

City of Santa Paula

City Council

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



CITY COUNCIL REGULAR MEETING OF THE SANTA PAULA CITY COUNCIL

WEDNESDAY, JANUARY 10, 2024

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

BRINGING ITEMS BEFORE THE CITY COUNCIL

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

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

1. **Items Not on the Agenda:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the City Council during *Public Comment*. Please realize that due to the limitations placed on the City Council by provisions of the *California Government Code*, the City Council ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment 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.*

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. PUBLIC COMMENT

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

6. PRESENTATIONS

6.A LAW ENFORCEMENT APPRECIATION DAY

6.B VENTURA COUNTY BROADBAND STRATEGIC PROJECT
PRESENTATION

6.C PUBLIC WORKS ACTIVITY REPORT FOR JULY-NOVEMBER 2023
RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Public Works Department Report for July - November 2023.

Presented by: Clete J. Saunier, Public Works Director

7. CITY COUNCIL REPORTS

8. CITY MANAGER REPORTS

9. 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.

9.A **APPROVAL OF MINUTES**

RECOMMENDATION:

Staff recommends Council approve the following minutes:

- City Council Regular Minutes for December 6, 2023
- City Council Special Minutes for December 29, 2023

9.B **CELLULAR ADVANCED METERING INFRASTRUCTURE AND WATER METERS PURCHASE ORDER WITH BADGER METER AND AUTOMATION, INC.**

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to sign a three-year purchase order with Badger Meter and Automation Inc. for Fiscal Years 2023-2024 through 2025-2026 with a one-year option to extend for Fiscal Year 2026-2027 for the purchase of new water meters and cellular advanced metering infrastructure (AMI) transmitters in an amount not to exceed \$300,000 per fiscal year.

9.C **SECOND READING AND ADOPTION OF ORDINANCE NO. 1332 APPROVING THE SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN AMENDMENT**

RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct the second reading of and adopt Ordinance No. 1332, approving the Santa Paula West Business Park Specific Plan Amendment.

10. ACTION ITEMS

10.A **APPOINTMENT TO PARKS & RECREATION COMMISSION YOUTH MEMBER**

RECOMMENDATION:

Staff Recommends that the City Council:

1. Appoint applicant as Parks & Recreation Commission Youth Member.

Presented by: Julie Latshaw, City Clerk

10.B **DOWNTOWN FACADE IMPROVEMENT PILOT PROGRAM**
RECOMMENDATION:

Approve Resolution No.7496 authorizing the City Manager to expend \$50,000 from the city's allocation of American Rescue Plan Act (ARPA) funds to provide matching grants to owners of commercial property and/or businesses located within the Downtown Property Business Improvement District to perform façade improvements or other qualified improvements.

10.C **CONSIDERATION OF A RESIDENT ACADEMY PROGRAM**
RECOMMENDATION:

Staff recommends the City Council:

1. Discuss and provide staff direction regarding the creation of a resident academy program.

Presented by: Jonathan Royas, Management Analyst
Mirka Vargas, Management Fellow

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

Staff recommends that the City Council:

a) Consider appointments to the Mayor's Standing and Ad Hoc Committees and review appointments to Regional and State boards, committees and commissions. The Mayor may ratify appointments to these committees.

Presented by: Dan Singer, City Manager

11. ITEMS FOR FUTURE AGENDAS

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

Staff recommends City Council review future agenda items.

12. 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: Clete J. Saunier, Public Works Director

Subject: PUBLIC WORKS DEPARTMENT ACTIVITY REPORT
JULY – NOVEMBER 2023

Date: January 10, 2024

RECOMMENDATION:

Staff recommends that the City Council:

1. Receive and file the Public Works Department Report for July - November 2023.

Presented by: Clete J. Saunier, Public Works Director

CAPITAL IMPROVEMENT PROGRAM (PROJECT ACTIVITY):

FY 2023 - 2024 Citywide Street Maintenance Program

The Street Maintenance Program is a critically 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.

The Harvard Boulevard project features street improvements that include a structural overlay of the existing section of Harvard between Peck Road and 10th Street, following the completion of extensive water and sewer replacement efforts that will significantly disrupt the existing roadway pavement. In addition to the structural overlay of the project area, improvements to sidewalks and curb ramps are proposed along the entire length of the Harvard Boulevard project area.

Due to the extensive and costly improvements necessary to complete the Harvard Boulevard project, it is anticipated that the paving portion of this project will constitute the majority of the citywide paving planned for FY 23/24, consistent with the City's Pavement Management Program.

