Invoice	11/17/2022	970 E VENTURA ST. 10/27/22 - 11/26/22	0.00	1,399.00	
010418	CORELOGIC SOLUTIONS, LLC	11/17/2022	Regular	0.00	140.00	332661
82152890	Invoice	11/17/2022	MONTH OF OCTOBER 2022	0.00	140.00	
010961	COUNTY OF VENTURA	11/17/2022	Regular	0.00	4,613.95	332662
FY2022-23 - AP03	Invoice	11/17/2022	WTR RESOURCES AND ENGINEERING SRV	0.00	4,613.95	
014823	COUNTY OF VENTURA HUMAN SERVICES AGEN	11/17/2022	Regular	0.00	1,650.00	332663
SSP2022-1	Invoice	11/17/2022	10/1/22 - 9/30/23 HMIS LICENSES	0.00	1,650.00	
010932	COUNTY OF VENTURA IT SERVICES	11/17/2022	Regular	0.00	1,797.83	332664
INV0253373	Invoice	11/17/2022	RADIO COMMUNICATIONS ISF CHARGES #	0.00	874.43	
INV0253379	Invoice	11/17/2022	COUNTY GEOGRAPHICAL INFORMATION S	0.00	923.40	
011161	CRAGOE PEST SERVICES INC	11/17/2022	Regular	0.00	495.00	332665
217587	Invoice	11/17/2022	SP COMM CENTER - BURROWING RODEN	0.00	22.50	
217589	Invoice	11/17/2022	SP COMMUNITY CTR - BURROWING RODE	0.00	22.50	
217598	Invoice	11/17/2022	VETERAN'S PARK-BURROWING RODENT	0.00	40.00	
217601	Invoice	11/17/2022	SP CITY HALL COMPLEX - BURROWING RO	0.00	45.00	
217918	Invoice	11/17/2022	TEAGUE PARK, CRNR OF HARVARD-BURR	0.00	45.00	
217924	Invoice	11/17/2022	OBREGON PARK, - BURROWING RODENT	0.00	35.00	
217927	Invoice	11/17/2022	MILL PARK, SP BURROWING RODENT	0.00	40.00	
217977	Invoice	11/17/2022	EBELL PARK, 7TH & MAIN - BURROWING	0.00	35.00	
217988	Invoice	11/17/2022	LAS PIEDRAS PARK, N 13TH ST. BURROWI	0.00	40.00	
217991	Invoice	11/17/2022	MANOR RIDGE SLOPES, SP - BURROWING	0.00	55.00	
220989	Invoice	11/17/2022	HARDING PARK, HARVARD-BURROWING R	0.00	40.00	
220991	Invoice	11/17/2022	HARDING PARK, HARVARD - BURROWING	0.00	40.00	
220993	Invoice	11/17/2022	RECREATION PARK - BURROWING RODEN	0.00	35.00	
012191	DATAPROSE, LLC	11/17/2022	Regular	0.00	4,645.23	332666
DP2204758	Invoice	11/17/2022	BILLING PERIOD 10/1-31/2022	0.00	4,645.23	
011811	DE LAGE LANDEN	11/17/2022	Regular	0.00	238.35	332667
78122720	Invoice	11/17/2022	180 S PALM AVE. 11/1-30/22	0.00	238.35	
013975	DODOS DESIGN - GARCIA, DAVID	11/17/2022	Regular	0.00	126.62	332668
7297	Invoice	11/17/2022	ARTWORK FOR MILITARY BANNERS	0.00	60.62	
7308	Invoice	11/17/2022	SILK SCREENING - SHIRTS FOR NEW HIRES	0.00	66.00	
015438	ENCOMPASS CONSULTANT GROUP	11/17/2022	Regular	0.00	1,796.25	332669
04032	Invoice	11/17/2022	TASK ORDER #5	0.00	1,532.25	
04153	Invoice	11/17/2022	TASK ORDER #5	0.00	264.00	
010395	FAMCON PIPE & SUPPLY, INC.	11/17/2022	Regular	0.00	1,583.01	332670
S100080482.002	Invoice	11/17/2022	FORD, MIP CTS PACK JT. BALL CORP.	0.00	862.29	
S100080911.002	Invoice	11/17/2022	1"X3/4"X3/4" FORD, Y44-243-NL CTS PAC	0.00	720.72	
010440	FGL ENVIRONMENTAL, INC	11/17/2022	Regular	0.00	231.00	332671

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216542A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216569A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216570A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216582A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216759A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216910A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
216953A	Invoice	11/17/2022	LTB SERIES 15 TUBE	0.00	33.00	
010432	FRANK'S PAINT & HARDWARE	11/17/2022	Regular	0.00	847.74	332672
367174	Invoice	11/17/2022	KEYS	0.00	9.71	
369799	Invoice	11/17/2022	KEYS	0.00	4.33	
369814	Invoice	11/17/2022	LR369 1" LG OPEN S-HOOK ZINC, OPEN S	0.00	40.96	
369856	Invoice	11/17/2022	WH SENSOR MOTN REPL, LAMPHLDR COV	0.00	33.54	
369858	Credit Memo	11/17/2022	HZ-5316-WH SENSOR MOTN REPL, LAMP	0.00	-33.54	
369911	Invoice	11/17/2022	1-1/2 GALVANIZED PIPE, LABOR, COTTON	0.00	90.21	
369928	Invoice	11/17/2022	RUBBER-PALM WORK GLOVE LG, MEN NIT	0.00	11.13	
369992	Invoice	11/17/2022	WONDERSTONE INT SEMI WPB GAL, SPRIN	0.00	66.19	
369994	Invoice	11/17/2022	CONNECTOR DB LOW VOLTAGE, WIRE NU	0.00	21.53	
370010	Credit Memo	11/17/2022	CONNECTOR DB LOW VOLTAGE, WIRE CO	0.00	-8.04	
370054	Invoice	11/17/2022	K4021C PHOTO CONTROL MTG 15A, PT15	0.00	30.80	
370061	Invoice	11/17/2022	46-315 14"x17" CABLE TIE	0.00	18.39	
370092	Invoice	11/17/2022	ZYNOLYTE SPEED E NAMEL, SAND PAPER	0.00	14.49	
370107	Invoice	11/17/2022	MS SM GRAY QT, THINNER, MIXNMEASUR	0.00	54.27	
370151	Invoice	11/17/2022	SPRAY PAINTER TOUCH, ZYNOLYTE SPEED	0.00	41.07	
370158	Invoice	11/17/2022	243012 AIRLESS SPRAY GUN SG3	0.00	212.16	
370248	Invoice	11/17/2022	NUTS & BOLTS A-PACKAGE	0.00	8.61	
370249	Invoice	11/17/2022	WOOD 1X4X8	0.00	9.73	
370251	Invoice	11/17/2022	KEYS	0.00	12.99	
370257	Invoice	11/17/2022	CORNER BRACES, HEX SELF DRILL,NUTS&	0.00	19.96	
370286	Invoice	11/17/2022	WD-40 SILICONE 300012/300011	0.00	10.81	
370301	Invoice	11/17/2022	PURDY 4" JOINT KNIFE, 10" HYDE MAXX G	0.00	90.95	
370358	Invoice	11/17/2022	1" GAL CAP #2, 1IN ARCO BALL VALVE FUL	0.00	87.49	
014061	FRONTIER COMMUNICATIONS	11/17/2022	Regular	0.00	2,306.47	332673
10/28/22 - 11/27	Invoice	11/17/2022	MONTHLY PHONE CHARGES	0.00	2,306.47	
010441	FRUIT GROWERS SUPPLY CO	11/17/2022	Regular	0.00	1,040.36	332674
92334151	Invoice	11/17/2022	PEST ROUNDUP POWERMAX	0.00	392.93	
92334354	Invoice	11/17/2022	PEST ROUNDUP POWERMAX	0.00	392.93	
92340704	Invoice	11/17/2022	BOOT STEEL TOE PULSAR SIZE 12.0, GLOV	0.00	54.85	
92341677	Invoice	11/17/2022	BOX VALVE ROUND 10.00" GREEN	0.00	15.91	
92341952	Invoice	11/17/2022	GLOVE DRIVER GRAIN COWHIDE LRG	0.00	5.40	
92342373	Invoice	11/17/2022	COUPLER GLV 2.00"	0.00	46.44	
92342759	Invoice	11/17/2022	SHOVEL SCOOP CORONA #10 WD-HDL, R	0.00	131.90	
010797	GAS COMPANY, THE	11/17/2022	Regular	0.00	428.13	332675
10/3/22 - 11/3/2	Invoice	11/17/2022	MONTHLY UTILITY CHARGES	0.00	428.13	
014639	GOLD COAST ENVIRONMENTAL	11/17/2022	Regular	0.00	1,266.15	332676
13322	Invoice	11/17/2022	SERVICES ON 9/21/22	0.00	1,266.15	
013561	GOVERNMENTJOBS.COM, INC.	11/17/2022	Regular	0.00	5,289.90	332677
INV-23187	Invoice	11/17/2022	Onboard Subscription Fee 08.06.22 - 08.05	0.00	5,289.90	
012800	GRANITE CONSTRUCTION COMPANY	11/17/2022	Regular	0.00	245.07	332678
2355992	Invoice	11/17/2022	1/2" HMA FINE B	0.00	149.79	
2361468	Invoice	11/17/2022	1/2" HMA FINE B	0.00	95.28	
014427	HARRINGTON INDUSTRIAL PLASTICS	11/17/2022	Regular	0.00	7,103.15	332679
013C5392	Invoice	11/17/2022	2099 Valves Parts Misc.	0.00	7,103.15	
016123	HERNANDEZ, TIANA	11/17/2022	Regular	0.00	111.00	332680

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PERDIEM 10/3-7/	Invoice	11/17/2022	VCSO TRAINING CENTER, CAMARILLO	0.00	111.00	
016127	HOMELAND LANGUAGE SERVICES LLC	11/17/2022	Regular	0.00	282.62	332681
1787	Invoice	11/17/2022	INTERPRETING SERVICES 09/30/2022	0.00	282.62	
010537	HOUSE SANITARY SUPPLY	11/17/2022	Regular	0.00	1,551.46	332682
271662	Invoice	11/17/2022	DISP RTWL STERLING SELECT, DISP FOAM	0.00	1,551.46	
013711	INDEPENDENT ORDER OF ODD FELLOWS	11/17/2022	Regular	0.00	2,622.54	332683
DEC 2022	Invoice	11/17/2022	FY 22/23 RENT	0.00	2,622.54	
010574	INGLIS IMPORTS	11/17/2022	Regular	0.00	621.00	332684
IPH8006955	Invoice	11/17/2022	BOARDING SRVS FOR DOC - 11/7 - 13/202	0.00	414.00	
IPH8006985	Invoice	11/17/2022	BOARDING DOC 11/1-4/2022	0.00	207.00	
012750	JORDANO'S	11/17/2022	Regular	0.00	2,232.20	332685
6628216	Invoice	11/17/2022	CONTAINER PLASTIC, FOIL, FOAM	0.00	1,128.08	
6708204	Invoice	11/17/2022	CONTAINER FOIL 3 COMP, PLASTIC	0.00	199.31	
6708895	Invoice	11/17/2022	CONTAINER FOIL 3 COMP, CONTAINER PL	0.00	904.81	
010629	KIMBALL MIDWEST	11/17/2022	Regular	0.00	768.28	332686
100317605	Invoice	11/17/2022	MICRO 2 ADD A CIRCUIT, ROTO-KUT, PIGT	0.00	296.73	
100406164	Invoice	11/17/2022	SHOP SUPPLIES - SAW POUCH KITS	0.00	365.89	
100407470	Invoice	11/17/2022	MINI TUBING CUTTER, FLAVORED POW ST	0.00	105.66	
016095	LA CASA DE CERAMICA LLC	11/17/2022	Regular	0.00	2,500.00	332687
10/31/2022	Invoice	11/17/2022	CITY HALL CABINETS & INSTALLATION	0.00	2,500.00	
013544	LARRY WALKER ASSOCIATES, INC.	11/17/2022	Regular	0.00	2,897.50	332688
00506.11-20	Invoice	11/17/2022	PSA Year 1 - FY 22/23	0.00	2,897.50	
015923	LATSHAW, JULIE	11/17/2022	Regular	0.00	171.72	332689
9/12-16/22 MILE	Invoice	11/17/2022	MILEAGE AND PARKING REIMBURSEMENT	0.00	171.72	
013782	LAWSON PRODUCTS	11/17/2022	Regular	0.00	35.98	332690
9309979710	Invoice	11/17/2022	OGLE GLASS CLEANER, AEROSOL	0.00	35.98	
011496	LEON'S TRANSMISSION SERVICES - RESEDA	11/17/2022	Regular	0.00	3,479.94	332691
#622100004	Invoice	11/17/2022	#132 - TRANSMISSION REMOVE, REPAIR, R	0.00	3,479.94	
015385	LITTLE GREEN BUTTON	11/17/2022	Regular	0.00	225.00	332692
20227620	Invoice	11/17/2022	ANNUAL STARTER PLAN USD 11/2022 TO	0.00	225.00	
010061	LOWE'S	11/17/2022	Regular	0.00	294.68	332693
903955	Invoice	11/17/2022	KREG POCKET HOLE JIG	0.00	22.51	
903957	Invoice	11/17/2022	18IN X 18IN X 16IN MED MV,	0.00	95.90	
961136	Invoice	11/17/2022	ARCHERY SUPPLIES- DROP IN ANCHOR, SE	0.00	176.27	
015633	M6 CONSULTING, INC.	11/17/2022	Regular	0.00	39,521.26	332694
2344	Invoice	11/17/2022	FY 22.23 PROFESSIONAL B&S SERVICES A	0.00	4,635.63	
2380	Invoice	11/17/2022	Task Order #11	0.00	11,710.00	
2384	Invoice	11/17/2022	Task Order #11	0.00	17,710.00	
2389	Invoice	11/17/2022	FY 22.23 PROFESSIONAL B&S SERVICES A	0.00	5,465.63	
013574	MAGNUM FENCE AND SECURITY INC.	11/17/2022	Regular	0.00	989.00	332695
14514	Invoice	11/17/2022	COMMERCIAL INSTALLATION - BACKFLOW	0.00	989.00	
015442	MARIPOSA LANDSCAPES, INC.	11/17/2022	Regular	0.00	4,726.67	332696
100052	Invoice	11/17/2022	FY 22/23 HARDING PARK LANDSCAPING S	0.00	4,726.67	
014436	MINER'S ACE HARDWARE	11/17/2022	Regular	0.00	725.57	332697
27373	Invoice	11/17/2022	HOOK OPEN S ZINC PLATED 1", LNG NOSE	0.00	29.86	
27379	Invoice	11/17/2022	UTILITY HD SPONGE, PRE TAPED MSKING	0.00	31.36	
27386	Invoice	11/17/2022	FIBERGLAS, SPREADERS 3PK, BATTERY 1.5	0.00	18.38	
27388	Invoice	11/17/2022	BATTERY ALKALINE AAA 8PK, GLADE SOLI	0.00	32.20	

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
27390	Invoice	11/17/2022	PAINT PLSTC FILM 12X400, CAULK DFLEX2	0.00	80.05	
27398	Invoice	11/17/2022	CABLE TIES-BLK, YELW, ORNG, DUCT TAPE	0.00	189.29	
27414	Invoice	11/17/2022	NIPPLE 1/2"X2"RBR, BALL VLV 600IPS FIP	0.00	47.03	
27426	Credit Memo	11/17/2022	HEX KEY SET L SHORT 11 PC	0.00	-9.73	
27427	Invoice	11/17/2022	PLASTIC PL LID, BUCKET, DSP GLOVE NIT, F	0.00	38.61	
27431	Invoice	11/17/2022	PAINTERS TAPE YLW 45 YD, HANDY PAINT	0.00	42.57	
27432	Invoice	11/17/2022	CLAMP 2-13/16 TO 3-3/4SS	0.00	15.54	
27489	Invoice	11/17/2022	PUTTY KNIFE POLY 1-1/2" 2PK, ADHESIVE	0.00	33.53	
27495	Invoice	11/17/2022	10' X 12' SIL/BRN H. DUTY TARP	0.00	28.13	
27519	Invoice	11/17/2022	XL-HWH SELF DRL, RECIP BLD SET 14PC	0.00	45.98	
27522	Invoice	11/17/2022	CORD COVER PLST WHT 5, CHANNEL COU	0.00	44.35	
27546	Invoice	11/17/2022	CAULK LEXEL CLEAR 10.5OZ	0.00	30.29	
27547	Invoice	11/17/2022	WORKLIGHT HALOGEN 500W	0.00	28.13	
013911	MKN ASSOCIATES INC	11/17/2022	Regular	0.00	3,667.95	332698
101166 Billing	Invoice	11/17/2022	BILLING THROUGH JUNE 30, 2022	0.00	1,152.17	
101395	Invoice	11/17/2022	PSA-CHLORIDE SOURCE EVALUATION	0.00	2,515.78	
016052	NATURAL GREEN LANDSCAPE, INC.	11/17/2022	Regular	0.00	7,700.00	332699
20393	Invoice	11/17/2022	Landscape Maintenance Agreement	0.00	4,700.00	
20481	Invoice	11/17/2022	REMOVED HOMELESS ENCAMPMENT AT	0.00	3,000.00	
015242	NAVARETTE, JUAN	11/17/2022	Regular	0.00	120.00	332700
SHIRT REIMBURS	Invoice	11/17/2022	EXPLORER UNIFORM EXPENSE	0.00	120.00	
013908	NORTHSTAR CHEMICAL	11/17/2022	Regular	0.00	5,270.90	332701
237662	Invoice	11/17/2022	SODIUM HYPOCHLORITE, 12.5%	0.00	5,270.90	
010543	O'CONNOR PEST CONTROL	11/17/2022	Regular	0.00	460.00	332702
20501930	Invoice	11/17/2022	214 SO TENTH ST. - GEN PESTS	0.00	45.00	
20501931	Invoice	11/17/2022	970 E. VENTURA ST. - GEN PESTS	0.00	45.00	
20501934	Invoice	11/17/2022	431 NORTH 13TH ST. - GEN PESTS	0.00	45.00	
20501935	Invoice	11/17/2022	200 S 10TH ST. - GEN PESTS	0.00	45.00	
20502487	Invoice	11/17/2022	214 S 10TH - MICE, RATS	0.00	20.00	
20502681	Invoice	11/17/2022	903 CORPORATION ST. - MICE, RATS	0.00	50.00	
20502702	Invoice	11/17/2022	735 E. SANTA BARBARA ST. - MICE, RATS	0.00	50.00	
20502790	Invoice	11/17/2022	200 N 10TH ST. - MICE, RATS	0.00	50.00	
20503128	Invoice	11/17/2022	970 E VENTURA ST. - MICE, RATS	0.00	60.00	
20503305	Invoice	11/17/2022	530 WEST MAIN ST. COMM CTR. - MICE,	0.00	50.00	
012691	O'REILLY AUTOMOTIVE STORES, INC.	11/17/2022	Regular	0.00	1,691.13	332703
3129-349764	Invoice	11/17/2022	GOLF CARTS - WIRE CONDUIT, CONNECTO	0.00	12.97	
3129-351367	Invoice	11/17/2022	#204 - IGNITION COIL	0.00	31.85	
3129-352885	Credit Memo	11/17/2022	#204 - IGNITION COIL	0.00	-31.85	
3129-355111	Invoice	11/17/2022	SUPPLIES - TIREFOAM, TOWELS, DRY CLOT	0.00	61.75	
3129-380126	Invoice	11/17/2022	11OZ WHT LITHM, VENT WRAP, BL TL STIC	0.00	45.74	
3129-380128	Invoice	11/17/2022	PULLER	0.00	64.94	
3129-384755	Invoice	11/17/2022	VARIOUSE SIZE HOSE CLAMPS	0.00	12.54	
3129-388988	Invoice	11/17/2022	#205 - BUCKET, WASH WAX, AUTO CLOTH,	0.00	84.22	
3129-392192	Invoice	11/17/2022	30 GLA WIPE, 30 CLEA WIPE	0.00	15.13	
3129-395026	Invoice	11/17/2022	#225 - LATCH LOCK	0.00	19.47	
3129-395027	Invoice	11/17/2022	FLANGE NUT, FLANGED BOLT	0.00	9.72	
3129-395028	Credit Memo	11/17/2022	LATCH LOCK	0.00	-19.47	
3129-396151	Invoice	11/17/2022	HOSE CLAMPS, CARGO STRAPS	0.00	75.60	
3129-399085	Invoice	11/17/2022	VENT WRAP, HOSE CLAMPS	0.00	13.22	
3129-401276	Invoice	11/17/2022	HOSE CLAMPS	0.00	7.29	
3129-403530	Invoice	11/17/2022	STETHESCOPE	0.00	11.90	
3129-404519	Invoice	11/17/2022	ADJ MIRROR	0.00	9.73	
3129-410262	Invoice	11/17/2022	#289 - REMAN SOLEND	0.00	227.57	
3129-411817	Invoice	11/17/2022	#292 - PWR STG HOSE	0.00	28.18	
3129-411950	Invoice	11/17/2022	#132 - CAPSULE	0.00	22.03	
3129-411963	Invoice	11/17/2022	#413 - HVAC ACTUATR	0.00	32.48	

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
3129-412474	Invoice	11/17/2022	SHOP TOOLS - CALIPER	0.00	35.71	
3129-413605	Invoice	11/17/2022	#289 - 1QTTTRANSFLD	0.00	136.27	
3129-413863	Invoice	11/17/2022	#456 - ALTERNATOR	0.00	212.61	
3129-414086	Invoice	11/17/2022	#456 - CAMSHAFT	0.00	7.90	
3129-414278	Invoice	11/17/2022	#456 - TENSIONER	0.00	58.82	
3129-415292	Invoice	11/17/2022	#220 - FUEL FILTER	0.00	17.46	
3129-415293	Invoice	11/17/2022	#456 - SENDER ASM	0.00	132.86	
3129-415556	Invoice	11/17/2022	#456 - LOCK RING	0.00	22.45	
3129-415578	Invoice	11/17/2022	#456 - F/P MOD ASM	0.00	131.00	
3129-417172	Invoice	11/17/2022	#462 - MICRO-V BELT	0.00	86.34	
3129-417296	Invoice	11/17/2022	#462 - THERMOSTAT, PULLEY	0.00	27.07	
3129-417477	Invoice	11/17/2022	#462 - NEW WTR PUMP	0.00	87.63	
	Void	11/17/2022	Regular	0.00	0.00	332704
015335	PAVEMENT COATING CO.	11/17/2022	Regular	0.00	63.55	332705
CCusi001652	Invoice	11/17/2022	SS-1H 11.85 GL 5.00	0.00	63.55	
014663	PHOENIX CIVIL ENGINEERING, INC.	11/17/2022	Regular	0.00	48,210.75	332706
22236	Invoice	11/17/2022	TASK ORDER #1	0.00	1,912.50	
22238	Invoice	11/17/2022	PSA FOR ELECTRICAL ENGINEERING SVCS	0.00	420.75	
22268	Invoice	11/17/2022	Task Order #4	0.00	350.00	
22269	Invoice	11/17/2022	HARVARD BLVD. WATER AND SEWER PIPE	0.00	45,527.50	
013739	QUADIENT FINANCE USA, INC.	11/17/2022	Regular	0.00	1,000.00	332707
OCTOBER 2022	Invoice	11/17/2022	REPLENISH POSTAGE METER	0.00	1,000.00	
012635	RAUL'S SMOG	11/17/2022	Regular	0.00	95.25	332708
061963	Invoice	11/17/2022	#289 - SMOG INSPECTION SERVICE	0.00	31.75	
062015	Invoice	11/17/2022	#219 - SMOG INSPECTION SERVICE	0.00	31.75	
062107	Invoice	11/17/2022	#220 - SMOG INSPECTION SERVICE	0.00	31.75	
014869	READYREFRESH BY NESTLE	11/17/2022	Regular	0.00	365.58	332709
02K0036339190	Invoice	11/17/2022	BOTTLED WATER SERVICE 10/11-11/10/2	0.00	365.58	
010047	ROBERT HALF	11/17/2022	Regular	0.00	8,079.75	332710
60688961	Invoice	11/17/2022	WK ENDING 9/2/22 G HERNANDEZ	0.00	1,453.91	
60722419	Invoice	11/17/2022	WK ENDING 9/9/22 G HERNANDEZ	0.00	864.24	
60762269	Invoice	11/17/2022	WK ENDING 9/16/22 G HERNANDEZ	0.00	1,152.32	
60802790	Invoice	11/17/2022	WK ENDING 9/23/22 G HERNANDEZ	0.00	1,152.32	
60836533	Invoice	11/17/2022	WK ENDING 9/30/22 G HERNANDEZ	0.00	1,152.32	
60874152	Invoice	11/17/2022	WK ENDING 10/7/22 G HERNANDEZ	0.00	1,152.32	
60923587	Invoice	11/17/2022	WK ENDING 10/14/22 G HERNANDEZ	0.00	1,152.32	
015859	ROGERS, ANDERSON, MALODY & SCOTT, LLP	11/17/2022	Regular	0.00	4,000.00	332711
71609	Invoice	11/17/2022	PROG. BILLING, FY END 6/30/22,AUDIT 10	0.00	4,000.00	
010376	SAFETY-KLEEN SYSTEMS, INC.	11/17/2022	Regular	0.00	212.99	332712
89959816	Invoice	11/17/2022	FUEL SURCHARGE, CHEM FEE, GASTEC AQ	0.00	212.99	
011390	SAN BERNARDINO SHERIFF'S DEPARTMENT-EV	11/17/2022	Regular	0.00	200.00	332713
EVC54675	Invoice	11/17/2022	DRIVING 4 HOUR (PSP) PM J.MORALES-A	0.00	200.00	
013292	SANTA PAULA ANIMAL RESCUE CENTER (SPARC	11/17/2022	Regular	0.00	12,500.00	332714
DEC 2022	Invoice	11/17/2022	FY 22/23 SERVICES	0.00	12,500.00	
010711	SANTA PAULA TIMES	11/17/2022	Regular	0.00	342.00	332715
OCTOBER 2022	Invoice	11/17/2022	VARIOUS ADS FOR OCTOBER 2022	0.00	342.00	
011640	SATCOM GLOBAL, INC.	11/17/2022	Regular	0.00	145.70	332716
AS11220053	Invoice	11/17/2022	ISATPHONE PRO, EOC	0.00	56.70	
AS11220781	Invoice	11/17/2022	IRIDIUM SIM CARD	0.00	89.00	
015360	SCHAEFFER'S MFG. CO.	11/17/2022	Regular	0.00	1,967.26	332717

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
4606179592-INV	Invoice	11/17/2022	SUPREME 9000, FULL SYNTHETIC	0.00	1,967.26	
010785	SMART & FINAL	11/17/2022	Regular	0.00	384.36	332718
10	Invoice	11/17/2022	DISTILLED VINEGAR	0.00	131.60	
73	Invoice	11/17/2022	GROCERIES FOR CONGREGATE	0.00	127.03	
74	Invoice	11/17/2022	GROCERIES FOR HDM	0.00	125.73	
010795	SOUTHERN CALIFORNIA EDISON	11/17/2022	Regular	0.00	27,902.19	332719
10/1/22 - 10/31/2022 OCT - NOV	Invoice	11/17/2022	MONTHLY UTILITY CHARGES	0.00	18,364.24	
	Invoice	11/17/2022	UTILITY SERVICES	0.00	9,537.95	
015809	STANDARD SITE RENTALS INC.	11/17/2022	Regular	0.00	151.24	332720
2744	Invoice	11/17/2022	STANDARD UNIT PORTABLE RESTROOM	0.00	151.24	
011144	STAPLES ADVANTAGE	11/17/2022	Regular	0.00	43.48	332721
3521402675	Invoice	11/17/2022	POST IT SUPER STICKY NOTES	0.00	43.48	
011871	SUNBELT RENTALS, INC.	11/17/2022	Regular	0.00	291.20	332722
132002230-0001	Invoice	11/17/2022	YARD TOWABLE CONCRETE MIXER	0.00	291.20	
012696	TORO ENTERPRISES, INC.	11/17/2022	Regular	0.00	2,364,492.42	332723
16060	Invoice	11/17/2022	HARVARD BLVD WATER & SEWER PIPELIN	0.00	2,364,492.42	
012070	TRAFFIC TECHNOLOGIES	11/17/2022	Regular	0.00	502.23	332724
42332	Invoice	11/17/2022	24"X24" .063 ALUM ENGINEER GRADE R	0.00	232.05	
42336	Invoice	11/17/2022	VESTS, VARIOUS SIZED FOR STREETS DEPT	0.00	111.22	
42382	Invoice	11/17/2022	PANTS WATERPROOF PANTS LIME LG, JAC	0.00	131.10	
42405	Invoice	11/17/2022	VEST C2101 LIME REFL VEST W/POCKET	0.00	27.86	
015505	TRIPEPI, SMITH AND ASSOCIATES, INC.	11/17/2022	Regular	0.00	13,947.50	332725
8664	Invoice	11/17/2022	PSA- 01/01/2022	0.00	13,590.00	
8982	Invoice	11/17/2022	PSA- 01/01/2022	0.00	357.50	
010885	UNDERGROUND SERVICE ALERT OF SOUTHERN	11/17/2022	Regular	0.00	182.56	332726
1020220197	Invoice	11/17/2022	CSP90 NEW TICKET CHARGES	0.00	141.25	
22-2301369	Invoice	11/17/2022	CA ST FEE FOR REGULATORY COSTS	0.00	41.31	
010883	U-RENT INC	11/17/2022	Regular	0.00	72.59	332727
767767-5	Invoice	11/17/2022	PROPANE, SALES	0.00	72.59	
010903	USA BLUE BOOK	11/17/2022	Regular	0.00	1,534.75	332728
155231	Invoice	11/17/2022	MAGNA -TRAK 102 LOCATOR,	0.00	1,534.75	
013736	V.C.T.C.	11/17/2022	Regular	0.00	280.00	332729
OCT 2022	Invoice	11/17/2022	BUS SALES FOR THE MONTH OF OCTOBER	0.00	280.00	
015186	VENTURA COUNTY AUTO SUPPLY, INC.	11/17/2022	Regular	0.00	11.74	332730
1016-032890	Invoice	11/17/2022	#289 - LUBGRD ASSEMBLEE GOO	0.00	11.74	
015375	VENTURA LOCKSMITHS	11/17/2022	Regular	0.00	502.25	332731
902228	Invoice	11/17/2022	LABOR TO INSTALL NEW HARDWARE ON T	0.00	260.00	
HM 100722-8	Invoice	11/17/2022	DUPLICATE BEST KEYS \$1 PER DIGIT STAM	0.00	242.25	
011539	VERIZON WIRELESS	11/17/2022	Regular	0.00	3,319.75	332732
9918736536	Invoice	11/17/2022	SERVICE PERIOD 9/22 - 10/21/2022	0.00	3,319.75	
010975	VRSD	11/17/2022	Regular	0.00	95,123.87	332733
OCT 2022 SEWER	Invoice	11/17/2022	WASTEWATER COLLECTIONS FY 22/23	0.00	95,123.87	
015525	WBCP, INC.	11/17/2022	Regular	0.00	3,944.01	332734
6785	Invoice	11/17/2022	ASSISTANT PUBLIC WORKS DIRECTOR - RE	0.00	3,944.01	
011963	WHARF, THE	11/17/2022	Regular	0.00	208.45	332735
417828	Invoice	11/17/2022	SAFETY BOOTS - JUVENAL MUNOZ GONZ	0.00	208.45	
013550	WHITE CAP, L.P.	11/17/2022	Regular	0.00	133.79	332736

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10016928736	Invoice	11/17/2022	8.5 OZ SET XP10 SINGLE CARTRIDGE EPOX	0.00	133.79	
011010	WILLDAN FINANCIAL SERVICES	11/17/2022	Regular	0.00	7,326.40	332737
010-52851	Invoice	11/17/2022	CFD ADMIN FY22/23	0.00	7,326.40	
015882	YJ LEE INC	11/17/2022	Regular	0.00	49,214.87	332738
202200817	Invoice	11/17/2022	EVO 74 Green Mower, Canopy & Charger	0.00	49,214.87	
016122	ZOOM VIDEO COMMUNICATIONS, INC.	11/17/2022	Regular	0.00	149.90	332739
INV129085450	Invoice	11/17/2022	STANDARD PRO ANNUAL 1/21/22 - 1/20/	0.00	149.90	
010880	U S BANK TRUST NATIONAL ASSOC	11/15/2022	Bank Draft	0.00	291,851.96	991929
2094430	Invoice	11/15/2022	PROJECT TAX ALLOCATION BONDS SER 19	0.00	291,851.96	
015506	PAYMENTUS GROUP, INC.	11/21/2022	Bank Draft	0.00	9,626.10	991939
INV-15-128743	Invoice	11/21/2022	TRANSACTION FEES FOR OCTOBER 2022	0.00	9,626.10	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	509	194	0.00	3,850,247.56
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-2,271.86
Bank Drafts	2	2	0.00	301,478.06
EFT's	0	0	0.00	0.00
	511	200	0.00	4,149,453.76

