

City of Santa Paula

City Council

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



CITY COUNCIL REGULAR MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, MAY 7, 2025

6:30 PM - City Council Regular Meeting

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

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

CITY COUNCIL REGULAR MEETING

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

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

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

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

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

PLEASE NOTE: *Be advised that if you bring a legal challenge to an action, you may be limited to raising only those issues you or someone else raised at the meeting described in this Agenda, or in written correspondence delivered to the City Council at or before the meeting. Any action is subject to the ninety-day time period set forth in Code of Civil Procedure § 1094.6.*

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

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

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

REGULAR MATTERS - COUNCIL CHAMBERS

1. CALL TO ORDER

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

2. INVOCATION

3. FLAG SALUTE

4. ROLL CALL

5. CLOSED SESSION REPORT

6. PUBLIC COMMENT

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

7. PRESENTATIONS

7.A OLDER AMERICANS' MONTH PROCLAMATION

7.B **PARKS & RECREATION DEPARTMENT ACTIVITY REPORT**
RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Parks & Recreation Department's Activity Report for the period of January 1st through April 30th, 2025.

Presented by: Gregory Barnes, Parks & Recreation Director

7.C PUBLIC WORKS DEPARTMENT ACTIVITY STATUS REPORT DECEMBER 2024 - MARCH 2025

RECOMMENDATION:

Staff recommends that the City Council:

Receive and file the Public Works Department Report for December 2024 – March 2025.

7.D SANTA PAULA BIKE TRAIL CONNECTIVITY PROJECT UPDATE

8. **CITY COUNCIL REPORTS**

9. **CITY MANAGER REPORTS**

10. **CONSENT CALENDAR**

Background information has been provided to the City Council on all matters listed under the Consent Calendar and these items are considered to be routine by the City Council and are normally approved by one motion. If discussion is requested by a Councilmember on any item, or a member of the public wishes to comment on an item, that item may be removed from the Consent Calendar for separate action.

10.A **APPROVAL OF MINUTES**

- City Council Special Meeting March 31, 2025
- City Council Special Meeting April 1, 2025
- City Council special Meeting April 2, 2025
- City Council Regular Meeting April 2, 2025
- City Council Special Meeting April 14, 2025

RECOMMENDATION:

Staff recommends Council approve minutes.

10.B **RESOLUTION INCREASING CITY MANAGER AUTHORITY TO ALLOW, COMPROMISE, OR SETTLE CLAIMS AGAINST THE CITY TO FIFTY THOUSAND DOLLARS**

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 7567 to increase the City Manager's authority to allow, compromise, or settle claims against the City to fifty thousand dollars (\$50,000).

11. **ACTION ITEMS**

11.A **DRAFT SANTA PAULA CITY COUNCIL 2-YEAR STRATEGIC PLAN FOR 2025-2027**

RECOMMENDATION:

Staff recommends City Council:

1. Receive any public comments and provide staff feedback and direction as it relates to the draft of Council's 2025-2027 Strategic Plan (Exhibit A).

Presented by: Jonathan Royas, Deputy City Manager

11.B **ORDINANCE AMENDING SANTA PAULA MUNICIPAL CODE CHAPTER 130 FIREWORKS**

RECOMMENDATION:

Staff recommends that the City Council:

1. Introduce, read by title only, and waive first reading of Ordinance No. 1344 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 103 OF THE SANTA PAULA MUNICIPAL CODE REGARDING FIREWORKS

Presented by City Attorney Monica Castillo

12. ITEMS FOR FUTURE AGENDAS

12.A **FUTURE AGENDA ITEMS**

RECOMMENDATION:

Staff recommends City Council review future agenda items.

13. ADJOURNMENT

State of California)-

County of Ventura)- ss

City of Santa Paula)-

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

On _____ at _____ Signed: _____

Julie Latshaw

City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Greg Barnes, Parks and Recreation Director

Subject: PARKS & RECREATION DEPARTMENT ACTIVITY REPORT

Date: May 7, 2025

Agenda Item: 7.B

RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Parks & Recreation Department's Activity Report for the period of January 1st through April 30th, 2025.

Presented by: Gregory Barnes, Parks & Recreation Director

BACKGROUND:

From January 1st-April 30th, 2025, the Parks & Recreation Department worked on and executed the following:

RECREATION & COMMUNITY SERVICES

Youth Classes	Number of Participants
Archery Beginners	22
Archery Intermediate	41
Taekwondo	85
Gymnastics	326

Youth Sports	Number of Participants
Basketball	610

YOUTH SERVICES

Youth Center

We are pleased to report that the Youth Center continues to be a vibrant and welcoming space for local youth. A recent highlight includes a new partnership with the Santa Paula Unified School District's ASPIRE program. Youth from ASPIRE now visit the center twice a week, with city and district staff working together to foster a safe, fun, and engaging environment.

In addition to on-site programming, youth also had the opportunity to visit SP Fitness, where they learned how to properly and safely use various types of gym equipment. The session was both educational and hands-on, with certified trainers providing personalized guidance. This experience not only introduced participants to fitness in a supportive setting but also aligned with our broader efforts to encourage healthy habits and promote overall wellness among our youth.

Month	Youth Served	Total
January	257	
February	187	
March	205	
April	138	787*

*79 individual youth participants.

Mobile Activity Center MAC

During spring break, the Parks and Recreation Department's Mobile Activity Center (MAC) brought free, fun-filled programming to local youth—spending the first week at Teague Park and the second at Las Piedras Park. Each day, over 20 kids enjoyed sports equipment, arts and crafts, and outdoor games, with special Friday features like wagon train rides and jolly jumpers. The MAC continues to create safe, engaging spaces for kids to stay active and connected during school breaks in their local neighborhoods.

Youth Apprenticeship Readiness Accelerator (YARA)

The Parks and Recreation Department proudly supports youth development through the California PAL Youth Apprenticeship Readiness Accelerator (YARA), a 12-week pre-apprenticeship program in partnership with LiUNA. Designed for Santa Paula youth ages 16–24, YARA provides hands-on training in the construction trades, covering topics such as health and safety, blueprint reading, green construction, and financial literacy.

In a historic milestone, Cohort II achieved a 100% completion rate—the first time in California PAL history that an entire cohort graduated. To support their continued success, students received toolkits donated by the local VFW and the Parks and Recreation Department, equipping them for their next steps in apprenticeship and employment.

Ventura County Youth Careers Program

The City of Santa Paula's Parks and Recreation Department is proud to collaborate with Goodwill Industries of Ventura and Santa Barbara Counties as a host site for the Ventura County Youth Careers program. This initiative—fully funded by the Employment and Training Administration of the U.S. Department of Labor through a \$1,070,000 award—aims to empower local youth and cultivate the next generation of skilled professionals.

Goodwill provides no-cost programs that equip young people with the tools and training needed to build a successful future. Participants gain access to leadership development, college readiness resources, financial literacy education, tutoring, and a variety of supportive services. They also have opportunities to explore career paths, strengthen workplace skills, and earn wages through hands-on internship experiences. Through this partnership, the Parks and Recreation Department helps foster local talent and create meaningful opportunities for

Santa Paula's youth to grow and lead.

During this period, we had the pleasure of hosting Serena as our intern. Each intern sets two SMART goals at the beginning of their placement, with staff support to help them achieve these objectives. Serena's goals were to:

- Design event flyers, and
- Plan and host an art workshop at the Youth Center.

She successfully accomplished both, demonstrating creativity, initiative, and a commitment to community engagement.

Santa Paula High School Health and Human Services Academy Internship

The City of Santa Paula is proud to host an intern from the Santa Paula High School Health and Human Services Academy as part of its ongoing commitment to expanding youth employment opportunities. This spring, Jenny has joined our team, assisting with event logistics and marketing. Her internship directly supports City Council's goal to offer more internships and create early employment pathways for local youth—providing hands-on experience that helps prepare the next generation of community leaders.

City Corps

City Corps Leader Trainees worked a total of 1,228.50 hours completing 168 projects across the city, some of these projects include:

- Event Logistics (Cruise Night, Arbor/ Earth Day)
- Town Keeping/ Alley Beautification Projects
- Senior Nutrition (Meal Preparation and Delivery)
- Graffiti Abatement
- Tree Healthcare

Adult Classes	Number of Participants
Archery Beginners	59
Zumba	39
Mat Yoga	27
Chair Yoga	43

Adult Sports	Number of Participants
Pickleball Drop-In	118

COMMUNITY EVENTS

During this period the Department hosted and collaborated on a number of community events, these events include:

Arbor Day / Earth Day Celebration

The Parks and Recreation Department celebrated Arbor Day and Earth Day on April 5th at Teague Park. Residents joined in to plant four new trees—two Magnolia and two Quercus (Oak) trees—helping to enhance our community's green spaces. Participants also had the opportunity to repot flowers to take home, visit with electric vehicle groups, Athens Trash Services, and Valley Express, and view the City's electric maintenance equipment on display. Attendees were entered into a raffle for fun prizes, making it a festive and educational day for the community.

Easter Egg Hunt

The Parks and Recreation Department hosted a successful Easter Egg Hunt on April 12th at Teague Park. Families enjoyed a festive morning filled with free games, inflatables, wagon train rides, and activities organized by local vendors. The Optimist Club provided free popcorn, while Cardinal PTSA and Reading with Paws added to the fun with literacy activities. Children who found a golden egg were awarded special prizes. Thank you to all who joined us in making this a memorable community event.

SENIOR SERVICES

There are currently 268 seniors participating in various programs and classes at the senior center. These classes include:

- *Enhanced Fitness* – Three times a week – Mondays, Wednesdays & Fridays at 12:30 PM
- *Mat Yoga* – Once a week – Tuesdays at 9:30 AM
- *Chair Yoga* – Once a week – Tuesdays at 11:00 AM
- *Knitting Club* – Twice a week – Tuesdays & Thursdays at 10:00 AM
- *Creative Writing Club* – Once a week – Mondays from 2-4 PM
- *Zumba* – Once a week – Tuesdays at 12:15 PM
- *Bone Builders* – Twice a week – Mondays & Wednesdays at 10:30 AM

The Senior Center Programming continues to include movies & luncheons which are hosted in the auditorium and field trips to various attractions throughout the county. During this time the Senior Center hosted four luncheons all of which averaged over 100 attendees, and went on the following excursions:

- February - Chumash Casino
- March - Getty Museum
- April - Channel Islands Harbor

Upcoming trips/events:

- May - Senior Wellness Fair
- June - Chumash Casino

Senior Nutrition Program

From January 1st through March 31st of 2025 the Senior Nutrition Program served the following number of meals:

Congregate Meals	1,383
Homebound Delivery Meals	1,136
Meals Served During This Period (January 1-March 31)	2,519
Meals Served FY to Date (July 1-March 31)	6,926

Santa Paula Master Plan for Aging

The Santa Paula Master Plan for Aging (MPA) is in its final stages, focused on shaping a future that prioritizes the well-being of our older residents. The initial phase involves assessing the needs of seniors and identifying areas for improvement in accessibility, healthcare, and social services. The plan envisions a community where aging residents can thrive independently, and efforts are underway to build the framework needed to achieve this vision.

As momentum builds, the emphasis remains on establishing a strong foundation that will support a vibrant, inclusive community for Santa Paula's aging population.

Since the last departmental report, the Senior MPA workgroup has partnered with CSUCI to develop, conduct, and analyze a comprehensive survey. This effort has been led by research students under the supervision of Dr. Ronald W. Berkowsky, PhD, ensuring that the Senior Master Plan reflects the diverse needs of our residents. To further engage the public and collect valuable data, the City hosted several community conversations as part of the study.

The project is now in its final stages. Survey responses are being reviewed, and the final Santa Paula Master Plan for Aging is scheduled to be presented to the City Council at a future meeting.