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PY-PAYROLL						
010708	SANTA PAULA POLICE OFFICERS ASSOCIATION	11/01/2022	Regular	0.00	2,160.00	332529
INV0014219	Invoice	10/28/2022	AP-ASSOCIATION DUES	0.00	2,100.00	
INV0014269	Invoice	10/28/2022	AP-ASSOCIATION DUES	0.00	60.00	
010331	RELiance STANDARD LIFE INSURANCE	11/09/2022	Regular	0.00	5,060.58	332622
INV0014081	Invoice	10/14/2022	AD&D	0.00	553.43	
INV0014103	Invoice	10/14/2022	GROUP LIFE GL164671	0.00	22.13	
INV0014104	Invoice	10/14/2022	POLICY: VAR203005 LTD	0.00	25.00	
INV0014105	Invoice	10/14/2022	LTD111646	0.00	806.44	
INV0014132	Invoice	10/14/2022	AD&D	0.00	662.51	
INV0014153	Invoice	10/14/2022	GROUP LIFE GL164671	0.00	26.58	
INV0014156	Invoice	10/14/2022	POLICY: VAR203005 LTD	0.00	7.50	
INV0014157	Invoice	10/14/2022	LTD111646	0.00	965.35	
INV0014199	Invoice	10/14/2022	AD&D	0.00	0.78	
INV0014200	Invoice	10/14/2022	GROUP LIFE GL164671	0.00	0.03	
INV0014201	Invoice	10/14/2022	LTD111646	0.00	1.14	
INV0014218	Invoice	10/28/2022	AD&D	0.00	439.82	
INV0014238	Invoice	10/28/2022	GROUP LIFE GL164671	0.00	20.06	
INV0014239	Invoice	10/28/2022	POLICY: VAR203005 LTD	0.00	25.00	
INV0014240	Invoice	10/28/2022	LTD111646	0.00	640.92	
INV0014266	Invoice	10/28/2022	AD&D	0.00	565.97	
INV0014287	Invoice	10/28/2022	GROUP LIFE GL164671	0.00	24.68	
INV0014290	Invoice	10/28/2022	POLICY: VAR203005 LTD	0.00	7.50	
INV0014291	Invoice	10/28/2022	LTD111646	0.00	824.67	
RELiance ADD N	Credit Memo	10/28/2022	RELiance ADD NOVEMBER COVERAGE 20	0.00	-558.93	
011103	COLONIAL LIFE & ACCIDENT	11/09/2022	Regular	0.00	2,601.65	332623
COLONIAL ROUN	Credit Memo	10/28/2022	COLONIAL ROUNDING/ADJ OCTOBER COV	0.00	-0.07	
INV0014086	Invoice	10/14/2022	Colonial Life Ins.	0.00	171.82	
INV0014087	Invoice	10/14/2022	Colonial Life Insurance	0.00	427.59	
INV0014138	Invoice	10/14/2022	Colonial Life Ins.	0.00	330.80	
INV0014139	Invoice	10/14/2022	Colonial Life Insurance	0.00	370.65	
INV0014223	Invoice	10/28/2022	Colonial Life Ins.	0.00	171.82	
INV0014224	Invoice	10/28/2022	Colonial Life Insurance	0.00	427.59	
INV0014272	Invoice	10/28/2022	Colonial Life Ins.	0.00	330.80	
INV0014273	Invoice	10/28/2022	Colonial Life Insurance	0.00	370.65	
016111	FIDELITY SECURITY LIFE INSURANCE COMPANY	11/09/2022	Regular	0.00	614.25	332624
EYE MED ROUND	Credit Memo	10/28/2022	EYE MED ROUNDING/ADJ NOV COV 2022	0.00	-0.32	
INV0014148	Invoice	10/14/2022	EMC	0.00	21.99	
INV0014149	Invoice	10/14/2022	EME	0.00	70.72	
INV0014150	Invoice	10/14/2022	EMF	0.00	85.76	
INV0014151	Invoice	10/14/2022	EMS	0.00	22.44	
INV0014231	Invoice	10/28/2022	EMC	0.00	14.66	
INV0014232	Invoice	10/28/2022	EME	0.00	45.76	
INV0014233	Invoice	10/28/2022	EMF	0.00	53.60	
INV0014234	Invoice	10/28/2022	EMS	0.00	7.48	
INV0014282	Invoice	10/28/2022	EMC	0.00	21.99	
INV0014283	Invoice	10/28/2022	EME	0.00	70.72	
INV0014284	Invoice	10/28/2022	EMF	0.00	96.48	
INV0014285	Invoice	10/28/2022	EMS	0.00	37.40	
LANE EYE MED A	Invoice	10/28/2022	LANE EYE MED ADJ NOV COV 2022	0.00	10.72	
RETIREE EYE MED	Invoice	10/28/2022	RETIREE EYE MED NOV COV 2022	0.00	54.85	
016111	FIDELITY SECURITY LIFE INSURANCE COMPANY	11/09/2022	Regular	0.00	121.50	332625
INV0014094	Invoice	10/14/2022	EMC	0.00	14.66	
INV0014095	Invoice	10/14/2022	EME	0.00	45.76	
INV0014096	Invoice	10/14/2022	EMF	0.00	53.60	
INV0014097	Invoice	10/14/2022	EMS	0.00	7.48	

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
010371	METLIFE SBC	11/09/2022	Regular	0.00	288.32	332626
INV0014093	Invoice	10/14/2022	GROUP ID #97127420	0.00	54.06	
INV0014147	Invoice	10/14/2022	GROUP ID #97127420	0.00	90.10	
INV0014230	Invoice	10/28/2022	GROUP ID #97127420	0.00	54.06	
INV0014281	Invoice	10/28/2022	GROUP ID #97127420	0.00	126.14	
METLIFE/ADJ NO	Credit Memo	10/28/2022	METLIFE/ADJ NOV COV 2022	0.00	-36.04	
014422	RELiance STANDARD LIFE INSURANCE	11/09/2022	Regular	0.00	4,733.56	332627
CM0000271	Credit Memo	10/14/2022	D1F - RELiance DENTAL	0.00	-72.75	
INV0014088	Invoice	10/14/2022	D1F - RELiance DENTAL	0.00	654.75	
INV0014089	Invoice	10/14/2022	D1S - RELiance DENTAL	0.00	145.44	
INV0014090	Invoice	10/14/2022	D2F RELiance DENTAL	0.00	85.80	
INV0014091	Invoice	10/14/2022	D2S RELiance DENTAL	0.00	66.08	
INV0014141	Invoice	10/14/2022	D1F - RELiance DENTAL	0.00	509.25	
INV0014142	Invoice	10/14/2022	D1S - RELiance DENTAL	0.00	339.36	
INV0014143	Invoice	10/14/2022	D2F RELiance DENTAL	0.00	171.60	
INV0014144	Invoice	10/14/2022	D2S RELiance DENTAL	0.00	16.52	
INV0014225	Invoice	10/28/2022	D1F - RELiance DENTAL	0.00	654.75	
INV0014226	Invoice	10/28/2022	D1S - RELiance DENTAL	0.00	339.36	
INV0014227	Invoice	10/28/2022	D2F RELiance DENTAL	0.00	85.80	
INV0014228	Invoice	10/28/2022	D2S RELiance DENTAL	0.00	66.08	
INV0014275	Invoice	10/28/2022	D1F - RELiance DENTAL	0.00	582.00	
INV0014276	Invoice	10/28/2022	D1S - RELiance DENTAL	0.00	339.36	
INV0014277	Invoice	10/28/2022	D2F RELiance DENTAL	0.00	171.60	
INV0014278	Invoice	10/28/2022	D2S RELiance DENTAL	0.00	49.56	
RELiance DENTA	Credit Memo	10/28/2022	RELiance DENTAL ADJ/NOV COV	0.00	-2.64	
RELiance DENTA	Invoice	10/28/2022	RELiance DENTAL RETIREE/ADJ NOV 2022	0.00	533.24	
RELiance DENTA	Credit Memo	11/03/2022	RELiance DENTAL ROUNDING/ADJ NOV 2	0.00	-1.60	
010331	RELiance STANDARD LIFE INSURANCE	11/09/2022	Regular	0.00	894.80	332628
INV0014106	Invoice	10/14/2022	POLICY: VG178907	0.00	236.33	
INV0014158	Invoice	10/14/2022	POLICY: VG178907	0.00	107.34	
INV0014241	Invoice	10/28/2022	POLICY: VG178907	0.00	236.33	
INV0014292	Invoice	10/28/2022	POLICY: VG178907	0.00	107.34	
RELiance LG/MA	Invoice	10/28/2022	RELiance LG/MADISON ADJ	0.00	138.50	
RELiance LG/RO	Invoice	10/28/2022	RELiance LG/ROUNDING ADJ	0.00	0.01	
RELiance/ADJ CI	Invoice	10/28/2022	RELiance/ADJ CITY MANAGER PORTION	0.00	68.95	
011688	CALIFORNIA STATE DISBURSEMENT UNIT	11/10/2022	Regular	0.00	619.37	332629
INV0014357	Invoice	11/11/2022	G69 - CASE #200000001704703	0.00	125.07	
INV0014358	Invoice	11/11/2022	G83 200000002140068	0.00	259.38	
INV0014359	Invoice	11/11/2022	G86 - 200000002339903	0.00	174.92	
INV0014408	Invoice	11/11/2022	G82 200000000935917	0.00	60.00	
010553	ICMA RETIREMENT TRUST-457	11/10/2022	Regular	0.00	9,744.77	332630
INV0014327	Invoice	11/03/2022	DCI	0.00	50.00	
INV0014351	Invoice	11/11/2022	DCI	0.00	2,447.00	
INV0014402	Invoice	11/11/2022	DCI	0.00	4,522.77	
INV0014410	Invoice	11/11/2022	DCI	0.00	2,500.00	
INV0014411	Invoice	11/11/2022	DCI	0.00	225.00	
010554	ICMA RETIREMENT TRUST-457 (PT)	11/10/2022	Regular	0.00	1,339.59	332631
INV0014338	Invoice	11/08/2022	PTR - PART TIME RETIREMENT	0.00	1.70	
INV0014424	Invoice	11/11/2022	PTR - PART TIME RETIREMENT	0.00	1,337.89	
010515	MASS MUTUAL	11/10/2022	Regular	0.00	600.00	332632
INV0014401	Invoice	11/11/2022	DCH - GROUP #020024	0.00	600.00	
010708	SANTA PAULA POLICE OFFICERS ASSOCIATION	11/10/2022	Regular	0.00	2,160.00	332633
INV0014341	Invoice	11/11/2022	AP-ASSOCIATION DUES	0.00	2,100.00	
INV0014391	Invoice	11/11/2022	AP-ASSOCIATION DUES	0.00	60.00	

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
010291	SEIU LOCAL 721	11/10/2022	Regular	0.00	548.85	332634
INV0014389	Invoice	11/11/2022	SEIU 998	0.00	86.25	
INV0014390	Invoice	11/11/2022	SEIU 998 - VOTING MEMBERS	0.00	418.75	
INV0014396	Invoice	11/11/2022	COMMITTEE ON POLITICAL EDUC.	0.00	43.85	
010898	UNITED WAY OF VENTURA COUNTY	11/10/2022	Regular	0.00	13.00	332635
INV0014384	Invoice	11/11/2022	UW - UNITED WAY	0.00	4.00	
INV0014443	Invoice	11/11/2022	UW - UNITED WAY	0.00	9.00	
011688	CALIFORNIA STATE DISBURSEMENT UNIT	11/28/2022	Regular	0.00	619.37	332740
INV0014465	Invoice	11/25/2022	G69 - CASE #200000001704703	0.00	125.07	
INV0014466	Invoice	11/25/2022	G83 200000002140068	0.00	259.38	
INV0014467	Invoice	11/25/2022	G86 - 200000002339903	0.00	174.92	
INV0014516	Invoice	11/25/2022	G82 200000000935917	0.00	60.00	
010553	ICMA RETIREMENT TRUST-457	11/28/2022	Regular	0.00	9,694.77	332741
INV0014459	Invoice	11/25/2022	DCI	0.00	2,447.00	
INV0014510	Invoice	11/25/2022	DCI	0.00	4,522.77	
INV0014518	Invoice	11/25/2022	DCI	0.00	2,500.00	
INV0014519	Invoice	11/25/2022	DCI	0.00	225.00	
010554	ICMA RETIREMENT TRUST-457 (PT)	11/28/2022	Regular	0.00	1,245.48	332742
INV0014532	Invoice	11/25/2022	PTR - PART TIME RETIREMENT	0.00	1,245.48	
010515	MASS MUTUAL	11/28/2022	Regular	0.00	600.00	332743
INV0014509	Invoice	11/25/2022	DCH - GROUP #020024	0.00	600.00	
010708	SANTA PAULA POLICE OFFICERS ASSOCIATION	11/28/2022	Regular	0.00	2,160.00	332744
INV0014449	Invoice	11/25/2022	AP-ASSOCIATION DUES	0.00	2,100.00	
INV0014499	Invoice	11/25/2022	AP-ASSOCIATION DUES	0.00	60.00	
010291	SEIU LOCAL 721	11/28/2022	Regular	0.00	548.85	332745
INV0014497	Invoice	11/25/2022	SEIU 998	0.00	86.25	
INV0014498	Invoice	11/25/2022	SEIU 998 - VOTING MEMBERS	0.00	418.75	
INV0014504	Invoice	11/25/2022	COMMITTEE ON POLITICAL EDUC.	0.00	43.85	
010898	UNITED WAY OF VENTURA COUNTY	11/28/2022	Regular	0.00	13.00	332746
INV0014492	Invoice	11/25/2022	UW - UNITED WAY	0.00	4.00	
INV0014551	Invoice	11/25/2022	UW - UNITED WAY	0.00	9.00	
010420	INTERNAL REVENUE SERVICE	11/02/2022	Bank Draft	0.00	49,153.51	991916
INV0014211	Invoice	10/20/2022	FEDERAL TAX	0.00	176.39	
INV0014213	Invoice	10/20/2022	MEDICARE	0.00	52.96	
INV0014215	Invoice	10/17/2022	FEDERAL TAX	0.00	117.99	
INV0014217	Invoice	10/17/2022	MEDICARE	0.00	15.54	
INV0014264	Invoice	10/28/2022	FEDERAL TAX	0.00	18,382.08	
INV0014265	Invoice	10/28/2022	MEDICARE	0.00	4,150.64	
INV0014323	Invoice	10/28/2022	FEDERAL TAX	0.00	19,823.73	
INV0014325	Invoice	10/28/2022	MEDICARE	0.00	6,434.18	
011044	STATE OF CALIFORNIA - EDD EMPLOYMENT DE	11/02/2022	Bank Draft	0.00	15,132.43	991917
INV0014210	Invoice	10/20/2022	STATE TAX	0.00	48.04	
INV0014214	Invoice	10/17/2022	STATE TAX	0.00	54.87	
INV0014263	Invoice	10/28/2022	STATE TAX	0.00	7,620.80	
INV0014322	Invoice	10/28/2022	STATE TAX	0.00	7,408.72	
014872	STATE OF CALIFORNIA EDD - SDI	11/02/2022	Bank Draft	0.00	1,347.67	991918
INV0014212	Invoice	10/20/2022	SDI	0.00	20.09	
INV0014216	Invoice	10/17/2022	SDI	0.00	5.90	
INV0014324	Invoice	10/28/2022	SDI	0.00	1,321.68	
013539	WAGE WORKS, INC.	11/02/2022	Bank Draft	0.00	320.12	991920
INV4370481	Invoice	11/02/2022	INV4370481	0.00	320.12	

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
010292	CALIF. PUBLIC EMPLOYEES' RETIREMENT SYSTE	11/02/2022	Bank Draft	0.00	61,440.07	991921
INV0014207	Invoice	10/20/2022	R62	0.00	123.28	
INV0014208	Invoice	10/20/2022	R62	0.00	136.43	
INV0014209	Invoice	10/20/2022	SB	0.00	0.93	
INV0014249	Invoice	10/28/2022	R21	0.00	167.89	
INV0014250	Invoice	10/28/2022	R21	0.00	260.71	
INV0014251	Invoice	10/28/2022	R30	0.00	3,531.73	
INV0014252	Invoice	10/28/2022	R30	0.00	8,817.54	
INV0014253	Invoice	10/28/2022	R52	0.00	245.13	
INV0014254	Invoice	10/28/2022	RMD	0.00	374.13	
INV0014255	Invoice	10/28/2022	R59	0.00	538.16	
INV0014256	Invoice	10/28/2022	R59	0.00	1,343.61	
INV0014257	Invoice	10/28/2022	R63	0.00	461.61	
INV0014258	Invoice	10/28/2022	R63	0.00	510.84	
INV0014259	Invoice	10/28/2022	R72	0.00	8,861.91	
INV0014260	Invoice	10/28/2022	R72	0.00	8,711.92	
INV0014261	Invoice	10/28/2022	SB	0.00	32.55	
INV0014304	Invoice	10/28/2022	R24	0.00	1,083.54	
INV0014305	Invoice	10/28/2022	R24	0.00	1,682.58	
INV0014306	Invoice	10/28/2022	R27	0.00	1,263.25	
INV0014307	Invoice	10/28/2022	R27ER	0.00	1,961.65	
INV0014308	Invoice	10/28/2022	R54	0.00	170.71	
INV0014309	Invoice	10/28/2022	R54	0.00	260.55	
INV0014310	Invoice	10/28/2022	R58	0.00	2,047.06	
INV0014311	Invoice	10/28/2022	R58	0.00	3,124.31	
INV0014312	Invoice	10/28/2022	R62	0.00	6,313.21	
INV0014313	Invoice	10/28/2022	R62	0.00	6,986.59	
INV0014314	Invoice	10/28/2022	R72	0.00	812.24	
INV0014315	Invoice	10/28/2022	R72	0.00	798.49	
INV0014316	Invoice	10/28/2022	RP7	0.00	197.10	
INV0014317	Invoice	10/28/2022	RP7	0.00	306.08	
INV0014318	Invoice	10/28/2022	SB	0.00	59.52	
INV0014319	Invoice	10/28/2022	SCP	0.00	152.76	
INV0014320	Invoice	10/28/2022	SCP	0.00	102.40	
PERS/ADJ PR#21	Credit Memo	11/02/2022	PERS/ADJ PR#21 10.28.22	0.00	-0.34	
010420	INTERNAL REVENUE SERVICE	11/16/2022	Bank Draft	0.00	55,552.12	991923
INV0014334	Invoice	11/03/2022	FEDERAL TAX	0.00	2,445.26	
INV0014336	Invoice	11/03/2022	MEDICARE	0.00	320.10	
INV0014339	Invoice	11/08/2022	MEDICARE	0.00	0.66	
INV0014386	Invoice	11/11/2022	FEDERAL TAX	0.00	19,312.63	
INV0014387	Invoice	11/11/2022	MEDICARE	0.00	4,471.52	
INV0014445	Invoice	11/11/2022	FEDERAL TAX	0.00	22,236.81	
INV0014447	Invoice	11/11/2022	MEDICARE	0.00	6,765.14	
011044	STATE OF CALIFORNIA - EDD EMPLOYMENT DE	11/16/2022	Bank Draft	0.00	17,762.49	991924
INV0014333	Invoice	11/03/2022	STATE TAX	0.00	949.09	
INV0014385	Invoice	11/11/2022	STATE TAX	0.00	8,573.84	
INV0014444	Invoice	11/11/2022	STATE TAX	0.00	8,239.56	
014872	STATE OF CALIFORNIA EDD - SDI	11/16/2022	Bank Draft	0.00	1,448.96	991925
INV0014335	Invoice	11/03/2022	SDI	0.00	121.41	
INV0014446	Invoice	11/11/2022	SDI	0.00	1,327.55	
013539	WAGE WORKS, INC.	11/09/2022	Bank Draft	0.00	351.11	991926
INV4389214	Invoice	11/09/2022	INV4389214	0.00	351.11	
013539	WAGE WORKS, INC.	11/16/2022	Bank Draft	0.00	385.04	991927
INV4415866	Invoice	11/16/2022	INV4415866	0.00	385.04	
011024	CALIFORNIA PUBLIC EMPLOYEE RETIREMENT S'	11/10/2022	Bank Draft	0.00	59,697.25	991928
CALPERS HEALTH	Invoice	10/28/2022	CALPERS HEALTH ADMIN FEES NOV COV 2	0.00	223.77	

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0014083	Invoice	10/14/2022	ANTHEM SELECT DOUBLE	0.00	712.43	
INV0014084	Invoice	10/14/2022	ANTHEM SELECT FAMILY	0.00	1,805.59	
INV0014085	Invoice	10/14/2022	ANTHEM SELECT SINGLE	0.00	712.44	
INV0014107	Invoice	10/14/2022	PERS GOLD - COUPLE	0.00	1,763.34	
INV0014108	Invoice	10/14/2022	PERS GOLD - SINGLE	0.00	881.67	
INV0014109	Invoice	10/14/2022	EMPLOYER #0251	0.00	706.02	
INV0014110	Invoice	10/14/2022	EMPLOYER #0251	0.00	2,771.38	
INV0014111	Invoice	10/14/2022	EMPLOYER #0251	0.00	2,118.06	
INV0014112	Invoice	10/14/2022	PERS PLATINUM - COUPLE	0.00	882.18	
INV0014113	Invoice	10/14/2022	PERS PLATINUM - FAMILY	0.00	1,146.84	
INV0014136	Invoice	10/14/2022	ANTHEM SELECT SINGLE	0.00	1,068.66	
INV0014137	Invoice	10/14/2022	BLUE SHIELD - SINGLE	0.00	371.35	
INV0014159	Invoice	10/14/2022	AFFORDABLE CARE ACT	0.00	587.78	
INV0014160	Invoice	10/14/2022	EMPLOYER #0251 FAMILY	0.00	1,170.29	
INV0014161	Invoice	10/14/2022	EMPLOYER #0251 SINGLE	0.00	450.11	
INV0014163	Invoice	10/14/2022	PERS GOLD - COUPLE	0.00	2,938.90	
INV0014164	Invoice	10/14/2022	PERS GOLD - FAMILY	0.00	764.12	
INV0014165	Invoice	10/14/2022	PERS GOLD - SINGLE	0.00	1,763.34	
INV0014166	Invoice	10/14/2022	EMPLOYER #0251	0.00	1,835.66	
INV0014167	Invoice	10/14/2022	EMPLOYER #0251	0.00	2,647.57	
INV0014168	Invoice	10/14/2022	PERS PLATINUM - COUPLE	0.00	882.18	
INV0014170	Invoice	10/14/2022	PERS PLATINUM - SINGLE	0.00	245.33	
INV0014206	Invoice	10/20/2022	AFFORDABLE CARE ACT	0.00	293.89	
INV0014220	Invoice	10/28/2022	ANTHEM SELECT DOUBLE	0.00	712.43	
INV0014221	Invoice	10/28/2022	ANTHEM SELECT FAMILY	0.00	1,805.59	
INV0014222	Invoice	10/28/2022	ANTHEM SELECT SINGLE	0.00	712.44	
INV0014242	Invoice	10/28/2022	PERS GOLD - COUPLE	0.00	1,763.34	
INV0014243	Invoice	10/28/2022	PERS GOLD - SINGLE	0.00	881.67	
INV0014244	Invoice	10/28/2022	EMPLOYER #0251	0.00	706.02	
INV0014245	Invoice	10/28/2022	EMPLOYER #0251	0.00	2,771.38	
INV0014246	Invoice	10/28/2022	EMPLOYER #0251	0.00	2,118.06	
INV0014247	Invoice	10/28/2022	PERS PLATINUM - COUPLE	0.00	882.18	
INV0014248	Invoice	10/28/2022	PERS PLATINUM - FAMILY	0.00	1,146.84	
INV0014270	Invoice	10/28/2022	ANTHEM SELECT SINGLE	0.00	1,068.66	
INV0014271	Invoice	10/28/2022	BLUE SHIELD - SINGLE	0.00	371.35	
INV0014293	Invoice	10/28/2022	AFFORDABLE CARE ACT	0.00	293.89	
INV0014294	Invoice	10/28/2022	EMPLOYER #0251 FAMILY	0.00	1,170.29	
INV0014295	Invoice	10/28/2022	EMPLOYER #0251 SINGLE	0.00	450.11	
INV0014296	Invoice	10/28/2022	PERS GOLD - COUPLE	0.00	2,938.90	
INV0014297	Invoice	10/28/2022	PERS GOLD - FAMILY	0.00	764.12	
INV0014298	Invoice	10/28/2022	PERS GOLD - SINGLE	0.00	1,763.34	
INV0014299	Invoice	10/28/2022	EMPLOYER #0251	0.00	1,835.66	
INV0014300	Invoice	10/28/2022	EMPLOYER #0251	0.00	2,647.57	
INV0014301	Invoice	10/28/2022	PERS PLATINUM - COUPLE	0.00	882.18	
INV0014303	Invoice	10/28/2022	PERS PLATINUM - SINGLE	0.00	245.33	
PERS HEALTH/ADJ	Credit Memo	10/28/2022	PERS HEALTH/ADJ NOV COV 2022	0.00	-254.86	
PERS RETIREE AD	Invoice	10/28/2022	PERS RETIREE ADJ/ NOV CO	0.00	3,278.00	
PERS ROUNDING	Credit Memo	10/28/2022	PERS ROUNDING ADJ	0.00	-0.14	
010420	INTERNAL REVENUE SERVICE	11/30/2022	Bank Draft	0.00	43,876.72	991932
CM0000274	Credit Memo	11/18/2022	FEDERAL TAX	0.00	-617.56	
CM0000275	Credit Memo	11/18/2022	MEDICARE	0.00	-99.70	
INV0014494	Invoice	11/25/2022	FEDERAL TAX	0.00	16,450.61	
INV0014495	Invoice	11/25/2022	MEDICARE	0.00	4,011.66	
INV0014553	Invoice	11/25/2022	FEDERAL TAX	0.00	17,880.23	
INV0014555	Invoice	11/25/2022	MEDICARE	0.00	6,251.48	
011044	STATE OF CALIFORNIA - EDD EMPLOYMENT DE	11/30/2022	Bank Draft	0.00	13,356.51	991933
CM0000273	Credit Memo	11/18/2022	STATE TAX	0.00	-256.71	
INV0014493	Invoice	11/25/2022	STATE TAX	0.00	7,016.63	

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Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0014552	Invoice	11/25/2022	STATE TAX	0.00	6,596.59	
014872	STATE OF CALIFORNIA EDD - SDI	11/30/2022	Bank Draft	0.00	1,316.48	991934
INV0014554	Invoice	11/25/2022	SDI	0.00	1,316.48	
010420	INTERNAL REVENUE SERVICE	11/30/2022	Bank Draft	0.00	96.58	991936
INV0014557	Invoice	11/29/2022	FEDERAL TAX	0.00	85.34	
INV0014558	Invoice	11/29/2022	MEDICARE	0.00	11.24	

Bank Code PY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	22	0.00	46,381.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	125	15	0.00	321,237.06
EFT's	0	0	0.00	0.00
	243	37	0.00	367,618.77

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	627	216	0.00	3,896,629.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-2,271.86
Bank Drafts	127	17	0.00	622,715.12
EFT's	0	0	0.00	0.00
	754	237	0.00	4,517,072.53

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	11/2022	4,517,072.53
			4,517,072.53

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Fund Summary

Fund	Payment Amount
100 - GENERAL	446,908.70
104 - GENERAL FUND-MEASURE T	54,280.17
115 - GENERAL RECREATION PRO	3,817.58
206 - STORMWATER PROGRAM	474.84
280 - STATE GAS TAX	39,800.33
281 - LOCAL TRANSPORTATION TDA	1,796.25
311 - SLESF- COPS (AB1913)	1,995.00
312 - CA USED OIL BLOCK GRANT	8.46
319 - MISC STATE GRANTS	226,825.69
405 - AAA (AREA AGCY ON AGING)	3,858.12
412 - AMERICAN RESCUE PLAN	114,811.82
500 - HILLSBOROUGH OPEN SPACE	1,175.00
504 - HARVEST CFD EA1	9,130.40
610 - SEWER	2,203,552.95
620 - WATER	999,923.96
702 - EQUIPMENT MAINTENANCE	17,962.16
800 - MISC DEPOSITS	91,395.80
803 - HARDING PARK TRUST	9,775.20
804 - DLA FOR FORMER RDA	291,851.96
Grand Total:	4,519,344.39

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Management Analyst

Subject: REQUEST AND AUTHORIZATION FOR PERSONNEL TO ATTEND THE
2023 CHANDLER, ARIZONA LAW ENFORCEMENT EXPLORER
TACTICAL COMPETITION

Date: December 21, 2022

Agenda Item: 10.D

RECOMMENDATION:

Staff recommends City Council:

1. Authorize Santa Paula Police Department personnel, acting as chaperones to ten Explorers, to travel to and attend the 2023 Law Enforcement Explorer Tactical Competition in Chandler, Arizona.

BACKGROUND:

On November 5, 2022, Explorers from the Santa Paula Police Department participated in the annual Ventura County Sheriff Explorer Tactical Tournament (VCETT). This event took place at the Sheriff's Criminal Justice Training Center in Camarillo. The tournament consisted of six patrol-based scenarios and some walk-up events.

During this event, the Santa Paula Police Explorer POST #2350 took 1st place in both the Tubular Assault scenario and the Check Well-Being scenario. Santa Paula's Explorer POST was also named the most Outstanding POST of the entire competition, giving our POST the honor of being the holder of the VCETT flag for the next year. As part of the honor of being the holder of the VCETT flag, our POST's name will be the first POST embroidered on the flag.

The mission of the Santa Paula Police Department (SPPD) Explorer Program is to provide for the young adults a strong Community Based Policing Program that will help encourage and guide them to a better path for the future. Through education and training, Explorers learn about leadership, teamwork, discipline, friendship and develop a working knowledge of law enforcement procedures, duties and concepts that might interest them in a possible career in law enforcement.

ANALYSIS:

In furtherance of their recent accolades, the SPPD Explorer POST plans to compete in the 2023 Chandler, Arizona Law Enforcement Explorer Tactical Competition. Former Police Chief Walker gave the POST Advisors permission to plan out the logistical requirements for the

competition including registration and housing for the explorers and advisors. The POST has paid the registration to secure a spot in the competition and now needs to secure accommodations for the Explorers and Advisors.

Interim Chief Aguilar has approved the Explorers attending the competition and is working with the City Manager's office to obtain the appropriate approval from City Council due to some police personnel attending and the competition being out of state. Per the adopted Travel Policy, any personnel attending an event out of state requires the authorization of City Council. Police personnel attending the event will be:

- Officer Donovan Varela
- Officer Alfred Valencia
- Officer Sergio Gutierrez
- Dispatcher Amanda Salinas
- CSO Juan Navarrete

The competition takes place from January 14-15, 2023, in Chandler, Arizona. The POST team will be leaving on January 12, 2023, and prior to the competition, will tour the campus of Arizona State University on January 13, 2023. The team will then compete in the national competition and will return on January 16, 2023. Currently, there are ten Explorers registered to compete and six Advisors attending to chaperone. Chaperones are required to attend, as several Explorers are under the age of 18 and require consent from their parent or guardian.

Registration for the event was \$1825 and the accommodations at an Airbnb are \$5,609. Food for the stay will be approximately \$500 and estimated fuel costs are \$450. Police staff intend to take the department's Ford Explorer Van, Unit #431, Ford Expedition, Unit #454, and the Ford Explorer, Unit #469.

STRATEGIC PLAN:

While approval of this item does not specifically support an objective in City Council's two-year Strategic Plan, this item does support City Council's goal of "Providing the residents of Santa Paula with sustainable resources and programs to make this a great place to live and grow," under Section F. Community Vitality. The Explorer Program provides young adults a strong Community Based Policing Program which will help encourage and guide them to a better path for the future.

FISCAL IMPACTS:

The Police Department budget (GL 100-5-4502-322) for Explorer expenses has sufficient allocation for the total cost of travel, lodging, registration and per diem for this competition which is estimated to cost \$8,384 in total. Police staff are utilizing the most economic means of transportation and lodging accommodations available. No additional allocation is requested at this time.

OPTIONS:

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

1. Decline to authorize out-of-state travel of SPPD personnel to accompany the Santa Paula Explorer POST team to attend the 2023 Chandler, Arizona Law Enforcement Explorer Tactical

Competition. As a result, staff will forfeit the \$1825 registration costs and the Explorer team will not be allowed to compete in the competition.