PARKS & FACILITIES

During this period our Parks & Facilities staff:

- **City Corps / Streets & Open Spaces:** Maintenance staff continues to support City Corps by providing training and oversight for various city-wide projects. Recent efforts included pressure washing along Main Street, cleaning alleys with a focus on litter and weed abatement, watering city-planted trees, and removing overgrowth on several city-owned vacant lots.
- **Community Development Building Plumbing:** To address persistent plumbing issues, 70–80 feet of main line piping were replaced. This work was critical in resolving backups that had been affecting both the Community Development building and the adjacent Detective Trailer.
- **Harding Park:** The Tom Moore infield at Harding Park was recently graded to improve playability and ensure a safe and level surface for recreational use.
- **Las Piedras Park:** Las Piedras Park received comprehensive turf maintenance, including aeration, seeding, thatching, topsoil application, and fertilizing. The park's restrooms were also upgraded with new epoxy flooring, updated light fixtures, and new toilet seat covers.
- **Harvest Park:** Ongoing improvements at Harvest Park included routine maintenance, graffiti removal, and preparation of the softball field to support the High School Girls Varsity program.
- **City Facilities:** New AEDs were installed at all city buildings to improve emergency preparedness and ensure quick access to life-saving equipment.

Work Orders Issued	1,855
Work Orders Completed	1,802

Graffiti Work Orders Issued	177
Graffiti Work Orders Completed	178

Tree Maintenance Report

Trees Planted	4
Trees Removed/ Fallen	4
Trees Pruned	46

Santa Paula Creek Sports Park

The Parks and Recreation Department officially opened the new park to the public in March,

and it's quickly become a community favorite. The BBQ pavilions have seen consistent use, with regular reservations throughout the month for family gatherings and celebrations. Users are already looking forward to the opportunity to reserve the athletic fields, and we've even started receiving softball field reservations—signaling an exciting season ahead for local sports.

ADMINISTRATION

- Continued to work with RWC (Project Management) on various CIP projects. These projects include:
 - **City Hall Campus Security Fencing:** The final sliding gate located at the 10 St. exit will be completed by April 25th. We are working through the final punch list items with Quality Fence and expect their work to be completed in the first week of May. We are in the process of bidding the gate controllers and anticipate receiving the final quotes by mid-May with installation in the month of June.
 - **Police Station Remodel Phase I:** Zuma Construction has completed nearly all of the work for the Phase I Renovation. The final punch list items will be completed by May 2nd.
 - **Teague Park Restrooms:** Bids were due April 25th at 3:00pm for the prefabricated Restroom Building. One bid was received, we are currently evaluating the submissions for compliance.
 - **Union Oil Building:** We have received multiple bids from contractors for the deferred maintenance items requiring immediate attention including Roof repairs, HVAC repairs/replacement, Site Drainage, Abatement (asbestos, lead, mold and radon).
- Staff participated in the fee study efforts led by our Finance Department.
- Staff participated in City Council's Strategic Goals Workshops and continues to work with the Finance Department and the City Manager's Office to prepare the department's budget proposal for the next two-year budget cycle.
- Staff participated in various Professional Development Opportunities
 - Katherine Herrera, Andy Rico and Greg Barnes - California Parks and Recreation Society - "2025 Connections Conference & Expo"
- With the help of Human Resources we successfully on boarded three new employees:
 - *Korina Alvarez - Recreation Coordinator*
 - *Ariana Talamantes - Recreation Coordinator*
 - *Luis Guillen - Facility Maintenance Worker I*

Facility Rentals

Cultural Arts Building	1
Community Center	8
Train Depot	9

Park Rentals & Reservations

Recreation Park	3
Las Piedras Park	10
Teague Park	107
George Harding Park	546
Sports Park Softball Field	12
Sports Park BBQ Pavilion	11

Permits, Banners & Other Transactions

Teague Park Banner	1
Main Street Banner	4
Special Event Permits	3
Film Permits	1

ANALYSIS:**STRATEGIC PLAN:****FISCAL IMPACTS:**

No fiscal impact.

OPTIONS:**ATTACHMENTS:**

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dale Goodman, Director of Public Works

Subject: PUBLIC WORKS DEPARTMENT ACTIVITY STATUS REPORT
DECEMBER 2024 – MARCH 2025

Date: May 7, 2025

RECOMMENDATION:

Staff recommends that the City Council:

Receive and file the Public Works Department Report for December 2024 – March 2025.

Presented by: Dale Goodman, Director of Public Works

DEPARTMENT ACTIVITIES AND CAPITAL IMPROVEMENT PROGRAM

**WRF CDO COMPLIANCE & ADVANCED WATER TREATMENT FACILITY
CONSTRUCTION ACTIVITY:**

Work is continuing on implementing the requirements of the Water Recycling Facility (WRF) Cease & Desist Order (CDO) and Water Discharge Requirements (WDR) Permit to achieve compliance with final chloride effluent limitations, including construction of the Advanced Water Treatment Facility (AWTF).

Current CDO Compliance Plan:

The Final Chloride Source Evaluation Technical Memorandum was issued by Larry Walker Associates (LWA) and presented to Council. Based on the data collected during sampling, the effectiveness of regulating certain businesses through a source control program was evaluated, focusing on two dialysis clinics. However, based on this analysis, source control could result in measurable chloride reductions, but the AWTF will still be necessary to achieve consistent compliance. It is difficult to control variability in discharges and a robust pretreatment program and substantial monitoring would be necessary to achieve and maintain significant source control.

City Council approved MKN & Associates' proposal, and MKN is currently in the process of revising the AWTF 'full' design to a "two-phase" approach in accordance with the

findings of the design refinement study. Council has also authorized the use of the SRF loan funds.

First Phase of AWTF Project (redesign) Schedule NTP July 2, 2024:

A. Design and Engineering of AWTF Modifications (9-12 months)

Latest Finish: June 2025

- Prepare preliminary engineering report for the Phase one (1) 500-GPM AWTF.
- Prepare revised drawings, specifications, and procurement documents for Phase 1 construction.

B. Construction and Installation (20-24 months) Earliest Finish: November 2026 / Latest Finish: June 2027

- Competitive bidding process for construction contract.
- Award contract and oversee the construction and installation of Phase 1 AWTF
- Conduct startup and system testing of the installed systems to ensure they meet design specifications and water quality standards.
- Officially commission the AWTF and begin initial operation, monitoring system performance closely

C. Evaluation and Expansion Planning (ongoing evaluation with expansion planning starting after one year of operation):

- Assess the performance of the Phase 1 AWTF, including water quality improvements, operational efficiency, and cost-effectiveness.
- The plan for Phase 2 is based on actual flows and loadings, technological advancements, and lessons learned from Phase 1. Develop flow and chloride concentration triggers for the planning, design, and financing for Phase 2.

D. Council recently approved a contract for emergency sludge hauling, in the event that the plant's single screw press goes down.

E. Full CDO Compliance must be achieved no later than February 8, 2028.

ENERGY EFFICIENCY PROGRAM

Staff recently released an RFP for design/build/own/operate services of four vehicle charging stations in the parking lot between Veteran's Memorial Park and the Post Office. No responses were received. We now understand, from discussions with potential service providers, that the project Council envisioned was simply too small to be profitable. Several additional sites have been identified, including the Sports Park, the Triangle, and the City's parking lot between South Alley and Yale, adjacent to Green Street. With 20 fast chargers spread between these 3 sites, a design/build/own/operate project becomes attractive to potential service providers.

Staff is also looking at opportunities to utilize solar panels to produce energy to offset energy costs at some locations. Focus is on office spaces, SCADA, and communications systems. Solar panels over the City Hall parking lot and the

Community Center parking lots would be prime examples. Other locations that could be improved are well and reservoir sites, where communication and security could be significantly improved. Staff is also working on replacing traditional high-voltage street lights with solar-powered LED lighting, where possible.

Staff is also involved in the early stages of a micro-grid implementation study with SCE. It is a lengthy process, and it will be months before we know if Santa Paula will be eligible to participate.

SOLID WASTE FRANCHISE AGREEMENT MONITORING AND CALRECYCLE REPORTING

Staff is also monitoring SB 1383 compliance reporting for all Athens waste management services, including street sweeping services in compliance with the LARWQCB's 2021 Regional Phase I (MS4) Permit (Order No. R4-2021-0105).

Staff is working with Athens Services to create a revised street sweeping chart. This will allow staff to post proper street sweeping information on street signs and online.

WASTEWATER COLLECTION SYSTEM (WRF AND WCS) STATUS REPORT

The City's wastewater collection system consists of approximately 60 miles of system piping that ranges in size from 6 to 24 inches in diameter. The system can collect up to 3.4 million gallons of wastewater per day and transport it for treatment at the Water Recycling Facility (WRF). The City's last wastewater master plan update was recently completed March 2024. Capital projects of the highest priority over the next 15 years have been identified and their related costs will need to be incorporated into the upcoming 5-Year Utility Rate Study scheduled to commence June 2025.

WATER SYSTEM STATUS REPORT

The Water division provides engineering, operation and maintenance services for the City's potable water system. The potable water system includes five groundwater wells, two treatment facilities, 10 storage facilities including 9 tanks and one reservoir. An additional three wells and three more tanks in the new EA1 development will be coming online, as completed. More than 100 miles of distribution pipelines, appurtenances, and five booster pump stations are being added to the system. This includes the 20' Cross-town Pipeline, which will connect the wells and reservoirs in EA1 with the system west of Santa Paula Creek, providing redundancy and more consistent pressure across the City. This division also provides an extensive water quality monitoring and reporting program in compliance with all Federal and State regulations. The City's water master plan update is nearly complete. Capital projects of the highest priority over the next 15 years will be identified and their related costs will be incorporated into the upcoming 5-Year Utility Rate Study scheduled to commence June 2025.

FY 2025–2026/FY 2026-2027 and CYCLE 2 CITYWIDE STREET MAINTENANCE PROGRAMS

The Street Maintenance Program is an integral component of the Pavement Management Program and consists of applying crack seals, rejuvenator seals, and micro-surfacing to

maintain and extend the service life of City streets. With the passage of Measure R, additional funding will be available to accelerate the City's Pavement Management Plan.

Storm Drainage

Streets with curb and gutter provide for conveyance of rainwater to storm drain inlets and into the City's storm drainage system. Due to the age and topography of the City, limited storm drainage facilities exist, and most of these systems are more than 50 years old. Much of these existing storm drainage systems consist of corrugated metal pipe (CMP) that has exceeded its useful life. Many of the roadway failures that have been observed in the City are a result of storm drains that have collapsed. VRSD recently "tv'd" the City's storm drainage system. This data will allow staff to thoughtfully address the system's problems. As the PMP moves forward, the replacement of aging storm drain inlets and pipe must be part of the program.

Telegraph Road Widening

The City's 2040 General Plan planned classification for Telegraph Road from Harvard/Main intersection to Hallock is a 4-lane boulevard. The implementation requirements for this section of Telegraph Road according to the General Plan include widening the street to 68 feet and restriping it as a 4-lane roadway with a center left-turn lane and buffered Class II bike lanes, as well as curb, gutter, sidewalk and drainage facilities. Multiple development projects, including rental housing and retail/commercial, are either proposed or underway along Telegraph. The proposed project will address complete roadway vehicle, pedestrian and bicycle improvements design and construction with available development impact funds to ensure safety, consistency and continuity for the Telegraph Road corridor in the near term. MSN has been selected by the City, and design work is underway.

Harvard/Main/Telegraph Roundabout

On November 16, 2022, staff provided a roundabout presentation which addressed a number of potential intersection locations for roundabouts within the City. Among those considered was the intersection of Main Street, Harvard Blvd, and Telegraph Road. There are several reasons why this intersection was evaluated and deemed viable including:

- There is enough existing right-of-way to accommodate a standard 1-lane roundabout;
- This is a gateway location in the City, with connectivity to both Harvard and Main Street which in turn provide access to the City's downtown core;
- The City has acquired a property at the western side of the intersection, providing additional flexibility for design, and;
- The intersection in its current configuration contains no safe means of pedestrian crossing, and a roundabout will allow for the safe integration of pedestrian, bicycle and vehicular movements.

This project would support the adopted 2040 General Plan Circulation Element and is a good opportunity to advance the goals for improving traffic circulation and pedestrian safety, reducing greenhouse gases, and improving air quality while providing a more aesthetically pleasing gateway entry into the City. MSN is also doing the design work for this project.

Community Bike Trail Connectivity Project

The Santa Paula Community Bike/Trail Connectivity Project extension will improve bicycle and pedestrian connectivity throughout the City from the west end of town to the east end. This would include up to 2.5 miles of new Class I bike trails in the City. The City has identified three possible trail extensions that the project team will explore during this project:

- Extend the eastern limit of the existing Class I bikeway from its terminus at 12th and Santa Barbara Street to the planned Santa Paula Street Bridge over Santa Paula Creek, which is currently in final design and permitting with the County. This will provide connectivity between the new 37-acre regional sports park and the Harvest housing development and existing destinations on the west and central portions of the City.
- Create a bike trail/pathway extension from the existing bike trail pathway on N. Peck Road with the City's West End Business Park.
- Create a northern bike trail/pathway extension along the Santa Paula Creek, which would allow those who live in the adjacent neighborhoods to access the City's wider cycling network and key locations, as well as providing a safe alternative to SR150 for north/south bicycle traffic connecting to destinations in either the Harvest development or downtown destinations.

This a TDA funded project will significantly expand the existing City network of pedestrian and bicycle facilities.

Crosswalks and Crosswalk Safety

Staff is coordinating three locations on SR 150 with Caltrans for construction in FY 2024/2025. Collaborative efforts between the Caltrans design and construction team and the City to coordinate the SR 150 crosswalks at Oakdale, Virginia Terrace and Ventura Streets with their comprehensive rehabilitation project set to commence in 2025. Construction on these locations will likely occur, pending Caltrans permitting, in late Spring or Summer 2025.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: APPROVAL OF MINUTES

- City Council Special Meeting March 31, 2025
- City Council Special Meeting April 1, 2025
- City Council special Meeting April 2, 2025
- City Council Regular Meeting April 2, 2025
- City Council Special Meeting April 14, 2025

Date: May 7, 2025

Agenda Item: 10.A

RECOMMENDATION:

Staff recommends Council approve minutes.

BACKGROUND:

An account of all proceedings of the Legislative Body in open meetings shall be kept by the Clerk/Secretary. The Clerk/Secretary shall prepare an abbreviated record of the meeting proceedings for approval by the Legislative Body which when adopted by the Legislative Body shall be the official Minutes of the meeting. Amendment of the minutes may be made only as to factual accuracy and not as to a change of intent. The Minutes of the meeting need not be verbatim. Only the best and most complete available recording of the meeting shall constitute the official record of the Legislative Body, but the Minutes shall constitute the official record of the Legislative Body meeting where a verbatim record of the meeting is not available. Unless requested by a majority of the quorum, the minutes may be approved without reading.

ANALYSIS:

None.

STRATEGIC PLAN:

This item is not a goal or objective in the City Council's two-year Strategic Plan, however, the Minutes shall constitute the official record of the Legislative Body.

FISCAL IMPACTS:

There are no fiscal impacts for this item.

OPTIONS:

None.

ATTACHMENTS:

[2025.03.31 City Council Special Minutes.pdf](#)
[2025.04.01 City Council Special Minutes.pdf](#)
[2025.04.02 City Council Special Minutes.pdf](#)
[2025.04.02 City Council Regular Minutes.pdf](#)
[2025.04.14 City Council Special Minutes.pdf](#)



**CITY OF SANTA PAULA
City Council Special Meeting
March 31, 2025, 8:30 AM
MINUTES**

SPECIAL MEETING - FLIGHT 126 CAFE

1) CALL TO ORDER

Mayor Chavez called the meeting to order at 8:35 a.m.

2) ROLL CALL

Members Present: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, and Leslie Cornejo

Members Absent: Gabriela Ornelas

3) PUBLIC COMMENT

Logan Hardison was called to speak about linking organizations throughout the valley, and the need involvement from city staff and public.

Connie Tushla was called to speak explaining the need for changes on different departments, a hospital in East Area 1, and the need of good streets for economic and safety.

Tim Moen was called to speak about the need of revenue that comes with tourism.

Leslie Nichols was called to speak in support of the Santa Paula Arte and Cultura Collective and Santa Paula Theater Center.

Jessi May Stevenson was called to speak in support of the Santa Paula Arte and Cultura Collective and Santa Paula Theater Center speaking about the youth impact.

Maddie Sifantus was called to speak in support of the Santa Paula Arte and Cultura Collective, with music, art and poetry bringing community vitality.

Augie Diaz was called to speak in support of the Santa Paula Arte and Cultura Collective.

John Procter was called to speak in support of the Santa Paula Arte and Cultura Collective and would like to see relationship be established with the art community and the city, with a council member involved.

Tracy Hudak was called to speak in support of the Santa Paula Arte and Cultura Collective, suggesting the public partner with the city on activities as a city collective.

Vanessa Acosta was called to speak in support of the Santa Paula Arte and Cultura Collective, with a mission to create a space to build gatherings and interact with youth and adults.

Mary Ann Krause was called to speak on areas of concern: development of the hospital, do more for the education center, funding of the shelter, and the homeowner insurance crisis.

James Lantiegne was called to speak in support of the Arts. He announced he had an offer to purchase the Masonic building to provide a space to the community for the Arts.

Lina Partida was called to speak on the rent adjustment at the mobile home park, requesting to deny the rate increase.

Eduardo was called to speak on the rent adjustment at the mobile home park, requesting to deny the rate increase.

Amalia was called to speak on the rent adjustment at the mobile home park, requesting to deny the rate increase.

Vanessa Acosta was called to speak on Arts and Culture.

4) STRATEGIC PLANNING WORKSHOP

4.A) CITY COUNCIL TWO-YEAR STRATEGIC PLANNING WORKSHOP #1

Dr. Santor Nishizaki, CEO of Mulholland Consulting Group explained the Process Overview and Mission, Vision, and Core Values Discussion.

Council provided additions and changes for the 2025-2027 Two-Year Strategic Plan.

(A) Arts, Culture, & Entertainment

(B) Economic Development

(C) Infrastructure, Transportation & Mobility

(D) Connected and Healthy Community

(E) Public Safety & Emergency Preparedness

(F) Community Vitality

(G) Operational Excellence

5) ADJOURNMENT

Mayor Chavez adjourned the meeting at 5:35 p.m.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Special Meeting
April 1, 2025, 5:30 PM
MINUTES**

SPECIAL MEETING - CITY OF SANTA PAULA COMMUNITY CENTER

1) CALL TO ORDER

Mayor Chavez called the meeting to order at 5:45 p.m.

2) ROLL CALL

Members Present: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, Leslie Cornejo, and Gabriela Ornelas

Gabriela Ornelas was absent at time of roll call, arriving at 7:25 p.m.

3) PUBLIC COMMENT

Andy Sobel was called to speak on being prepared for emergency preparedness, the activities and partnering with the community, and spoke about the challenges in the community.

Chiara Dimarco was called to speak in support of pickleball courts and dog parks.

Maria Robles was called to speak asking for an action plan.

Fabiola Gomez was called to speak in support for a climate action plan.

4) STRATEGIC PLANNING WORKSHOP

**4.A) CITY COUNCIL TWO-YEAR STRATEGIC PLANNING WORKSHOP
#2**

Council continued discussions from the March 31, 2025 Workshop #1, making further changes to the plan.

5) ADJOURNMENT

Mayor Chavez adjourned the meeting at 9:35 p.m.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Special Meeting
April 2, 2025, 4:30 PM
MINUTES**

SPECIAL MEETING - COUNCIL CHAMBERS

1) CALL TO ORDER

Vice Mayor Juarez called the meeting to order at 4:42 p.m.

2) ROLL CALL

Members Present: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, Gabriela Ornelas, and Leslie Cornejo

Mayor Chavez was absent at the time of roll call, arriving at 4:52 p.m.

Councilmember Ornelas was absent at the time of roll call, arriving at 4:45 p.m.

3) PUBLIC COMMENT

None.

4) ORDER OF BUSINESS

4.A) STUDY SESSION ON ANIMAL SERVICES

Staff provided Council with service models available to Santa Paula, seeking input from the Council and public on desired animal control and shelter service options.

Council provided staff with direction on future animal control and shelter service.

5) CLOSED SESSION

5.A) CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE §54957.6 - City Representatives: Chief Labor Negotiator Irma Rodriguez Moisa, City Manager Dan Singer, Finance Director Christy Ramirez, and Human Resources Administrator Lorena Alvarez; Employee Organizations: Community Services Officer Association; Mid-Management Association; Professional & Supervisory Association; Service Employee International Union, Local 721 (SEIU); Santa Paula Police Officers Association (SPPOA); and Unrepresented

Employees: Executive Management; Confidential employees; Part-time employees.

Council recessed to closed session.

6) CLOSED SESSION REPORT

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

7) ADJOURNMENT

Mayor Chavez adjourned the meeting at 6:30 p.m.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Regular Meeting
April 2, 2025, 6:30 PM
MINUTES**

REGULAR MATTERS - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Chavez called the meeting to order at 6:37 p.m.

2) INVOCATION

Deacon Al Guilin provided the Invocation.

3) FLAG SALUTE

City Attorney Monica Castillo led the flag salute.

4) ROLL CALL

Members Present: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, Leslie Cornejo, and Gabriela Ornelas

5) CLOSED SESSION REPORT

City Attorney Monica Castillo announced Council met in closed session on the below item, reporting there was no reportable action taken.

CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE §54957.6 - City Representatives: Chief Labor Negotiator Irma Rodriguez Moisa, City Manager Dan Singer, Finance Director Christy Ramirez, and Human Resources Administrator Lorena Alvarez; Employee Organizations: Community Services Officer Association; Mid-Management Association; Professional & Supervisory Association; Service Employee International Union, Local 721 (SEIU); Santa Paula Police Officers Association (SPPOA); and Unrepresented Employees: Executive Management; Confidential employees; Part-time employees.

6) PUBLIC COMMENT

Elma Aguilar was called to speak on the rental increase at the mobile home park.

Cytlali Salgado was called to speak on the need for a climate change plan.

Nidia Bello was called to speak on the need for a climate change plan.
John Marquez was called to speak announcing upcoming events.
Raffaella Moreno was called to speak on secondhand smoke.
Rocardo Soto was called to speak on secondhand smoke.
Susan Barrand was called to speak asking for a dispensary to help generate revenue.
Richard Abbott was called to speak requesting information on animal control and SPARC. Deputy City Manager Jonathan Royas will provide information.

7) PRESENTATIONS

7.A) SANTA PAULA CREEK FEMA FLOOD MAP REVISIONS

City Engineer Robert Woodward presented a presentation on the Santa Paula Creek FEMA Flood Map Revisions, explaining that after the presentation, he will be available for any public question outside the Council Chambers.

Eric King was called to speak requesting more information on the properties that are affected by the maps. He will meet with City Engineer Bob Woodward after the presentation.

7.B) HOUSING TRUST FUND OF VENTURA COUNTY PRESENTATION

Linda Braunschweiger provided a presentation on the Housing Trust Fund of Ventura County.

8) CITY COUNCIL REPORTS

Councilmember Crosswhite:

Attended the Arbor and Earth Day celebration; the Women of the year celebration; the Santa Paula Business Roundtable; the Chamber Mixer; the Clean Power Alliance Executive Committee meeting; was re-elected as the Southern California Association of Governments Representative of District 47; and attended two Strategic Planning Workshops.

Councilmember Cornejo:

Attended the city Employee Birthday and Anniversary celebration; it was an honor to vote for Councilmember Crosswhite as the representative for Southern California Association of Governments; the Police and K-9 Foundation fundraiser; the Ventura Regional Sanitation District; the Arbor Day celebration; and attended two Strategic Planning Workshops.

Councilmember Ornelas:

Congratulated Councilmember Crosswhite on her election as the representative for Southern California Association of Governments; and attended the second Strategic Planning Workshop.

Councilmember Juarez:

Attended the city Employee Birthday and Anniversary celebration; it was an honor to vote for Councilmember Crosswhite as the representative for Southern California Association of Governments; attended the Santa Paula Business Roundtable; the Arbor Day celebration; two Strategic Planning Workshops; and announced there is a Senior Advisory Committee opening.

Mayor Chavez:

Attended advocacy meetings in Washington DC, lobbying to bring in funding to the city; two Strategic Planning Workshops; announced Cruise Night; and spoke about community engagement.

9) CITY MANAGER REPORTS

Attended the city Employee Birthday and Anniversary celebration; the Arbor Day celebration; represented the city at the League of Cities, advocating for the city's interest; and thanked the council for their commitment to work on the Strategic Plan.