ATTACHMENTS:

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: SECOND AMENDMENT TO THE PROFESSIONAL SERVICES
AGREEMENT WITH JHD PLANNING, LLC FOR SERVICES RELATED
TO THE CITY'S 2021-2029 HOUSING ELEMENT

Date: December 21, 2022

Agenda Item: 10.E

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve the Second Amendment ("Second Amendment") to the Professional Services Agreement with JHD Planning, LLC for planning services related to the City's 2021-2029 Housing Element;
2. Approve a budget allocation of \$25,664 out of account 800-5-3001-215 (General Plan Professional Services)
3. Authorize the City Manager to execute the Second Amendment in a form approved by the City Attorney.

BACKGROUND:

The City is required to update its Housing Element every 8 years. The City has been working with the consultant JHD Planning LLC to complete its 2021-2029 Housing Element ("Housing Element Update") by early next year. The purpose of the Housing Element Update is to identify programs that can accommodate sufficient housing capacity per the City's Regional Housing Needs Assessment (RHNA) allocation. Upon its adoption by the City, the Housing Element Update must be reviewed and certified by the State Department of Housing and Community Development (HCD).

In May 2020, the City Council approved a professional services agreement, not to exceed \$68,104, with JHD Consulting LLC for planning services related to the development of the City's Housing Element Update ("Agreement"). (See Attachment B.) On December 15, 2021, the City Council approved a First Amendment to the Agreement ("First Amendment") to the extend the term to December 31, 2022. No increase in compensation was requested at that time.

ANALYSIS:

The original schedule for completion of the Housing Element Update has been delayed due to impacts related to the novel COVID-19 pandemic, new state legislation impacting Housing

Element requirements, limitation in consultant capacity, and limited staffing at the state Department of Housing and Community Development (HCD). As a result, staff is requesting approval of a Second Amendment to the Agreement ("Second Amendment") to extend its term by another six months to June 30, 2023 to ensure all requirements of the Housing Element Update are completed. The Second Amendment will increase the total compensation from the original contracted amount of \$68,104 to a not-to-exceed amount of \$84,604, representing a \$16,500 increase. The Second Amendment is attached to this report as Attachment A.

STRATEGIC PLAN:

N/A

FISCAL IMPACTS:

Council previously approved a budget allocation of \$75,000 in prior fiscal year budgets. Due to the delay in work, the remaining budgets from prior years were not carried over. Staff is requesting a budget allocation of \$25,664 out of account 800-5-3001-215 (General Plan Professional Services) for consulting services to support the completion of the Housing Element. Of the total budget, \$16,500 will cover the additional allocation, while \$9,164 will cover the remaining available amount of the original contract. There is sufficient funding available for this allocation funded from General Plan DIF fees.

OPTIONS:

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

1. Decline to approve Staff's recommendation. However, doing so will result in a lack of resources to adequately complete the Housing Element Update and subject the City to state penalties.

ATTACHMENTS:

[ATTACHMENT A_Second Amendment-JHD_PLANNING_LLC-c1 jm1_jd 12-14-2022 signed.pdf](#)

[B - Professional Services Agreement No. 19-01982 \(fully executed\).pdf](#)

**SECOND AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF SANTA PAULA AND JHD PLANNING LLC**

THIS SECOND AMENDMENT (“Second Amendment”) to the Professional Services Agreement entered as of May 6, 2020, is made and entered into this 21st day of December 2022, by and between the CITY OF SANTA PAULA, a California general law city and municipal corporation (“City”), and JHD PLANNING, LLC, a California limited liability company (“Consultant”). Consultant and City are at times individually referred to in this Second Amendment as a “Party” and collectively as the “Parties.”

1. RECITALS. This Second Amendment is made with reference to the following facts and objectives:

- A. On May 6, 2020, the City and Consultant entered into that certain Professional Services Agreement to provide for planning services related to the preparation of City’s 2021 Housing Element (“Housing Element Update”) through December 31, 2021 (the “Agreement”).
- B. The Agreement authorizes the City to utilize the Consultant to perform services listed in the attached Exhibit “A,” which is incorporated by reference.
- C. On December 15, 2021, the City and Consultant entered into that certain First Amendment to the Agreement to extend its term through December 31, 2022 (“First Amendment”).
- D. The City submitted its draft Housing Element Update to the California Department of Housing and Community Development (“HCD”) for review in September 2021 and on or around April 26, 2022 a second draft of the Housing Element Update revised in response to HCD comments (“Revised Housing Element Update”) was submitted to HCD.
- E. HCD has yet to certify the City’s Housing Element Update for reasons beyond the control of Consultant and City, including, but not limited to, major changes in State requirements after work on the draft Housing Element was completed and a much higher level of scrutiny of Housing Elements by HCD compared to prior cycles.
- F. Given these delays to certification beyond the Parties’ control, City and Consultant now mutually desire by this Second Amendment to extend the term of the Agreement, refine indemnity obligations, and increase the Consultant’s budget by \$15,000 as set forth below.

2. AMENDMENT. In consideration of the foregoing and pursuant to Sections 8, 12, and 35 of the Agreement, the Agreement is amended as follows:

A. Section 1, entitled “**CONSIDERATION**,” is hereby amended to read as follows:

- A. As a partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, below;
- 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 a sum not to exceed Eighty-Four Thousand Six Hundred Four Dollars (\$84,604) for CONSULTANT's services. CITY may modify this amount as set forth below. Unless otherwise specified by written amendment to this Agreement, CITY will pay this sum as specified in the attached Exhibit "A" which is incorporated by reference.

B. Section 8, entitled “**TERM**,” is hereby amended to read as follows:

8. **TERM.** The term of this Agreement will be from May 6, 2020 to June 30, 2023. Unless otherwise determined by written amendment between the parties, this Agreement will terminate in the following instances:

- A. Completion of the work specified in Exhibit “A”;
- B. Termination as stated in Section 16.

C. Section 19, entitled “**INDEMNIFICATION**,” is hereby amended to read as follows:

19. INDEMNIFICATION.

- A. Except as provided in Subsection B below, Consultant and City shall indemnify each other and their officials, officers, agents, employees, and representatives from any losses incurred as a result of negligent acts, negligent omissions, or willful misconduct of the indemnifying party, its officials, officers, employees, agents, or subcontractors in connection with the performance of the scope of work of this Agreement. The parties acknowledge that neither party has an up-front obligation to provide a legal defense to the other party in connection with this indemnification obligation. In the event that either party incurs a loss resulting from the indemnifying party's negligent acts, negligent omissions, or willful misconduct, the indemnifying party shall reimburse the indemnified party for its reasonable defense costs proportionate

to the finally determined percentage of liability based upon the comparative fault of the indemnifying party. Consultant's liability shall be limited to the amounts available under Consultant's professional liability insurance policy, which shall not be reduced without the written consent of the City.

- B. Notwithstanding anything to the contrary in Subsection A above, in the event of a legal challenge to any City decision, action or inaction related to Consultant's scope of work, including but not limited to approval of or failure to approve any plan, policy, development entitlement, ordinance, regulation, CEQA document or technical study, or any penalty or other loss incurred by City related to a City decision, action, or inaction with respect to the Housing Element, City shall indemnify, defend and hold Consultant harmless. Consultant has no obligation to provide a legal defense to the City in connection with any such legal challenge, penalty or other loss; however, if requested by City, Consultant shall provide assistance to City in such matters as extra work with compensation on a time and materials basis at the rates specified in Exhibit A.

- D. **EXHIBIT "A"** is hereby amended to read as follows:

Paragraph "2.2 Housing Needs Assessment" under Section 1, entitled "Scope of Work," is amended to read as follows:

2.2 Housing Needs Assessment. We will prepare the housing needs assessment pursuant to State requirements and coordinate with City staff to evaluate housing conditions using State-approved criteria. Where necessary to complete this task, we will analyze current demographic and housing data. This data and analysis will be used to prepare the housing needs assessment identifying the following information in accordance with State law:

- Population, demographic and employment trends;
- Special housing needs (e.g. large families, seniors, persons with disabilities, homeless, etc.);
- Housing stock characteristics, including at-risk units, housing conditions and vacancy rates;
- Housing cost and affordability;
- Projected housing needs as assigned by SCAG in the RHNA;
- Fair housing assessment and related implementation actions.

The budget assumes that all information required for the needs analysis will be available from published sources or internal City data, and that no field work or original research will be necessary.

Section 2. Schedule is amended as follows:

For each task identified in the Scope of Work, a schedule will be determined by mutual agreement by the City and the Consultant.

Section 3, entitled “**Proposed Budget**” is amended to read as follows:

Our proposed budget for this project is shown below. Additional tasks can be provided on a time-and-materials basis. Reimbursable expenses are billed at actual cost with no surcharge. We do not charge for travel expenses, and travel time to/from meetings is included in the budget for each meeting.

We commit to donating 10% of our consulting fees to charities of the City's choice that serve the communities where we work.

Task	Description	JD	WP	Total Hours	Cost
1	Preliminary Analysis	40		40	\$6,000
2	Housing Element Analysis & Preparation	260	16	276	\$40,040
3	Public Meetings/Hearings (4)	64		64	\$9,600
4	CEQA Review	40		40	\$6,000
	Amendment #2: Extra Work	100	0	100	\$15,000
Total Labor		504	16	520	\$76,640
Hourly Rate		\$150	\$65		
Recommended Contingency (10%)					\$7,664
Reimbursable Expenses		(See table below)			\$300
Total Labor + Expenses					\$84,604

JD = John Douglas, AICP, Principal

WP = Graphics/word processing

Reimbursable Expenses	
Travel/mileage	No charge
Postage/deliveries/supplies	\$300
Total	\$300

Notes:

- 1) For each work product, we will provide electronic copies (Word/PDF) and if printed copies are required, they will be provided on a time-and-materials basis with no markup.
- 2) We do not charge for travel time and expenses
- 3) Contingency funds will not be used without prior City authorization
- 4) The budget for optional tasks TBD per the scope of work

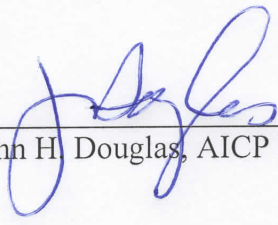
3. **COUNTERPARTS.** This Second Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.
4. **LIMITED AMENDMENT.** Except as modified by this Second Amendment, all other terms and conditions of the Agreement, as amended by the First Amendment, remain in full force and effect. In the event of a conflict between this Amendment and the Agreement, as amended by the First Amendment, the provisions of this Second Amendment control.

This Second Amendment is executed on and shall become effective as of the first date written above.

CITY OF SANTA PAULA

JHD PLANNING LLC

Dan Singer, City Manager



John H. Douglas, AICP Principal

ATTEST:

Taxpayer ID No. 83-0873130

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, Interim City Attorney

ATTACHMENT B

PROF. SERVICES AGREEMENT NO. 19-01982
BETWEEN THE CITY OF SANTA PAULA
AND JHD PLANNING LLC

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE CITY OF SANTA PAULA AND
JHD PLANNING LLC**

This AGREEMENT is entered into this 6th day of May, 2020 and between the CITY OF SANTA PAULA, a municipal corporation and general law city ("CITY") and JHD PLANNING, LLC, a limited liability company ("CONSULTANT").

1. CONSIDERATION

- A. As a partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, below;
- 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 a sum not to exceed Sixty-eight thousand one hundred and four dollars (\$68,104) for CONSULTANT's services. CITY may modify this amount as set forth below. Unless otherwise specified by written amendment to this Agreement, CITY will pay this sum as specified in the attached Exhibit "A" which is incorporated by reference.

2. SCOPE OF SERVICES.

- A. CONSULTANT will perform services listed in the attached Exhibit "A," which is incorporated by reference.
- B. 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, and all tests, testing and analyses, calculation, and all other means whatsoever, except as herein otherwise expressly specified to be furnished by CITY, necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

- 3. PERFORMANCE STANDARDS.** While performing this Agreement, CONSULTANT will use the appropriate generally accepted professional standards of practice existing at the time of performance utilized by persons engaged in providing similar services. CITY will continuously monitor CONSULTANT's services. CITY will notify CONSULTANT of any deficiencies and CONSULTANT will have fifteen (15) days after such notification to cure any shortcomings to CITY's satisfaction. Costs associated with curing the deficiencies will be borne by CONSULTANT.

4. **PAYMENTS.** For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit a detailed invoice to CITY which lists the hours worked and hourly rates for each personnel category and reimbursable costs, the tasks performed, the percentage of the task completed during the billing period, the cumulative percentage completed for each task, the total cost of that work during the preceding billing month and a cumulative cash flow curve showing projected and actual expenditures versus time to date. The total of invoices for each task shall not exceed the budget (Exhibit "A") without CITY'S prior written authorization. CITY may reallocate budgeted funds between tasks as necessary to best achieve CITY'S objectives.
5. **NON-APPROPRIATION OF FUNDS.** Payments due and payable to CONSULTANT for current services are within the current budget and within an available, unexhausted and unencumbered appropriation of the CITY. In the event the CITY has not appropriated sufficient funds for payment of CONSULTANT services beyond the current fiscal year, this Agreement will cover only those costs incurred up to the conclusion of the current fiscal year.
6. **ADDITIONAL WORK.**
 - A. CITY's city manager ("Manager") may determine, at the Manager's sole discretion that CONSULTANT must perform additional work ("Additional Work") to complete the Scope of Work. If Additional Work is needed, the Manager will give written authorization to CONSULTANT to perform such Additional Work.
 - B. If CONSULTANT believes Additional Work is needed to complete the Scope of Work, CONSULTANT will provide the Manager with written notification that contains a specific description of the proposed Additional Work, reasons for such Additional Work, and a detailed proposal regarding cost.
 - C. Payments over \$25,000 for Additional Work must be approved by CITY's city council. All Additional Work will be subject to all other terms and provisions of this Agreement.
7. **FAMILIARITY WITH WORK.**
 - A. By executing this Agreement, CONSULTANT agrees that it has:
 - i. Carefully investigated and considered the scope of services to be performed;
 - ii. Carefully considered how the services should be performed; and
 - iii. Understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.
 - B. If services involve work upon any site, CONSULTANT agrees that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, before commencing the services hereunder. Should CONSULTANT discover

any latent or unknown conditions that may materially affect the performance of the services, CONSULTANT will immediately inform CITY of such fact and will not proceed except at CONSULTANT's own risk until written instructions are received from CITY.

8. **TERM.** The term of this Agreement will be from May 6, 2020, to December 31, 2021. Unless otherwise determined by written amendment between the parties, this Agreement will terminate in the following instances:

- A. Completion of the work specified in Exhibit "A";
- B. Termination as stated in Section 16.

9. **TIME FOR PERFORMANCE.**

A. CONSULTANT will not perform any work under this Agreement until:

- i. CONSULTANT furnishes proof of insurance as required under Section 23 of this Agreement; and
- ii. CITY gives CONSULTANT a written notice to proceed.

B. Should CONSULTANT begin work on any phase in advance of receiving written authorization to proceed, any such professional services are at CONSULTANT's own risk.

10. **TIME EXTENSIONS.** Should CONSULTANT be delayed by causes beyond CONSULTANT's control, CITY may grant a time extension for the completion of the contracted services. If delay occurs, CONSULTANT must notify the Manager within forty-eight hours (48 hours), in writing, of the cause and the extent of the delay and how such delay interferes with the Agreement's schedule. The Manager will extend the completion time, when appropriate, for the completion of the contracted services.

11. **CONSISTENCY.** In interpreting this Agreement and resolving any ambiguities, the main body of this Agreement takes precedence over the attached Exhibits; this Agreement supersedes any conflicting provisions. Any inconsistency between the Exhibits will be resolved in the order in which the Exhibits appear below:

A. Exhibit A: Scope of Work and Budget

12. **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.

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

14. **PERMITS AND LICENSES.** CONSULTANT, at its sole expense, 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.
15. **WAIVER.** CITY's review or acceptance of, or payment for, work product prepared by CONSULTANT under this Agreement will not be construed to operate as a waiver of any rights CITY may have under this Agreement or of any cause of action arising from CONSULTANT's performance. A waiver by CITY of any breach of any term, covenant, or condition contained in this Agreement will not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement, whether of the same or different character.
16. **TERMINATION.**
- A. Except as otherwise provided, CITY or CONSULTANT may terminate this Agreement at any time with or without cause by giving the other party ten (10) days written notice.
 - B. Upon receiving a termination notice, CONSULTANT will immediately cease performance under this Agreement unless otherwise provided in the termination notice. Except as otherwise provided in the termination notice, any additional work performed by CONSULTANT after receiving a termination notice will be performed at CONSULTANT'S own cost; CITY will not be obligated to compensate CONSULTANT for such work.
 - C. Should termination occur, all finished or unfinished documents, data, studies, surveys, drawings, maps, reports and other materials prepared by CONSULTANT will, 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, not to exceed the total costs under Section 1(C).
 - D. Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.
 - E. By executing this document, CONSULTANT waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.
17. **OWNERSHIP OF DOCUMENTS.** All documents, data, studies, drawings, maps, models, photographs and reports prepared by CONSULTANT under this Agreement are CITY's property. CONSULTANT may retain copies of said documents and materials as desired, but will deliver all original materials to CITY upon CITY's written notice. CITY agrees that use of CONSULTANT's completed work product, for purposes other than identified in this Agreement, or use of incomplete work product, is at CITY's own risk.
18. **PUBLICATION OF DOCUMENTS.** Except as necessary for performance of service under this Agreement, no copies, sketches, or graphs of materials, including graphic art work, prepared pursuant to this Agreement, will be released by CONSULTANT to any other

person or public CITY without CITY's prior written approval. All press releases, including graphic display information to be published in newspapers or magazines, will be approved and distributed solely by CITY, unless otherwise provided by written agreement between the parties.

19. **INDEMNIFICATION.** Consultant and City shall indemnify each other and their officials, officers, agents, employees, and representatives from any losses incurred as a result of negligent acts, omissions, or willful misconduct of the indemnifying party, its officials, officers, employees, agents, or subcontractors in connection with the performance of the scope of work of this Agreement. The parties acknowledge that neither party has an up-front obligation to provide a legal defense to the other party in connection with this indemnification obligation. In the event that either party incurs a loss resulting from the indemnifying party's negligent acts, omissions, or willful misconduct, the indemnifying party shall reimburse the indemnified party for its reasonable defense costs proportionate to the finally determined percentage of liability based upon the comparative fault of the indemnifying party. Consultant's liability shall be limited to the amounts available under Consultant's professional liability insurance policy, which shall not be reduced without the written consent of the City.
20. **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.
21. **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.
22. **AUDIT OF RECORDS.** CONSULTANT will maintain full and accurate records with respect to all services and matters covered under this Agreement. CITY will have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcript therefrom, and to inspect all program data, documents, proceedings and activities. CONSULTANT will retain such financial and program service records for at least three (3) years after termination or final payment under this Agreement.
23. **INSURANCE.**
 - A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, CONSULTANT will procure and maintain the following

types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$1,000,000
Professional Liability	\$1,000,000
Automobile liability	\$500,000
Workers compensation	Statutory requirement

- B. Commercial general liability insurance will meet or exceed the requirements of the most recent ISO-CGL Form. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to CITY.
- C. Professional liability coverage will be on an "occurrence basis" if such coverage is available, or on a "claims made" basis if not available. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of one year 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.
- D. CONSULTANT will furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII."
- E. Should CONSULTANT, for any reason, fail to obtain and maintain the insurance required by this Agreement, CITY may terminate this agreement pursuant to Section 16.

24. **USE OF SUBCONTRACTORS.** CONSULTANT must obtain CITY's prior written approval to use any consultants while performing any portion of this Agreement. Such approval must approve of the proposed consultant and the terms of compensation.

25. **INCIDENTAL TASKS.** CONSULTANT will confer with CITY monthly to provide the status on the project, which will include a schedule update and a short narrative description of progress during the past month for each major task, a description of the work remaining and a description of the work to be done before the next schedule update.
26. **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:

If to CONSULTANT:

JHD PLANNING LLC
P.O. Box 474
Shaver Lake, CA 93664
Attention: John Douglas

If to CITY:

City of Santa Paula
P.O. Box 569
Santa Paula, CA 93061-0569
Attention: Dan Singer

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.

27. **CONFLICT OF INTEREST.** CONSULTANT will comply with all conflict of interest laws and regulations including, without limitation, CITY's conflict of interest regulations.
28. **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.
29. **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.
30. **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 Ventura County.
31. **COMPLIANCE WITH LAW.** CONSULTANT agrees to comply with all federal, state, and local laws applicable to this Agreement.

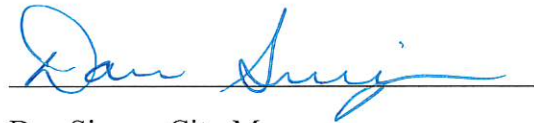
32. **ENTIRE AGREEMENT.** This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. There is one Attachment to this Agreement. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.
33. **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.
34. **SEVERABILITY.** If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.
35. **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. CITY's executive manager, or designee, may execute any such amendment on behalf of CITY.
36. **ACCEPTANCE OF FACSIMILE SIGNATURES.** The Parties agree that this Agreement, agreements ancillary to this Agreement, and related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by facsimile transmission. Such facsimile signature will be treated in all respects as having the same effect as an original signature.
37. **CAPTIONS.** The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.
38. **TIME IS OF ESSENCE.** Time is of the essence for each and every provision of this Agreement.
39. **FORCE MAJEURE.** Should performance of this Agreement be prevented due to fire, flood, explosion, acts of terrorism, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' reasonable control, then the Agreement will immediately terminate without obligation of either party to the other.
40. **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 CITY.

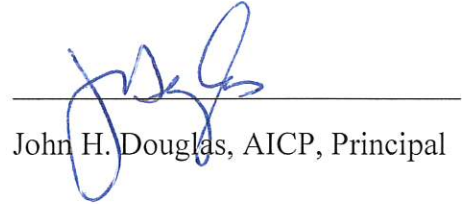
IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF SANTA PAULA

JHD PLANNING LLC

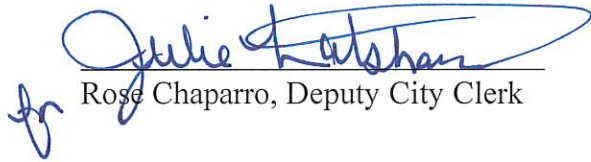


Dan Singer, City Manager



John H. Douglas, AICP, Principal

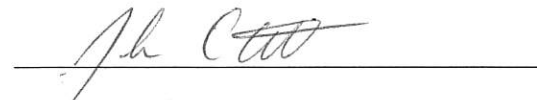
ATTEST:



Rose Chaparro, Deputy City Clerk

Taxpayer ID No. 83-0873130

APPROVED AS TO FORM:



John C. Cotti, City Attorney





EXHIBIT “A”

1. Scope of Work

Described below are the specific tasks and work products we propose for this assignment. Other optional tasks can also be provided if desired.

Task 1 **Preliminary Analysis**

This task includes ongoing monitoring of SCAG's Regional Housing Needs Assessment (RHNA) process, tracking new State laws that will affect the Housing Element, and advising City staff regarding appropriate actions. The budget assumes that no RHNA appeals will be filed; however, if the City determines that an appeal is necessary, assistance can be provided on a time-and-materials basis.

Since the current Housing Element was prepared in 2013, a number of changes to State housing law have been adopted (e.g., ADUs, development processing procedures). This task includes preparation of a matrix summarizing relevant changes to State housing law and a preliminary summary of revisions to City zoning regulations that are necessary in order to comply with current standards. (Note: the optional task below includes preparation of zoning amendments as necessary)

Work Products

- RHNA monitoring and consultation with City staff
- Analysis of new State housing laws and their implications for the Housing Element
- Summary matrix describing relevant changes to State housing law and preliminary revisions to City zoning regulations

Task 2 **2021 Housing Element Update**

Under current State law, the due date for adoption of the 6th Housing Element update is October 15, 2021. This task includes analysis and preparation of the draft Housing Element, including the following topics in conformance with State law and HCD guidelines:

2.1 Evaluation of the Current Housing Element. We will review and evaluate the current Housing Element, including:

- Evaluation of the existing Housing Element to identify revisions needed to comply with current State law and HCD requirements;
- The City's progress toward meeting identified goals, policies, and programs;

It is assumed that the progress evaluation will be based upon Annual Progress Reports and other documents provided by the City or available from other sources.

2.2 Housing Needs Assessment. We will prepare the housing needs assessment pursuant to State requirements and coordinate with City staff to evaluate housing conditions using State-approved criteria. Where necessary to complete this task, we will analyze current demographic and housing data. This data and analysis will be used to prepare the housing needs assessment identifying the following information in accordance with State law:

- Population, demographic and employment trends;
- Special housing needs (e.g. large families, seniors, persons with disabilities, homeless, etc.);
- Housing stock characteristics, including at-risk units, housing conditions and vacancy rates;
- Housing cost and affordability;
- Projected housing needs as assigned by SCAG in the RHNA

The budget assumes that all information required for the needs analysis will be available from published sources or internal City data, and that no field work or original research will be necessary.

2.3 Housing Sites Analysis. We will prepare a housing sites analysis showing the relationship between the City's RHNA allocation and the realistic capacity for additional housing development at a parcel-specific level based on General Plan, zoning, development trends and infrastructure availability.

It should be noted that significant changes to State requirements for the sites analysis have occurred since the preparation of the 5th cycle Housing Element update. Among the most significant changes are:

- Site size - Sites smaller than 1/2 acre or larger than 10 acres are assumed to be unsuitable for lower-income housing absent evidence such as previous examples of affordable housing development on similar-sized parcels.
- Sites listed in prior Housing Elements - Vacant sites identified in two prior housing elements and non-vacant sites identified in the prior housing element may not be used to satisfy lower-income RHNA needs unless the site satisfies the minimum "default density" for lower-income housing and zoning allows by-right residential development if at least 20% of units will be reserved for lower-income households.

- Substantial evidence for underutilized sites - If non-vacant sites comprise 50% or more of the lower-income inventory, the existing use shall be presumed to impede additional residential development, absent findings based on substantial evidence that the existing use is likely to be discontinued during the planning period. We expect that Santa Paula will be subject to this new requirement, and HCD has not yet published clear guidance on what such "substantial evidence" must include. Therefore, the budget assumes a level of effort based upon information available at the time this scope of work was prepared. If more detailed site analysis is required, it will be provided on a time-and-materials basis.
- No net loss - Changes to *no net loss* rules require that adequate sites must be maintained throughout the planning period. Under State default density rules for Santa Paula, any qualifying site with an allowable density of 20+ units/acre may be counted for 100% lower-income RHNA credit. However, since few housing developments are 100% affordable, it is likely that more lower-income sites will be needed than indicated by the initial RHNA to offset sites developed during the planning period.

The first step in preparing the sites inventory will be to update the 5th cycle inventory to reflect recent development activity and the new General Plan land use designations. The updated inventory will then be refined based upon the new criteria described above. SCAG's draft RHNA calculator tool (2/27/2020) estimates a RHNA allocation of 655 units for Santa Paula, with 199 of those in the very-low and low income categories. We will coordinate with City staff to evaluate whether the updated sites inventory appears to be sufficient to accommodate the RHNA. If it appears that a shortfall of site capacity exists, we will assist staff in developing an appropriate strategy for addressing the shortfall.

The budget for this task assumes that City staff will provide the raw data necessary to update the sites inventory, including assessor parcel data, City zoning and General Plan designations, existing land use and infrastructure availability, planning and building permit data, and other information needed to satisfy "substantial evidence" requirements, such as communications with property owners regarding development interest. If additional 3rd party data is needed the budget assumes that the City will acquire such data.

Based upon the magnitude of the 6th cycle RHNA in the SCAG region, we anticipate that potential accessory dwelling units (ADUs) will be a much more important component of the 6th cycle Housing Element

sites inventory than in the past. One of the first tasks after project initiation will be a conversation with City staff regarding ADU regulations and development trends, and ensuring that a monitoring mechanism is in place to support Housing Element assumptions regarding future ADU development.

If necessary, we will work with staff to identify potential zoning and development strategies to address any shortfall of housing capacity compared to the RHNA allocation (see also the optional tasks below).

2.4 Resources and Constraints. In addition to the sites inventory described above, we will update the current Housing Element discussion of other housing resources, including programs and financial assistance. This section will be based upon the prior Housing Element and will be updated to include new governmental resources and City housing programs.

We will also update the analysis of governmental and nongovernmental constraints based upon the new General Plan land use designations and changes to zoning regulations, development review procedures, fees and infrastructure availability. If constraints are identified, we will recommend programs to mitigate or remove them, where feasible.

2.5 Housing Goals, Policies, and Quantified Objectives. We will recommend updated housing policies, programs and objectives based on the evaluation of the existing Housing Element, public input, and the analysis of needs, resources and constraints pursuant to the requirements of State law.

2.6 Housing Element Document. Based upon the analysis in the previous tasks we will prepare an Administrative Draft Housing Elements for internal Staff review. The budget assumes that the level of detail and format of the draft Housing Element will be similar to the current element. If additional maps or graphics that are not available from published sources are desired, it is assumed that City staff will provide them.

Based upon City comments on the Administrative Draft we will then prepare a Public Review Draft Housing Element for City distribution. After each round of public review a revised draft Housing Element will be prepared. As noted in Task 4 below, the budget assumes a total of four public meetings/hearings and two submittals to HCD (draft and adopted). If additional public hearings or rounds of HCD review are necessary we will prepare additional revisions to the Housing Element on a time-and-materials basis.

In consultation with City staff, we will follow through in facilitating State review and certification of the adopted Housing Element. It must be noted that the Housing Element is a policy document and we will advise City staff and decision-makers regarding certification requirements. However, since the Housing Element is ultimately subject to approval by the City Council, we cannot guarantee HCD certification.

The budget assumes that all work products will be provided as electronic files (Word and PDF) and that hard copies or other media (e.g., CD-ROM) will be provided if requested on a time-and-materials basis.

Work Products

- Preliminary Housing Element analysis for internal City review
- Administrative Draft Housing Element for review by City staff
- Public Review Draft Housing Element incorporating staff comments for review by the community, the Planning Commission, the City Council, and HCD
- Proposed Final Housing Element reflecting any revisions that may be appropriate in response to comments received
- Final adopted Housing Element

Task 3 Community Engagement and Public Meetings

Upon project initiation we will review the public engagement process with City staff to ensure that a broad array of community interests are represented in the Housing Element update process.

It is anticipated that the Housing Element update will build upon the public information process used during the 2040 General Plan update. Early in the process we will prepare a Housing Element FAQ for posting on the City website along with other relevant links. For budgeting purposes, it is assumed that Mr. Douglas will participate in a total of four public meetings or hearings with the public, Planning Commission and/or City Council. If desired, additional meeting participation or public information materials (e.g., newsletters, press releases) can be provided on a time-and-materials basis.

If requested, Mr. Douglas will provide a presentation at each meeting as directed by the City's Project Manager. We will also assist City staff in compiling a public notification list of interested parties, assist in preparing public meeting notices for publication by the City, and prepare a draft staff report for each meeting.

Work Products

- Housing Element FAQ

- Participation in up to four public meetings or hearings

Task 4
Environmental
Review

Since the City recently prepared a Program EIR for the 2040 General Plan update, the CEQA review process for the Housing Element will tier off of that EIR to the greatest extent feasible. If no substantive changes to land use plans or zoning regulations are required to accommodate the RHNA allocation, we anticipate that an Addendum to the General Plan EIR may be sufficient for purposes of CEQA, and no new technical studies would be necessary.

However, if it is determined that land use changes are required to demonstrate adequate sites to accommodate the RHNA, a revised scope and budget will be prepared to include CEQA analysis for those land use amendments, as well as any required housing-related Code amendments (see the optional tasks described below). Based on the nature of required land use amendments, it is possible that more extensive analysis such as a Supplemental EIR and technical studies may be necessary. It is not possible to quantify a budget for CEQA analysis of land use changes until the details of those changes are identified.

If an EIR Addendum is determined to be sufficient, no additional CEQA public review will be required. Upon final adoption of the Housing Element, we will prepare a Notice of Determination (NOD). The budget assumes that the City will be responsible for filing all CEQA notices, distribution of draft CEQA documents (if necessary), and payment of filing fees.

As part of this task we will also assist the City in satisfying SB 18 and AB 52 Native American consultation requirements by preparing draft correspondence with the Native American Heritage Commission and local tribes related to consultation. If tribal consultation is requested we will assist City staff in responding to comments raised.

As with the Housing Element document, the budget assumes that all CEQA work products will be provided as electronic files (Word and PDF) and that hard copies or other media (e.g., CD-ROM) will be provided if requested on a time-and-materials basis.

Work Products

- Administrative draft EIR Addendum for city review
- Public review draft EIR Addendum incorporating staff comments
- Final EIR Addendum
- AB 52 consultation assistance

***Optional Tasks:
Housing-Related
Zoning Amendments***

Since the last Housing Element was prepared in 2013 the State Legislature has adopted substantial changes to housing law. As noted in Task 1 above, we will prepare a matrix describing the relevant changes to State housing law and a summary of required revisions to City zoning regulations.