10) CONSENT CALENDAR

10.A) APPROVAL OF MINUTES

City Council Special Meeting March 5, 2025
City Council Regular Meeting March 5, 2025
City Council Special Meeting March 17, 2025
City Council Regular Meeting March 19, 2025

10.B) SECOND READING AND ADOPTION OF ORDINANCE NO. 1343 AMENDING CHAPTERS 160 (DEVELOPMENT IMPACT FEES), 16.01 (ENACTMENT AND APPLICABILITY), 16.03 (ADMINISTRATION AND ENFORCEMENT), AND 16.05 (DEFINITIONS) OF THE SANTA PAULA MUNICIPAL CODE IN ORDER TO REFLECT RECENT CHANGES IN STATE LAW, IDENTIFY AND CORRECT INCONSISTENCIES, OUTDATED LANGUAGE AND FORMATTING, AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

10.C) WATER RECYCLING FACILITY ON-CALL EMERGENCY SLUDGE HAULING AGREEMENT

Motion: Approve Consent Calendar
Moved by Carlos Juarez, seconded by Jenny Crosswhite

Vote: Motion carried 5-0
Yes: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, Leslie Cornejo, Gabriela Ornelas

11) ACTION ITEMS

11.A) UTILITY RATE ASSISTANCE PROGRAM (URAP) REPORT

Mirka Vargas provided a presentation on the Utility Rate Assistance Program (URAP) Report.

Council provided staff with feedback to put together a plan later this year to assess in the future.

11.B) REQUEST FOR LETTER OF SUPPORT FOR THE HARMONY PROJECT

James Lantiegne provided information to Council of his request for a letter of support for The Harmony Project.

Motion: Approve the issuance of a letter of support from the Mayor, using the revised draft letter attached as Exhibit B, with the amended language to include a disclaimer that this is not to be considered a financial endorsement.

Moved by Carlos Juarez, seconded by Leslie Cornejo

Vote: Motion carried 3-2

Yes: Carlos Juarez, Jenny Crosswhite, Leslie Cornejo

No: Pedro A Chavez, Gabriela Ornelas

11.C) CITY COUNCIL TWO-YEAR STRATEGIC PLANNING WORKSHOP #3

City Manager Dan Singer provided an update on the last two Strategic Planning Workshops, announcing the plan to bring it back in the future for a final overview for any additional changes.

12) ITEMS FOR FUTURE AGENDAS

12.A) FUTURE AGENDA ITEMS

City Manager Dan Singer announced the city is seeking applicants for the Measure R committee, and several other committee openings, and the plan to schedule interviews by the Council either April 14th, or 15th. City Attorney Monica Castillo announced bringing amendments to the city fireworks ordinance.

13) ADJOURNMENT

Mayor Chavez adjourned the meeting at 9:21 p.m.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Special Meeting
April 14, 2025, 4:30 PM
MINUTES**

SPECIAL MEETING - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Chavez called the meeting to order at 4:30 pm.

2) ROLL CALL

Members Present: Pedro A Chavez, Carlos Juarez, Jenny Crosswhite, Leslie Cornejo, and Gabriela Ornelas

3) PUBLIC COMMENT

None.

4) ACTION ITEMS

4.A) COMMISSION/COMMITTEE/BOARD INTERVIEWS

Council interviewed applicants for the Mobile Home Rent Review Commission, Parks & Recreation Commission, and Measure R Oversight Committee.

5) ADJOURNMENT

Mayor Chavez adjourned the meeting at 8:10 p.m.

ATTEST:

Julie Latshaw, City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Monica Castillo, City Attorney

Subject: RESOLUTION INCREASING CITY MANAGER AUTHORITY TO ALLOW,
COMPROMISE, OR SETTLE CLAIMS AGAINST THE CITY TO FIFTY
THOUSAND DOLLARS

Date: May 7, 2025

Agenda Item: 10.B

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 7567 to increase the City Manager's authority to allow, compromise, or settle claims against the City to fifty thousand dollars (\$50,000).

BACKGROUND:

The Government Claims Act ("Act"), codified in Government Code §§ 810 to 996.6, and Santa Paula Municipal Code (SPMC) §§ 99.01, *et seq.* establish the procedure for filing a lawsuit for money or damages against a government entity and/or its employees. To successfully bring a suit for money against the City or its employees, the Act and SPMC require that a claim first be filed with the City.

The City is a member of the California Joint Powers Insurance Authority ("JPIA"). Pursuant to Government Code sections 990.4 *et seq.* and 6500 *et seq.*, the City pools its self-insured liability claims and losses with other JPIA members under a Memorandum of Coverage entered into on July 1, 2004. The Joint Powers Agreement creating the California JPIA authorizes it to exercise powers common to members and appropriate to defend and indemnify the City from liability claims under the Memorandum of Coverage.

The JPIA in turn contracts with the company Carl Warren to process government claims covered by the Memorandum of Coverage. Certain claims such as those seeking refunds for overcharges are not covered by the Memorandum of Coverage and are returned to the City Attorney for handling.

Absent a local ordinance or resolution, the City Council must authorize the compromise or settlement of claims against the City or its employees as prescribed under Government Code Sections 910 *et seq.* Government Code section 935.4 allows the City Council to authorize an employee to perform these functions.

Pursuant to this authority, the City adopted Resolution No. 6352 on October 16, 2006,

authorizing the City Manager (or designee) to compromise or settle claims against the City, in an amount not to exceed twenty-five thousand dollars (\$25,000) (Attachment A). The proposed Resolution would increase this amount to \$50,000 and give the Finance Director or designee specific authority to pay out of City funds upon direction from the City Manager or designee (Attachment B). All other operative provisions of Resolution No. 6352 are not affected and are restated in the proposed Resolution.

ANALYSIS:

Increasing the City Manager's (or designee's) authority to allow, compromise or settle claims up to fifty thousand dollars (\$50,000) is appropriate. It has been nearly nineteen (19) years since the City Manager's government claim settlement authority was considered. Fifty thousand dollars (\$50,000) would also be on par with the City Manager's current professional services and purchasing contract authority of \$50,000. SPMC 41.15. Additionally, authorizing the City Manager to settle claims at a higher value will conserve City Council members' limited time, while still maintaining the Council's authority to approve settlements of more substantial amounts (over \$50,000).

STRATEGIC PLAN:

This item does not advance a specific objective in the City's Strategic Plan. It does however support general Goal G. Operational Excellence: "Provide excellent service to the community in a cost effective manner with an engaged workforce with a focus on continuous improvement and outstanding customer service."

FISCAL IMPACTS:

There are no direct fiscal impacts associated with this action. If approved, the resolution will reduce the need for council action to approve lower-cost government claim settlements or compromises along with associated staff time to place such matters on City Council agendas.

OPTIONS:

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

1. Modify provisions of the proposed Resolution (Attachment B).
2. Decline to take action.
3. Take other desirable action.

ATTACHMENTS:

[Attachment A - Reso 6352 City Manager to Administer Compromise or Settle Claims.pdf](#)

[Attachment B - Reso 7567 Increasing CM Authority to Settle Claims.pdf](#)

Attachment A

City Manager to Administer Compromise or
Settle Claims

RESOLUTION NO. 6352

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO ADMINISTER, COMPROMISE, OR SETTLE CLAIMS IN ACCORDANCE WITH GOVERNMENT CODE §§ 910 *ET SEQ.* AND SANTA PAULA MUNICIPAL CODE §§ 99.01 *ET SEQ.*

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

SECTION 1: The City Council finds as follows:

- A. Government Code §§ 910, *et seq.* and the Santa Paula Municipal Code ("SPMC") §§ 99.01, *et seq.* provide the procedure for filing claims against the City or its employees;
- B. Government Code § 935.4 provides that the City may authorize an employee of the local public entity to resolve claims against the local public entity;
- C. The City is a member of the California Joint Powers Insurance Authority ("California JPIA") and pursuant to Government Code §§ 990.4, *et seq.* and §§ 6500 *et seq.* pools its self-insured liability claims and losses with other California JPIA members under a Memorandum of Coverage entered into on July 1, 2004;
- D. The Joint Powers Agreement creating the California JPIA authorizes it to exercise powers common to members and appropriate to defend and indemnify members from liability claims under the Memorandum of Coverage.

SECTION 2: *Authorization.* In accordance with applicable law including, without limitation, Government Code § 935.4, the City Council authorizes the City Manager, or designee, to

- A. Accept, reject, return as insufficient, or return as untimely any claims filed against the city of Santa Paula (or its employees) in accordance with Government Code §§ 910, *et seq.* and SPMC §§ 99.01, *et seq.*;
- B. Provide notices authorized by applicable law on the City's behalf;
- C. If appropriate, and after consulting with the City Attorney, compromise or settle claims in an amount not to exceed \$25,000; and
- D. Tender claims to the California JPIA in accordance with the Memorandum of Coverage.

SECTION 3: Administration of Claims. In accordance with this Resolution and, if applicable, the Memorandum of Coverage, the City Council establishes the following limitations and designations upon administration of claims:

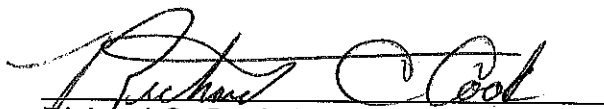
- A. The City Clerk is the City's custodian of records and is the designated recipient of all claims filed with the City including, without limitation, administrative claims or lawsuits. If any City employee is asked to accept service of a summons or complaint, the server should be directed to the City Clerk. City employees are not authorized to accept a summons or complaint on the City's behalf.
- B. The City Manager, or designee, is the City's Risk Manager and responsible for investigating all claims on behalf of the City Attorney. The Risk Manager may contract with professional claims investigators to facilitate prompt evaluation of a claim including, without limitation, such professional claims investigators designated by the California JPIA. Any reports prepared by the Risk Manager, or by professional claims investigators on the Risk Manager's behalf, are prepared for the purpose of anticipated litigation and for use by the City Attorney or such outside counsel as may be selected by the California JPIA.
- C. The City Attorney is the City's general counsel and may evaluate any claim filed against the City for potential liability. All investigations conducted by the Risk Manager will be made on behalf of the City Attorney or, as applicable, outside counsel for purposes of determining the extent of the City's exposure to liability. The City Attorney may share such evaluations with the City Manager and City Council.

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

SECTION 5: The City Clerk is directed to mail a copy of this Resolution to any person requesting a copy.

SECTION 6: This Resolution is the City Council's final decision and will become effective immediately upon adoption.

PASSED AND ADOPTED this 16 day of October 2006.


Richard C. Cook, Mayor

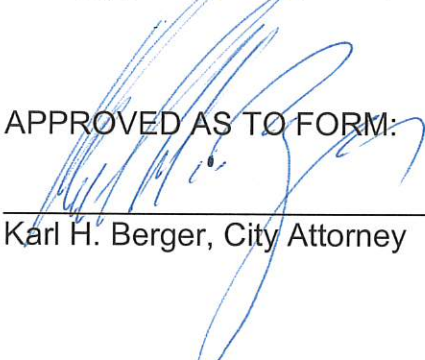
ATTEST:



Josie G. Herrera, City Clerk

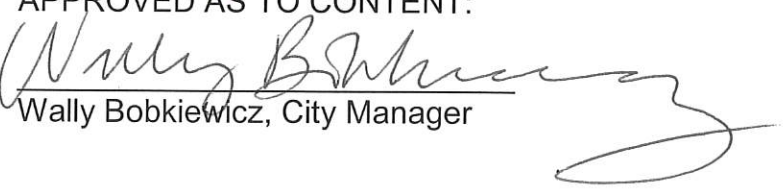


APPROVED AS TO FORM:



Karl H. Berger, City Attorney

APPROVED AS TO CONTENT:



Wally Bobkiewicz, City Manager

Attachment B

Resolution 7567

Increasing CM authority to Settle Claims

RESOLUTION NO. 7567

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA INCREASING THE CITY MANAGER'S AUTHORITY TO COMPROMISE OR SETTLE CLAIMS AGAINST THE CITY

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

SECTION 1: The City Council finds and declares as follows:

- A. California Government Code sections 910 *et seq.* establishes the procedure for filing claims against the City of Santa Paula ("City") pursuant to the Government Claims Act (California Government Code section 810 *et seq.*).
- B. The City is a member of a the California Joint Powers Insurance Authority ("JPIA"). Pursuant to Government Code sections 990.4 *et seq.* and 6500 *et seq.*, the City pools its self-insured liability claims and losses with other JPIA members under a Memorandum of Coverage (MOC) entered into on July 1, 2004.
- C. The JPIA in turn contracts with the company Carl Warren to process government claims covered the by the MOC. Certain claims such as those seeking refunds for overcharges are not covered by the MOC and are returned to the City Attorney for handling.
- D. Government Code section 935.4 allows the City Council, by ordinance or resolution, to authorize an employee to allow, compromise, or settle a claim against the City not to exceed \$50,000.
- E. On October 16, 2006, the City Council adopted Resolution No. 63525 authorizing the City Manager (or designee) to compromise or settle claims against the City, in an amount not to exceed twenty-five thousand dollars (\$25,000).
- F. To align with the City Manager's authority to authorize professional service agreements not to exceed fifty thousand dollars (\$50,000) under SPMC 41.15, it is appropriate to increase the manager's (or designee's) government claim settlement authority to the same amount of fifty thousand dollars (\$50,000).
- G. Delegating this authority to the City Manager for smaller government claim amounts promotes efficient government operations.

SECTION 2: In accordance with applicable law, including without limitation, Government Code section 935.4, the City Manager (or designee) is authorized to, if appropriate, and after consulting with the City Attorney, allow, compromise, or settle claims in an amount not to exceed fifty thousand dollars (\$50,000.00). The City's fiscal officer (currently the Finance Director or designee) may upon written order of the City Manager (or designee) cause a warrant to be issued upon the treasury in an amount for which a claim has been allowed, compromised, or settled.

SECTION 3: Resolution No. 63525 is superseded by this Resolution and therefore repealed.

SECTION 4: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 5: The City Clerk shall certify to the passage and adoption of this Resolution and enter into the book of original resolutions.

PASSED AND ADOPTED this 7th day of May, 2025.

Pedro A. Chavez,
Mayor

ATTEST:

Julie Latshaw,
City Clerk

APPROVED AS TO FORM:

Monica Castillo,
City Attorney

APPROVED AS TO CONTENT:

Dan Singer,
City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Deputy City Manager

Subject: DRAFT SANTA PAULA CITY COUNCIL 2-YEAR STRATEGIC PLAN FOR 2025-2027

Date: May 7, 2025

Agenda Item: 11.A

RECOMMENDATION:

Staff recommends City Council:

1. Receive any public comments and provide staff feedback and direction as it relates to the draft of Council's 2025-2027 Strategic Plan (Exhibit A).

Presented by: Jonathan Royas, Deputy City Manager

BACKGROUND:

On June 21, 2023, the City Council adopted the 2023–2025 Strategic Plan ("the Plan") following an extensive development process that included input from Councilmembers, executive staff, and the public through a series of workshops. The Plan was designed to identify key community challenges and priorities, and to establish a clear roadmap for addressing them over a two-year period.

The Strategic Plan includes:

- A Vision Statement
- A Mission Statement
- Core Values
- Seven Categories:
 - A. Arts, Culture & Entertainment
 - B. Economic Development
 - C. Infrastructure, Transportation & Mobility
 - D. Connected & Healthy Community
 - E. Public Safety & Emergency Preparedness
 - F. Community Vitality
 - G. Operational Excellence

These categories encompass 52 objectives, some of which span multiple departments and divisions. Over the past 22 months, staff has made significant progress, providing periodic updates to the Council. As of March 19, 2025, 21 objectives were reported as complete, with

progress made on an additional 28 objectives.

Despite unforeseen events, staffing transitions, and the launch of new initiatives, the City remains committed to advancing the goals set forth in the Plan. In January 2025, staff and Council initiated the process to update the Strategic Plan in alignment with the City's upcoming two-year budget cycle.

ANALYSIS:

In January 2025, the City of Santa Paula re-engaged Mulholland Consulting Group (MCG) to guide the update and development of a new two-year Strategic Plan for 2025–2027. The effort was led by Dr. Santor Nishizaki, who previously facilitated the creation of the City's 2023–2025 Strategic Plan. Building on that foundation, the updated planning process began in January 2025 and was designed to reflect the current needs, priorities, and aspirations of the City Council, staff, and the broader Santa Paula community.

Strategic Planning Process

The planning process involved multiple phases of internal and external engagement, including:

- **Individual Interviews:** MCG conducted in-person interviews with members of the City Council and executive staff. These sessions focused on identifying emerging themes, refining strategic categories, and collecting input on proposed goals and objectives for the updated Plan.
- **SWOT Analysis:** A comprehensive review of the existing 2023–2025 Strategic Plan was completed using a Strengths, Weaknesses, Opportunities, and Threats (SWOT) framework. This helped assess what objectives were successful, what barriers existed, and what areas required renewed focus.
- **Objective Prioritization:** Through collaborative discussions, the team worked to identify and prioritize specific objectives that align with the City's evolving needs and the Council's long-term vision.
- **Vision, Mission, and Values Review:** Staff and Council reviewed and discussed the City's current Vision Statement, Mission Statement, and Core Values to ensure they continue to reflect the City's goals and community character.
- **Team-Building:** MCG facilitated a refreshed StrengthsFinder workshop with City Council and newly hired staff.

Community and Business Engagement

A central component of the Strategic Plan update was ensuring robust community and stakeholder input. To achieve this, the City implemented a multi-channel outreach strategy that included:

- **Public Notification:** Strategic Plan engagement opportunities were promoted via the City's social media platforms, the City newsletter, the *Santa Paula Times*, and through Spectrum Channel 10 to ensure broad public awareness.

- **Workshops and Accessibility:** Five public workshops were held at accessible locations and times, with Spanish-language interpretation provided to ensure participation from Santa Paula’s diverse community. Residents had the opportunity to share feedback directly with City leadership.
- **Online Survey Engagement:** The City launched its first-ever dedicated Strategic Plan webpage featuring an online survey. A total of 77 individual submissions were received, generating over 1,400 survey responses—providing valuable insight into residents’ priorities and perspectives.
- **Business Community Input:** Three targeted roundtable tabletop exercises were held with local businesses to understand the specific challenges and opportunities facing the commercial sector. Combined attendance across these sessions totaled just over 100 participants.

Public Engagement Timeline and Sessions

Business Roundtable Meetings:

- January 30, 2025 – Glen Tavern Inn (9:00 AM – 10:30 AM)
- March 20, 2025 – Flight 126 Café (Harvard Blvd.) (9:00 AM – 10:30 AM)
- March 27, 2025 – Glen Tavern Inn (9:00 AM – 10:30 AM)

Council Strategic Planning Workshops:

- March 31, 2025 – Vision & Priorities Workshop #1
Flight 126 Café | 8:30 AM – 5:30 PM
- April 1, 2025 – Vision & Priorities Workshop #2
Community Center Auditorium | 5:30 PM – 9:00 PM

During these sessions, the Council and staff engaged in detailed discussions to review and vet each strategic category, proposed objective, tasks, and resource implications.

Budget Impacts

Each objective identified in the draft Strategic Plan includes a budget impact description, where applicable. These impacts are categorized as:

- **Monetary Costs:** Estimated financial resources required to carry out specific objectives, including goods, services, contractor fees, and materials.
- **Staff Time:** Estimated staff capacity and hours needed to implement objectives that may not have direct financial costs but still require significant staff involvement.

Following the workshops, staff conducted a thorough internal review to estimate the anticipated costs and staffing needs for each objective over the upcoming two-year period. It is important to note that the figures provided in Exhibit A are estimates, subject to change, and

do not imply that those items are or will be budgeted for FY25-27 at the figures provided.

Draft 2025–2027 Strategic Plan

The attached draft Strategic Plan includes the following components:

- Vision Statement
- Mission Statement
- Core Values
- Six Strategic Objective Areas:
 - A. Arts, Culture, and Entertainment
 - B. Economic Development
 - C. Infrastructure, Transportation & Mobility
 - D. Healthy, Connected & Thriving Community
 - E. Public Safety & Emergency Preparedness
 - F. Operational Excellence

The draft contains 49 strategic objectives. Many objectives intersect across multiple categories, highlighting the importance of cross-departmental coordination and collaboration. Where applicable, objectives connected to the City’s General Plan or Housing Element are denoted with an asterisk (*) and include references to the relevant planning documents. These ensure alignment with state and local requirements, especially for goals that require action in the near term.

It should be noted that at this time, objectives are not listed in order of priority, allowing the Council to provide direction.

Next Steps

This evening, staff is requesting Council review and provide direction on the draft Strategic Plan, including:

- Review of draft goals and objectives
- Feedback on estimated budget impacts and metrics
- Guidance on refinements prior to final adoption

Following Council feedback, staff will return with a finalized version of the Strategic Plan, which will include:

- A summary of updates from the 2023–2025 Plan
- A milestone-based progress tracking tool for reporting objective completion
- A list of “Parking Lot” items—lower-priority or long-term ideas for future consideration
- A resolution for formal adoption by the City Council

STRATEGIC PLAN:

The City Council's Strategic Plan serves as a guiding framework that aligns the City's goals, resources, and actions with community priorities. It ensures transparent, goal-oriented decision-making while promoting accountability and progress across all departments.

FISCAL IMPACTS:

There are no direct costs associated with the adoption of the Strategic Plan. Specific objectives contained within the plan may have direct fiscal impacts, which will either need to be incorporated into the FY 2025-27 budget, or approved by Council once a budget has been developed and a project is ready for Council's authorization.

PERSONNEL IMPACTS:

It is important to understand that the vast majority of time spent by City staff is dedicated to mandated, routine and/or responsive tasks. Especially in Santa Paula where staff ratios are extremely burdened and there is limited ability to pursue new initiatives, the capacity to complete the objectives contained in the Strategic Goals may be constrained.

OPTIONS:

City Council has the following options available:

1. Accept the 2025-2027 Strategic Plan as written and direct staff to return with an adopting resolution;
2. Direct staff to make additional revisions to the proposed 2025-2027 Strategic Plan based on City Council's feedback and return with a final version and adopting resolution;
3. Conduct additional Study Sessions to further discuss the proposed 2025-2027 Strategic Plan; or
4. Reject an update to the 2025-2027 Strategic Plan altogether.

ATTACHMENTS:

[Exhibit A - Draft Strategic Plan 2025-2027.pdf](#)

EXHIBIT A - DRAFT STRATEGIC PLAN 2025-2027

Strategic Plan 2025-2027

Cat ego ry	#	Dept. 1	Dept. 2	Dept. 3	Objective	Budget/Staff Impact	Tasks
A. Arts, Culture and Entertainment							
A	1	CED	Admin	P&R	Public Art & Murals - Support public art and the mural program and pursue methods to increase funding. (General Plan EDD 4.c)	Y1 - \$10,000 Y2 - \$10,000 + Staff	1. Help facilitate production of at least one new mural per calendar year. 2. Number of grant applications vs. the number of grants won for Arts, Culture, and Entertainment. 3. Explore the potential for establishing via collaboration between the Santa Paula Arte & Cultura Collective/City, a public arts ordinance. 4. Provide funding, including in-kind support to move efforts forward. 5. Research funding options, including a Public Art Trust Fund.
A	2	CED			*Advocacy & Education of Historic Resources - Adopt and implement standards and guidelines for new development, alterations to existing structures, and preservation of historic resources within historic districts. (GP ECR 4.c)	Y1 - N/A Y2 - N/A + Staff	1. Update the municipal code to include standards for historical preservation and resources (SPMC 816). 2. Expansion of the Mills Act to preserve historical structures. 3. Work with the community to identify properties that should be included in a historic registry. 4. Develop guidelines which address architecture, landscaping, streets, and hardscape elements within historic districts.