If requested, as an optional task we will prepare draft ordinances to amend City regulations, such as ADU standards and accommodations for persons with disabilities or other special needs, in compliance with current State law.

This optional task may also include assisting the City in processing appropriate amendments to the Development Code to ensure consistency with the new General Plan or to provide adequate sites commensurate with the RHNA. To the extent possible, public hearings to review these amendments would be scheduled concurrently with Housing Element meetings in order to minimize time and cost.

Work Products (optional)

- Prepare draft Development Code amendments for review by City staff, decision-makers and the public
- Identify and prepare land use amendments to ensure adequate capacity to accommodate the 6th cycle RHNA allocation

2. Schedule

Under State law the due date for adoption of 6th cycle Housing Elements in the SCAG region is October 15, 2021. We will work closely with City staff to ensure timely completion of the project. The following preliminary milestone schedule would achieve the State Housing Element deadline; however, this schedule will be subject to refinement during the course of the project in consultation with City staff.

Date	Milestone
May 2020	Authorization to proceed
May - September 2020	Review current Housing Element Monitor SCAG RHNA process Housing Element research & analysis
October – December 2020	Prepare Administrative Draft Housing Element Public workshop(s) Monitor RHNA process
January - February 2021	Staff review of Administrative Draft Housing Element Prepare Public Review Draft Housing Element Submit Draft Housing Element to HCD (60-day review)
February – April 2021	HCD review & consultation Housing Element revisions & responses to HCD comments CEQA analysis
May – June 2021	Planning Commission hearing & recommendation City Council hearing & adoption
June 2021	Submit adopted Housing Element to HCD (90-day review)

3. Proposed Budget

Our proposed budget for this project is shown below. Additional tasks can be provided on a time-and-materials basis. Reimbursable expenses are billed at actual cost with no surcharge. We do not charge for travel expenses, and travel time to/from meetings is included in the budget for each meeting.

We commit to donating 10% of our consulting fees to charities of the City's choice that serve the communities where we work.

Task	Description	JD	WP	Total Hours	Cost
1	Preliminary Analysis	40		40	\$6,000
2	Housing Element Analysis & Preparation	260	16	276	\$40,040
3	Public Meetings/Hearings (4)	64		64	\$9,600
4	CEQA Review	40		40	\$6,000
Total Labor		404	16	420	\$61,640
Hourly Rate		\$150	\$65		
Recommended Contingency (10%)					\$6,164
Reimbursable Expenses		(See table below)			\$300
Total Labor + Expenses					\$68,104

JD = John Douglas, AICP, Principal

WP = Graphics/word processing

Reimbursable Expenses	
Travel/mileage	No charge
Postage/deliveries/supplies	\$300
Total	\$300

Notes:

- 1) For each work product, we will provide electronic copies (Word/PDF) and if printed copies are required, they will be provided on a time-and-materials basis with no markup.
- 2) We do not charge for travel time and expenses
- 3) Contingency funds will not be used without prior City authorization
- 4) The budget for optional tasks TBD per the scope of work

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: SKID STEER EQUIPMENT PURCHASE OF A NOT-TO-EXCEED
AMOUNT OF \$100,000

Date: December 21, 2022

Agenda Item: 10.F

RECOMMENDATION:

Staff recommends that the City Council:

Authorize the City Manager to purchase one (1) skid steer, one (1) broom attachment and one (1) cold planer attachment for use by the Public Works Department and Parks & Recreation Department in an amount not to exceed \$100,000.

BACKGROUND:

The skid steer equipment currently used by staff has reached the end of its useful life and has smog-related compliance issues. In staff's ongoing effort to comply with the California Air Resources Control Board (CARB) Municipal Off-Road Diesel Emission Regulations, removing this unit from the active fleet, and adding the proposed new unit will further extend upcoming compliance deadlines by reducing City emissions and particulate matter output.

The City Council, at its August 29, 2022, public meeting, approved \$100,000 of American Rescue Plan Act (ARPA) funding for the FY 2022-2023 purchase of this equipment.

ANALYSIS:

Staff is seeking Council approval to purchase this equipment before the end of the year to avoid anticipated cost increases for 2023 and to reduce equipment delivery time. The Parks & Recreation Department and the Public Works Department use this equipment on a regular basis to assist with landscaping, utilities, loading applications, and emergency use.

Upon Council approval, Staff will purchase the new equipment and present the replaced equipment as surplus Fleet equipment requesting Council approval for its sale at a future public meeting.

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

Staff solicited and received a Sourcewell quote for purchasing one (1) 2022 John Deere 324G Skid Steer, one (1) 2022 John Deere BR72C 72-inch Rigid Pick-Up Broom, and one (1) 2022 John Deere CP18E Cold Planer. There are sufficient funds available in the current fiscal year budget to purchase the Skid Steer and attachments, including costs for in-house outfitting with the appropriate DOT-approved lighting equipment.

Table 1: Funding Sources

Fund	Account No.	Amount
Equipment - New	412-5-5022-610	\$99,808.44

OPTIONS:

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

Do not authorize the City Manager to purchase the requested skid steer and attachments for use by the Parks & Recreation Department and the Public Works Department. CARB has approved amendments to the In-Use Off-Road Diesel-Fueled Fleets Regulations aimed at further reducing emissions from the off-road sector. These amendments require municipal fleets to phase-out the use of their oldest and highest polluting off-road diesel equipment. Without Council authorization, the City may incur fines from the Ventura County Air Pollution Control District for regulatory non-compliance and experience increased fleet maintenance costs and less efficient work production by using the existing equipment.

ATTACHMENTS:

[Exhibit A - Sourcewell Quote ID 26190916.pdf](#)

EXHIBIT A

Sourcewell Quote ID: 26190916

Quote Summary

Prepared For:

SANTA PAULA, CITY OF
CA

Prepared By:

ALBERT FERNANDEZ
Coastline Equipment Company
1930 Lockwood Street
Oxnard, CA 93036
Phone: 805-485-2106
Mobile: 805-256-5767
albert.fernandez@coastlineequipment.com

SOURCEWELL PRICING
CONTRACT #032515-JDC
EQUIPMENT SUBJECT TO AVAILABILITY AND PRICE INCREASE

Quote Id: 26190916
Created On: 13 December 2022

Expiration Date: 31 December 2022

Equipment Summary	Selling Price	Qty	Extended
2022 JOHN DEERE 324G SKID STEER	\$ 63,689.70 X	1 =	\$ 63,689.70
John Deere Extended Warranty-2 YEARS/ 2000 COMPREHENSIVE WARRANTY	\$ 0.00 X	1 =	\$ 0.00
2022 JOHN DEERE BR72C 72" Rigid Pick-Up Broom - 1T0BR72CLN0000463	\$ 6,453.62 X	1 =	\$ 6,453.62
John Deere Extended Warranty-1 YEAR WARRANTY	\$ 0.00 X	1 =	\$ 0.00
2022 JOHN DEERE CP18E COLD PLANER - 1T0CP18EEM0000092	\$ 22,356.68 X	1 =	\$ 22,356.68
John Deere Extended Warranty-1 YEAR WARRANTY	\$ 0.00 X	1 =	\$ 0.00
Equipment Total			\$ 92,500.00

Quote Summary

Equipment Total	\$ 92,500.00
SubTotal	\$ 92,500.00
Sales Tax - (8.25%)	\$ 7,308.44
Total	\$ 99,808.44
Balance Due	\$ 99,808.44

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 26190916

2022 JOHN DEERE 324G SKID STEER

Hours: 0
Stock Number: 104857

Description	Qty
JOHN DEERE 324G SKID STEER LOADER BASE	1

Standard Options - Per Unit

JDLINK	1
2SP HIFL SLEV RC CB/AC PQT	1
ISO SWITCHABLE CTLS & JS PPK	1
ENGINE TURBO 4TNV98CT	1
ENGLISH OP MAN & DECALS	1
12X16.5 12PR GALAXY HULK	1
3" SEAT BELT W/2"SHLDR STRAP	1
AIR RIDE SEAT (CLOTH W HEAT)	1
COLD START PACKAGE 110V	1
PRE CLEANER	1
RADIO AM/FM W/BLUETOOTH	1
FOOTREST WITH FLOORMAT	1
HD 78 IN CONST BUCKET W EDGE	1

Service Agreements

John Deere Extended Warranty - 2
YEARS/ 2000 COMPREHENSIVE
WARRANTY

Other Charges

Setup	1
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2022 JOHN DEERE BR72C 72" Rigid Pick-Up Broom - 1T0BR72CLN0000463

Hours: 0
Stock Number: 106943

Description	Qty
JOHN DEERE 72"RIGID PU BROOM (BR72C)	1

Standard Options - Per Unit

SPRINKLER KIT	1
---------------	---

Selling Equipment

Quote Id: 26190916

Service Agreements	
John Deere Extended Warranty - 1 YEAR WARRANTY	
Other Charges	
Freight	1
FRT DISC	1

Warranty Coverage			
Warranty Type	Coverage Term	Expiration Date	Days Remaining
BASIC WARRANTY	BASIC 12M	18-Oct-2023	309

2022 JOHN DEERE CP18E COLD PLANER - 1T0CP18EEM0000092

Equipment Notes: STOCK,PO # OXN SALES,PO # OXN SALES

Hours: 0

Stock Number: 105006

Description	Qty
2022 JOHN DEERE CP18E COLD PLANER 18"	1
Standard Options - Per Unit	
CP18E RP18 COLD PLANER	1
30 GAL CAB MOUNTED WATER TANK	1
Service Agreements	
John Deere Extended Warranty - 1 YEAR WARRANTY	
Other Charges	
LESS FREIGHT PREPAID-CP (MKTG	1
DESTINATION CHG-US	1
MARKET DEVELOPMENT FUN	1



**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: NOTICE OF COMPLETION FOR THE WATER RECYCLING FACILITY
ANOXIC AND AEROBIC TANKS REHABILITATION PROJECT (CIP NO.
9341)

Date: December 21, 2022

Agenda Item: 10.G

RECOMMENDATION:

Staff recommends that the City Council:

1. Accept the work performed by Cushman Contracting Corporation for the Water Recycling Facility Anoxic and Aerobic Tanks Rehabilitation Project.
2. Authorize the City Manager to sign and staff to file the Notice of Completion with the County Recorder.

BACKGROUND:

On June 15, 2022, the City Council approved the award of a public works contract to Cushman Contracting Corporation for the Water Recycling Facility Anoxic and Aerobic Tanks Rehabilitation Project. Staff authorized the Notice to Proceed with the project on August 5, 2022.

ANALYSIS:

The project involved furnishing all necessary labor, materials, and equipment for the removal of access hatches, cleaning of the tanks to remove and process all accumulated solids, removal of 138 and replacement of up to 130 ultrafine bubble diffusers, the inspection of two Anoxic Tank mixers and three mud valves, and the refurbishment of two weir gates and three mud valves.

Upon final inspection conducted by MKN & Associates, construction was deemed complete and in substantial conformance with the construction documents. This work constitutes all of the identified scope items under the contract. As the previously identified scope is complete, Staff recommends signing of the Notice of Completion form and filing the signed copy with the County Recorder.

Filing the Notice of Completion establishes the beginning of the warranty period, 1 year for materials and workmanship. The warranty requires that the contractor guarantee the work performed under the contract and address any defects in the workmanship and materials.

STRATEGIC PLAN:

The approval of this agenda item does not directly address the strategic goals within the City's adopted Strategic Plan.

FISCAL IMPACTS:

Item		Amount
Original Construction Contract		\$343,310
Change Orders		\$11,515
Total =		\$354,825

The Contractor has been paid the Total Construction Contract amount to date for the work completed. Filing the Notice of Completion will start the warranty period for the project.

OPTIONS:

In addition to the recommended action, the Council has the following available alternative option:

1. Do not authorize staff to file the Notice of Completion. This will delay completion of the project and result in additional administrative and project management costs.

ATTACHMENTS:

[EXHIBIT A - Notice of Completion.pdf](#)

EXHIBIT A

NOTICE OF COMPLETION

Recording Requested by
and When Recorded Mail To:
City Clerk, City Hall
P. O. Box 569
Santa Paula, CA 93061

NO FEE (GOVERNMENT CODE § 27383)

NOTICE OF COMPLETION OF CONSTRUCTION PROJECT

Project Name: Water Recycling Facility Anoxic Tanks and Aerobic Tanks
Rehabilitation Project
Project No.: CIP #9341

Notice is hereby given pursuant to State of California Civil Code Section 3093 et seq that:

1. The undersigned is an officer of the owner of the interest stated below in the property hereinafter described.
2. The full name of the owner is: City of Santa Paula
3. The full address of the owner is: City Hall, 970 Ventura Street, Santa Paula, CA 93060
4. The nature of the interest of the owner is: Water Recycling Facility
5. A Work of improvement on the property hereinafter described was field reviewed by the Engineer on November 30, 2022. The Work done was: Cleaning and grit removal from Anoxic and Aerobic Tanks #1 and #2, The removal and replacement of bubble diffusers, and replacement of valves and piping.
6. On November 30, 2022, the City of Santa Paula accepted the Work of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7. The name of the Contractor for such Work of improvement was:
Cushman Contracting Corporation
8. The property on which said Work of improvement was completed is in the City of Santa Paula, County of Ventura, State of California, and is described as follows:
9. The street address of said property is: 921 Calpipe Road

Dated: 12/6/2022

Santa Paula, CA

Engineer

VERIFICATION

I, the undersigned, say: I am the City Manager of the City of Santa Paula, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury the foregoing is true and correct.

Executed on _____, 20____ at Santa Paula, California.

Public Works Director

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Christy Ramirez, Finance Director

Subject: AMENDMENT TO HARVEST CFD NO. 1 SPECIAL TAX AND BONDED
INDEBTEDNESS LIMIT AND DECLARATION OF THE RESULTS OF ELECTION
TO CERTIFY AMENDMENT

Date: December 21, 2022

Agenda Item: 11.A

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 7435 authorizing amendment of the levy of a special tax and bonded indebtedness limit for Improvement Areas B & C of Harvest Community Facilities District No. 1, and
2. Resolution No. 7436 Declaring Results of an Election for Amendment of Special Tax and Bond Authorization, Determining Validity of Prior Proceedings and Directing Recording of Amended Notice of Special Tax Lien.

BACKGROUND:

On November 21, 2016 the City Council adopted Resolution No. 7013 forming the Harvest Community Facilities District No. 1 and three Improvement Areas designated “A,” “B,” and “C” (corresponding to anticipated phases of development) to finance public infrastructure needs for The Harvest at Limoneira project and certain City services costs. Bonds, payable only from CFD No. 1 taxes and not from the general fund, to finance public infrastructure were issued in 2020 and 2022 and are contemplated to be issued again, likely in 2023, and beyond as development progresses.

The developer had originally expected to fund as much of the public infrastructure costs as possible through either bonds issued for the CFD, which began authorized in an amount not to exceed \$33 million for Improvement Area A, \$31 million for Improvement Area B, and \$24 million for Improvement Area A, and/or directly on a pay as you go basis from special taxes levied on homeowners in the CFD.

At its meeting on December 10, 2018, the Council, at the request of the developer of the project, expressed its consideration to amend the special tax rate for the CFD. With an increased tax rate the CFD would be able to issue a greater amount of bonds, so at its meeting on January 16, 2019, the Council, likewise, at the request of the developer of the project, expressed its consideration of increasing the bond authorizations to the following amounts: \$40,000,000 for Improvement Area A, \$41,000,000 for Improvement Area B, and

\$32,000,000 for Improvement Area C. These changes were finalized in February 2019.

ANALYSIS:

The Harvest at Limoneira project is approved for up to 1,500 residential dwelling units and 17.22 acres of commercial use to be constructed on 494.91 acres in the eastern part of the incorporated boundaries of the City. Approximately 632 residential units will be constructed in the first phase, with the remaining 868 residential units to be constructed in a second and third phase. The developer, Limoneira Lewis Community Builders, LLC has construction underway. The City in 2016 formed Harvest Community Facilities District No. 1 to finance public infrastructure and certain City services costs. Bonds, payable only from CFD No. 1 taxes and not from the general fund, to finance public infrastructure for Improvement Area A were issued in 2020 and 2022 and are contemplated to be issued again as a final series for Improvement Area A. The developer would like to fund as much of the public infrastructure costs as possible through either bonds issued for the CFD, or directly by special taxes levied on homeowners within the CFD. Issuances of bonds for Improvement Area B and C are planned for the future as development of the project progresses.

The existing rate, method of apportionment, and manner of collection of the authorized special tax (the "Rate and Method") for each Improvement Area was approved at the time of formation and is set forth in a Notice of Special Tax Lien recorded in the office of the County Recorder of the County of Ventura as follows: for Improvement Area A: on December 20, 2016 as Document No. 20161220-00188685-0; for Improvement Area B: on December 20, 2016 as Document No. 20161220-00188686-0 for Improvement Area C: on December 20, 2016 as Document No. 20161220-00188687-0. In February 2019, the Council approved amending the rate and method of apportionment of special tax and the corresponding bonded indebtedness limit for each Improvement Area, resetting the bonded indebtedness limit for Improvement Area A at \$40,000,000, for Improvement Area B at \$41,000,000 and for Improvement Area C at \$32,000,000. Subsequently in June 2020 a first series of bonds were issued for Improvement Area A, and in March 2022 the City issued a second series, leaving approximately \$5.6 million of bonds for Improvement Area A authorized but not yet issued.

Similar to the developer's 2019 request to amend tax rates and bond authorizations, City staff has received a request from the developer to amend the Rate and Method for Improvement Area B and Improvement Area C, primarily to increase the allowable special tax rate in contemplation of future bonds for those Improvement Areas. Pursuant to that request, the Council on November 2, 2022 adopted the first required resolution to implement the change (Resolution No. 7424), which included as exhibits the modified tax rates (set forth in the "Rate and Method of Apportionment of Special Tax") for the two Improvement Areas.

The proposed resolutions are the second and final step required by law, to make the requested changes. The changes to each Rate and Method of Apportionment of Special Tax, primarily to increase tax rates to reflect recent home price increases, are set forth in the proposed amendment to rate and method of apportionment of the Special Tax set forth in Exhibits A, B and C to the resolution, which are the same as approved by the Council in November.

If the changes are finally adopted by the Council, the increased tax rate would support the issuance of a greater amount of bonds. The existing amounts which are authorized for each of the three Improvement Areas in the CFD are: not to exceed \$40 million for Improvement Area

A, \$41 million for Improvement Area B, and \$32 million for Improvement Area C, if approved, the resolution would increase those amounts to \$70,000,000 for Improvement Area B, and \$55,000,000 for Improvement Area C.

Legal Documents:

- Revised Rate and method of apportionment for each of Improvement Area B & C. These specify actual tax structure to be used to calculate the tax each year with amendments proposed to be an increased tax rates to reflect recent home price increases (the amendments remain the same as were exhibits to Resolution 7424 adopted by the Council on November 2, 2022).

Final Actions in CFD Change Process:

The amendment resolution (the first of two) authorizes the requested changes and requires a Public Hearing followed by landowner vote on the changes. The vote will be held at this meeting, with ballots having been previously turned in to the Clerk. Since Limoneira Lewis Community Builders, LLC is the sole owner within Improvement Areas B & C, that entity will be the single voter and have executed a ballot in favor of the changes. After the unanimous landowner vote, the authorization of the levy of the Special Taxes for Improvement Areas B & C at the new rate and increases in the maximum amount of bonds that can be issued for Improvement Areas B & C become effective and the change process is complete. The election results resolution (the second of the two) certifies the election result and implements the changes. Subsequent to the meeting Bond Counsel will furnish an amendment to the Notice of Lien for the Clerk to have recorded in the County records.

STRATEGIC PLAN:

FISCAL IMPACTS:

The proposal increases the special tax authorized for the CFD. The obligation to pay special taxes in each Improvement Area of the CFD is solely an obligation of the parcels within the Improvement Area. Neither the parcel owner as an individual nor the City is directly obligated to pay the taxes. The taxes are secured solely by a lien on the taxable parcels and payable by parcel owners along with property taxes. When bonds are issued, debt service will be secured solely by a pledge of the special taxes on parcels within the respective Improvement Area. There is no obligation from the City to pay debt service on the bonds or provide backup to the special tax levies.

OPTIONS:

ATTACHMENTS:

[Reso 7435 CFD1 Reso of Amend.doc](#)

[Reso 7436 CFD1 Dec Results of Amend.doc](#)

CITY COUNCIL OF THE CITY OF SANTA PAULA

RESOLUTION NO. 7435

RESOLUTION AUTHORIZING AMENDMENT OF THE LEVY OF A SPECIAL TAX AND BONDED INDEBTEDNESS LIMIT FOR HARVEST COMMUNITY FACILITIES DISTRICT NO. 1 AND IMPROVEMENT AREAS THEREIN AND SUBMITTING AMENDMENTS TO QUALIFIED ELECTORS

WHEREAS, this Council on December 10, 2018, adopted Resolution No. 7182 (the "First Resolution of Consideration") stating its intention to change the special tax formula for the City's Harvest Community Facilities District No. 1 (Public Facilities) (the "CFD") and Improvement Areas A, B, and C therein (collectively, the "Improvement Areas"), pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act");

WHEREAS, the owner of all the land in Improvement Area B and Improvement Area C of the CFD ("Improvement Areas B & C") has requested (i) an amendment to the rate and method of apportionment of special taxes for Improvement Areas B & C, and (ii) an amendment to the maximum indebtedness limitation for Improvement Areas B & C, and this Council on November 2, 2022, adopted Resolution No. 7424 (the "Resolution of Consideration" stating its intention to implement the requested amendments;

WHEREAS, a copy of the Resolutions of Consideration, incorporating (i) a description of the proposed alteration to the rate and method of apportionment of the special taxes for Improvement Areas B & C (herein, each "Amended Rate and Method of Apportionment of Special Tax") to be levied within Improvement Areas B & C and (ii) the amended maximum authorized bonded indebtedness limit for the Improvement Areas B & C are on file with the City Clerk and the provisions thereof are fully incorporated herein by this reference as if fully set forth herein;

WHEREAS, on the date hereof, this Council held a noticed public hearing as required by the Act and the Resolutions of Consideration relative to the proposed changes to the special tax formula and indebtedness limit of Improvement Areas B & C;

WHEREAS, at said hearing all interested persons desiring to be heard on all matters pertaining to the changes to the special tax formula of the CFD and the levy of said special taxes within Improvement Areas B & C at the amended special tax rate and indebtedness limit were heard and a full and fair hearing was held;

WHEREAS, prior to the time fixed for said hearing, written protests against the proposals described in each Resolution of Consideration had not been filed by (i) 50% of more of the registered voters, or six registered voters, whichever is more, residing in the territory affected by increased special taxes arising out of the proposed amendment of the special tax formula of Improvement Areas B & C, or (ii) owners of one-half or more of the area of land in the territory affected by increased special taxes arising out of the proposed amendment of the special tax formula of Improvement Areas B & C; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA PAULA RESOLVES AS FOLLOWS:

1. All prior proceedings taken by this Council with respect to the CFD and the proposed amendment of the special tax formula of the CFD have been duly considered and are hereby determined to be valid and in conformity with the Act, and the CFD and Improvement Areas have been validly established pursuant to the Act and the provisions of the Resolutions of Consideration as heretofore adopted by this Council are by this reference incorporated herein, as if fully set forth herein

2. The proposed Amended Rate and Method of Apportionment of Special Tax for Improvement Areas B & C and amended indebtedness limit for Improvement Areas B & C, as described in the Resolution of Consideration on file with the Clerk is hereby finally approved, and is incorporated herein by reference, however the levy of special taxes at the amended rate is further subject to voter approval of the levy of the special taxes therein as hereinafter provided.

3. Pursuant to the provisions of the Act, the proposition of the levy of the special tax according to Amended Rate and Method of Apportionment of Special Tax and the proposition of the amended indebtedness limit for each Improvement Area shall be submitted to the voters of the area affected by increased special taxes arising out of the proposed amendment of the special tax formula of the CFD, at an election called therefor as hereinafter provided.

4. The Council hereby calls a special election to consider the measure described in the ballot referred to in paragraph 8 below, which election shall be held on Wednesday, December 21, 2022, at 6:30 p.m. in the City Council Chambers located at 970 Ventura Street, Santa Paula, California. The City Clerk is hereby designated as the official to conduct said election and to receive all ballots until the close of business on the election date. It is hereby acknowledged that the Clerk has on file the Resolutions of Consideration, a map of the boundaries of the CFD, and a sufficient description to allow the Clerk to determine the electors of the CFD. Pursuant to Section 53327 of the Act, the election shall be conducted by messenger or mail-delivered ballot pursuant to Section 4000 of the California Elections Code, except that Sections 53326 and 53327 of the Act shall govern for purposes of determining the date of the election.

5. This Council hereby finds that the provisions of Section 53326 of the Act requiring a minimum period of time before holding the special election are for the protection of the qualified electors of the CFD. There are on file with the Clerk written waivers executed by all of the qualified electors of the CFD allowing for a shortening of the time for the special election to expedite the amendment of the Rate and Method and the amendment of the indebtedness limit for each Improvement Area, waiving any requirement for notice, analysis and arguments in connection with the election. Accordingly, this Council finds and determines that the qualified electors have been fully apprised of and have agreed to the shortened time for the election and waiver of analysis and arguments, and have thereby been fully protected in these proceedings. This Council also finds and determines that the City Clerk has concurred in the shortened time for the election. Analysis and arguments with respect to the ballot measures are hereby waived, as provided in Section 53327 of the Act.

6. This Council hereby finds that fewer than 12 persons have been registered to vote within the territory affected by increased special taxes arising out of the proposed amendment of the special tax formula of the CFD for each of the 90 days preceding the close of the hearing heretofore conducted and concluded by this Council for the purposes of these amendment proceedings. Accordingly, and pursuant to Section 53326 of the Act, this Council finds that for purposes of these proceedings the qualified electors are the landowners within the

the CFD and that the vote shall be by said landowners, each having one vote for each acre or portion thereof such landowner owns in the CFD.

7. This City Council acknowledges that the City Clerk will cause to be delivered to each of the qualified electors within the CFD a ballot in the form set forth in Exhibit "A." Each ballot shall indicate the number of votes to be cast by the respective landowner to which it pertains.

10. The City Clerk shall accept the ballots of the qualified electors received prior to 6:30 o'clock p.m. on December 21, 2022, whether received by mail or by personal delivery.

11. This Resolution shall take effect upon its adoption.

* * * * *

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Santa Paula, California, at a regularly scheduled meeting thereof, held on the 21st day of December, 2022, by the following vote of the City Council:

AYES: COUNCILMEMBERS
NOES: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS
ABSTAIN: COUNCILMEMBERS

Andrew Sobel, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, Interim City Attorney

APPROVED AS TO CONTENT:

Daniel Singer, City Manager

EXHIBIT A

**City of Santa Paula
Harvest Community Facilities District No. 2018-1
Improvement Areas B & C**

2022 Amendment of Special Tax and Indebtedness Limit

**OFFICIAL BALLOT
SPECIAL TAX AMENDMENT ELECTION**

This ballot is for the special landowner election. You must return this ballot in the enclosed postage paid envelope to the office of the City Clerk of the City of Santa Paula no later than 6:30 o'clock p.m. on December 21, 2022, either by mail or in person. The City Clerk's office is located at 970 Ventura Street, Santa Paula, California.

To Vote, mark a cross (X) in the voting square after the word "YES" or after the word "NO." All marks otherwise made are forbidden. All distinguishing marks are forbidden and make the ballot void.

If you wrongly mark, tear, or deface this ballot, return it to the City Clerk of the City of Santa Paula and obtain another.

BALLOT MEASURE: Shall the measure whereby the City of Santa Paula, by and for its Harvest Community Facilities District No. 1 (Public Facilities) (the "CFD") and each Improvement Area therein, be authorized to amend the tax formula for determining the levy of special taxes and indebtedness limit for territory in Improvement Areas B, and C of the CFD described in Resolution No. 7424 of the City of Santa Paula, adopted by its Council on November 2, 2022, be adopted?	YES: _____ NO: _____
--	---

By execution in the space provided below, you also confirm your waiver of the time limit pertaining to the conduct of the election and any requirement for notice of election and analysis and arguments with respect to the ballot measure, as such waivers are described and permitted by Section 53326(a) and 5327(b) of the California Government Code.

Number of Votes: _____
Property Owner: _____

Name: _____
Address: _____

By: _____
Title: _____

CITY COUNCIL OF THE CITY OF SANTA PAULA

RESOLUTION NO. 7436

**RESOLUTION DECLARING RESULTS OF AMENDMENT OF SPECIAL TAX AND BOND
AUTHORIZATION ELECTION, DETERMINING VALIDITY OF PRIOR PROCEEDINGS, AND
DIRECTING RECORDING OF AMENDED NOTICE OF SPECIAL TAX LIEN OF
HARVEST COMMUNITY FACILITIES DISTRICT NO. 1**

WHEREAS, this Council on December 10, 2018, adopted Resolution No. 7182 (the "First Resolution of Consideration") stating its intention to change the special tax formula for the City's Harvest Community Facilities District No. 1 (Public Facilities) (the "CFD") and Improvement Areas A, B, and C therein (collectively, the "Improvement Areas"), pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act");

WHEREAS, the owner of all the land in Improvement Area B and Improvement Area C of the CFD ("Improvement Areas B & C") has requested (i) an amendment to the rate and method of apportionment of special taxes for Improvement Areas B & C, and (ii) an amendment to the maximum indebtedness limitation for Improvement Areas B & C, and this Council on November 2, 2022, adopted Resolution No. 7424 (the "Resolution of Consideration" stating its intention to implement the requested amendments;

WHEREAS, in proceedings heretofore conducted by the Council pursuant to the Act, this Council has heretofore adopted a resolution calling a special election of the qualified landowner electors in the territory of land affected by a proposal to levy increased special taxes arising out of the proposed changes to the special tax formula and indebtedness limit of the Improvement Areas of the CFD;

WHEREAS, pursuant to the terms of the resolution calling a special election, which is hereby incorporated herein by this reference, the special election has been held and the City Clerk has filed a Canvass of Votes Cast in Special Election (the "Canvass"), a copy of which is attached hereto as Exhibit A; and,

WHEREAS, this Council has been informed of the Canvass, finds it appropriate and wishes to complete its proceedings for the CFD.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA PAULA RESOLVES AS FOLLOWS:

1. The foregoing recitals are all true and correct.
2. The issue presented at the special election was the the levy of the proposition to amend the special tax according to Amended Rate and Method of Apportionment of Special Tax and the proposition of the amended indebtedness limit for each Improvement Area heretofore approved by this Council as described in the "Resolution Authorizing Amendment of the Levy of a Special Tax and Bonded Indebtedness Limit for Harvest Community Facilities District No. 1 and Improvement Areas Therein and Submitting Amendments to Qualified Electors," adopted December 21, 2022.

3. The Council hereby approves the Canvass and finds that it shall be a permanent part of the record of its proceedings for the CFD. Pursuant to the Canvass, the issue presented at the special election was approved by the landowners of the territory in the CFD by more than two-thirds of such landowners voting at the special election.

4. Pursuant to the voter approval, said Rate and Method of Apportionment of Special Tax for the CFD is hereby declared to be amended as set forth in Resolution No. 7182, which amendment is now applicable to the calculation of the special taxes for each Improvement Area of the CFD, and this Council may levy special taxes therein as therein provided as a result of these proceedings.

5. Pursuant to the voter approval, said indebtedness limit for each Improvement Area of the CFD is hereby declared to be amended as set forth in Resolution No. 7187, which amendment is now applicable to such limit for each Improvement Area of the CFD as a result of these proceedings.

6. It is hereby found that all prior proceedings and actions taken by this Council pursuant to the CFD and the amendment of each Rate and Method of Apportionment of Special Tax for the CFD and amendment of the indebtedness limit for each Improvement Area of the CFD were valid and in conformity with the Act.

7. Within 15 days of the date hereof, the City Clerk shall execute and cause to be recorded in the office of the County Recorder of the County of Ventura, an amendment to the Notice of Special Tax Lien as required by Section 3117.5 of the California Streets and Highways Code.