A	3	CED	Admin	Finance	Percent for the Arts - Explore policies or programs which would establish a "percent for the arts" ordinance.	Y1 - Unknown Y2 - Unknown + Staff	1. Research best practices and existing ordinances from peer cities to understand policy structures and funding mechanisms. 2. Develop a policy framework outlining proposed percentage, project thresholds, eligible uses, and administrative structure. 3. Coordinate with Finance and Community Development to evaluate potential fiscal and legal implications. 4. Draft and present an ordinance to City Council for consideration.
A	4	P&R			Amphitheater Programming - Establish partnerships and collaborations for diverse programming for the Sports Park Amphitheater.	Y1 - \$8,000 Y2 - \$8,000 + Staff	1. Number of partners and collaborations established. 2. Number of events programmed.
B. Economic Development							
B	1	CED	Finance	Admin	Revenue Opportunities - Actively pursue opportunities to increase the City's revenue base.	Y1 - Unknown Y2 - Unknown + Staff	1. Develop a plan to diversify and enhance sales tax related revenues. 2. Evaluate options to diversify city's revenue base. 3. Research, develop and implement a short term rental (STR) ordinance.
B	2	CED	Admin		Regional Employment - Growth and attraction of regional employment hubs.	Y1 - N/A Y2 - N/A + Staff	1. Advocate and collaborate with Ventura County on Medical Center/Hospital. 2. Advocate and collaborate with Ventura College District on East Campus Expansion. 3. Promote and collaborate with developers related to SP West Business Park. 4. Promote and collaborate with developers related to Lemonwood Industrial Area.

B	3	CED	PW	P&R	Downtown Enhancements - Develop guidelines which address architecture, landscaping, streets, and hardscape elements in partnership with the Property Business Improvement District (PBID).	Y1 - N/A Y2 - N/A + Staff	1. Work with PBID to develop a list of downtown Property Business Improvement District (PBID) goals. 2. Explore expansion of the downtown PBID. 3. Identification of pavement, lighting and parking needs.
B	4	CED	Admin		Marketing - Work with partners to invest in the marketing of Santa Paula collectively to promote Santa Paula to increase economic vitality.	Y1 - \$20,000 Y2 - \$20,000 + Staff	1. Form a marketing coalition with key partners (e.g., Chamber of Commerce, Heritage Valley Tourism Bureau, PBID, local businesses, arts/culture groups). 2. Coordinate seasonal or themed campaigns to support local events, downtown promotions, and tourism (e.g., Citrus Festival, murals, agritourism). 3. Track performance data and adjust strategy based on reach, engagement, and economic impact.
B	5	CED	PW		Navigational Signage - Attract "pass-through" traffic by improving and implementing new wayfinding or "gateway" signage throughout the City and SR126 to promote business and tourist opportunities.	Y1 - \$100,000 Y2 - \$100,000 + Staff	1. Identify critical locations for wayfinding signage to be installed. 2. Fund wayfinding signage and installation. 3. Explore opportunities to place monument signage off the 126 and at key entry ways into Santa Paula. 4. Review existing highway SR-126 signage for opportunities to highlight "Santa Paula."

B	6	CED	Admin		Business Attraction - Identify and attract businesses that create jobs, increase revenues, and provide services that meet consumer needs.	Y1 - \$10,000 Y2 - \$10,000 + Staff	1. Establish a quick response Welcome Team to engage, strategize, and streamline processes for potential businesses looking to come to Santa Paula. 2. Create Welcome Toolkit and assemble materials to better demonstrate the City and regions marketability. 3. Develop partnerships and advocate for better efficiencies with County Environmental Health to reduce permitting time. 4. Identify retail deficits and conduct outreach to representatives of potential operators. 5. Utilize data analytics capture software for informed decision making.
B	7	CED	Admin		Reduce Retail Vacancy within Commercial Corridors - Implement options for addressing empty storefronts.	Y1 - \$5,000 Y2 - \$5,000 + Staff	1. Adopt strategies related to property owner outreach, education, and enforcement. 2. Potentially modify muni-code to require active uses on main floor CBD properties. 3. Number of reduced empty storefronts Year over Year in the Downtown and Harvard Blvd. 4. Work with business property owners to improve/activate vacant storefront windows (i.e. temporary window displays).
B	8	CED	Admin		Economic Development Staff - Explore the creation of a position dedicated to Economic Development and Vitality goals.	Y1 - \$100,000 Y2 - \$100,000 + Staff	1. Focus on filling existing department vacancies. 2. Establish and identify a need and objectives for this position. 3. Consider adding an economic development specialist position.

B	9	CED	Finance		Permitting - Streamline application and permitting processes.	Y1 - Unknown Y2 - Unknown + Staff	1. Implementation of software system to reduce cycle time for application and permitting processes. 2. Evaluate, adopt, implement an online permitting system for development review, business licensing, and receipt of payments, including utility payments. 3. Complete training for staff.
C. Infrastructure, Transportation & Mobility							
C	1	PW			Streets, Sidewalks, & Storm Drains – Accelerate the City's funding and investments to improve infrastructure.	Y1 - \$3,650,000 Y2 - \$3,650,000 + Staff	1. Staff will provide 5-Year Pavement Management Plan updates to Council on an annual basis. 2. Review Pavement Condition Index (PCI) changes year-over-year. 3. Explore a sidewalk conditions index/dashboard. 4. Explore efficiency methods and techniques which will extend the life of our roads. 5. Conduct a storm drain assessment. 6. Secure equipment to bring more sidewalk repair in-house.
C	2	PW	P&R		Green Initiatives - Explore funding opportunities and partnerships to implement Energy Efficiency projects, solar, and electric vehicle (EV) technologies.	Y1 - Unknown Y2 - Unknown + Staff	1. Complete lighting project (Phase 1). 2. Apply for grant funding opportunities, provide matching City funding, and explore private/public partnerships to help fund and implement. 4. Explore and present findings related to solar options to Council. 5. Continue to seek EV funding and implementation options.
C	3	CED	PW	P&R	*Downtown Parking Lot Experience - Improve and maintain lighting, safety measures, and parking lots within the downtown keeping in mind historical aesthetics. (GP EDD 4.c.)	Y1 - Unknown Y2 - Unknown + Staff	1. Number of lights identified, procured, and installed. 2. Re-pave and stripe public parking lots. 3. Explore use of shared use agreements for private lots.

C	4	PW	P&R		Bike Master Plan - Create a Class I and II Bike Trail Master Plan and work towards expansion of our existing trails.	Y1 - Unknown Y2 - Unknown + Staff	1. Provide milestone updates on progress related to master plan. 2. Total number of miles of Class I/II bike lanes created. 3. Explore opportunity to use Safe Streets for All (SS4A) funding to assist with these efforts.
C	5	CED	PW		Rail Corridor Beautification & Improvements - Work with partners to make improvements to the existing rail corridor.	Y1 - Unknown Y2 - Unknown + Staff	1. Priority focus on area east of 10th St. 2. Collaborate with Ventura County Transportation Commission (VCTC), Sierra Northern, and Sunburst Railcars.
C	6	CED	P&R	PW	Bike Trail Beautification & Improvements - Work with partners to beautify and make improvements to the existing and future bike trail pathways.	Y1 - Unknown Y2 - Unknown + Staff	1. Coordinate with Public Works, Parks & Recreation, and Planning to identify and prioritize improvement projects (e.g., landscaping, benches, lighting, wayfinding signs). 2. Work with the Police Department and Code Enforcement to increase patrol visibility, address illegal dumping, graffiti, and encampments along the trail. 3. Apply for relevant state/federal grants.
C	7	CED	PW		Mobility - Engage with Ventura County Transportation Commission (VCTC) re: Short Range Transit Plan to improve mobility options for residents.	Staff	1. Engage in meetings and further discussions with VCTC. 2. Have VCTC come to a City Council meeting and provide a presentation on the plan.
C	8	P&R			Public Restrooms - Pursue upgrades to City public restrooms.	Y1 - \$8,500 Y2 - \$8,500 + Staff	1. Create a priority list of restrooms to rehabilitate. 2. Implement improvements as funding permits.

D. Healthy, Connected & Thriving Community

D	1	Admin			Service Technology Enhancements - Improve connectivity between residents and public services.	Y1 - \$20,000 Y2 - \$20,000 + Staff	1. Research options, software solutions and budget requirements to address communications needs with residents and business owners. 2. Explore technology applications which track and address resident concerns. 3. Explore AI search engine enhancements for website.
D	2	P&R			Youth Facilities - Explore expansion of youth facilities and resources at Las Piedras Park.	Y1 - \$3,000 Y2 - N/A + Staff	1. Working with an architect to provide a building design and estimated associated construction costs. 2. Conduct community outreach events to obtain feedback from multiple stakeholders. 3. Present a phased plan, which identifies potential funding options, to both Council and the community.
D	3	Admin			Smoking - Explore updating City's "No Smoking" Ordinance.	Staff	1. Research options and policies related to "No Smoking" ordinances. 2. Present findings to Council.
D	4	Admin	CED		Climate Action Plan - Work with Ventura County to develop a plan.	Staff	1. Provide updates to Council. 2. Utilize the County work to establish local metrics for the City to achieve.
D	5	P&R			Fagan Barranca Park Master Plan - Pursue funding and build partnerships to implement Master Restoration Plan.	Y1 - \$300,000 Y2 - \$300,000 + Staff	1. Present draft master plan to City Council. 2. Identify funding to implement Master Plan. 3. Engage resident volunteer efforts around a community build plan.
D	6	CED			Code Enforcement - Develop administrative hearing ordinance and public code education programs.	Y1 - \$2,000 Y2 - \$2,000 + Staff	1. Develop educational materials and compliance requirements through print and digital media. 2. Present processes for initiating a local code hearing officer to Council. 3. Number of educational events held. 4. Percent of tickets/fines adjudicated. 5. Percent of ticket/fines Year over Year.

D	7	Finance	Admin		Water/Sewer Bill Assistance - Explore options for low-to-moderate or fixed income residents with programs to assist with water/sewer bills.	Y1 - Unknown Y2 - Unknown + Staff	1. Based on Council feedback in April 2025, conduct additional research and return to Council with more details.
D	8	P&R			Senior Master Plan - Identify goals based on feedback from Senior Master Plan.	Y1 - Unknown Y2 - Unknown + Staff	1. Present draft Master Plan to Council. 2. Work with the Senior Advisory Committee and staff to identify actions to be taken in the next two years.
D	9	P&R			SPUSD Partnerships - Work with Santa Paula Unified School District to create a joint use agreement for school and city facilities.	Staff	1. Meet with district to resume the process. 2. Provide updates to the District and Council via 2x2 Committee. 3. Bring draft MOU to Council.
D	10	P&R			Pickle Ball Courts - Explore options for community recreational pickle ball courts.	Y1 - Unknown Y2 - Unknown + Staff	1. Research viability, associated costs and possible locations for potential activities. 2. Present findings to Council.
D	11	CED			Housing - Advocate and seek resources for the implementation of the Housing Element 2029 Housing Action Plan.	Y1 - Unknown Y2 - Unknown + Staff	1. Meet or exceed Regional Housing Needs Assessment (RHNA) numbers. 2. Seek funding sources. 3. Utilize the Housing Element as a blueprint to address housing needs of the community.
D	12	CED			Unhoused - Address and support the needs of the unhoused including behavioral support.	Y1 - Unknown Y2 - Unknown + Staff	1. Seek State funding, including Prop 1, to support local efforts. 2. Continue to work with regional partners to support the needs of the unhoused in the Santa Clara River Valley. 3. Review annual Point-in-Time count to determine if needs are being met. 4. Explore temporary and transitional housing options.

D	13	CED			Rent Stabilization - Study rent stabilization options relative to current state laws.	Y1 - Unknown Y2 - Unknown + Staff	1. Conduct a study session with Council. 2. Explore funding and processes towards creation of a landlord registry. 3. Review current rent rolls. 4. Share communications/information for owners and renters to know their rights and responsibilities.
D	14	Admin			Broadband - Support broadband and other forms of broadband infrastructure connectivity options for the community.	Staff	1. Maintain collaborative partnerships with the County, Ventura Council of Governments (VCOG), and EDC.
D	15	P&R			Community Dog Park - Explore options for a community dog park.	Y1 - Unknown Y2 - Unknown + Staff	1. Enlist community volunteers and form a working group. 2. Visit and survey dog parks in the region. 3. Identify potential locations in Santa Paula. 4. Present findings to the Parks & Recreation Commission and City Council.

E. Public Safety & Emergency Preparedness

E	1	PD			Cameras - Pursue funding opportunities to expand safety cameras to cover critical infrastructure & public spaces.	Y1 - \$50,000 Y2 - \$50,000 + Staff	1. Number of cameras installed. 2. Provide updates to Council on value of cameras.
E	2	P&R			SPPD Facility Upgrades - Pursue funding to complete facility upgrades for Phase II.	Y1 - \$60,000 Y2 - \$1,400,000 + Staff	1. Identify funding and initiate construction for Phase II. 2. Report quarterly on the progression of the project.
E	3	PD			SPPD Community Engagement - Develop methods and programs to connect our police with the community, local nonprofits and businesses.	Y1 - Unknown Y2 - Unknown + Staff	1. Creation of a Community Academy and number of meetings held. 2. Seek to host one SPPD Community Academy course in English/Spanish. 3. Creation of a Police Chief's Advisory Board and number of meetings held. 4. Increase # of Citizen Patrol volunteers. 5. Increase # of Reserve Officers.

E	4	PD			*Emergency Plan - Create an Emergency Preparedness, Response and Recovery Plan. (GP)	Y1 - Unknown Y2 - Unknown + Staff	1. Update the Emergency Operations Plan Manual. 2. Update General Plan to include safety element. 3. Establish SOP for each City department. 4. Perform a table top exercise and a live scenario exercise. 5. Annually conduct CERT program training for Santa Paula residents.
E	5	PD			Emergency Communications - Create community engagement strategies to educate residents prior to and during an emergency.	Staff	1. Develop and implement a plan to educate and inform residents regarding evacuation preparations and preparedness.
E	6	PD			Tactical Response - Develop and fund a tactical response program.	Y1 - \$4,000 Y2 - \$4,000 + Staff	1. Establish a tactical response team. 2. Establish a tactical negotiations team. 3. Provide mandated tactical training to maintain tactical response readiness.
E	7	PD			Emergency Response - Seek funds and grant opportunities to upgrade our dispatch and emergency response systems.	Staff	1. Strategize implementation through specific grants and Cal OES funding. 2. Ensure Mark 43 RMS/CAD Technology compatibility with upgraded dispatch equipment.
E	8	PD			Extreme Weather Mitigation - Develop and explore ways to make the City and the residents more resilient to the impacts of extreme weather.	Staff	1. Partner with SCAG to develop best practices. 2. Partner with VC Fire Safe Council to assist in educating residents on home-hardening / mitigation.

G. Operational Excellence

F	1	CED			Municipal Code - Review the City's municipal code to reduce irrelevant codes and update development codes.	Staff	1. Number and/or percentage of codes reduced. 2. Review Mobile Rent Control ordinance and provide a presentation to Council.
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F	2	Admin			Staff Investment - Develop efforts related to employee retention, engagement, and career development.	Y1 - \$20,000 Y2 - N/A + Staff	1. Increase employee training and learning opportunities by at least 50%. 2. Establish a comprehensive citywide employee development plan and related policies. 3. Budget and conduct for a citywide employee engagement survey. 4. # of internal promotions. 5. Percent decrease in turnover YoY by department. 6. Work towards the implementation of the Compensation study.
F	3	CED	PW	Finance	Reduce Reliance on Outside Consultants - Ensure the City is providing adequate staffing and filling key positions to reduce reliance on outside consultants.	Y1 - Unknown Y2 - Unknown + Staff	1. Consider FTEs versus consulting services related to Public Works Engineering (including cost comparisons). 2. Survey customer satisfaction for Finance/ CEDD/ PW to gain consensus on agreed-upon standards (turn-around times). 3. Work to improve communication/coordination between divisions/departments and consultants and measure results in 6 months. 4. Adopt a fee schedule for PWE review of building permit applications so plan review can commence upon submittal. 5. Establish a flat deposit schedule.
F	4	Admin			Artificial Intelligence (AI) - Explore AI technology to enhance resident and staff service needs.	Y1 - \$20,000 Y2 - \$20,000 + Staff	1. Engage in vendor demos or pilot programs for AI solutions (e.g., chatbot for public inquiries/website, software/solutions to assist staff, etc.). 2. Number of AI tools piloted or implemented.

F	5	Admin			Staffing - Return to Council with a strategic staffing plan based on the City's projected growth.	Staff	1. Conduct internal exercise to develop plan. 2. Present staffing plan to City Council.
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**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Monica Castillo, City Attorney

Subject: ORDINANCE AMENDING SANTA PAULA MUNICIPAL CODE CHAPTER 130 FIREWORKS

Date: May 7, 2025

Agenda Item: 11.B

RECOMMENDATION:

Staff recommends that the City Council:

1. Introduce, read by title only, and waive first reading of Ordinance No. 1344 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 103 OF THE SANTA PAULA MUNICIPAL CODE REGARDING FIREWORKS

Presented by City Attorney Monica Castillo

BACKGROUND:

In recent years, the City of Santa Paula has seen an increase in the discharge of illegal fireworks. Illegal fireworks threaten neighboring properties, increase 911 response times for all emergencies, and increase the risk of fire-related property damage and personal injury. In response to resident concerns, the City Council has expressed interest in strengthening the City's fireworks enforcement capacity.

Southern California is continually experiencing drought conditions which acerbates the danger of wildfires. The National Fire Protection Association reports that more than 19,000 fires in the United States are caused by fireworks. The use of fireworks poses a significant threat of causing a major fire disaster within the City.

Apart from the fire hazards and the strain responding to fireworks-related emergencies has on City public safety resources, the noise from fireworks negatively impacts the quality of life of many City residents. The sound of fireworks can particularly affect infants, the elderly, and people with post-traumatic stress disorder. Animals are also often frightened by fireworks, pets sometimes escape from their owners because of the noise.

On August 19, 2020, the City Council adopted Ordinance 1300, adding Chapter 103 (Fireworks) to the Santa Paula Municipal Code. Chapter 103 established comprehensive penalties for fireworks-related violations and incorporates by reference an administrative fine schedule adopted by resolution. Accordingly, on the same day, Council adopted Resolution

No. 7293 setting forth the administration citation fine amounts for violations of the ordinance (Attachment B).

The City has faced challenges enforcing the fireworks ordinance because it is unable to catch violators of the ordinance in the act. Illegal fireworks are often ignited from locations that are not visible from the public right-of-way, so the City's law enforcement has trouble identifying the specific individual discharging or possessing the fireworks.

Another challenge the City faces when enforcing the fireworks ordinance is its inability to deter and punish violators. As discussed further below, to deter offenders, staff will be returning at the next meeting with a resolution to increase administrative citations fines.

ANALYSIS:

To address these difficulties, the proposed Ordinance (Attachment A) amends Chapter 103 of the SPMC.

Amendments Clarifying Persons Strictly Liable

The proposed Ordinance makes substantive changes to Section 103.05 (Strict Liability For Unlawful Ignition, Use, Discharge or Display of Fireworks By Another Person). The current Fireworks Ordinance provides that "any reasonable person" can be held strictly liable for the unlawful ignition of fireworks on his or her property. The proposed Ordinance replaces "[a]ny reasonable person" with "[a]ny property owner or person in control of property, such as a tenant," and attempts to make the exception that tenants of a multifamily residential property are exempt for violations that occur in the common areas of the property easier to understand. These changes eliminate the ambiguity of who can be subject to strict liability.

The proposed Ordinance also updates the definitions for the following terms:

- Fire Chief is now defined as "[t]he Ventura County Fire Protection District Division Chief, or any successor title given, whose jurisdiction includes the City of Santa Paula."
- Tenant is now defined as "[a] person who has the right to use, possess, or occupy a unit or space under a lease, rental agreement, or contract."
- Minor is now defined as "a person under 18 years old."

Administrative Citation Fines

At the May 21, 2025 Council meeting, Council will be asked to consider updating the fine schedule for administrative citations issued for fireworks violations. Staff proposes doubling the administrative citation fines as follows:

- \$1,000 for the first violation;
- \$1,500 for the second violation of the same code section by the same person within 12 months of the first violation; and
- \$2,000 for the third violation and each subsequent violation of the same code section by the same person within 12 months from the second or most recent violation.

These are reasonable amounts compared to the fee schedule for fireworks violations in other cities in Ventura County. The cities of Oxnard, Port Hueneme, and Ventura all charge up to \$1,000 per offense related to dangerous fireworks and have a fee schedule in which the fine increases for each violation of the cities' safe and sane fireworks ordinances within a twelve

month period. Oxnard and Port Hueneme both charge \$250 dollars for the first violation, \$500 for the second, and \$1,000 for each violation after that. Ventura's fee schedule starts at \$132 for the first violation, \$264 for the second violation, and \$396 for each subsequent violation. The City of Fillmore only uses a flat fine of \$2,000 per offense related to dangerous fireworks. The fines in other parts of Southern California are even higher; an offender in the City of Anaheim would have to pay \$3,000 for the third offense within a twelve-month period.

Raising the administrative citation fines by twice the amount could be a significant deterrent to any would-be violators.

Property Liens to Collect Delinquent Fines

In addition to increased fines and expanding the group of persons who are strictly liable, staff investigated the option to record liens on violator properties for delinquent fines. This option was not recommended by the City Attorney's office. A Ninth Circuit court decision prohibits cities from attaching a lien or imposing an assessment against property for unpaid administrative fines. *Mechammil v. City of San Jacinto*, 653 Fed. Appx. 562 (9th Cir. 2016) [unpublished].

Though liens cannot be used to recover unpaid administrative fines, the City may record a lien on a violator's property for unpaid nuisance abatement costs charged against a violator; to do so, the City must adopt a lien procedure to collect these costs. Gov. Code §§ 38773, 38773.1, & 38773.5.

The City's lien procedure is set forth in SPMC §§ 14.25 – 14.39. City Council has also declared violation of the City's fireworks ordinance a nuisance. SPMC § 103.99(B). As such, a lien may be recorded for the reasonable costs incurred to respond to the discharge of fireworks. For example, SPMC § 103.99(E) permits the City to charge violators "a reasonable amount which is sufficient to cover the cost of transporting, storing, handling, and disposing of the seized fireworks."

STRATEGIC PLAN:

This item does not advance a specific objective in the City's Strategic Plan. It does however support general Goal E: "Create an environment within the City in which our residents feel safe and which promotes the City as a location of choice for living, working, visiting and recreating."

FISCAL IMPACTS:

There are no adverse fiscal impacts associated with this item. Increased administrative citation fines creates a potential for more revenues, albeit the purpose of this ordinance is to abate a nuisance, not raise revenues. Enforcement costs such as carrying out the lien procedure and documenting incurred costs may however reduce any net gain in revenue.

OPTIONS:

In addition to Staff's recommendation, the City Council may:

1. Direct staff to modify proposed Ordinance No. 1344.
2. Decline to move forward with adoption of the proposed Ordinance at this time.

3. Offer any other approaches to curtailing the illegal discharge of fireworks.

ATTACHMENTS:

[Attachment A - Ord 1344 Amending Chapter 103 - Fireworks.pdf](#)

[Attachment B - Reso 7293 Fireworks Admin Fines.pdf](#)

Attachment A

Ordinance 1344

Amending chapter 103 (Fireworks)

ORDINANCE NO. 1344

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA AMENDING CHAPTER 103 OF THE SANTA PAULA MUNICIPAL CODE REGARDING FIREWORKS

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

SECTION 1. Recitals. The City Council finds and declares as follows:

A. The illegal use of fireworks poses a serious risk to the public's health and safety, given the potential for personal bodily injury and property damage and loss.

B. In 2020, the City Council first adopted Municipal Code (SPMC) provisions prohibiting the use or possession of fireworks and establishing penalties for fireworks-related violations, including issuing administrative citations.

C. There are ongoing concerns from the community regarding the illegal use of fireworks in the City.

D. City law enforcement has been unable to hold users and possessors of property fully accountable for possessing and using dangerous or illegal fireworks.

E. It is the intent of the City Council to strengthen the City's enforcement capacity related to the possession, sale, use, or discharge of dangerous fireworks within the City to protect the public health, safety, and general welfare of its residents.

F. The City now desires to amend Chapter 103 - Fireworks of the SPMC to update its terms and clarify who can be subject to strict liability for violations of Chapter 103.

SECTION 2. Code Amendment. Chapter 103 of the Santa Paula Municipal Code, entitled "Fireworks," is hereby amended and restated to read in its entirety as provided in Exhibit "A," attached hereto and incorporated herein by reference.