* * * * *

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Santa Paula, California, at a regularly scheduled meeting thereof, held on the 21st day of December, 2022, by the following vote of the City Council:

AYES: COUNCILMEMBERS
NOES: COUNCILMEMBERS
ABSENT: COUNCILMEMBERS
ABSTAIN: COUNCILMEMBERS

Andrew Sobel, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, Interim City Attorney

APPROVED AS TO CONTENT:

Daniel Singer, City Manager

EXHIBIT A

**City of Santa Paula
Harvest Community Facilities District No. 2018-1
Improvement Areas B & C**

2022 Amendment of Special Tax and Indebtedness Limit

CANVASS AND STATEMENT OF RESULT OF ELECTION

I hereby certify that on this date, I canvassed the returns of the election held on this date, in the territory affected by the proposed amendment of the special tax formula and indebtedness limit of Harvest Community Facilities District No. 1 Improvement Areas B and C of the City of Santa Paula which election is designated as the 2022 Amendment of Special Tax and Indebtedness Limit Election, and the total number of ballots cast in the territory affected by the proposed amendments and the total number of votes cast for and against the measure are as follows and the totals as shown for and against the measure are full, true and correct:

	Qualified Landowner Votes	Votes Cast	YES	NO
City of Santa Paula, Harvest Community Facilities District No. 1 2022 Amendment of Special Tax and Indebtedness Limit Election, December 21, 2022.	_____	_____	_____	_____

BALLOT MEASURE: Shall the measure whereby the City of Santa Paula, by and for its Harvest Community Facilities District No. 1 (Public Facilities) (the "CFD") and Improvement Areas B & C therein, be authorized to amend the tax formula for determining the levy of special taxes and indebtedness limit for territory in Improvement Areas B, and C of the CFD described in Resolution No. 7424 of the City of Santa Paula, adopted by its Council on November 2, 2022, **be adopted?**

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND this 21st day of December, 2022.

CITY OF SANTA PAULA

By: _____
City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: RESOLUTION NO. 7431 APPROVING AMENDMENTS TO THE
CONDITIONS OF APPROVAL FOR PROJECT 22-TM-01, VESTING
TENTATIVE TRACT MAP NO. 6074

Date: December 21, 2022

Agenda Item: 11.B

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 7431 approving amendments to the Conditions of Approval for Project 22-TM-01, Vesting Tentative Tract Map No. 6074.

BACKGROUND:

On August 23, 2022, the Planning Commission approved Resolution No. 3839 recommending that the City Council review and approve the proposed project as presented this evening. The applicant, Limoneira Lewis Community Builders LLC, is now requesting a review of their Vesting Tentative Tract Map (VTTM) No. 6074 on the former school site. The tract map would accommodate their proposal to build 121 detached residential condominium units on the 4 parcels originally created by Parcel Map (PM) No. 6065.

On September 21, 2022 the City Council approved Resolution No. 7423 to approve Project No. 22-TM-01, with condition amendments, for VTTM No. 6074--a subdivision of 4 existing lots that would allow for the development of 121 residential condominium units and 6 lettered lots for private streets and landscaping, and approve the street names, subject to the conditions of approval. At that time there were two edits that were not included in the final Conditions of Approval. As a result, staff returned to the Planning Commission in a public hearing to revise the conditions and make necessary corrections.

The recommended changes are as follows:

Insert the word "provide" in Condition No. 40.

40. Before the City issues a grading permit, the Applicant must **provide** a potable water infrastructure report and water improvement plans for review and approval by the Public Works Director, or designee. report and plans shall be in accordance with the approved Master Water Plan and the Development Agreement; and

Remove Condition No. 47.

47. Prior to the issuance of the certificate of occupancy for the first residential dwelling unit in the project, if applicable, the Zone 330 water tank or approved alternative shall be constructed and dedicated to the City.

Condition of approval No. 47 was incorrectly included as a condition. The 330 water tank does not supply water to this area of the development and as a result this condition is not applicable.

On December 6th, 2022, the Planning Commission approved Resolution 3843 recommending that the City Council approve the proposed amendments to the project conditions as described therein and in this report.

ANALYSIS:

ENVIRONMENTAL REVIEW:

Pursuant to Section 15162 of the California Environmental Quality Act, approval of Project No. 22-TM-01 does not require a subsequent or supplemental Environmental Impact Report (EIR) because the requested amendments to the Conditions of Approval do not substantively change Tentative Tract Map No. 6074 for condominium purposes and will not result in any new significant impacts or any substantial increase in severity of the significant impacts identified in the previously approved East Area One Final EIR for the East Area 1 Project.

PUBLIC NOTIFICATION:

A notice of public hearing was published in the Santa Paula Times in compliance with state law. Also, in compliance with the City's Zoning Ordinance, all property owners within a 300-foot radius of the project site were mailed notifications of the public hearing, and the project site was posted with a sign. As of the date of this report no comments have been received.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

None.

OPTIONS:

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

1. Reject staff's recommendation to amend the Conditions of Approval. However, doing so will create inconsistencies in the development requirements and delay the project.

ATTACHMENTS:

[A - Resolution and COAs East Area 1 TTM 6074. Amended 12-21-22-40899157-v2-c1.docx](#)

ATTACHMENT A

RESOLUTION NO. 7431 AND EXHIBIT A: REVISED CONDITIONS OF APPROVAL FOR PROJECT 22-TM-01

RESOLUTION NO. 7431

A RESOLUTION OF CITY COUNCIL APPROVING CORRECTIONS TO THE CONDITIONS OF APPROVAL FOR VESTING TENTATIVE TRACT MAP (VTTM) NO. 6074 CREATING A 4-LOT SUBDIVISION FOR THE DEVELOPMENT OF 121 RESIDENTIAL CONDOMINIUM UNITS AND 6 LETTERED LOTS FOR PRIVATE STREETS LOCATED WITHIN THE CIVIC DISTRICT OF THE EAST AREA 1 SPECIFIC PLAN AREA.

PROJECT NO. (22-TM-01)

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

SECTION 1: The City Council finds and declares that:

:

- A. On February 26, 2008, the City Council certified the East Area 1 Final Environmental Impact Report (SCH#2006071134) (the “EA1 FEIR”).
- B. On March 3, 2008, the City Council approved the East Area 1 Specific Plan SP-3 in accordance with Government Code § 65450, *et seq.* (“the Specific Plan”). The City Council also approved a Pre-Annexation Agreement and Development Agreement (the “DA”).
- C. Following a special election in June 2008, the City Council adopted Resolution No. 6508 on July 7, 2008, finding that voters approved Measure G amending Section III (F) of the Land Use Element of the Santa Paula General Plan and Section III(G) of the Land Use Element to the General Plan.
- D. Together, the GPA, Specific Plan and DA allow development of the East Area 1 Project (the “Project”): a mixed use-community of up to 1,500 total residential units and an estimated 810,000 square feet of office, retail, light industrial and civic facilities.
- E. In February 2010, the City prepared Addendum No. 1 to the EA1 FEIR to address the addition of three parcels to the proposed East Area 1 annexation.
- F. Annexation of the Project site was recorded March 7, 2013, with a correction recorded May 22, 2013. A series of amendments to the Specific Plan and other entitlements for the Project were subsequently approved.
- G. On February 17, 2015, the City approved an amendment to the Specific Plan (EA1-SP 3) which revised the land use plan and regulating plan as defined in the then-current Specific Plan, and approved a Master Vesting Tentative Map (VTTM No. 5854) that subdivided the EA1SP Area into several “super lots” to facilitate its development. The EA1-SP 3 amendment left the maximum number of residential units (1,500) unchanged.
- H. On October 25, 2016, the Planning Commission held a public hearing and recommended that City Council approve eight separate Vesting Tentative Tract

Maps (VTTM Nos. 5985, 5986, 5987, 5988, 5989, 5990, 5991, and 5992) to further subdivide the “super lots” created by VTTM No. 5854, creating 274 lots with a mix of single-family, multi-family, and condominium dwelling units, on approximately 72.3 acres of the 501 total acres located within the East Area 1 plan area.

- I. On November 21, 2016, the City Council held a public hearing and approved Vesting Tentative Tract Map Nos. 5985 through 5992 for Phase I of the East Area Specific Plan Area. Phase I includes the Haun Creek Neighborhood and portions of the Hallock Center area of the East Area 1 Specific Plan.
- J. On June 27, 2017, the Planning Commission held a public hearing and recommended that the City Council approve two additional Vesting Tentative Tract Maps, VTTM Nos. 6000 and 6001, to further subdivide the “super lots” of VTTM No. 5854. VTTM No. 6001 governs Phase II of the Project and includes the Foothill Neighborhood of the East Area 1 Specific Plan. VTTM No. 6000 governs Phase III of the Project and includes the Santa Paula Creek Neighborhood of the East Area I Specific Plan.
- K. On July 17, 2017, the City Council held a public hearing and approved Vesting Tentative Tract Maps Nos. 6000 and 6001 for Phase II and Phase III of the Project. VTTM Nos. 6000 and 6001 combined create a total of 525 lots on approximately 140.65 acres of the East Area 1 Plan Area.
- L. In May 2021, the Planning Commission recommended City Council approve Addendum No. 2 to the EA1 FEIR to approve an amendment to the East Area 1 Specific Plan (Project. No. 21-SPA-01), expanding the range of residential uses allowed within the Civic District which the City Council approved.
- M. In June 2021, City staff approved Parcel Map No. 6065 to subdivide a would-be 10.8-acre site of a future elementary school (“Former School Site”) into 4 lots for future development of residential units.
- N. In August 2021, City staff approved a Design Review packet (21-DR-05) for the future construction of 121 detached condominium units on the Former School Site.
- O. In July 2022, Limoneira Lewis Community Builders, LLC (“Applicant”) filed an application (Project No. 22-TM-01) with the City for Vesting Tentative Tract Map No. 6074 (VTTM No. 6074). The site of VTTM No. 6074 is a former school site and is located in the Civic District within the East Area 1 plan area. The Map would create 121 detached condominium units and 6 lettered lots for private streets.
- P. The application for VTTM No. 6074 was reviewed by the City’s Planning Division, in part, for consistency with the General Plan and conformity with the Santa Paula Municipal Code (“SPMC”).
- Q. In addition, the City reviewed proposed VTTM No. 6074’s environmental impacts under the California Environmental Quality Act (Public Resources Code §§

21000, *et seq.*, “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the “CEQA Guidelines”).

- R. On August 23, 2021, the Planning Commission held a public hearing regarding proposed VTTM No. 6074 and approved Resolution No. 3839 recommending that the City Council approve the map.
- S. On September 21, 2022, the City Council held a public hearing regarding proposed VTTM No. 6074, at which time Resolution No. 3839 and its findings were adopted.
- T. On December 21, 2022, VTTM No. 6074 returned to the City Council and a public hearing was held to consider two corrections to Condition of Approval Nos. 40 and 47 as set forth herein. Notice of the public hearing was given in accordance with SPMC § 16.104.010.
- U. This Resolution No. 7431, including the corrected Conditions of Approval, and its findings are adopted based upon the evidence set forth in the entire record including, without limitation, documentary, and testimonial evidence; the staff report; and such additional information set forth in the entire administrative record that is too voluminous to reference but is on file with the City Clerk’s office.

SECTION 1: Vesting Tentative Tract Map Required Findings. Pursuant to Government Code § 66474 and SPMC § 16.80.220(D), the City Council makes the following findings to approve changes to previously-approved VTTM No. 6074, subject to the corrected conditions of approval:

- A. *The proposed subdivision is consistent with applicable general and specific plans.* The proposed subdivision has been reviewed for conformity with the EA1SP and deemed consistent with the plan. The site of the proposed subdivision is zoned Civic District in the EA1SP Regulating Plan. The Civic District zone applies to areas intended for residential uses, community parks, neighborhood parks and squares. The VTTM is also consistent with the Santa Paula General Plan because the underlying land use designation is East Area 1 Specific Plan, and the subdivision complies with the density intended for this land use;
- B. *The design and improvement of the proposed subdivision is consistent with the applicable general plan and specific plans.* The design and improvement of the proposed subdivision has been reviewed for conformity with the EA1SP and deemed consistent with the plan. The site of the proposed subdivision is zoned Civic District in the EA1SP Regulating Plan. The Civic District zone applies to areas intended for a range of residential uses, community parks, neighborhood parks and squares. The VTTM is also consistent with the General Plan because the underlying land use designation is East Area 1 Specific Plan, and the subdivision complies with the density intended for this land use;
- C. The proposed subdivision is consistent with the provision of the Development Code, as the site is physically suitable for the type of development. The site of the proposed

VTTM is currently vacant and cleared of agricultural trees. The site is able to physically accommodate the proposed number of lots, future improvements, site landscaping, and parking, while complying with all applicable development regulations, such as street widths, lot sizes, and requirements in the City Subdivision and Zoning Codes, street standards, and development standards.

- D. *The proposed subdivision is consistent with the provision of the Development Code, as the site is physically suitable for the proposed density of development.* The site will have a residential area of 10.88 total acres with 121 condominium units at a density of 11.12 dwelling units per acre. This site is able to physically accommodate the proposed density.
- E. *The design of the subdivision or and the proposed improvements are not likely to cause substantial environmental damage or substantial and avoidable injury to fish or wildlife or their habitat.* The site is vacant and already cleared of trees. The proposed improvements to the site will be buffered by other residential areas, the existing recreation center, and a future community park and are thus unlikely to cause substantial environmental damage or substantial and unavoidable injury to fish or wildlife or their habitat.
- F. *The design of the subdivision and the proposed improvements are not likely to cause serious public health problems.* The design of the subdivision and the proposed improvements are in compliance with all required standards. The subdivision proposes facilities and adequate infrastructure to support the proposed residential uses. In addition, the subdivision, as conditioned, is required to be in compliance with all applicable State, County, and City design, building, and other safety related laws, codes, and regulations, including, but not limited to, the Uniform Building Code and Uniform Fire Code. Furthermore, the proposed subdivision will not involve the generation, disposal, use, release, or transportation of a significant amount of toxic or hazardous substances, and will not create noxious or offensive odors. Therefore, it is not anticipated that the proposed subdivision will cause serious health problems.
- G. *The design of the subdivision and the type of improvements will not conflict with easements of record or established by court judgment or acquired by the public at large for access through or use of property within the proposed subdivision; or, if such easements exist, that alternate easements for access or for use will be provided and these will be substantially equivalent to ones previously acquired by the public.* Review of the subdivision has revealed that the improvements will not conflict with existing easements acquired for the purposes of providing public access through, or use of, the property.
- H. *The proposed subdivision will not discharge waste into an existing community sewer system in violation of existing requirements prescribed by the California regional water quality control board pursuant to Division 7 (commencing with Section 13000) of the Water Code.* There is sufficient capacity at the Santa Paula Water Recycling Facility to treat the volume of wastewater generated by the proposed subdivision.

- I. The subdivision is in the interest of the public health and safety because the proposed development would improve and extend City infrastructure and utilities to better serve the project site and the surrounding area.
- J. The subdivision is a necessary prerequisite to the orderly development of the surrounding area for the reasons described above.

SECTION 3: Required Findings for Changes to Conditions of Approval. The City Council finds that the changes to the previously approved Condition No. 47 are warranted because a material mistake of fact was made in the deliberations leading to the original approval. Original Condition No. 47 required the Applicant to construct the Zone 330 water tank, or an approved alternative, and dedicate it to the City. However, the water tank is not meant to serve proposed VTTM No. 6074. Additionally, though no finding is required to correct a non-substantive scrivener's error, City Council approves the addition of the word "provide" before "a portable water infrastructure" to Condition No. 40. The word was mistakenly omitted.

SECTION 4: Environmental Assessment: The Planning Commission makes the following environmental findings:

- A. The City certified EA1 FEIR, adopted the EA1SP, and approved a series of related actions in February 2008. As required by the CEQA, the City adopted findings of fact for the significant impacts identified in the EA1 FEIR and a statement of overriding considerations for those impacts identified as significant and unavoidable after the incorporation of all feasible mitigation into the Project.
- B. Addendum No. 1 to the EA1 FEIR, prepared by the City in February 2010, addressed the addition of three parcels to the proposed East Area 1 annexation to allow for the implementation of improvements to the intersection of Telegraph Road and Hallock Drive identified in Mitigation Measure T-2 of the EA1 FEIR.
- C. From 2014 through 2016, the City prepared two subsequent Addendums to the EA1 FEIR to address changes to the Project, as well as a Final Supplemental EIR (the "FSEIR"), certified in 2015, for, among other entitlements, an amendment to the Specific Plan, followed by two Addendums to the FSEIR.
- D. All prior CEQA documents shall collectively comprise and be referred to herein as the "EA1 FEIR".
- E. The EA1 FEIR (including documents and other materials that constitute the record of proceedings on which the City's findings and decisions are based) is located at City of Santa Paula, 970 Ventura Street, Santa Paula, CA 93060. The custodian for these documents is the Community and Economic Development Director. This information is provided in compliance with CEQA § 21081.6(a)(2) and CEQA Guidelines § 15091(e).
- F. The EA1 FEIR is incorporated into this Resolution by reference as if fully set forth herein.

- G. The California Environmental Quality Act (CEQA) requires a review of the information in the FSEIR to address changes to a project or changes to the circumstances under which a project will occur and to assess whether a subsequent or supplemental EIR is required.
- H. Pursuant to Section 15162 of the California Environmental Quality Act, approval of Project No. 22-TM-01 does not require a subsequent or supplemental EIR because the proposed modified subdivision will not result in any new significant impacts or any substantial increase in severity of the significant impacts identified in the Final Supplemental EIR for the Project. Approving the VTTM would not increase the total approved units in the project (1500) and the map does not add improvements that were not already considered in the previous environmental document (East Area 1 Final EIR).

SECTION 5: City Council Approval. Based on the foregoing findings, City Council re-approves Vesting Tentative Tract Map No. 6074 for the East Area 1 Specific Plan subject to the corrected Conditions of Approval set forth in Exhibit "A," which are incorporated into this Resolution by reference. Corrections to the Conditions of Approval consist of:

- The addition of the word "provide" before "a portable water infrastructure" to previously-approved Condition No. 40; and
- Deletion of previously-approved Condition No. 47.

SECTION 6: Reliance on the Record. Each and all of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 7: Limitations. The City Council's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the City Council's lack of knowledge of future events. In all instances, best efforts were made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 8: Summaries of Information. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 9: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 10: The City Clerk is directed to mail a copy of this Resolution to Applicant and Applicant's Representative and to any other person requesting a copy.

SECTION 11: This Resolution is the City Council's final decision and becomes effective immediately upon adoption.

PASSED AND ADOPTED this 21th day of December 2022.

Andy, Sobel, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, Interim City Attorney

Exhibit A

CONDITIONS OF APPROVAL 22-TM-01 VTTM No. 6074 for 121 condominium units (Original Approval 2006-CDP-02 East Area 1 SP-3)

In addition to all applicable provisions of the Santa Paula Municipal Code ("SPMC"), the Limoneira Lewis Community Builders, LLC (Applicant/Property Owner) agrees for itself, its heirs and assigns that it will comply with the following provisions as Conditions for the City of Santa Paula's Approval of Project No. 22-TM-01 for East Area 1 Vesting Tentative Tract Map No. 6074 "Project Conditions ".

GENERAL CONDITIONS

Planning

1. The Resolution and these associated Conditions of Approval were adopted with the knowledge, understanding and consent of the Property Owner/Applicant.
2. The Property Owners/Applicant must comply with all applicable law including, without limitation, the SPMC and such uncodified regulations, policies, and conditions regulating the Project. In addition, the Property Owners/Applicant must pay all applicable fees and assessments to the City.
3. The Property Owner/Applicant's failure to comply with, or breach of, any Project Conditions may result in the amendment or revocation of this Permit, or any related permits, or other enforcement action, as maybe appropriate in the case. The City may undertake such acts and incur such expenses as it may consider necessary to effect compliance, the cost thereof including without limitation, administration costs and recoverable attorney's fees, to be reimbursed by the applicant or current property owners, as may be appropriate in the case.
4. This permit is subject to an ongoing review. If at any time valid, substantiated complaints are received, the City, in its discretion, may hold a public hearing held before the City Council, to determine if any condition or the permit should be modified, amended, or revoked.
5. Applicant agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising from the City's approval of Project No. 22-TM-01 for East Area 1, Vesting Tentative Tract Map No. 6074 – Civic District. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City approval of Project No. 22-TM-01 East Area 1 Vesting Tentative Tract Map No. 6074, Applicant agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of Santa Paula's elected officials, appointed officials, officers, and employees, and consultant including, without limitation, legal counsel.

6. The Applicant or the Applicant's successor-in-interest is responsible for maintaining the undeveloped portion of the site including weed abatement and litter removal.
7. The Applicant must comply with all provisions of the project's Development Agreement. Annual monitoring is required as outlined in the Agreement.
8. The Applicant must comply with all mitigation measures identified in the Final Supplemental Environmental Impact Report prepared for the East Area 1 Specific Plan Amendment and related approvals. A Mitigation Monitoring and Reporting Program (MMRP) was prepared as part of the environmental review for the project (Resolution No. 6906). The mitigation measures of the MMRP are incorporated into these conditions of approval by reference
9. In compliance with California law, the Mitigation Monitoring and Reporting Program (MMRP) will be administered for the project. Before the City issues the first Certificate of Occupancy, the Applicant must pay a deposit of \$30,000 for the administration of the MMRP. This fee must be paid no later than January 1st of each year until the final Certificate of Occupancy is issued and is subject to change.
10. Prior to the issuance of building permits, plans submitted to the Building Department, Fire Department, and Planning Department for building permits must contain a printed copy of these Conditions of Approval, the Final Mitigation Monitoring and Reporting Program (MMRP) and the Project number, "22-TM-01" for East Area 1, Vesting Tentative Tract Map No. 6074, in the title blocks of the plans.

Tentative Map

11. Except as otherwise provided by a development agreement or pursuant to Government Code § 66452.6(a)(1), a tentative map expires twenty-four (24) months after the date the map was approved.
12. The right conferred upon a vesting tentative map is vested for an initial time period of twenty-four (24) months from the date a final map is recorded. Where several final maps are recorded on various phases of a project, approved by a single vesting tentative map, this time period begins for each when the final map for that phase is recorded.
13. The initial time period is automatically extended by any time used by the City for Processing a complete application for a grading permit or for design or architectural review, if the time period used by the city to process the application exceeds (30) days from the date the complete application is filed.
14. The conditions under which an extension of time or stay is granted for a vesting tentative map must be consisted with that established for tentative maps
15. If a developer submits a complete application for a building permit during the initial time period, or any granted extension, the rights conferred by the vesting map continue until the expiration of that building permit or any extension to that building permit that the City may issue.

16. Within twenty-four (24) months after the date the City Council approves a tentative map, or any later date that may be authorized by an extension granted pursuant to this article, the subdivider must cause the subject property to be accurately surveyed and a Final Map to be prepared in conformance with the tentative map and any and all applicable conditions.
17. The Final Map must be processed in accordance with SPMC §§ 16.80.410 through 16.80.470.

PLANNING DEPARTMENT

18. The owner/Applicant must prepare and record a declaration of Covenants, Conditions and Restrictions (CC&R's) as required by Civil Code §4250 sufficient to enforce owner/Applicant obligations to the City under this approval. Before the City approves the first final vesting master map for the project, the CC&R's must be reviewed and approved by the City Attorney. Project CC&Rs must include provisions requiring the incorporation of drought tolerant landscaping and minimal turf areas in ornamental planting areas. The Applicant must pay all of the City's costs associated with such review including, without limitation, attorney's fees of the City Attorney.
19. As subsequent maps are approved, each must include a condition that the Applicant must provide the prospective home buyers disclosure of the following items. Proof of this disclosure, must be provided to the Planning Department and included in the CC&Rs for the project before the City issues the first certificate of occupancy:
20. The presence of an active community park/detention basins that will include sports field lighting for evening use;
21. Continued agricultural uses on the 55 acres on the northern edge of the Specific Plan area.

Cultural Resources

22. Before the start of grading activities in native soils, the project specifications must require a qualified Native American monitor to be present during grading activities within native soils. The Native American monitor will be authorized to halt construction, if necessary, in the immediate area (up to 200 feet) where buried cultural remains are encountered.

Growth Management

23. The City will not issue more than 500 building permits per year in accordance with applicable law.

PUBLIC WORKS DEPARTMENT

Grading and Drainage

24. Before the City issues a grading permit, a grading and drainage plan and report for the

project must be prepared and approved as part of the final subdivision map approval for the project. The grading plan must demonstrate conformance with the limits of grading exhibit of the project Final SE1R, the standards of the Specific Plan, and CBC. The Public Works Director, or designee, must select the geotechnical/soils evaluations reviewer for the project grading plans. Permittee must reimburse City for all costs associated with review of plans.

25. All grading must conform to Chapter 33 and Appendix J of the California Building Code (CBC) as adopted by the SPMC, and applicable provisions of the County of Ventura Grading regulations.
26. The applicant shall submit a site-specific geotechnical report that shall include slope stability analysis where needed or requested by the City reviewer. The report shall include design recommendations for the proposed retaining walls and recommendations for building setbacks. The recommendations of the geotechnical report shall be reviewed and approved by the City prior to issuance of a grading permit.
27. The grading plan shall be consistent with the master grading plan and includes the following minimum requirements:
 - a. Final earthwork quantities estimates (cut/fill, import/export).
 - b. An Erosion Control Plan outlining site specific Construction Best Management Practices (BMPs) for prevention of soil erosion/deposition and non-visible pollutant management in accordance with the current version of the State of California Construction General Permit 2009-009-DWQ and subsequent amendments.
 - c. Final pad and roadway elevations.
 - d. Designation of borrow or stockpile site locations for import/export material.
 - e. The extent of all remedial/corrective grading required (over-excavations, etc.)
 - f. Interim drainage detention basin locations and development phase specific drainage requirements based upon the approved project Master Hydrology and Hydraulics report or the area specific approved Hydrology and Hydraulics report.
28. Before the City issues any grading permit that will affect jurisdictional drainages, the Applicant must provide a copy of the applicable regulatory permit (US Army Corps of Engineers, California Department of Fish and Wildlife, County of Ventura, and as applicable Regional Water Quality Control Board) to the Public Works and Planning Departments. With respect to the Haun Barranca and or Santa Paula Creek restoration permits, the Applicant must submit documentation that the project requirements are satisfied or bonded for (if required by the regulatory agencies). The Applicant must also provide a plan documenting that the restoration efforts will be implemented consistent with the timing requirements of the permits.
29. Before the City issues a grading permit, a Construction Management Plan, including construction truck routes, traffic control plan, and a staging plan, must be submitted for review and approval by the Public Works Director, or designee. The plan must include the duration of the grading operation and construction activities, import/export truck

routes, and a daily time schedule of operations. Site construction access must utilize designated truck routes.

30. The Applicant must reconstruct any existing public improvements adjacent to the limits of the project damaged during the construction of the project.
31. Public streets that are utilized for construction and grading operations must be maintained and swept daily during construction activity using a pickup type street sweeper.

Drainage

32. Before the City issues a grading permit, the Applicant must submit a Hydrology and Hydraulic study to the Public Works Director, or designee, for review and approval. applications must demonstrate compliance with the City approved project Master Hydrology and Hydraulic report.
33. The Applicant must construct the proposed on and offsite drainage facility improvements and the debris and detention basin provisions as identified in the Specific Plan and Master Hydrology and Hydraulic Report documents that are related to this phase of the development. An appropriate maintenance mechanism and operations plan must be approved by the Public Works Director, or designee, as part of final design. Drainage and flood control facility design, including modifications to the existing on-site drainages and Haun Creek must be in accordance with the requirements of the Public Works Director, or designee, and Ventura County Watershed Protection District (VCWPD).
34. Proposed Drainage facilities can be built in phases but shall be constructed simultaneously with the grading operations of each phase of construction. Construction phasing plan must be approved by the Public Works Director, or designee, as part of final design. Storm drain infrastructure phasing plan is required to ensure public health and safety and to prevent possible adverse effects of construction operations on downstream storm drain infrastructures during a storm event.
35. The development drainage design must incorporate the requirements of the Ventura County Technical Guidance Manual, current edition, and the County of Ventura Municipal Separate Storm Sewer System (MS4).
36. The Hydrology and Hydraulics report for the development must address offsite drainage patterns and flows that could affect the project.

Stormwater Quality

37. Before the City issues a grading permit, the project Applicant must submit a project Notice of Intent (NOI) to the California State Water Resources Control Board, Storm Water Permit Unit in accordance with the NPDES Construction General Permit (No. CAS000002). The Applicant must submit the project Stormwater Pollution Prevention Plan (SWPPP) for review and approval by the Public Works Director, or designee.

38. Development drainage design practices must be performed in accordance with the Ventura Countywide Stormwater Quality Management Program, National Pollution Discharge Elimination System (NPDES) Permit No. CAS004004 and current permit updates as well as the Ventura County Technical Guidance Manual. Project drainage designs must incorporate Post Construction Best Management Practices (BMPs) for review and approval by the Public Works Director, or designee, and must comply with MS4 requirements.
39. Before the City issues a grading permit, parking areas and associated drive aisles must be designed in accordance with the Ventura County Technical Guidance Manual. The design must be submitted to the Public Works Director, or designee, for review and approval.

Water and Wastewater

40. Before the City issues a grading permit, the Applicant must provide a potable water infrastructure report and water improvement plans for review and approval by the Public Works Director, or designee. report and plans shall be in accordance with the approved Master Water Plan and the Development Agreement.
41. Before the City issues a grading permit, the Applicant must prepare a detailed utility infrastructure construction phasing plan for reviewed and approval by the Public Works Director, or designee. The plan shall show the extent and schedule of each phase, connection points, and pipeline alignments.
42. For each phase of construction, a standalone set of plans shall be prepared for all infrastructures and improvements intended to be turned over to the city to own, operate, and maintain. Water and wastewater infrastructure phasing plan is required to ensure public health and safety and to prove the proposed systems in each phase can operate independently from the same systems in the next phase of construction if needed.
43. The City may elect not to accept any improvements and exonerate related construction bonds before the top lift of asphalt on the related streets has been installed.
44. All water and sewer facilities must be designed and constructed in accordance with the adopted City Standards as well as the provisions of the Standard Specifications of Public Works Construction (SSPWC) aka the "Greenbook." Improvement plans detailing materials, layout and equipment manufacturers must be submitted for review and approval by the Public Works Director, or designee.
45. Before the City issues building permits, the Applicant must submit for review and approval by the City Public Works Director, or designee, evidence that the project incorporates water conservation Best Management Practices (BMPs) and water conserving measures. The water conservation measures were identified in the project Water Supply Assessment (WSA) and in the Draft Specific Plan. Provide water conservation education materials and notification for the proper use and maintenance of water conservation facilities to the Public Works Director for review and approval.

46. Before the issues a grading permit, the Applicant shall submit a project specific sewer report and improvement plans for review and approval by the Public Works Director, or designee. The reports and the plans shall be in accordance with the approved Master Sewer Plan and shall include design, selection of materials and the operation of the facilities.

Circulation and Traffic

47. The Applicant must submit a project specific traffic study and circulation analysis for review and approval by the Public Works Director, or designee. The documents must be prepared by a California registered Traffic Engineer approved by City and demonstrate compliance with the approved Master traffic plan and accounts for all additions and modifications to the EA1SP and the approved mater map.
48. Road layout and cross section must be in substantial conformance with the approved Specific Plan, the General Plan or the SPMC. The Applicant must submit pavement design (structural section, layout, etc.) as part of the final subdivision map submittals. Street layout shall meet the sight distance requirements per the city of Santa Paula standard plans and must be reviewed and approved by the Public Works Director, or designee. Road layout must incorporate bicycle improvements consistent with the City and VCTC Regional Bicycle Master Plan.
49. Street configurations that are not included in the SPMC, Specific Plan or General Plan documents must be reviewed and approved by the Public Works Director, or designee.
50. Before City approves the grading plan, traffic calming devices must be approved by the Fire Chief and Public Works Director or designee.
51. Street trees must be planted on all streets within the project based upon the East Area 1 Specific Plan and as approved by the Public Works Director, or designee. A security deposit must be posted with the City to ensure maintenance before recordation of any subdivision maps within the project.
52. Applicant must grant temporary easements for, and construct, turnarounds not less than 40-foot in radius at the terminus of all streets for which regular turnarounds are not shown on the tentative map to provide temporary turnarounds until such streets are extended. A turnaround is not required on streets which extend less than two lots or 150 feet.
53. Before the City issues a grading permit, traffic circulation and control on adjacent streets, including all curb openings, control signs for regulation, warning, and guidance of traffic, must be designed as required by the Public Works Director, or designee. Traffic circulation and control onsite must meet the approval of the Planning Director and Public Works Director, or designee.
54. Permanent Ventura County survey monuments must be located and installed in

accordance with the County of Ventura Road Standards Plate E-4, Revision D, Locations must be at the intersection of street centerlines, and as designated by the Public Works Director, or designee. All survey monumentation must be installed in accordance with the County of Ventura Road Standards and must comply with Business and Professions Code 8771.