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

SECTION 4. California Environmental Quality Act. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15061(c)(3) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15060(c)(3) and 15378 (the activity is not a project under CEQA) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 5. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any 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 passed this Ordinance, and each and every section, subsection, sentence, clause, and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently 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 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 by the City Council of the City of Santa Paula, at a regular meeting of the City Council held on the ____ day of _____, 2025.

Pedro A. Chavez, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, 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. 1344, introduced at a regular meeting held on the 7th day of May 2025, and duly adopted by the City Council of the City of Santa Paula, California at a regular meeting thereof held the _____ day of _____, 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City this _____ day of _____, 2025.

JULIE LATSHAW, CITY CLERK

EXHIBIT A

CHAPTER 103: FIREWORKS

Section

103.01 Intent

103.02 Definitions

103.03 General prohibition against ignition, use, discharge, or display of dangerous fireworks

103.04 General prohibition against ignition, use, discharge, or display of safe and sane fireworks

103.05 Strict liability for unlawful ignition, use, discharge or display of fireworks by another person

103.06 Concurrent authorities

103.99 Penalty

§ 103.01 INTENT.

The provisions of this chapter are intended to regulate the use of all fireworks to provide for the safety of the community and the prevention of fires.

(Ord. 1300, passed 8-19-20)

§ 103.02 DEFINITIONS.

The most current adopted definitions set forth in the State Fireworks Law (Cal. Health and Safety Code §§ 12500 et seq.) will define the terms used in this chapter unless otherwise modified herein.

DANGEROUS FIREWORKS. Any fireworks specified as such in § 12505 of the Cal. Health and Safety Code, including any safe and sane fireworks altered in a manner such that they fall within the definition of dangerous fireworks.

FIRE CHIEF. The Ventura County Fire Protection District Division Chief, or any successor title given, whose jurisdiction includes the City of Santa Paula.~~The Fire Chief of the City of Santa Paula or his or her authorized representative(s).~~

PERSON. Means and includes natural person(s), trusts, estates, firms, corporations, partnerships, associations, or other forms of business organizations or groups.

POLICE CHIEF. The Police Chief of the City of Santa Paula or his or her authorized representative(s).

RESPONSIBLE PERSON. A person who owns, leases, rents, occupies, has charge of, or possesses a public or private property at which fireworks, including both dangerous fireworks and safe and sane fireworks, are ignited, used, discharged, or displayed.

SAFE AND SANE FIREWORKS. Any fireworks specified as such in § 12529 of the Cal. Health and Safety Code.

STRICTLY LIABLE. Liability for a wrongful act irrespective of such person's intent, knowledge, negligence, or lack thereof in committing the wrongful act.

TENANT. A person who has the right to use, possess, or occupy a unit or space under a lease, rental agreement, or contract.

(Ord. 1300, passed 8-19-20)

§ 103.03 GENERAL PROHIBITION AGAINST IGNITION, USE, DISCHARGE, OR DISPLAY OF DANGEROUS FIREWORKS.

No person shall ignite, use, discharge, or display any dangerous fireworks within the city without a permit issued by the Fire Chief pursuant to § 12640 of the Cal. Health and Safety Code.

(Ord. 1300, passed 8-19-20)

§ 103.04 GENERAL PROHIBITION AGAINST IGNITION, USE, DISCHARGE, OR DISPLAY OF SAFE AND SANE FIREWORKS.

No person shall ignite, use, discharge, or display any safe and sane fireworks within the city.

(Ord. 1300, passed 8-19-20)

§ 103.05 STRICT LIABILITY FOR UNLAWFUL IGNITION, USE, DISCHARGE OR DISPLAY OF FIREWORKS BY ANOTHER PERSON.

(A) Any person having the care, custody, or control of a minor shall be strictly liable for the minor's unlawful ignition, use, discharge, or display of dangerous fireworks or safe and sane fireworks in violation of this chapter. A minor is a person under 18 years old.

(B) Any property owner or person in control of property, such as a tenant, Any responsible person shall be strictly liable for any unlawful ignition, use, discharge, or display of any dangerous fireworks or safe and sane fireworks in violation of this chapter at his or her property ~~or gathering~~; except that:

(1) No owner of private property shall be liable under this division (B) for a violation of this chapter on that property if the owner can demonstrate at the time of such violation that the owner (i) had rented or leased the property to another; (ii) was not present; and (iii) had no prior knowledge of the violation.

(2) No ~~person who has the right to use, possess, or occupy a unit~~tenant in-of a multifamily residential property ~~under a lease, rental agreement, or contract~~ shall be liable under this division (B) for violations of this chapter occurring in the common areas of the property.

(3) Nothing in this division (B) shall limit the liability of any responsible person for a violation of this chapter by the responsible person.

(Ord. 1300, passed 8-19-20)

§ 103.06 CONCURRENT AUTHORITIES.

This chapter is not the exclusive regulation for fireworks within the city. This chapter shall supplement and be in addition to the other regulatory codes, statutes, regulations and ordinances heretofore and hereinafter enacted by the City of Santa Paula, the Ventura County Fire Protection District ("District") (including the District's Ordinance No. 31 which prohibits all fireworks, including those labeled as "safe and sane" (See District Ordinance No. 31, § 5601.1.3)), the State of California, or any other legal entity or agency having jurisdiction. Where allowed by law, this chapter supersedes any conflicting provision of the California Fire Code and California Building Code.

(Ord. 1300, passed 8-19-20)

§ 103.99 PENALTY.

(A) Any person who violates any provision of this chapter is guilty of a misdemeanor, and upon conviction shall be punished by a fine not less than \$500 nor more than \$1,000, or by imprisonment in the county jail for not exceeding one year, or by both such fine and imprisonment. Upon any second or subsequent conviction of the offense, the person shall be punished by the penalties of a fine of \$1,000 and by imprisonment in the county jail for one year.

(B) Any violation of this chapter is hereby declared to be a public nuisance.

(C) Any violation of this chapter is punishable by administrative citation pursuant to Chapter 14 of this code entitled Administrative Citations with administrative citation fine amounts to be established by City Council resolution, which may be amended from time to time.

(D) Causing, permitting, aiding, abetting, or concealing a violation of this chapter shall also constitute a violation.

(E) The assigned Fire Chief and the Police Chief are authorized to enforce the provisions of this chapter. The assigned Fire Chief and the Police Chief shall have the authority to seize, take, and remove any fireworks, dangerous fireworks, and safe and sane fireworks. The assigned Fire Chief and the Police Chief may charge any person whose fireworks are seized pursuant to this section, a reasonable amount which is sufficient to cover the cost of transporting, storing, handling, and disposing of the seized fireworks.

(F) A person is guilty of a separate offense for each and every day or portion thereof during which he or she commits, continues, or permits a violation of this chapter.

(G) The remedies provided by this chapter are cumulative and in addition to any other remedy available at law or in equity.

(H) Nothing in this chapter shall be intended to limit any of the penalties provided for under the California Health and Safety Code or Penal Code with regard to fireworks.

(Ord. 1300, passed 8-19-20)

Attachment B

Resolution 7293 Fireworks Admin Fines

RESOLUTION NO. 7293

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA, CALIFORNIA, SETTING FORTH THE ADMINISTRATIVE CITATION FINE AMOUNTS FOR VIOLATIONS OF SANTA PAULA MUNICIPAL CODE CHAPTER 103 REGARDING THE PROHIBITION AND REGULATION OF FIREWORKS.

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

SECTION 1. The City Council finds and declares as follows

A. On August 19, 2020, the City Council of the City of Santa Paula ("City Council") adopted Ordinance 1300 entitled "An Ordinance of the City Council of the City of Santa Paula, California, Adding Chapter 103 to the Santa Paula Municipal Code Prohibiting and Regulating Fireworks" ("Ordinance");

B. The Ordinance establishes comprehensive penalties for fireworks-related violations, one of which is the issuance of administrative citations;

C. The Ordinance states that administrative citation fine amounts will be set by City Council resolution; and,

D. The City Council desires to set administrative citation fines in furtherance of the Ordinance.

SECTION 2. *Recitals Incorporated.* The City Council of the City of Santa Paula hereby finds that the foregoing recitals are true and correct and are incorporated herein as substantive findings of this Resolution.

SECTION 3. *Definitions.* The definitions set forth in Chapter 103 *Fireworks* of the Municipal Code are incorporated by reference into this Resolution.

SECTION 4. *Administrative Citation Fine Amounts for Violations of Santa Paula Municipal Code Chapter 103 Fireworks.* The administrative citation fines set forth below are hereby established for violations of Chapter 103 *Fireworks* of the Santa Paula Municipal Code:

- (1) First violation—Five hundred dollars (\$500);
- (2) Second violation of the same code section by the same person within a twelve (12)-month period of the first violation—Seven hundred fifty dollars (\$750);

- (3) Third violation and each subsequent violation of the same code section by the same person within a twelve (12)-month period from the second or most recent violation—One thousand dollars (\$1,000).

SECTION 5. *Payment of Administrative Citation Fines and Interest.* Santa Paula Municipal Code Chapter 14 shall apply to fireworks violation-related administrative citations to the extent that it does not conflict with Chapter 103, which include the following sections regarding payment and interest:

“§ 14.12 PAYMENT OF ADMINISTRATIVE FINES.

An administrative fine must be paid to the city within 30 days from the date of the administrative citation or, if a request for an initial administrative review is submitted, within 15 days after the date of the notice of the conclusions of that initial administrative review, whichever is later.

§ 14.13 DELINQUENT ADMINISTRATIVE FINES - PENALTIES AND INTEREST.

(A) A penalty of 10% is added on any delinquent fines on the last day of each month after the due date. The penalty will not exceed 50% of the fine.

(B) In addition to penalties provided by this section, delinquent fines accrue interest at the rate of 1% per month, exclusive of penalties, from the due date.”

SECTION 6. *Effective Date.* This Resolution will take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Santa Paula on the 19th day of August, 2020.



Richard Araiza, Mayor

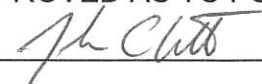
ATTEST:



Rose Chaparro, Deputy City Clerk

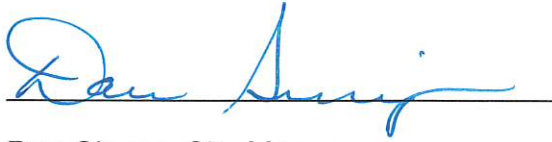


APPROVED AS TO FORM:



John C. Cotti, City Attorney

APPROVED AS TO CONTENT:



Dan Singer, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: FUTURE AGENDA ITEMS

Date: May 7, 2025

Agenda Item: 12.A

RECOMMENDATION:

Staff recommends City Council review future agenda items.

BACKGROUND:

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

ANALYSIS:

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

STRATEGIC PLAN:

FISCAL IMPACTS:

OPTIONS:

ATTACHMENTS:

[05.21.2025 Future Agenda Items.docx](#)



Santa Paula City Council Tentative Agenda Schedule

Activities associated with the Council's Strategic Plan*

	Regular Meeting May 21, 6:30pm	
Finance	3rd Quarter Budget Report	
Admin	City Manager Department Report	
P&R	Teague Park Restroom	
PW	SR150 Crosswalk Improvement Plans & Spec Reso 7565	
	Regular Meeting June 4, 6:30pm	
Finance	Finance Department Report	
P&R	Senior Advisory Committee Annual Presentation	
Admin	Legislative Platform	
Admin	Financing Consideration for Infrastructure	
P&R	Union Oil Building Future Users	
P&R	Santa Paula Senior Master Plan for Aging	
	STUDY SESSION TOPICS	
Admin	No Smoking Ordinance	TBD
Finance	Development Impact Fees (DIF)*	2 nd Qtr.
Admin	Municipal Code Update – Joint with Planning Commission*	Ongoing
CDD	Use of Triangle Property on Housing	2 nd Qtr.
	FUTURE AGENDA ITEMS	
PW	Plans & Specifications for 8 th Street Streetlight Repair Project	
CDD	Central Business District Live Entertainment Ord 1339	
CDD	Cultural Arts Presentation*	
Legal	Fire MOU Amendment	
Legal	Development Code Amendments*	
CDD	Downtown Vacancies Options*	
CDD	Downtown Parking Inventory and Options*	