55. The traffic analysis report must identify direct routes to school facilities from neighborhoods that cross collector and arterial streets. Those locations must have in pavement crosswalk lights. Location and manufacturer must be approved by the Public Works Director, or designee.
56. Before the City approves any improvement plans, the Applicant must submit a street lighting plan for review and approval by the Public Works Director, or designee. The plan must include the light fixture lumens proposed within the project boundaries. Street lights must utilize **LED** and/or dark sky technology as identified by the Public Works Director, or designee. For project streets that connect to an existing street, the plan must identify the location of the first existing street light on the existing street. For street lights located on local streets, the lights must be located a maximum of 220 feet apart. For street lights located on collector streets, the lights must be located a maximum of 200 feet apart. For street lights located on primary and secondary arterial streets, the lights must be located a maximum of 200 feet apart.
57. Applicant must obtain all necessary encroachment permits before the city approves any subdivision map or grading permit as applicable. Typical permits include, without limitation, Southern California Edison Company, Southern California Gas Company, Verizon Communications (telephone), Time Warner (cable television), Ventura County Watershed Protection District, Ventura County Transportation Department, Ventura County Transportation Commission (railroad), and Caltrans.
58. Prior to building permits being issued: all water; sewer and storm drain construction within the streets shall be inspected by public works inspectors and completed per the approved improvement plans; the streets shall have all curb and gutters; base and the base course of paving installed, and the remaining street construction shall be bonded for.

VENTURA COUNTY FIRE DEPARTMENT

59. **Construction Access** - Prior to combustible construction, a paved all-weather access road / driveway suitable for use by a 20-ton Fire District vehicle shall be installed at locations approved by the Fire District.
60. **Construction Access Utilities** - Prior to combustible construction, all utilities located within the access road and the first lift of the access road pavement shall be installed. A minimum 20-foot clear width shall remain free of obstruction during any construction activities within the development once combustible construction starts.
61. **Vertical Clearance** - All access roads / driveways shall have a minimum vertical clearance of 13 feet 6 inches (13' 6"). Clear of building to sky.

62. **Fire Lanes** - Prior to construction the applicant shall submit two (2) site plans to the Fire District for approval of the location of fire lanes. Prior to occupancy, all fire lanes shall be posted "NO PARKING-FIRE LANE-TOW AWAY" in accordance with California Vehicle Code, the International Fire Code and current VCFPD Fire Lane Standards. All signs and or Fire Lane markings shall be within recorded access easements.
63. **Address Numbers (Single-Family Homes)** - Address numbers, a minimum of 4 inches (4") high, shall be installed prior to occupancy, shall be of contrasting color to the background, and shall be readily visible at night. Brass or gold-plated numbers shall not be used. Where structures are set back more than 150 feet (150') from the street, larger numbers will be required so that they are distinguishable from the street. In the event the structure(s) is not visible from the street, the address number(s) shall be posted adjacent to the driveway entrance on an elevated post.
64. The minimum fire flow required shall be determined as specified by the current adopted edition of the International Fire Code Appendix B with adopted Amendments and the applicable Water Manual for the jurisdiction (with ever is more restrictive). The applicant shall verify that the water purveyor can provide the required volume and duration at the project prior to obtaining a building permit.
65. All structures shall be provided with an automatic fire sprinkler system in accordance with current VCFPD Ordinance at time of building permit application.
66. Plans for all fire protection systems (sprinklers, dry chemical, hood systems, etc.) shall be submitted, with payment for plan check, to the Fire District for review and approval prior to installation. Note: Fire sprinkler systems with 20 or more heads shall be supervised by a fire alarm system in accordance with Fire District requirements.
67. Applicant shall obtain VCFD Form #610B "Requirements for Construction" prior to obtaining a building permit for any new structures or additions to existing structures.
68. **Site Access** - Two (2) means of ingress/egress shall be provided to the development in accordance with Fire District access standards.
69. **Access Road Width, Private Roads/Driveways** - Private roads shall comply with Public Road Standards.
- a) Access road width of 36 feet shall be provided for residential use with parallel parking permitted on both sides.
 - b) Access road width of 32 feet shall be provided for residential use with parallel parking permitted on one side.
 - c) Access road width of 24 feet shall be required with no on-street parking permitted.
 - d) Where one-way traffic and off-street parking occurs, a 20-foot driveway width shall be provided. (Note: limited use only and not for high hazard occupancies: H, R-1 over 2 stories, R-2) (Review with FPD)

- e) Aerial Ladder Fire Apparatus Access, Multi-Family, Commercial or Industrial Buildings or portions of buildings or facilities with perimeter eave lines exceeding 30 feet in height above the lowest level of fire department access shall require an approved aerial ladder fire apparatus access roads and driveways. Aerial fire apparatus access roads and driveways shall have a minimum clear width of 30 feet. Overhead utility and power lines shall not be located within the aerial ladder fire apparatus access roads and driveways. At least one of the required access routes meeting this condition shall be located a minimum of 15 feet and a maximum of 30 feet parallel to one side of the buildings, as approved by the Fire District. Buildings exceeding 50,000 SQFT shall have the required access route along a minimum of two sides. Parking shall be prohibited along the required width of the access roads and driveways. Landscaping and other improvements between the required access and the buildings shall not interfere with aerial ladder fire apparatus operations, as approved by the Fire District.
70. **Fire Hydrant Plan** - Prior to construction, the applicant shall submit plans to the Fire District for placement of fire hydrants. On plans, show existing hydrants within 500 feet of the development. Indicate the type of hydrant, number, and size of outlets.
71. **Fire Hydrant(s) Required** - Fire hydrant(s) shall be provided in accordance with current adopted edition of the International Fire Code, Appendix C and adopted amendments. On-site fire hydrants may be required as determined by the Fire District.
72. **Fire Hydrant Installation** - Prior to combustible construction on any parcel, a fire hydrant capable of providing the required fire flow and duration shall be installed and in service along the access road / driveway at a location approved by the Fire District, but no further than 250 feet from the building site. The owner of the combustible construction is responsible for the cost of this installation.
73. **Hydrant Location Markers** - Prior to occupancy of any structure, blue reflective hydrant location markers shall be placed on the access roads in accordance with Fire District standards. If the final asphalt cap is not in place at time of occupancy, hydrant location markers shall still be installed and shall be replaced when the final asphalt cap is completed.
74. **Fire-Flow Verification** - Applicant shall verify that the water purveyor can provide the required fire-flow requirements by having them fill out VCFD Form #625, Fire-Flow Verification.
75. **Turning Radius** - The access road shall be of sufficient width to allow for a 40 foot centerline turning radius at all turns in the road.
76. **Turnarounds** - Approved turnaround areas for fire apparatus shall be provided when dead-end Fire Department access roads / driveways exceed 150 feet. Turnaround areas shall not exceed a 5% cross slope in any direction and shall be located within 150 feet of the end of the access road / driveway. Turnaround areas shall not be used for parking

and shall be kept free of obstructions at all times. Turnaround areas shall be posted as Fire Lanes in accordance with Fire District Fire Lane Standards.

77. **Access Road Certification** - That the access road(s)/driveway(s) shall be certified by a registered civil engineer as having an all-weather surface in conformance with Public Works and / or Fire District standards. This certification shall be submitted to the Fire District for review and approval prior to occupancy.
78. **Access Road Gates** - Any gates to control vehicle access are to be located to allow a vehicle waiting for entrance to be completely off the intersecting roadway. A minimum clear open width of 15 feet in each direction shall be provided for separate entry / exit gates and a minimum 20 for combined entry / exit gates. If gates are to be locked, a Knox system shall be installed. The method of gate control, including operation during power failure (battery back-up), shall be subject to review by the Fire Prevention Division. Gate plan details shall be submitted to the Fire District for approval prior to installation. A final acceptance inspection by the Fire District is required prior to placing any gate into service.
79. **Road / Street Name Required** - Public and private roads shall be named if serving more than four (4) parcels or as required by the Fire department.
80. **Street Names** - Prior to recordation of street names, proposed names shall be submitted to the Fire District's Fire Prevention Bureau for review and approval.
81. **Address Numbers (Commercial, Industrial, Multi-family buildings)** - Building address numbers, a minimum of ten inches (10") high, shall be installed prior to occupancy, shall be of contrasting color to the background, and shall be readily visible at night. Brass or gold-plated numbers shall not be used. Where structures are set back more than 150 feet from the street, larger numbers will be required so that they are distinguishable from the street. In the event a structure(s) is not visible from the street, the address number(s) shall be posted adjacent to the driveway entrance on an elevated post. Individual unit numbers shall be a minimum of 4 inches in height and shall be posted at the front and rear entrance to each unit. Additional address directional signs may be required at common building entrances and stairways.
82. **Water System Plans** - Plans for water systems supplying fire hydrants and / or fire sprinkler systems and not located within a water purveyor's easement, shall be submitted to the Fire District for review and approval prior to issuance of grading and/or building permits or signing of Mylar plans, whichever is first. Plans shall reflect only dedicated private fire service lines and associated appurtenances. Plans shall be construction drawings in accordance with the Ventura County Fire Code and applicable NFPA Standards and shall terminate above grade. Plan shall be design and submitted with the appropriate fees in accordance with VCFPD Standard 14.7.2.
83. **Fire Sprinklers** - All structures shall be provided with an automatic fire sprinkler system in accordance with current VCFPD Ordinance at time of building permit application.
84. **Fire Protection System Plans** - Plans for all fire protection systems (sprinklers, dry chemical, hood systems, etc.) shall be submitted, with payment for plan check, to the Fire District for review and approval prior to installation. Note: Fire sprinkler systems with 20

or more heads shall be supervised by a fire alarm system in accordance with Fire District requirements.

85. **Fire Department Clearance** - Applicant shall obtain VCFD Form #610 "Requirements for Construction" prior to obtaining a building permit for any new structures or additions to existing structures.

86. **Phasing Plan** - Applicant shall submit a phasing plan to the Fire Department for review and approval prior to construction.

By signing this document, Applicant certifies that they have read, understood, and agree to the Project Conditions listed in this document.

Limoneira Lewis Community Builders, LLC

Date

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: ADOPTION OF AN URGENCY ORDINANCE AMENDING CHAPTER 16.227 OF THE SANTA PAULA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

Date: December 21, 2022

Agenda Item: 11.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Adopt an Urgency Ordinance of the City Council of the City of Santa Paula, California Amending Chapter 16.227 of the City of Santa Paula Municipal Code Relating to Accessory Dwelling Units and Determining the Ordinance to be Exempt from CEQA.

BACKGROUND:

EXECUTIVE SUMMARY:

The proposed Urgency Ordinance will amend Chapter 16.227 of the Santa Paula Municipal Code to impose new limits on local authority to regulate Accessory Dwelling Units and Junior Accessory Dwelling Units in compliance with the provisions of Government Code sections 65852.2 and 65852.22 as amended by recently approved legislation that will take effect on January 1, 2023.

At the December 6, 2022 Planning Commission meeting, the Commissioners unanimously voted to eliminate the requirement of off-street parking for all ADUs, regardless of whether the property is located within a ½ mile of public transportation or meets other exceptions in accordance with the provisions of Government Code sections 65852.2 and 65852.22. Please refer to Exhibit B, our current map showing the areas currently exempt from parking for ADUs. The recommended changes are noted in Exhibit A of attachment A-Chapter 16.227.

BACKGROUND:

In recent years, the California Legislature has approved, and the Governor has signed into law, a number of bills that, among other things, amended Government Code sections 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs. In 2022, the California Legislature approved, and the Governor signed into law, a new bill (SB 897) that further amends Government Code sections 65852.2 and 65852.22 ("New Amendments").

Among other things, the New Amendments:

- require the City to allow certain ADUs to be higher — up to 18 or 25 feet, depending on the situation
- require the City's front setback to yield for certain ADUs
- require the City to justify a denial with a full set of detailed comments describing the deficiencies in the application and explaining how to remedy them, and
- remove the automatic repeal in 2025 (now the ADU statute is permanent).

SB 897 takes effect January 1, 2023. If the City's ADU ordinance does not comply with requirements of SB 897 by that date, the City's entire existing ADU ordinance becomes null and void as a matter of law, and the City will have to allow ADUs with no local regulation except for the few requirements in the state ADU law itself.

ANALYSIS:

The proposed ordinance amends the City's local regulatory scheme for the construction of ADUs and JADUs to comply with recently amended provisions of Government Code sections 65852.2 and 65852.22.

Failure to comply with Government Code sections 65852.2 and 65852.22 (as amended) by January 1, 2023, renders the City's ADU ordinance null and void, thereby limiting the City to the application of the few default state standards provided in Government Code sections 65852.2 and 65852.22. The approval of ADUs and JADUs based solely on these default statutory standards, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods and negatively impact property values, personal privacy, and fire safety.

The attached proposed urgency ordinance includes changes to the Santa Paula Municipal Code Chapter 16.227 substantially in the form attached.

The ADU code amendments are proposed for adoption by urgency ordinance, in accordance with Government Code section 36937, subdivision (b), and will be followed at the earliest possible time by a regular ordinance that will be considered for approval by the Planning Commission before returning to the City Council for ultimate adoption.

STRATEGIC PLAN:

The proposed urgency efforts support the *operational excellence* goal of the strategic plan through review and update of the City's development code to reduce and eliminate irrelevant code while making improvements.

FISCAL IMPACTS:

There are no fiscal impacts associated with the amendment. All applicants are required to pay associated fees for plan review and permits.

OPTIONS:

In addition to the recommended action, the Council has the following alternative options:

1. Direct staff to make changes to the proposed urgency ordinance.

ATTACHMENTS:

[ATTACHMENT A _URGENCY_ADU_Ordinance_2022-c1\(1\).docx](#)

[ATTACHMENT B_ADU_Transit_Buffer__2018.07.30.pdf](#)

ATTACHMENT A

CITY COUNCIL URGENCY ORDINANCE NO. 1323 AND EXHIBIT A: DRAFT AMENDED ADU REGULATIONS

URGENCY ORDINANCE NO. 1323

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 16.227 OF THE CITY OF SANTA PAULA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND DETERMINING THE ORDINANCE TO BE EXEMPT FROM CEQA

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

SECTION 1. *Findings.* The City Council finds as follows:

- A. The City of Santa Paula, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California.
- B. State law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”).
- C. In recent years, the California Legislature has approved, and the Governor has signed into law, a number of bills that, among other things, amended Government Code sections 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs.
- D. In 2022, the California Legislature approved, and the Governor signed into law, a new bill (SB 897) that further amends Government Code sections 65852.2 and 65852.22.
- E. SB 897 takes effect January 1, 2023, and if the City’s ADU ordinance does not comply with the requirements imposed by SB 897 by that date, the City’s entire existing ADU ordinance becomes null and void as a matter of law.
- F. The City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22.
- G. There is a current and immediate threat to the public health, safety, or welfare based on the passage of SB 897 because if the City’s ordinance does not comply with the amended laws as of January 1, 2023, and the City’s ADU ordinance becomes null and void, the City would thereafter be limited to applying the few default standards that are provided in Government Code sections 65852.2 and 65852.22 for the approval of ADUs and JADUs.
- H. The approval of ADUs and JADUs based solely on the default statutory standards, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing

neighborhoods, and negatively impact property values, personal privacy, and fire safety. These threats to public safety, health, and welfare justify adoption of this ordinance as an urgency ordinance to be effective immediately upon adoption by a four-fifths vote of the City Council.

- I. To protect the public safety, health, and welfare, the City Council may adopt this ordinance as an urgency measure in accordance with Government Code section 36937, subdivision (b).

SECTION 2. *Incorporation of Recitals.* The above recitals are true and correct and are incorporated herein by this reference.

SECTION 3. *California Environmental Quality Act.* Under California Public Resources Code section 21080.17, the California Environmental Quality Act (“CEQA”) does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California’s ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State’s ADU law.

SECTION 4. *Amended and Restated.* Chapter 16.227 of the Santa Paula Municipal Code is hereby amended and restated to read in its entirety as provided in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 5. *Effective Date.* This ordinance takes effect immediately upon its adoption.

SECTION 6. *Publication.* The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, within 15 days after its adoption.

SECTION 7. The City Clerk shall submit a copy of this ordinance to the Department of Housing and Community Development within 60 days after adoption.

SECTION 8. *Severability.* If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this resolution irrespective of the invalidity of any portion thereof.

PASSED, APPROVED and ADOPTED at a regular meeting of the City Council of the City of Santa Paula, California on the ____ day of _____, 2022.

Andy Sobel, Mayor

ATTEST:

APPROVED AS TO FORM:

Julie Latshaw, City Clerk

Monica Castillo, Interim City Attorney

EXHIBIT A
Amended ADU Regulations
(follows this page)

CHAPTER 16.227: ACCESSORY DWELLING UNITS

Section

16.227.010 Accessory Dwelling Units

Section 16.277.010 Accessory Dwelling Units

- A. **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code sections 65852.2 and 65852.22.
- B. **Effect of Conforming.** An ADU or JADU that conforms to the standards in this section will not be:
- (1) Deemed to be inconsistent with the city's general plan and zoning designation for the lot on which the ADU or JADU is located.
 - (2) Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 - (3) Considered in the application of any local ordinance, policy, or program to limit residential growth.
 - (4) Required to correct a nonconforming zoning condition, as defined in subsection C(7) below. This does not prevent the city from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.
- C. **Definitions.** As used in this section, terms are defined as follows:
- (1) "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - (A) An efficiency unit, as defined by section 17958.1 of the California Health and Safety Code; and
 - (B) A manufactured home, as defined by section 18007 of the California Health and Safety Code.
 - (2) "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.

- (3) “Complete independent living facilities” means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
- (4) “Efficiency kitchen” means a kitchen that includes all of the following:
 - (A) A cooking facility with appliances.
 - (B) A food preparation counter and storage cabinets that are of a reasonable size in relation to the size of the JADU.
- (5) “Junior accessory dwelling unit” or “JADU” means a residential unit that satisfies all of the following:
 - (A) It is no more than 500 square feet in size.
 - (B) It is contained entirely within an existing or proposed single-family structure. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family structure.
 - (C) It includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure.
 - (D) If the unit does not include its own separate bathroom, then it contains an interior entrance to the main living area of the existing or proposed single-family structure in addition to an exterior entrance that is separate from the main entrance to the primary dwelling.
 - (E) It includes an efficiency kitchen, as defined in subsection C(4) above.
- (6) “Living area” means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- (7) “Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.
- (8) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- (9) “Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- (10) “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

- (11) “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

D. **Approvals.** The following approvals apply to ADUs and JADUs under this section:

- (1) **Building-permit Only.** If an ADU or JADU complies with each of the general requirements in subsection E below, it is allowed with only a building permit in the following scenarios:

- (A) **Converted on Single-family Lot:** One ADU as described in this subsection D(1)(A) and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:

- (i) Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
- (ii) Has exterior access that is independent of that for the single-family dwelling; and
- (iii) Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.
- (iv) The JADU complies with the requirements of Government Code Section 65852.22.

- (B) **Limited Detached on Single-family Lot:** One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection D(1)(A) above), if the detached ADU satisfies each of the following limitations:

- (i) The side- and rear-yard setbacks are at least four feet.
- (ii) The total floor area is 800 square feet or smaller.
- (iii) The peak height above grade does not exceed the applicable height limit in subsection E(2) below.

- (C) **Converted on Multifamily Lot:** One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection D(1)(C), at least one converted ADU is allowed within an

existing multifamily dwelling, up to a quantity equal to 25 percent of the existing multifamily dwelling units.

- (D) **Limited Detached on Multifamily Lot:** No more than two detached ADUs on a lot that has an existing or proposed multifamily dwelling if each detached ADU satisfies both of the following limitations:

- (i) The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the city will not require any modification to the multifamily dwelling as a condition of approving the ADU.
- (ii) The peak height above grade does not exceed the applicable height limit provided in subsection E(2) below.

(2) **ADU Permit.**

- (A) Except as allowed under subsection D(1) above, no ADU may be created without both a building permit and an ADU permit in compliance with the standards set forth in subsections E. and F below.
- (B) The city may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the city's ADU ordinance. The ADU-permit processing fee is determined by the Planning Director and approved by the city council by resolution.

(3) **Process and Timing.**

- (A) An ADU permit is considered and approved ministerially, without discretionary review or a hearing.
- (B) The city must approve or deny an application to create an ADU or JADU within 60 days from the date that the city receives a completed application. If the city has not approved or denied the completed application within 60 days, the application is deemed approved unless either:
 - (i) The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or
 - (ii) When an application to create an ADU or JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the city may delay acting on the permit application for the ADU or JADU until the city acts on the permit application to create the new single-family or

multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.

- (C) If the city denies an application to create an ADU or JADU, the city must provide the applicant with comments that include, among other things, a list of all the defective or deficient items and a description of how the application may be remedied by the applicant. Notice of the denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection D(3)(B) above.
- (D) A demolition permit for a detached garage that is to be replaced with an ADU shall be reviewed with the application for the ADU and issued at the same time.

E. **General ADU and JADU Requirements.** The following requirements apply to all ADUs and JADUs that are approved under subsections D(1) or D(2) above:

(1) **Zoning.**

- (A) An ADU or JADU subject only to a building permit under subsection D(1) above may be created on a lot in a residential, commercial or mixed-use zone.
- (B) An ADU or JADU subject to an ADU permit under subsection D(2) above may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

(2) **Height.**

- (A) Except as otherwise provided by subsections E(2)(B) and E(2)(C) below, a detached ADU created on a lot with an existing or proposed single family or multifamily dwelling unit may not exceed 16 feet in height. Alternatively, an ADU in compliance with the underlying zone setbacks is permitted to use the underlying zone height regulations.
- (B) A detached ADU that does not meet the setbacks of the underlying zone may be up to 18 feet in height if it is created on a lot with an existing or proposed single family or multifamily dwelling unit that is located within one-half mile walking distance of a *major transit stop* or a *high quality transit corridor*, as those terms are defined in Section 21155 of the Public Resources Code. The ADU may be up to two additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch that is aligned with the roof pitch of the primary dwelling unit. Alternatively, an ADU that meets the requirements this subsection E.(2)(B) that complies with the

underlying zone setbacks is permitted to use the underlying zone height regulations.

- (C) A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height unless it meets the setback requirements of the underlying zone, except as provided in subsection E.(2)(B) above.
- (D) An ADU that is attached to the primary dwelling and does not meet the setbacks of the underlying zone may not exceed 25 feet in height or the height limitation imposed by the underlying zone that applies to the primary dwelling, whichever is lower. Notwithstanding the foregoing, ADUs subject to this subsection E(2)(D) may not exceed two stories.
- (E) For purposes of this subsection E(2), height is measured above existing legal grade to the peak of the structure.

(3) **Fire Sprinklers.**

- (A) Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.
- (B) The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

(4) **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days. This prohibition applies regardless of when the ADU or JADU was created.

(5) **No Separate Conveyance.** An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section 65852.26, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).

(6) **Septic System.** If the ADU or JADU will connect to an onsite wastewater-treatment system, the owner must include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years.

(7) **Owner Occupancy.**

- (A) As required by state law, all JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent

residence. However, the owner-occupancy requirement in this subsection does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.

(8) **Building & Safety.**

- (A) **Must comply with building code.** Subject to subsection E(8)(B) below, all ADUs and JADUs must comply with all local building code requirements.
- (B) **No change of occupancy.** Construction of an ADU does not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code, unless the building official or building and safety officer makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection E(8)(B) prevents the city from changing the occupancy code of a space that was uninhabitable space or that was only permitted for nonresidential use and was subsequently converted for residential use in accordance with this section.

F. **Specific ADU Requirements.** The following requirements apply only to ADUs that require an ADU permit under subsection D(2) above.

(1) **Maximum Size.**

- (A) The maximum size of a detached or attached ADU subject to this subsection F. is 850 square feet for a studio or one-bedroom unit and 1,200 square feet for a unit with two or more bedrooms.
- (B) An attached ADU that is created on a lot with an existing primary dwelling is further limited to 50 percent of the floor area of the existing primary dwelling.
- (C) Application of other development standards in this subsection F., such as FAR or lot coverage, might further limit the size of the ADU, but no application of the percent-based size limit in subsection F(1)(B) above or of an FAR, front setback, lot coverage limit, or open-space requirement may require the ADU to be less than 800 square feet.

(2) **Setbacks.**

- (A) An ADU that is subject to this subsection F. must conform to a 20-foot front-yard setback, subject to subsection F(1)(C) above.

- (B) An ADU that is subject to this subsection F. must conform to 4-foot side- and rear-yard setbacks.
 - (C) No setback is required for an ADU that is subject to this subsection F. if the ADU is constructed in the same location and to the same dimensions as an existing structure.
- (3) **Lot Coverage.** No ADU subject to this subsection F. may cause the total lot coverage of the lot to exceed the underlying zone, subject to subsection F(1)(C) above.
- (4) **Minimum Open Space.** No ADU subject to this subsection F. may cause the total percentage of open space of the lot to fall below the underlying zone, subject to subsection F(1)(C) above.
- (5) **Passageway.** No passageway, as defined by subsection C(8) above, is required for an ADU.
- (6) **Parking.**
 - (A) No off-street parking spaces are required for any new or converted ADU.
 - (B) No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.
- (7) **Architectural Requirements.**
 - (A) The materials and colors of the exterior walls, roof, and windows and doors must match the appearance and architectural design of those of the primary dwelling.
 - (B) The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.
 - (C) The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.
 - (D) The ADU must have an independent exterior entrance, apart from that of the primary dwelling.
 - (E) Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.

- (F) All windows and doors in an ADU that are less than 30 feet from a property line that is not a public right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.
 - (8) **Landscape Requirements.** Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels as follows:
 - (A) At least one 15-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24" box size plant shall be provided for every ten linear feet of exterior wall.
 - (B) Plant specimens must be at least six feet tall when installed. As an alternative, a solid fence of at least 6 feet in height may be installed.
 - (C) All landscaping must be drought-tolerant.
 - (9) **Historical Protections.** An ADU that is on or within 600 feet of real property that is listed in the California Register of Historic Resources must be located so as to not be visible from any public right-of-way.
- G. **Fees.** The following requirements apply to all ADUs that are approved under subsections D(1) or D(2) above.
- (1) **Impact Fees.**
 - (A) No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection G(1), "impact fee" means a "fee" under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). "Impact fee" here does not include any connection fee or capacity charge for water or sewer service.
 - (B) Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (e.g., the floor area of the ADU, divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling).
 - (2) **Utility Fees.**
 - (A) If an ADU is constructed with a new single-family home, a separate utility connection directly between the ADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.

- (B) Except as described in subsection G(2)(A), converted ADUs on a single-family lot that are created under subsection D(1)(A) above are not required to have a new or separate utility connection directly between the ADU and the utility, nor is a connection fee or capacity charge required.
- (C) Except as described in subsection G(2)(A), all ADUs that are not covered by subsection G(2)(B) require a new, separate utility connection directly between the ADU and the utility.
 - (i) The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.
 - (ii) The portion of the fee or charge that is charged by the city may not exceed the reasonable cost of providing this service.

H. Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.

- (1) Generally. The city will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
- (2) **Unpermitted ADUs constructed before 2018.**
 - (A) **Permit to Legalize.** As required by state law, the city may not deny a permit to legalize an existing but unpermitted ADU that was constructed before January 1, 2018, if denial is based on either of the following grounds:
 - (i) The ADU violates applicable building standards, or
 - (ii) The ADU does not comply with the state ADU law (Government Code section 65852.2) or this ADU ordinance.
 - (B) **Exceptions:**
 - (i) Notwithstanding subsection H(2)(A) above, the city may deny a permit to legalize an existing but unpermitted ADU that was constructed before January 1, 2018, if the city makes a finding that correcting a violation is necessary to protect the health and safety of the public or of occupants of the structure.

- (ii) Subsection H(2)(A) above does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code section 17920.3.

- I. **Nonconforming ADUs and Discretionary Approval.** Any proposed ADU or JADU that does not conform to the objective standards set forth in subsections A. through H. of this section may be allowed by the city with a conditional use permit, in accordance with all other applicable provisions of this title.

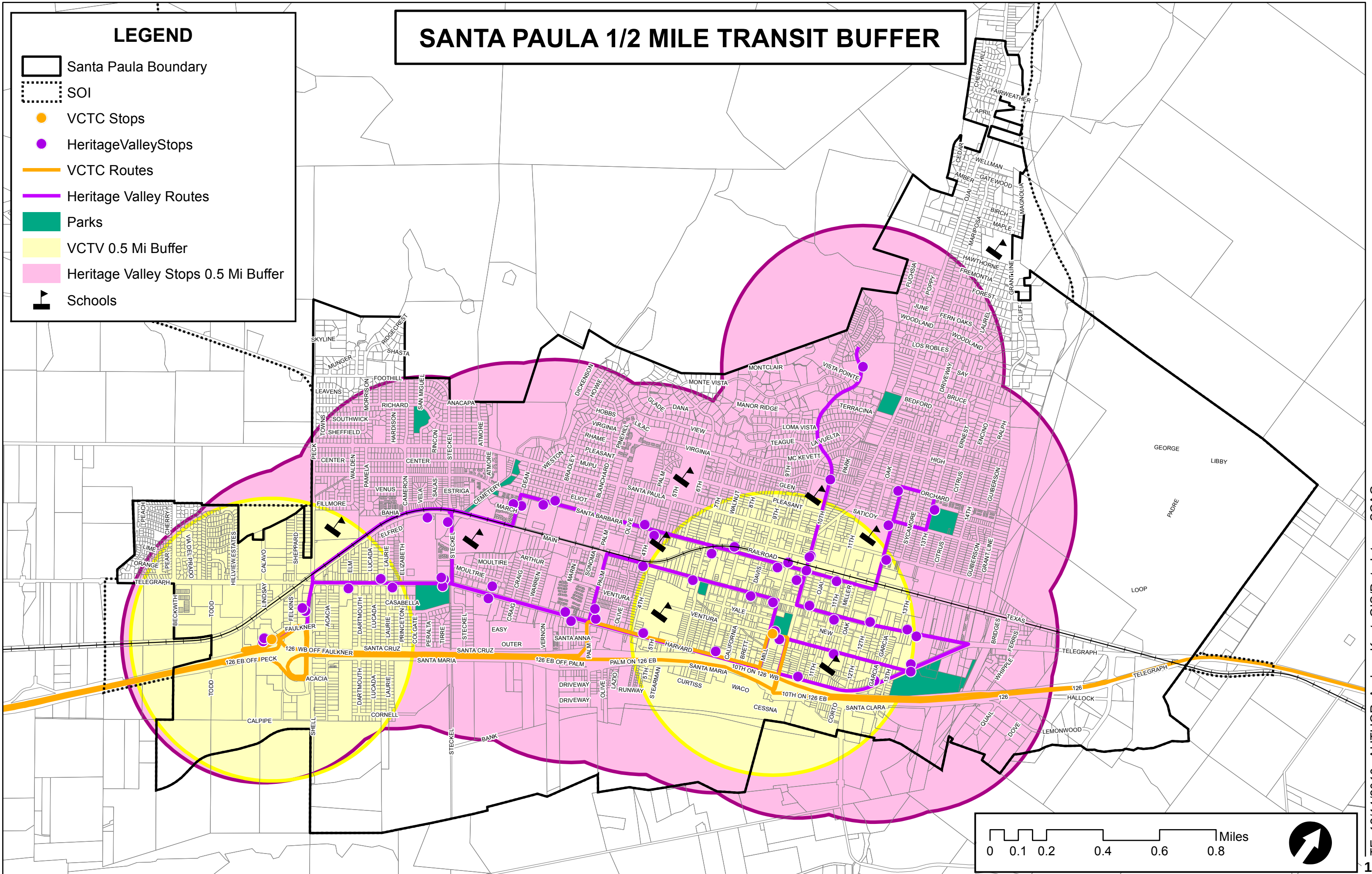
ATTACHMENT B

HALF-MILE TRANSIT BUFFER MAP

SANTA PAULA 1/2 MILE TRANSIT BUFFER

LEGEND

-  Santa Paula Boundary
-  SOI
-  VCTC Stops
-  HeritageValleyStops
-  VCTC Routes
-  Heritage Valley Routes
-  Parks
-  VCTV 0.5 Mi Buffer
-  Heritage Valley Stops 0.5 Mi Buffer
-  Schools



**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: INTRODUCTION OF ORDINANCE NO.1320 AMENDING MUNICIPAL
CODE SECTION 16.58.010 REGARDING REGULATION OF BUSINESS
SIGNAGE FOR ESTABLISHMENTS OFFERING THE SALE OF
ALCOHOL

Date: December 21, 2022

Agenda Item: 11.D

RECOMMENDATION:

Staff recommends that the City Council introduce and waive the first reading of Ordinance No. 1320, entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING SECTION 16.58.010 (DEVELOPMENT STANDARDS AND USE CONDITIONS) OF CHAPTER 16.58 (ALCOHOLIC BEVERAGE SALES) OF THE SANTA PAULA MUNICIPAL CODE RELATING TO RESTRICTIONS ON BUSINESS SIGNS ADVERTISING ALCOHOLIC BEVERAGES.

BACKGROUND:

Santa Paula Municipal Code ("SPMC") section 16.58.010 imposes sign restrictions for any land use providing alcohol beverage sales for either on-site (e.g. bars and restaurants) or off-site (e.g. markets, grocers, convenience and liquor stores) consumption. Specifically, subsection (G) prohibits "signs advertising any kind of alcoholic beverage, including beer, which will be easily visible from the exterior of the business."

ANALYSIS:

Throughout the city there are establishments that are permitted to sell alcohol for on-site or off-site consumption with signs that do not comply with SPMC section 16.58.010(G). Establishments selling alcohol generally have requirements in their Conditional Use Permits with the City; however, in some cases, there are establishments that pre-date the City's requirement for a Conditional Use Permit that went into effect in July 2004. The signs of these latter businesses are "legal non-conforming" signs and need not comply with the City's sign restriction or obtain a Conditional Use Permit unless they expand their uses. On the other hand, new businesses selling alcoholic beverages are subject to the sign restriction and Conditional Use Permit requirement, creating somewhat of a double-standard for new or existing local businesses.

In recent months, there have been requests from businesses to install signage with a business name that includes a reference to alcohol. Staff has not been able to identify a similar standard in any other County jurisdictions that restrict the use of a business name sign that includes a reference to alcoholic beverages. Those jurisdictions, similar to Santa Paula, do restrict signs, posters and illuminated displays advertising alcoholic products that are in the windows or visible from the exterior of the building. In contrast, SPMC section 16.58.010(G) has historically been enforced to restrict not only signs advertising alcohol that are easily visible from the exterior but business signage as well.

This interpretation comes from the express language of the code section. Namely, the advertisement of "any kind of alcoholic beverage" (e.g. beer, wine, etc.) easily visible from the outside is a clear violation of the municipal code. As such, if a kind of alcoholic beverage is in a business name sign (e.g. "Beer Hut"), such signs will violate the City's code.

The recent increase in development interest for restaurant and entertainment within the City will potentially result in more requests for signage with business names that may be in conflict with SPMC 16.58.010(G). It is common for establishments such as wine bars, micro-breweries, and restaurants (both local sole proprietors and larger franchises) to have references to alcohol in their registered business names. Names such as "Ale House" or "Cider House", "Brewery," "Winery," "Tap House" and "Beergarden" are familiar monikers for restaurants and bars.

Since we do not have the benefit of determining the original intent of SPMC section 16.58.010 when it was written, input and direction was sought from Council at the regular meeting held on November 2, 2022. At the meeting, Council expressed that amendment to the code section was appropriate.

Consistent with Council's input, staff is recommending SPMC section 16.58.010 be amended to allow signage representing a business name to include reference to alcohol but maintain restrictions on signs advertising alcoholic products by name.

The recommended amendment to the SPMC section 16.58.010(G) is as follows (where bold font indicates additional text, and stricken text indicates deletions):

(G) No signs advertising any kind of alcoholic **products** which will be easily visible from the exterior of the business will be permitted. **This prohibition does not apply to business signage representing a registered company name.**

STRATEGIC PLAN:

The proposed ordinance supports the *Operational Excellence* strategic plan goal by reviewing and updating the development code to reduce or eliminate irrelevant information while providing updates.

FISCAL IMPACTS:

None.

OPTIONS:

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

1. Decline to approve Staff's recommendation. However, this may result in discouraging alcohol-selling businesses from coming to the City if they cannot reference an alcoholic beverage in their business name signage.
2. Direct Staff to make further amendments to the draft ordinance.
3. Give other direction to Staff.

ATTACHMENTS:

[ATTACHMENT A - Ordinance NO.1320 CODE AMENDMENT \(relating to Alcohol Bev signage\)-c1-40899153-v2-c1.docx](#)

[EXHIBIT A AMENDED SSPMC Chapter16.58.010 Alcohol Sign Restrictions-c1.docx](#)

ATTACHMENT A

CITY COUNCIL
ORDINANCE NO. 1320 & EXHIBIT A:
DRAFT ORDINANCE AMENDMENT

ORDINANCE NO. 1320

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING SECTION 16.58.010 (DEVELOPMENT STANDARDS AND USE CONDITIONS) OF CHAPTER 16.58 (ALCOHOLIC BEVERAGE SALES) OF THE SANTA PAULA MUNICIPAL CODE RELATING TO RESTRICTIONS ON BUSINESS SIGNS ADVERTISING ALCOHOLIC BEVERAGES

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

SECTION 1. Recitals.

- A. Santa Paula Municipal Code (“SPMC”) § 16.58.010 (G), prohibits signs advertising any kind of alcoholic beverage, including beer, which will be easily visible from the exterior of the business. The proposed Development Code (“Code”) amendment would allow signage representing a business name to include references to alcohol but maintain restrictions on the advertisement of specific alcoholic beverages by name.
- B. The proposed amendment was reviewed by the City’s Planning Division for, in part, consistency with the General Plan and conformity with the Santa Paula Municipal Code.
- C. The City Planning Division reviewed the proposed amendments’ environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”), the regulations promulgated there under (14 Cal. Code of Regulations §§15000, *et seq.*, the “CEQA Guidelines”), and the City’s Environmental Guidelines (“Santa Paula Guidelines”; CEQA, CEQA Guidelines and Santa Paula Guidelines collectively referred to as “CEQA Regulations”);
- D. On December 6, 2022, the Planning Commission opened a public hearing to receive and consider public testimony and other evidence regarding the proposed amendment and whether to approve Resolution No. 3844 to recommend the proposed amendment to the City Council for adoption by ordinance.
- E. The Commission approved Resolution No. 3844, and its findings, based upon the evidence presented to the Commission at its December 6, 2022 hearing including, without limitation, the staff report submitted by the Planning Division.
- F. A public hearing for City Council consideration of the proposed amendment was set for December 21, 2022, notice of which was given pursuant to SPMC § 16.208.040(A).

- G. On December 21, 2022, the City Council opened a public hearing to receive public testimony and other evidence regarding the proposed amendment.
- H. The City council considered the information provided by City staff and public testimony. This Ordinance, and its findings, are made based upon such evidence presented to the City Council at its December 21, 2022 hearing including, without limitation, the staff report submitted by the Planning Division.

SECTION 2: *Factual Findings and Conclusions.* Pursuant to SPMC Title 16, *Development Code*, the City Council finds that:

- A. Amending SPMC § 16.58 to allow signs representing a business name to include reference to alcohol but maintain restrictions on the advertisement of alcoholic beverages by name is consistent with the character and intent of uses within the City.
- B. The proposed amendment to the Code is not expected to have a negative impact on existing businesses nor the surrounding properties. All permanent signs require approval and permits from the City.
- C. The proposed amendment to the Code is desirable to encourage services and facilities which will contribute to the general convenience or welfare of the community because allowing signage representing a business name to include reference to alcohol but maintain restrictions on advertisement for specific alcoholic products by name may enhance services that are sought and enjoyed by a large segment of the community. The proposed amendment is also compatible with the existing, surrounding and planned land uses within the City.
- D. The characteristics of the proposed amendment are not unreasonable or incompatible with the types of signs permitted within the City. All permanent signs will continue to require approval and permits from the City.

SECTION 3: *General Plan and Development Objectives.* Pursuant to SPMC § 16.208.030(C), the City Council has reviewed the Planning Commission's recommendation, and finds that the proposed amendment is consistent with the objectives of Title 16 of the SPMC, the General Plan, and development policies of the City as follows:

- A. The Santa Paula General Plan (2040) land use designation of the area impacted by the proposed amendment include all zones where the sale of alcoholic beverages is permitted.
- B. The purpose of Chapter 16.208, *Development Code Amendments*, is to allow for amendment to the Code in recognition of the fact that physical, economic, and other conditions in the city may change over time. Currently, Section (G) of SPMC § 16.58.010, *Development Standards and Use Conditions*, prohibits signs advertising any kind of alcoholic beverage, including beer, which will be easily visible from the

exterior of the business. The proposed amendment would allow signage representing a business name to include reference to alcohol but maintain restrictions on advertisement for specific alcoholic beverages by name. The proposed amendment is consistent with Title 16 of the SPMC because it accommodates the changing economic conditions of the City.

C. The proposed code amendment is consistent with the objectives, policies, general land uses, and programs of the Santa Paula General Plan (2040), as further described below in Section 4, particularly the following:

- Land Use Element, Community Character and Urban Form: LU1
- Land Use Element, Balanced Land Use & Economic Opportunity: LU3
- Economic Development and Downtown, Support Existing Businesses: EDD1.1

SECTION 4: Development Code Amendments. Pursuant to SPMC §16.208.050, the Planning Commission makes the following findings for consideration by the City Council:

- A. *The proposed code amendment is consistent with the goals, policies, and objectives of the General Plan.* Consistent with Land Use Policy LU 1 (Community Character and Urban Form), the proposed amendment will enhance the small-town character of the City by allowing signage representing a business name to include reference to alcohol but maintaining restrictions on advertisement for specific alcoholic beverages by name. The proposed amendment is also consistent with Land Use Policy LU 3 (Balanced Land Use & Economic Opportunity), as it will allow for flexibility in business names and remove disincentives for new businesses that wish to erect signs with their registered business names despite containing references to alcohol. In addition, the amendment is consistent with Economic Development and Downtown Policy EDD 1.1 (Support Existing Businesses) because allowing flexibility in business names associated with the sale of alcohol may attract patrons to surrounding businesses. Nothing in the proposed amendment would create an inconsistency with the goals, policies and objectives of the 2040 General Plan.
- B. *The proposed code amendment will not adversely affect surrounding properties.* The proposed amendment will not adversely affect surrounding properties because the proposed amendment is allowing a business name sign to include reference to alcohol but maintain restrictions on advertisement for specific alcoholic products by name. All businesses selling alcoholic beverages must still obtain a Conditional Use Permit as required by the Code to avoid adverse effects on nearby properties.
- C. *The proposed code amendment promote public health, safety, and general welfare and serves the goals and purposes of Title 16.* The public health, safety, and general welfare will be promoted by allowing greater flexibility for business names who would like to include reference to alcohol. In addition, the amendment is

intended to manage the increasing interest from existing and prospective businesses to include reference to alcohol in their business name. For the reasons described in paragraphs B. and C. of Section 3, the proposed amendment will serve the goals and purposes of Title 16 of the SPMC.

SECTION 5: *Environmental Assessment.* State CEQA Guidelines sections 15378(b)(2) and 15378(b)(5) provide that ongoing administrative activities and organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment do not constitute a “project” as defined by the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.). And even if the proposed text amendment was a “project” it is exempt from CEQA under CEQA Guidelines section 15601(b)(3)’s “common sense” rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Here, it can be seen with certainty that there is no possibility that the proposed amendment to allow signage representing a business name to include reference to alcohol but maintain restrictions on advertisement for specific alcoholic beverages by name will have a significant effect on the environment.

SECTION 6: Subsection (G) of Section 16.58.010, *Development Standards and Use Conditions*, of the Santa Paula Municipal Code is hereby amended to read as follows (underlined text denotes additional text):

(G) No signs advertising any kind of alcoholic product, which will be easily visible from the exterior of the business will be permitted. This prohibition does not apply to business signage representing a registered company name.

SECTION 7. Upon the effective date of this Ordinance, the provisions hereof shall supersede any inconsistent or conflicting provisions of the Santa Paula Municipal Code.

SECTION 8. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 9. 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.

SIGNATURES ON FOLLOWING PAGE

PASSED AND ADOPTED this 21st day of December 2022.

Andy Sobel, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, Interim City Attorney

EXHIBIT A
SANTA PAULA MUNICIPAL CODE AMENDED
REFERENCES TO SIGNAGE AND ALCOHOL ADVERTISEMENT

CHAPTER 16.58: ALCOHOLIC BEVERAGE SALES

§ 16.58.010 DEVELOPMENT STANDARDS AND USE CONDITIONS.

Any use providing alcohol beverage sales for either on-site or off-site consumption is subject to the following standards and conditions on use:

(A) All new sales of alcohol, with the exception of temporary sales as specified in § 16.58.030 of this chapter, must obtain a Conditional Use Permit.

(B) A new alcohol sales use may only be established in a location such that the proposed use will not contribute to undue concentration of such uses in an area where additional such uses would be undesirable, with consideration to be given to the area's function and character, problems of crime and loitering, traffic problems and capacity.

(C) Except for temporary sales of alcohol citywide and except for alcohol sales for on-site consumption within the Central Business District, sale of alcoholic beverages within 300 feet of a public or private school is prohibited on weekdays between the hours of 7:00 a.m. and 6:00 p.m.

(D) The proposed use must not adversely affect adjacent or nearby properties.

(E) Adequate litter receptacles must be provided.

(F) Where the proposed use is near residential uses, it must be limited in hours of operation, or designed and operated, so as to avoid disruption of residents' sleep between the hours of 10:00 p.m. and 7:00 a.m.

(G) No signs advertising any kind of alcoholic **product**, which will be easily visible from the exterior of the business will be permitted. **This prohibition does not apply to business signage representing a registered company name.**

(H) Windows must be kept free of signs and other obstructions to allow visual inspection from the outside.

(I) The property owner/operator/applicant and the city must enter into an enforcement agreement to facilitate the control of the sale of alcohol, inclusive of spirits, distilled liquor, beer and wine at this site before selling alcohol on the subject property. This agreement will be subject to review and approval of the City Council. The agreement must also obligate any heirs, assigns, and other future owners/operators of the establishment, or must be replaced by a new similar agreement.

(J) No provision in this section is intended to conflict with the authority of the State of California Bureau of Alcoholic Beverage Control (ABC) to issue alcohol sales licenses. Before commencing the proposed use, applicants seeking a Conditional Use Permit for new alcohol sales are required to obtain the appropriate license from ABC in accordance with state law.

(Ord. 1100,

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: INTRODUCTION OF ORDINANCE NO. 1321 RELATING TO AN
EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC
VEHICLE CHARGING STATIONS

Date: December 21, 2022

Agenda Item: 11.E

RECOMMENDATION:

Staff recommends the City Council:

1. Introduce and waive first reading of Ordinance No.1321, entitled:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA,
CALIFORNIA AMENDING CHAPTER 16.77 TO TITLE XVI OF THE SANTA PAULA
MUNICIPAL CODE RELATING TO AN EXPEDITED, STREAMLINED PERMITTING
PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS**

BACKGROUND:

The State of California has adopted Assembly Bill 1236 (Chapter 598, Statutes of 2015), which requires every city with a population of less than 200,000 residents to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging stations on or before September 30, 2017. AB 970 (Chapter 710, Statutes of 2021), requires, beginning January 1, 2023, such permitting applications, to be deemed complete, and subsequently deemed approved, at a certain point after submission if the City of Santa Paula ("City") has not taken certain specified actions with respect to the applications.

Creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City's reliance on environmentally damaging fossil fuels. This Ordinance would amend the Santa Paula Municipal Code to meet these State law requirements and to facilitate convenient charging of electric vehicles.

On December 6, 2022, the City of Santa Paula Planning Commission adopted Resolution No.

3841 recommending the City Council consider amending Chapter 16.77 as described herein.

ANALYSIS:

On September 18, 2017 the City adopted Chapter 16.77 to meet with the requirements of AB 1236. AB 1236 is part of the State's efforts to modernize and facilitate the installation of electric vehicle charging stations throughout the State. In furtherance of this goal, the State is requiring that cities and counties throughout the State adopt ordinances setting forth guidelines to facilitate expedited review and processing for electric vehicle charging stations.

On October 8, 2021, the Governor signed into law AB 970. AB 970 requires an application to install an electric vehicle charging station to be deemed **complete** if, either 5 business days (for applications with 25 proposed charging stations or less) or 10 business days (26 or more proposed charging stations) after the application was submitted, the city has not deemed the application to be incomplete or issued a written correction notice detailing all deficiencies in the application.

Then, AB 970 requires an application to install an electric vehicle charging station to be deemed **approved** if either 20 business days (for applications with 25 proposed charging stations or less) or 40 business days (26 or more proposed charging stations) after the application was submitted, (1) the city has not approved the application, (2) the building official has not made a finding that the proposed installation could have an adverse impact upon the public health or safety or required the applicant to apply for a use permit, (3) the building official has not denied the permit, and (4) an appeal has not been made to the Planning Commission of the city.

This bill's provisions would become operative on January 1, 2022, but for every city, county, or city and county with a population of less than 200,000 residents, the bill's provisions would apply beginning on **January 1, 2023**.

If adopted by the City Council, this Ordinance would streamline and expedite current departmental procedures by enacting the State's clear approval deadlines and requiring the creation and use of an approval checklist for electric vehicle charging station applications.

STRATEGIC PLAN:

Facilitating growth of electric vehicle charging stations directly aligns with Objective No. 5 of Section C: *Infrastructure, Transportation & Mobility* in the adopted 2021-2023 City of Santa Paula Strategic Plan.

FISCAL IMPACTS:

The fiscal impacts related to this ordinance depend on the number of applications that the City receives. Nonetheless, because the ordinance is designed to streamline permit processing, the costs associated with processing each application would likely be reduced.

OPTIONS:

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

1. Decline to approve Staff's recommendation. Doing so, however, will delay compliance with state mandates.

2. Direct staff to make edits to the proposed Ordinance.

ATTACHMENTS:

[Attachment_A_-_Draft_Ordinance_No._1321__BBK_Revisions-c1_tt_FINAL_\(1\)revised-c1.docx](#)

[Attachment B - PC Resolution No. 3841.pdf](#)

ATTACHMENT A

ORDINANCE NO. 1321
AMENDING SPMC CHAPTER 16.77

ORDINANCE NO. 1321

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 16.77 TO TITLE XVI OF THE SANTA PAULA MUNICIPAL CODE RELATING TO AN EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS

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

SECTION 1. The City Council finds and declares

- A. The State of California has adopted Assembly Bill 1236 (Chapter 598, Statutes of 2015), which requires every city with a population of less than 200,000 residents to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging stations on or before September 30, 2017.
- B. AB 970 (Chapter 710, Statutes of 2021), requires, beginning January 1, 2023, such permitting applications, to be deemed complete, and subsequently deemed approved, at a certain point after submission if the City of Santa Paula ("City") has not taken certain specified actions with respect to the applications.
- C. Creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City's reliance on environmentally damaging fossil fuels.
- D. On December 6, 2022, the City of Santa Paula Planning Commission adopted Resolution No. 3841 recommending the City Council consider amending Chapter 16.77 as described herein.
- E. The City wishes to amend the Santa Paula Municipal Code to meet these State law requirements and to facilitate convenient charging of electric vehicles.

SECTION 2. Chapter 16.77 of Title XVI of the Santa Paula Municipal Code is hereby amended to read as follows (where underlined text indicates additions):

"Chapter 16.77 ELECTRIC VEHICLE CHARGING SYSTEMS; STREAMLINED PERMITTING

Section

16.77.010	Purpose
16.77.020	Definitions
16.77.030	<u>Electrical Vehicle Charging Station Requirements</u>
16.77.040	<u>Expedited Permitting Process</u>
16.77.050	<u>Permit Application Process</u>
16.77.060	<u>Permit Review; Timing</u>

16.77.010 Purpose

The purpose of this chapter is to create an expedited and streamlined electric vehicle charging station permitting process that complies with Government Code sections 65850.7 and 65850.71 to achieve the timely and cost-effective installation of electric vehicle charging stations. Pursuant to Government Code section 65850.7 and notwithstanding any other provision of this code pertaining to conditional or accessory uses, only an electrical permit shall be required for an electric vehicle charging station.

16.77.020 Definitions

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction and phrases used in this chapter.

A FEASIBLE METHOD TO SATISFACTORILY MITIGATE OR AVOID THE SPECIFIC, ADVERSE IMPACT includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by the City on another similarly situated application in a prior successful application for a permit.

BUILDING OFFICIAL means the chief building official of the City or his or her designee.

ELECTRIC VEHICLE CHARGING STATION or CHARGING STATION means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, and any subsequent amendments thereto, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

ELECTRONIC SUBMITTAL means the utilization of one or more of the following:

- (1) Email
- (2) The Internet; or
- (3) Facsimile

SPECIFIC ADVERSE IMPACT means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

16.77.030 Electrical Vehicle Charging Station Requirements

(A) The electric vehicle charging station shall meet the applicable safety and performance standards established by the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission and the local electric utility company regarding safety and reliability.

(B) Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.

(C) Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.

(D) Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

16.77.040 Expedited Permitting Process

Consistent with Government Code section 65850.7, the Building Official shall implement an expedited, streamlined permitting process for electric vehicle charging stations and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" as published by the Governor's Office of Planning and Research. The City's adopted checklist shall be published on the City's website.

16.77.050 Permit Application Process

(A) Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; and areas of charging station equipment and vehicle parking.

(B) A permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed. A completed application does not authorize an applicant to energize or utilize the electric vehicle charging station until approval and all necessary permits are granted by the City.

(C) If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.

(D) The Building Official shall allow for electronic submittal of permit applications covered by this chapter and associated supporting documentations. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

16.77.060 Permit Review

(A) The Building Official shall review all electric vehicle charging station applications. Notwithstanding the expedited permit processing set forth in this chapter, the Building Official retains authority at all times to identify and address higher priority life-safety situations.

(B) If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety, the City may require the applicant to apply for a conditional use permit. The Building Official's decision may be appealed by the applicant to the Planning Commission.

(C) An application for a conditional use permit to install an electric vehicle charging station shall not be denied unless the Planning Commission makes written findings based upon substantial evidence in the record that the proposed installation would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. The findings shall include the basis for the rejection of potential feasible alternatives. If denied, the Planning Commission's decision may be appealed by the applicant to the City Council pursuant to Chapter 16.110.210.

(D) In the technical review of a charging station application, the Building Official shall not condition the approval of any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

(E) Upon confirmation by the Building Official that the permit application and supporting documents meet the requirements of the City adopted checklist, and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, as may be amended, approve the application and issue all necessary permits.

(F) An application to install an electric vehicle charging station submitted to the building official of the City shall be deemed complete if, after the applicable time period has elapsed, both of the following are true:

(1) The Building Official has not deemed the application complete, consistent with the checklist created by the City pursuant to Government Code section 65850.7(g).

(2) The Building Official has not issued a written correction notice detailing all deficiencies in the application and identifying any additional information explicitly necessary for the Building Official to complete a review limited to whether the electric vehicle charging station meets all health and safety requirements of local, state, and federal law, consistent with subdivisions (b) and (g) of Government Code section 65850.7.

(G) For purposes of paragraph (F), “applicable time period” means either of the following:

(1) Five business days after submission of the application to the City if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(2) Ten business days after submission of the application to the City if the application is for more than 25 electric vehicle charging stations at a single site.

(H) An application to install an electric vehicle charging station shall be deemed approved if the applicable time period described in paragraph (G) has elapsed and all of the following are true:

(1) The Building Official has not administratively approved the application pursuant to Government Code section 65850.7(b).

(2) The Building Official has not made a finding, based on substantial evidence, that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety or required the applicant to apply for a use permit pursuant to Government Code section 65850.7(b).

(3) The building official of the City has not denied the use permit pursuant to Government Code section 65850.7(c).

(4) An appeal has not been made to the Planning Commission pursuant to Government Code section 65850.7(d).

(I) For purposes of paragraph (H), “applicable time period means” either of the following:

(1) Twenty business days after the application was deemed complete, if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(2) Forty business days after the application was deemed complete, if the application is for more than 25 electric vehicle charging stations at a single site.

(J) If an electric vehicle charging station and any associated equipment interfere with, reduce, eliminate, or in any way impact the required parking spaces for existing uses, the City shall reduce the number of required parking spaces for existing

uses by the amount necessary to accommodate the electric vehicle charging station and any associated equipment."

SECTION 3. *Effective Date.* This Ordinance shall take effect thirty (30) days after its adoption.

SECTION 4. *California Environmental Quality Act.* This Ordinance was assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines (Guidelines), and the environmental regulations of the City. The City Council hereby finds that this ordinance is not subject to CEQA because the adoption of this ordinance is not a "project" pursuant to Sections 15060(c)(2) and 15060(c)(3) of Title 14 of the California Code of Regulations. Specifically, this Ordinance only establishes a streamlined process for electric vehicle charging station permits and merely authorizes administrative activities which will not result in a direct or reasonably foreseeable indirect physical change in the environment. Moreover, under Section 15061(b)(3) of the State CEQA Guidelines, this Ordinance is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment.

SECTION 5. *Severability.* If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 6. *Certification and Publication.* The City Clerk of the City of Santa Paula shall certify to the adoption of this Ordinance and cause of publication to occur in a newspaper of general circulation and published and circulated in the City in a manner permitted under California Government Code Section 36933.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Santa Paula, California on the ____ day of _____, 2023.

Andy Sobel, Mayor

ATTEST:

APPROVED AS TO FORM:

Julie Latshaw, City Clerk

Monica Castillo, Interim City Attorney

State of California)
County of Ventura) s.s.
City of Santa Paula)

I, Julie Latshaw, City Clerk, hereby certify that the foregoing is a true copy of Ordinance No. 1321, introduced at a regular meeting held on the 21st day of December 2022, and duly adopted by the City Council of the City of Santa Paula, California at a regular meeting thereof held the ____ day of _____, 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the
City this ____ day of _____, 2023.

JULIE LATSHAW, CITY CLERK

ATTACHMENT B

PLANNING COMMISSION
RESOLUTION NO. 3841

RESOLUTION NO. 3841

A RESOLUTION OF THE CITY OF SANTA PAULA PLANNING COMMISSION RECOMMENDING THE CITY COUNCIL CONSIDER APPROVAL OF AN ORDINANCE AMENDING CHAPTER 16.77 TO TITLE XVI OF THE SANTA PAULA MUNICIPAL CODE, RELATING TO AN EXPEDITED, STREAMLINED PERMITTING PROCESS FOR ELECTRIC VEHICLE CHARGING STATIONS

The Planning Commission of the City of Santa Paula does resolve as follows:

SECTION 1. The Planning Commission finds and declares

- A. The State of California has adopted Assembly Bill 1236 (Chapter 598, Statutes of 2015), which requires every city with a population of less than 200,000 residents to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging stations on or before September 30, 2017.
- B. AB 970 (Chapter 710, Statutes of 2021), requires, beginning January 1, 2023, such permitting applications, to be deemed complete, and subsequently deemed approved, at a certain point after submission if the City of Santa Paula ("City") has not taken certain specified actions with respect to the applications.
- C. Creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City's reliance on environmentally damaging fossil fuels.
- D. The City Council should consider amending Chapter 16.77 of the Santa Paula Municipal Code as described herein to meet these State law requirements and to facilitate convenient charging of electric vehicles.

SECTION 2. If ordained by the City Council, Chapter 16.77 of Title XVI of the Santa Paula Municipal Code would be amended to read as follows:

"Chapter 16.77 ELECTRIC VEHICLE CHARGING SYSTEMS; STREAMLINED PERMITTING

Section

16.77.010	Purpose
16.77.020	Definitions
16.77.030	Electrical Vehicle Charging Station Requirements
16.77.040	Expedited Permitting Process
16.77.050	Permit Application Process
16.77.060	Permit Review; Timing

16.77.010 Purpose

The purpose of this section is to create an expedited and streamlined electric vehicle charging station permitting process that complies with Government Code sections 65850.7 and 65850.71 to achieve the timely and cost-effective installation of electric vehicle charging stations. Pursuant to Government Code section 65850.7 and notwithstanding any other provision of this code pertaining to conditional or accessory uses, only an electrical permit shall be required for an electric vehicle charging station.

16.77.020 Definitions

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction and phrases used in this chapter.

A FEASIBLE METHOD TO SATISFACTORILY MITIGATE OR AVOID THE SPECIFIC, ADVERSE IMPACT includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by the City on another similarly situated application in a prior successful application for a permit.

BUILDING OFFICIAL means the chief building official of the City or his or her designee.

ELECTRIC VEHICLE CHARGING STATION or CHARGING STATION means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, and any subsequent amendments thereto, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

ELECTRONIC SUBMITTAL means the utilization of one or more of the following:

- (1) Email
- (2) The Internet; or
- (3) Facsimile

SPECIFIC ADVERSE IMPACT means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

16.77.030 Electrical Vehicle Charging Station Requirements

(A) The electric vehicle charging station shall meet the applicable safety and performance standards established by the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission and the local electric utility company regarding safety and reliability.

(B) Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.

(C) Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.

(D) Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

16.77.040 Expedited Permitting Process

Consistent with Government Code section 65850.7, the Building Official shall implement an expedited, streamlined permitting process for electric vehicle charging stations and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" as published by the Governor's Office of Planning and Research. The City's adopted checklist shall be published on the City's website.

16.77.050 Permit Application Process

(A) Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; and areas of charging station equipment and vehicle parking.

(B) A permit application that satisfies the information requirements in the City's adopted checklist shall be deemed complete and be promptly processed. A completed application does not authorize an applicant to energize or utilize the electric vehicle charging station until approval and all necessary permits are granted by the City.

(C) If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.

(D) The Building Official shall allow for electronic submittal of permit applications covered by this chapter and associated supporting documentations. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

16.77.060 Permit Review

(A) The Building Official shall review all electric vehicle charging station applications. Notwithstanding the expedited permit processing set forth in this chapter, the Building Official retains authority at all times to identify and address higher priority life-safety situations.

(B) If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety, the City may require the applicant to apply for a conditional use permit. The Building Official's decision may be appealed by the applicant to the Planning Commission.

(C) An application for a conditional use permit to install an electric vehicle charging station shall not be denied unless the Planning Commission makes written findings based upon substantial evidence in the record that the proposed installation would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. The findings shall include the basis for the rejection of potential feasible alternatives. If denied, the Planning Commission's decision may be appealed by the applicant to the City Council pursuant to Chapter 16.110.210.

(D) In the technical review of a charging station application, the Building Official shall not condition the approval of any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

(E) Upon confirmation by the Building Official that the permit application and supporting documents meet the requirements of the City adopted checklist, and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, as may be amended, approve the application and issue all necessary permits.

(F) An application to install an electric vehicle charging station submitted to the building official of the City shall be deemed complete if, after the applicable time period has elapsed, both of the following are true:

(1) The Building Official has not deemed the application complete, consistent with the checklist created by the City pursuant to Government Code section 65850.7(g).

(2) The Building Official has not issued a written correction notice detailing all deficiencies in the application and identifying any additional information explicitly necessary for the Building Official to complete a review limited to whether the electric vehicle charging station meets all health and safety requirements of local, state, and federal law, consistent with subdivisions (b) and (g) of Government Code section 65850.7.

(G) For purposes of paragraph (F), “applicable time period” means either of the following:

(1) Five business days after submission of the application to the City if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(2) Ten business days after submission of the application to the City if the application is for more than 25 electric vehicle charging stations at a single site.

(H) An application to install an electric vehicle charging station shall be deemed approved if the applicable time period described in paragraph (G) has elapsed and all of the following are true:

(1) The Building Official has not administratively approved the application pursuant to Government Code section 65850.7(b).

(2) The Building Official has not made a finding, based on substantial evidence, that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety or required the applicant to apply for a use permit pursuant to Government Code section 65850.7(b).

(3) The building official of the City has not denied the use permit pursuant to Government Code section 65850.7(c).

(4) An appeal has not been made to the Planning Commission pursuant to Government Code section 65850.7(d).

(I) For purposes of paragraph (H), “applicable time period means” either of the following:

(1) Twenty business days after the application was deemed complete, if the application is for at least 1, but not more than 25 electric vehicle charging stations at a single site.

(2) Forty business days after the application was deemed complete, if the application is for more than 25 electric vehicle charging stations at a single site.

(J) If an electric vehicle charging station and any associated equipment interfere with, reduce, eliminate, or in any way impact the required parking spaces for existing uses, the City shall reduce the number of required parking spaces for existing

uses by the amount necessary to accommodate the electric vehicle charging station and any associated equipment.

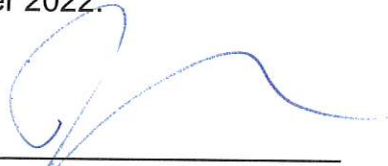
SECTION 3. Environmental Assessment. This Resolution was assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines (Guidelines), and the environmental regulations of the City. The Planning Commission hereby finds that this resolution is not subject to CEQA because the adoption of this resolution is not a "project" pursuant to Sections 15060(c)(2) and 15060(c)(3) of Title 14 of the California Code of Regulations. Further, under Section 15061(b)(3) of the State CEQA Guidelines, this resolution is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment.

SECTION 4. This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 5. This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal constitutes a waiver of any right of appeal.

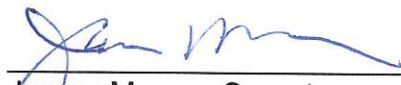
SECTION 6. The Commission Secretary is directed to transmit a signed copy of this Resolution to the City Clerk, and to any other person(s) requesting a copy.

PASSED AND ADOPTED this 6th day of December 2022.



Jason Herber, Chairperson
City of Santa Paula Planning Commission

ATTEST:



James Mason, Secretary
City of Santa Paula Planning Commission

APPROVED AS TO FORM:



Henry Castillo, Interim Assistant City Attorney
City of Santa Paula

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: INTRODUCTION OF ORDINANCE NO. 1326 ADOPTING BY
REFERENCE THE 2022 CALIFORNIA BUILDING CODE AND THE 2021
INTERNATIONAL PROPERTY MAINTENANCE CODE

Date: December 21, 2022

Agenda Item: 12.A

RECOMMENDATION:

Staff recommends that the City Council:

1. Introduce and waive first reading of Ordinance No. 1326, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AMENDING SECTIONS 150.001, 150.015, 150.025, 150.045, 150.055, 150.075, 150.085, 150.150, 150.160, 150.170, 150.180, AND 150.190 OF CHAPTER 150 OF THE SANTA PAULA MUNICIPAL CODE TO ADOPT BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), INCLUDING THE 2022 CALIFORNIA ADMINISTRATIVE CODE; VOLUMES 1 AND 2 OF THE 2022 CALIFORNIA BUILDING CODE; THE 2022 CALIFORNIA RESIDENTIAL CODE; THE 2022 CALIFORNIA ELECTRICAL CODE; THE 2022 CALIFORNIA MECHANICAL CODE; THE 2022 CALIFORNIA PLUMBING CODE; THE 2022 CALIFORNIA ENERGY CODE; THE 2022 CALIFORNIA HISTORICAL BUILDING CODE; THE 2022 CALIFORNIA EXISTING BUILDING CODE; THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2022 CALIFORNIA REFERENCED STANDARDS CODE; AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

2. Schedule a public hearing to consider adopting the proposed Ordinance at the City Council's regular meeting of January 18, 2023;

3. Direct the City Clerk to publish a summary of the proposed Ordinance and provide notice of the public hearing twice at least 14 days before the public hearing at which the proposed Ordinance is to be considered for adoption;

4. Take such additional, related action as may be desired.

BACKGROUND:

New editions of the California Building Standards Code are published every three years in a triennial cycle with supplemental information published during other years. Publication of triennial editions of the CCR began in 1989. The most recent version of the code last adopted by the city was the 2019 edition published January 1, 2020. The California Health and Safety Code requires local governments to adopt the most current editions of the model codes related to construction. The new 2022 California Code of Regulations Title 24 will become effective January 1, 2023 and are the minimum regulated codes adopted by the State of California for construction. All jurisdictions are required to adopt the updated codes in order to maintain local consistency with state requirements. As a part of the code updates and revisions the city is also required to adopt the *International Property Maintenance Code* (IPMC). The IPMC is a model code that regulates the minimum *maintenance* requirements for existing buildings. It is a document intended to establish minimum *maintenance* standards for basic equipment, light, ventilation, heating, sanitation and fire safety.

These codes to be updated are as follows:

Part 1 Administration Code

Part 2 Volumes 1 and 2 Building Code

Part 3 Electrical Code

Part 4 Mechanical Code

Part 5 Plumbing Code

Part 6 Energy Code

Part 8 Historical Code

Part 9 Fire Code

Part 10 Existing Building Code

Part 11 Green Building Standards Code

Part 12 Referenced Standards Code

The 2021 International Property Maintenance Code

ANALYSIS:

The 2022 California Code of Regulations are the standards for construction and the 2021 International Property Maintenance Code are standards for code compliance. These codes are adopted by the State from the 2022 International Code Council's model codes and they will go in to effect January 1, 2023. Government Code Section 50022.3 establishes the following procedure for adopting another code by reference, which is different from the City's usual procedure. This procedure requires that at the first meeting to consider the ordinance, the Council introduce the ordinance, waive a further reading, and order a public hearing to be conducted. As part of the recommended actions, City staff recommends that the City Council set the public hearing for January 18, 2023. Notice of this public hearing must be published twice in a local newspaper at least 14 days before the public hearing. The City Council may

adopt the ordinance at the conclusion of the public hearing.

STRATEGIC PLAN:

N/A

FISCAL IMPACTS:

There is no fiscal impact.

OPTIONS:

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

1. Reject Staff's recommendation. Doing so, however, would result in the city code misaligning with the 2022 California Code of Regulations Title 24 and the 2021 International Property Maintenance Code for the City of Santa Paula Building and Safety Division resulting in non-compliance with current building code development, health and safety standards set by state law.

ATTACHMENTS:

[A - ORDINANCE NO 1326 2022 ADOPTION OF CALIFORNIA CODE OF REGULATIONS TITLE 24 AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE-c2-c1.docx](#)

ATTACHMENT A

**ORDINANCE NO. 1326 ADOPTING BY REFERENCE
THE 2022 CALIFORNIA BUILDING STANDARDS CODE
(CALIFORNIA CODE OF REGULATIONS, TITLE 24)
AND THE 2021 INTERNATIONAL PROPERTY
MAINTENANCE CODE**

ORDINANCE NO 1326

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AMENDING SECTIONS 150.001, 150.015, 150.025, 150.045, 150.055, 150.075, 150.085, 150.150, 150.160, 150.170, 150.180, AND 150.190 OF CHAPTER 150 OF THE SANTA PAULA MUNICIPAL CODE TO ADOPTING BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), INCLUDING THE 2022 CALIFORNIA ADMINISTRATIVE CODE; VOLUMES 1 AND 2 OF THE 2022 CALIFORNIA BUILDING CODE; THE 2022 CALIFORNIA RESIDENTIAL CODE; THE 2022 CALIFORNIA ELECTRICAL CODE; THE 2022 CALIFORNIA MECHANICAL CODE; THE 2022 CALIFORNIA PLUMBING CODE; THE 2022 CALIFORNIA ENERGY CODE; THE 2022 CALIFORNIA HISTORICAL BUILDING CODE; THE 2022 CALIFORNIA EXISTING BUILDING CODE; THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2022 CALIFORNIA REFERENCED STANDARDS CODE; AND THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

The City Council of the City of Santa Paula ordains as follows:

SECTION 1. Recitals.

- A. California Government Code Section 50022.1 *et seq.* authorizes the City of Santa Paula ("City") to adopt by reference the California Building Standards Code, 2022 Edition (Title 24 of the California Code of Regulations), including certain uniform codes including the 2022 California Administrative Code, the 2022 California Building Code, the 2022 California Residential Code, the 2022 California Electrical Code, the 2022 California Mechanical Code, the 2022 California Plumbing Code, the 2022 California Energy Code, 2022 California Historical Building Code, the 2022 California Existing Building Code, the 2022 California Green Building Standards Code, and the 2022 California Referenced Standards Code, as well as the 2021 International Property Maintenance Code.
- B. The City Council previously adopted the 2019 Edition of the California Building Standards Code as adopted by the State of California Building Standards Commission in Title 24 of the California Code of Regulations.
- C. The City now desires to adopt the provisions of the 2022 California Building Standards Code.
- D. The City Council previously adopted the 2018 Edition of the International Property Maintenance Code as published by the International Code Council.
- E. The City now desires to adopt the provisions of the 2021 International Property Maintenance Code.

- F. The City held a public hearing on January 18th, 2023, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the California Building Standards Code as amended herein.
- G. The City published notice of the aforementioned public hearing pursuant to California Government Code section 6066.
- H. Any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

SECTION 2: Section 150.001 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.001 CALIFORNIA ADMINISTRATIVE PROVISIONS ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 1 of the California Code of Regulations, namely the 2022 California Administrative Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 3: Section 150.015 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.015 CALIFORNIA BUILDING CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 2 of the California Code of Regulations, namely the 2022 California Building Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 4: Section 150.025 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.025 CALIFORNIA PLUMBING CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 5 of the California Code of Regulations, namely the 2022 California Plumbing Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 5: Section 150.045 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.045 CALIFORNIA ELECTRICAL CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov't Code §§ 50022.1 et seq., Title 24, Part 3 of the California Code of Regulations, namely the 2022 California Electrical Code, as published by the California Building Standards Commission, is hereby adopted by reference."

SECTION 6: Section 150.055 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

"§ 150.055 CALIFORNIA MECHANICAL CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov't Code §§ 50022.1 et seq., Title 24, Part 4 of the California Code of Regulations, namely the 2022 California Mechanical Code, as published by the California Building Standards Commission, is hereby adopted by reference."

SECTION 7: Section 150.075 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

"§ 150.075 CALIFORNIA RESIDENTIAL CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov't Code §§ 50022.1 et seq., Title 24, Part 2.5 of the California Code of Regulations, namely the 2022 California Residential Code, as published by the California Building Standards Commission, is hereby adopted by reference."

SECTION 8: Section 150.085 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

"§ 150.085 CALIFORNIA GREEN BUILDING STANDARDS CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov't Code §§ 50022.1 et seq., Title 24, Part 11 of the California Code of Regulations, namely the 2022 California Green Building Standards Code, as published by the California Building Standards Commission, is hereby adopted by reference."

SECTION 9: Section 150.150 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

"§ 150.150 INTERNATIONAL PROPERTY MAINTENANCE CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov't Code §§ 50022.1 et seq., that certain code known as the International Property Maintenance Code, 2021 Edition, published by the International Code Council, is hereby adopted by reference."

SECTION 10: Section 150.160 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.160 CALIFORNIA ENERGY CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 6 of the California Code of Regulations, namely the 2022 California Energy Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 11: Section 150.170 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.170 CALIFORNIA REFERENCED STANDARDS CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 12 of the California Code of Regulations, namely the 2022 California Referenced Standards Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 12: Section 150.180 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.180 CALIFORNIA EXISTING BUILDING CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 10 of the California Code of Regulations, namely the 2022 California Existing Building Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 13: Section 150.190 of Chapter 150 of the Santa Paula Municipal Code is hereby amended to read as follows:

“§ 150.190 CALIFORNIA HISTORICAL BUILDING CODE ADOPTED BY REFERENCE.

Pursuant to Cal. Gov’t Code §§ 50022.1 et seq., Title 24, Part 8 of the California Code of Regulations, namely the 2022 California Historical Building Code, as published by the California Building Standards Commission, is hereby adopted by reference.”

SECTION 14: All references to the Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy, Historical Building, Existing Building, Green Building

Standards, and Referenced Standards Codes, as well as the International Property Maintenance Code, and/or the Santa Paula Code by that name in the Santa Paula Municipal Code, any City forms, City documents, or City regulations shall be construed to refer to the Codes adopted herein and as amended hereinafter.

SECTION 15: One (1) complete copy of each of these Santa Paula Codes, including all of the codes adopted by reference, shall be maintained in the office of the Building Official and available for public review.

SECTION 16: In the event there are conflicts between the provisions of these codes and other codes or provisions adopted by the City, the most restrictive provision shall apply.

SECTION 17: Repeal of Conflicting Ordinances. All former ordinances or parts conflicting or inconsistent with the provisions of this Ordinance or of the codes are hereby repealed.

SECTION 18: Severability. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 19: Publication. The City Clerk shall certify to the adoption of this ordinance and shall cause a summary thereof to be published at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and with fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code Section 36933.

SECTION 20: Effective Date. This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect on February 17, 2023, which is to be no less than thirty (30) days from and after the date of its final passage and adoption.

SECTION 21: CEQA. The City Council finds that this Ordinance is not a project within the meaning of Section 15378 of the California Environmental Quality Act ("CEQA") Guidelines because it has no potential for resulting in physical change to the environment. The terms of the building standards adopted herein are dictated by the California

Buildings Standards Code. The City Council further finds that the changes made to the Codes are enacted to mitigate the threats posed to public peace, health, and safety from earthquakes, high winds, and fire. Therefore, it can be seen with certainty that adoption of this Ordinance will not have a significant adverse effect on the environment and is therefore exempt from California Environmental Quality Act pursuant to Section 15061(b)(3) of the CEQA Guidelines. Staff is directed to file a notice of exemption within five (5) days of the adoption of this Ordinance.

PASSED APPROVED AND ADOPTED this 18th day of January, 2023.

Andy Sobel, Mayor

ATTEST:

Julie Latshaw, City Clerk

Monica Castillo, Interim City Attorney

Dan Singer, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Greg Barnes, Parks and Recreation Director

Subject: BUDGET APPROPRIATION FOR PROPERTY ASSESMENT AND DUE DILLIGENCE PROCESS

Date: December 21, 2022

Agenda Item: 12.B

RECOMMENDATION:

Staff Recommends City Council:

- a) Approve a budget appropriation in the amount of \$30,000 for both revenues and expenses to perform due diligence on the acquisition of property as noted in the fiscal impact section of this report, and
- b) Appoint one or two members of the Council to serve on an ad-hoc basis to assist in evaluation of the property transition and use of the facility.

BACKGROUND:

On November 9th, Chevron representatives met with city staff and Mayor Crosswhite to discuss the future of the Union Oil Building. At that meeting, Chevron made an offer to donate the Union Oil Building, most of the artifacts inside said building and potentially \$2,000,000 to go towards maintenance and repairs, to the City of Santa Paula.

At the November 16th Council meeting, the City Council authorized the City Manager to execute a non-binding Letter of Intent (LOI) with Chevron and to enter into property acquisition negotiations.

ANALYSIS:

As part of the acquisition process, it is typical that both parties perform due diligence on the property (parcels of land), the improvements (buildings), and the conditions related to the terms of the offer. This includes completing various assessments and securing property related reports.

Staff, along with the assistance of RWC, LLC, will be undergoing a 90-day due diligence process which will require funding to cover related costs and expenditures. Simultaneously, Chevron will conduct an audit of the content of the building and the City Attorney will begin negotiations around purchase and sale agreement terms.

As the City moves in the direction of ownership of the buildings and land, a discussion on the

use of the building seems warranted. To assist staff with the coordination of achieving community and Council input on the future of the building, Council may wish to consider appointing one or two members of Council to work, on an ad-hoc basis, with staff.

STRATEGIC PLAN:

Although this item does not specifically address one of Council's strategic goals, it does touch on "B" - Economic Development: Beautify downtown with public amenities.

FISCAL IMPACTS:

The council recently reported a tentative agreement with Chevron to receive \$2 million as well as the building, not currently valued. In order to perform the due diligence, staff recommends budgeting a portion of this anticipated funding to offset the budget allocation needed. As such, a budget request of \$30,000 is requested in Miscellaneous Revenue (100-4-7500-5099) and a new CIP (100-5-93XX-290).

OPTIONS:

In addition to the recommended action, Council has the following options:

1. Do not approve a budget allocation.

If Council does not approve a budget allocation, staff will not be able to perform due diligence prior to the possible building / land acquisition.

2. Do not appoint any Councilmembers to an ad-hoc committee.

If Council does not appoint a Councilmember to an ad-hoc committee, staff will move forward with community meetings and come back to Council at a later date to present their findings and receive Council feedback at that time.

ATTACHMENTS:

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: ADOPTION OF 2023 COUNCIL MEETING CALENDAR

Date: December 21, 2022

Agenda Item: 12.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Review the City Council Meeting calendar for 2023 and consider the cancellation of the July 5, September 20 and January 3, 2024 meeting, and any additional meetings in July or August.

Presented by: Dan Singer, City Manager

BACKGROUND:

In December of each year, the City Council has an opportunity to establish its City Council meeting schedule for the year ahead. Staff is recommending that Council review the 2023 meeting schedule, attached as Exhibit A, and consider cancelling or changing meetings on or near holidays, and in consideration of any summer breaks.

ANALYSIS:

Council Meetings

The Santa Paula Municipal Code (Section 30.01) establishes a fixed meeting schedule for regular City Council meetings, setting those meetings for the first and third Wednesday of each calendar month. With the expectation that a meeting will be held on those dates, it is helpful to the public, staff and Council to plan well ahead for any proposed cancelled meetings and/or conflicts with known holidays.

For the 2023 calendar year, there are no conflicts with City-recognized National holidays, attached as Exhibit B, however, the annual League of Cities conference to be held in Sacramento, which runs from Wednesday, September 20 through Friday, September 22. As a result, and so that Council and staff may attend the conference, it is recommended the Council cancel the September 20 meeting. Alternatively, should the necessity exist, the Council could consider meeting on Tuesday, September 19 in place of the regular meeting date of September 20.

In order for the Council to meet the first Wednesday of January (1/3/24), a meeting agenda

would need to be released Thursday, December 28 which is during the week city offices often close. The week between Christmas and New Year's is often used by employees to take time off as City offices will be closed. As a result, it is recommended the Council consider cancelling the first meeting of 2024, on January 3.

In past years in Santa Paula a few summer meetings have been cancelled. This provides periods of time for administrative staff to know that planning for and attending a meeting will not be required during those breaks. Similarly, it allows members of the Council to plan vacations or time away. Numerous other public entities cancel meetings around July and August, which lessens impacts on Councilmembers who serve as liaisons to those boards and commissions.

Looking at the 2023 calendar, it is recommended Council consider going dark on July 5, as it is during the July 4, Independence Day holiday. A second meeting in either July or August could also be cancelled in order to support vacation plans. Prior to the Council meeting, Councilmembers might look ahead to any vacation plans and/or preferences for time off during those months.

The remainder of the calendar and holiday schedule looks to afford the opportunity for Council to keep all of the regularly scheduled meetings as is. It should also be noted that there will be the need for additional meetings of the Council in February through June to accommodate the bi-annual budget and strategic planning process.

STRATEGIC PLAN:

None.

FISCAL IMPACTS:

Cancelling a Council meeting has little monetary effect but does save the City some money in printing, publication and utility costs, as well as any overtime or direct contracts with personnel such as our videographer.

OPTIONS:

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

1. Decline to adopt staff's recommendation or alter the recommendation. Cancelling any regularly scheduled meeting is at the full discretion of the City Council.

ATTACHMENTS:

[Exhibit A - Council 2023 Calendar.pdf](#)

[Exhibit B - 2023 Holiday Schedule.pdf](#)

EXHIBIT A

Council 2023 Calendar

CITY OF SANTA PAULA

2023

 HOLIDAY

 CLOSED FRIDAY
 CITY HALL CLOSED

 CITY COUNCIL
 AGENDA DISTRIBUTION

JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

FEBRUARY

S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	1	2	3	4
5	6	7	8	9	10	11

MARCH

S	M	T	W	T	F	S
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

APRIL

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

MAY

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

JUNE

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

JULY

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

AUGUST

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

SEPTEMBER

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

NOVEMBER

S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

DECEMBER

S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

* City Council Agenda Distribution is the Thursday before Council

** City Council Reports are due in Granics by Close of Business the Monday before distribution of the agenda

EXHIBIT B

2023 Holiday Schedule



**CITY OF SANTA PAULA
2023 HOLIDAY SCHEDULE – CITY OFFICES CLOSED**

January 1st, and July 1st of each year, Executive Management, Mid- Management, Supervisory & Professional Association, SEIU, Full-time Unrepresented employees and Community Service Officers (with the exception of Christmas Eve) will receive a Holiday Leave Bank to be used for the following holidays:

Monday January 2, 2023	New Year's Day OBSERVED
Monday, January 16, 2023	Martin Luther King, Jr. Day
Monday, February 20, 2023	President's Day
Monday, May 29, 2023	Memorial Day
Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Friday, November 10, 2023	Veteran's Day OBSERVED
Thursday, November 23, 2023	Thanksgiving Day
Friday, November 24, 2023	Day after Thanksgiving
Tuesday, December 26, 2023	Christmas Eve OBSERVED
Monday, December 25, 2023	Christmas Day
Monday, January 1, 2024	New Year's Day

Two (2) floating holidays should be coded as HP in Incode

For more information, please consult your unit of Memorandum of Understanding (MOU) or the City's Personnel Rules and Regulations

PLEASE SEE REVERSE FOR FULL-TIME POLICE



**CITY OF SANTA PAULA
2023 HOLIDAY SCHEDULE – CITY OFFICES CLOSED**

January 1st of each year, SPPOA Bargaining employees will receive a Holiday Leave Bank to be used for the Floating/Personal day (should be coded as HP).

Full-Time POLICE

New Year's Day	January 1st
Martin Luther King Jr. Day	3rd Monday in January
Presidents Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Admissions Day	September 9th
Veteran's Day	November 11th
Thanksgiving Day	4th Thursday of November
Day after Thanksgiving	November 25th
Christmas Day	December 25th

****One (1) floating/personal day; should be coded as HP in Incode.**

For more information, please consult your unit of Memorandum of Understanding (MOU) or the City's Personnel Rules and Regulations

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: APPOINTMENTS TO THE MAYOR'S STANDING AND AD HOC COMMITTEES

Date: December 21, 2022

Agenda Item: 12.D

RECOMMENDATION:

Staff recommends that the City Council:

- a) Consider appointments to the Mayor's Standing and Ad Hoc Committees and review appointments to Regional and State boards, committees and commissions. The Mayor may ratify appointments to these committees.
- b) Consider any modifications to the current list of committees.

Presented by: Dan Singer, City Manager

BACKGROUND:

The Mayor's annual appointment of Councilmembers to various committees, boards and commissions is in accordance with the Santa Paula Municipal Code Section 30.03 (A). That section provides that the Mayor must appoint the members of the City Council's standing committees no later than the second regular meeting in the month following the appointment as Mayor. Members of such committees shall serve a term of one year.

Based on the various committee adjustments, and with the rotation of the Mayor and the election of one new member to the Council, an opportunity now exists to consider appointments to the Council's various committees, boards and commission.

ANALYSIS:

Exhibit A showcases the current Local Standing and Ad Hoc Committees, Regional Boards and Commissions and State Committees. The list has been modified to reflect the current Mayor (Sobel) and Vice Mayor (Cornejo) who are assigned to the committees that require the appointment of the presiding Mayor and Vice Mayor. Former Councilmember Araiza's assignments have been identified as "vacant" on this Exhibit.

Exhibit B offers the same list of appointments, however it reflects a chart that more visually outlines each Councilmember's current appointments, demonstrating how many committees each Councilmember is currently assigned. Former Councilmember Araiza's assignments are

identified under his name, but are obviously vacant, whereas newly elected Councilmember Chavez has yet to be given any assignments. This chart also identifies those assignments involving a primary and alternate appointee, whereby the alternate is listed with a capital "A."

Tonight's item also affords Council the opportunity to review the current list of committees and determine the necessity for any changes. For example, earlier in the year, Council established an Ad Hoc Committee to review ARPA Micro-grants. That effort has now concluded thus the Committee has completed their task and is no longer needed. Two new opportunities also exist. One appointment is to select a primary and alternate member to represent the City on the Clean Power Alliance (CPA) Board. The City was recently accepted as a member of the CPA and while our transition to the CPA as the City's power provider won't be completed until early in 2024, the City is eligible to begin service on the Board as of February, 2023. The Board meets the first Thursday afternoon of each month. Earlier this evening, the Council was also given the opportunity to establish an ad hoc committee to work with staff on the transition of the Oil Museum building to possible City ownership and control. If supported, the Mayor shall make appointments of one or two members to that committee.

Council should also discuss the elimination of the Sewer and Water Rate Standing Committee since the City is still two years away from a new rate review study and process so it is not anticipated this Committee will need to meet over the next appointment cycle. Finally, it should be noted that both the Broadband and Cannabis Committees are identified as "ad hoc", yet have existed with a fairly broad purpose for over four years. Ad hoc committees, by their very nature, are designed to be temporary until they achieve a specific task assigned by Council and meet on an as-needed basis. Consideration should be given to the need for either committee to continue to exist and to identify whether either effort should be moved to a Standing Committee.

Members of the Council are asked to review their current assignments and come to the meeting with any recommendations for changes. In addition, it is recommended that any alteration to assignments takes place with the start of the new year, beginning in January, so that current activities may conclude this month and staff may inform outside agencies of proposed representational changes ahead of future meetings.

STRATEGIC PLAN:

This is a routine, annual action, as anticipated in the City's Municipal Code, thus it is not identified as strategic in nature.

FISCAL IMPACTS:

Each committee, whether ad-hoc or standing, requires the presence and involvement of at least one staff person. Meetings take time to establish, agenzize, publish, conduct and then follow up on. The more frequently a committee meets and the more requests or recommendations a committee has or makes, creates a direct impact on those staff members assigned to that committee.

OPTIONS:

ATTACHMENTS:

Exhibit A - Mayor Standing Committee DRAFT 2.pdf

Exhibit B - Chart of Appointments DRAFT 3.pdf

EXHIBIT A

**Current Mayors Standing Committee List
(Reflecting the current Mayor and Vice Mayor)**

CITY COUNCIL COMMISSION/COMMITTEE APPOINTMENTS
MAYOR'S STANDING COMMITTEES - 2023

LOCAL STANDING COMMITTEES:

SANTA PAULA UNIFIED SCHOOL
DISTRICT/CITY COUNCIL JOINT COMMITTEE
(2X2)

Carlos Juarez, Member
Leslie Cornejo, Member
Chris Wilson, Member
Jeri Mead, Member
Meetings held as needed.

ECONOMIC DEVELOPMENT STANDING
COMMITTEE:

Andy Sobel, Member
Leslie Cornejo, Member
Jason Herber, Chair
Noel Kieswetter, Commissioner
Meetings held as needed

CITY FACILITIES AND INFRASTRUCTURE NEEDS
COMMITTEE

Carlos Juarez, Member
VACANT, Member

SANTA PAULA BLUE RIBBON ADVISORY
COMMITTEE (Santa Paula Hospital)

Carlos Juarez, Member
Andy Sobel, Member

FISH LADDER AUTHORITY

Leslie Cornejo, Member
Annual Mtg. in April, to be announced

SANTA PAULA BASIN PUMPERS ASSOCIATION

Leslie Cornejo, Member
Public Works Director, Member
Annual mtg. 4th Thursday of May-2:00 p.m.

CALIFORNIA JOINT POWERS INSURANCE
AUTHORITY:

VACANT, Member
Carlos Juarez, Alternate

ALL CHILDREN THRIVE (ACT) DESIGN
COMMITTEE LIAISON

Jenny Crosswhite, Member
2nd Thursday of month, 5:00 p.m.

FINANCE COMMITTEE:

Andy Sobel, *Presiding Mayor*, Member
Leslie Cornejo, *Presiding Vice Mayor*, Member

HOMELESSNESS AND HOUSING STANDING
COMMITTEE:

Jenny Crosswhite, Member
VACANT, Member
Aaron Dunkel, Commissioner
Maria Grace Kelly, Commissioner
Meetings held as needed

SEWER AND WATER RATE STANDING
COMMITTEE:

VACANT, Member
Leslie Cornejo, Member

Clean Power Alliance

VACANT, Member
VACANT, Alternate
1st Thursdays of monthly, 2:00 p.m.

Development Agreement Negotiating Team
(Harvest Proj)

Leslie Cornejo, Member
Jenny Crosswhite, Member

ADHOC COMMITTEES:

California Oil Museum AdHoc

VACANT, Member
Andy Sobel, Member

SOCIAL JUSTICE AD HOC COMMITTEE

Jenny Crosswhite, Member
Andy Sobel, Member

CANNABIS AD HOC COMMITTEE:

VACANT, Member
Andy Sobel, Member
Meetings held as needed

BROADBAND AND TECHNOLOGY AD HOC
COMMITTEE:

VACANT, Member
Andy Sobel, Member

CITY COUNCIL COMMISSION/COMMITTEE APPOINTMENTS
MAYOR'S STANDING COMMITTEES - 2023

STATE STANDING COMMITTEES:

VCTC COMMITTEE (Heritage Valley)

Andy Sobel, Member
1-3 meetings per year, around mbrs. Schedule

ASSOCIATION OF VENTURA COUNTY CITIES

(City Selection Committee)

Andy Sobel (*Presiding Mayor*), Member
Leslie Cornejo (*Presiding Vice Mayor*), Alternate
Meetings held as needed, 7:30 a.m. Camarillo City Hall

ECONOMIC DEVELOPMENT COLLABORATIVE - VENTURA COUNTY

Andy Sobel, Member
Leslie Cornejo, Alternate
3rd Thursday of month, 3:30 p.m.

VENTURA COUNCIL OF GOVERNMENTS (VCOG)

Jenny Crosswhite, Member
Andy Sobel, Alternate
2nd Thursday of month, 4:00 p.m., Camarillo City Hall

VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT ADVISORY COMMITTEE

Leslie Cornejo, Member
4th Tuesday of month, 7:30 p.m.

VENTURA COUNTY REGIONAL ENERGY ALLIANCE

VACANT, Member
Carlos Juarez, Alternate
Bi-monthly, 3rd Thursday – 10:15 a.m. in
Jan/March/May/July/Sept/Nov

CALIFORNIA LEAGUE OF CITIES LIAISON FOR STATE SENATOR AND ASSEMBLY MEMBER

Andy Sobel, *Presiding Mayor*
Leslie Cornejo, *Presiding Vice Mayor*

VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC) – Stipend, \$100 per Meeting (2 meeting maximum per month)

Andy Sobel, Member
1st Friday of month, 10:00 a.m. – Camarillo City Hall

VENTURA REGIONAL SANITATION DISTRICT

(VRSD) – Stipend, \$186 per meeting

Jenny Crosswhite, Member
VACANT, Alternate
1st and 3rd Thursdays of monthly, 8:30 a.m.

LIAISON COMMITTEES:

SENIOR ADVISORY COMMITTEE LIAISON

Carlos Juarez, Member
1st Thursday of month, 1:30 p.m.

PARKS & RECREATION COMMISSION LIAISON

Carlos Juarez, Member
Leslie Cornejo, Alternate
4th Thursday of month, 6:30 p.m.

HARDING PARK ADVISORY BOARD LIAISON

Leslie Cornejo, Member

CITIZENS CORP LIAISON

Carlos Juarez, Member

PROPERTY BUSINESS IMPROVEMENT DISTRICT LIAISON

Leslie Cornejo, Member

EXHIBIT B

Chart of Councilmembers Committee Appointments

2022 CITY COUNCIL COMMITTEES		Sobel	Cornejo	Juarez	Crosswhite	Araiza
1	All Children Thrive (ACT) Design Committee				X	
2	Association of Ventura County Cities (City Selection Committee)	X	A			
3	Broadband and Technology AD HOC Committee	X				X
4	California Joint Powers Insurance Authority			A		X
5	California League of Cities Liaison for State Senator and Assembly Member	X	X			
6	California Oil Museum Ad Hoc Committee					
7	Clean Power Alliance Board					
8	Cannabis AD HOC Committee	X				X
9	Citizen's CORP Liaison			X		
10	City Facilities and Infrastructure Needs Committee			X		X
11	Development Agreement Negotiating Team (Harvest Proj) Ad Hoc		X		X	
12	Economic Development Collaborative - Ventura County	X	A			
13	Economic Development Standing Committee	X	X			
14	Finance Committee	X	X			
15	Fish Ladder Authority		X			
16	Harding Park Advisory Board Liaison		X			
17	Homeless and Housing Standing Committee				X	X
18	Property Business Improvement District Liaison		X			
19	Recreation Commission Liaison		A	X		
20	Santa Paula Basin Pumpers Association		X			
21	Santa Paula Blue Ribbon Advisory Committee (Santa Paula Hospital)	X		X		
22	Santa Paula Unified School District/City Council Joint Committee (2x2)		X	X		
23	Senior Advisory Committee Liaison			X		
24	Sewer Rate Committee		X			X
25	Social Justice Ad Hoc Committee	X			X	
26	VCTC Committee (Heritage Valley)	X				
27	Ventura County Air Pollution Control District Advisory Committee		X			
28	Ventura County Council of Governments (VCOG)	A			X	
29	Ventura County Regional Energy Alliance			A		X
30	Ventura County Transportation Commission (VCTC)	X				
31	Ventura Regional Sanitation District (VRSD)				X	A
Appointments		11	11	6	6	7
Alternantes		1	3	2	0	1



Santa Paula City Council Tentative Agenda Schedule

DEPARTMENT	MEETING DATE	ITEM DESCRIPTION
PR	January 18, 2023	ACT Report Presentation
PR		Security Fence Contract Award
HR		Social Media Policy – Reso 7432
PD		Annual Cops Grant
PW		Peck Road Water Main Repair Construction Contract
PW		Energy Efficiency Program Status Report
Admin		District-Based Elections
Admin		Rescind Pandemic Declaration of Emergency
Admin		Police Chief Selection Process
CED		Property Sale (closed session)
CDD	February 01, 2023	Community Development Department Report
PW		Report on LARWQCB and CWSRF Acceptance of CDO Extension
PW		Plans & Specifications for 8 th Street Streetlight Repair Project
PW		Asset Management System Implementation Report and Presentation
		STUDY SESSION TOPICS
Admin		No Smoking Ordinance
Admin		Homelessness Discussion
Admin		Diversity, Equity and Inclusion Workshop
Admin	Jan/Feb	Legislative Platform Update
Legal	Jan/Feb	Review of Council Procedural Guidelines
		FUTURE AGENDA ITEMS
Admin		SoCal Edison discussion on rates
Admin	3/1/2023	District-Based Elections – Ord Intro 2 nd Read
CDD	Jan/Feb	Review of City Street Naming Policy
CDD		VCTC Update on Railroad
CDD		Cultural Arts Update
Finance		Travel Policy Update
HR/CM	Jan/Feb	IT Manager Reclassification
CDD		Housing In-lieu Funding Expansion
Admin		Community College Education Center
Admin		211 Presentation