On November 1, 2023, the City Council approved an additional Measure T allocation of \$325,498 for street repair and maintenance, and subsequently approved at their December 6, 2023 meeting a portion of this allocation (\$75,000) to be utilized for pavement overlay of the sinkhole repair work at 6th Street and Virginia Terrace. The remaining \$250,498 of Measure T funds is available for street maintenance and repair for FY 23/24.

Harvard Boulevard Street/Sewer/Water Improvement Project

The project will improve 1.7 miles of Harvard Boulevard from Peck Road to 10th Street. The project scope includes street improvements for this section of Harvard Boulevard, which include 750,000 SF of pavement, curb ramp reconstruction, and replacement of 9,000 LF of 12" water main and 8,000 LF of 24" sewer main. The project is currently under construction, with portions of project sewer main from the south end of Acacia to Harvard past Steckel complete and proceeding towards Palm Avenue. Portions of the project water system along Harvard between 4th and Mill are complete, with additional sections under construction. Utility relocations for Gas Company and SCE are occurring as required for sewer construction, and oversized loads continue to be accommodated through the construction zones as needed. Street paving construction is anticipated to commence April 2024. Construction progress updates and critical project notifications (e.g., road closures) are available at the City's dedicated website: www.harvardblvdproject.com

Crosstown Pipeline Project

The project scope will provide a large diameter pipeline to link the wellfield and completed west side reservoir to the main reservoir on 10th Street. The Water Enterprise Fund will fund the project estimated to cost \$6.7M. The current alignment of portions of the pipeline were updated to facilitate a jack and bore style of pipeline installation along Santa Paula Street at State Route 150 (10th Street). This design update is complete and under review by City staff.

Peck Road Waterline Repair Project

The project will replace a damaged section of City water main located under a portion of the Peck Road Drain and adjacent to Ventura County railroad right of way. The project anticipates a jack-and-bore style of pipe installation to avoid damage to the box-culvert Drain facility, owned by Ventura County Watershed Protection District. The project is expected to commence construction in January 2024.

Mesa Tanks Replacement Project

Construction of the project to replace the two aging aboveground steel water tanks with two new water storage tanks is currently underway. Construction of the East Tank is nearing completion and is expected to be in service by January of 2024. Construction of the West Tank will commence in February 2024. The project will improve water system condition and reliability, and address State regulatory compliance.

Peck/Calpipe Road Extension Project

The project entails the extension of Peck Road south of its intersection with Corporation Street and the easterly extension of Calpipe Road from its intersection with Corporation Alley, to a knuckle where eastbound Calpipe transitions to northbound Peck. The purpose of the project is to improve access to industrial properties located west of Corporation Alley, as well as to the City's Wastewater Reclamation Facility (WRF) and associated facilities. Current access to these properties requires truck traffic to navigate the Corporation Street/Corporation Alley intersection, which has limited clearances for multi-axle vehicles, as well as Corporation Alley, which does not meet City commercial and industrial access width requirements. Todd Lane is a private street, which has insufficient horizontal and vertical clearances at undercrossing SR126 and does not serve as a formal secondary access to the industrial properties in the area south of SR126. The project will formalize

access, improve drainage system capacity in the area, and allow for the installation of additional potable water supply piping to improve water system capacity and resilience.

FEMA Floodplain Management Projects

A substantial portion of the City is influenced by flood hazard areas identified by the Federal Emergency Management Agency (FEMA). The areas of flood hazard are mapped on Flood Insurance Rate Map (FIRM) panels that are used by City and FEMA regulators and insurance companies to determine which properties in the City are required to purchase flood insurance. These FIRM panels are updated at intervals as new or updated flood information becomes available. Earlier in 2021, FEMA completed a County-wide flood re-study, which resulted in the release of updated flood maps. These preliminary maps presented significant changes to areas of flood hazard in multiple portions of the City, which would have resulted in 600 or more properties being added to the flood hazard boundary unless appealed by the City. City staff worked in tandem with Ventura County Watershed Protection District (County) staff to review the technical studies and mapping and filed an appeal with FEMA. FEMA reviewed the technical data provided, but the lack of an approved maintenance plan by County resulted in the sustaining of the original studies, with the understanding that applications for Letters of Map Revision (LOMRs) could be provided to address specific areas of concern. Updated FEMA flood maps are expected to become effective in April 2024, with the understanding of the following actions on the City's part:

1. The City, working in conjunction with the East Area 1 development team, has prepared a LOMR for Santa Paula Creek to address revisions for this watercourse, which is currently under review by FEMA and nearing approval. The LOMR, once approved will clarify specific areas of flooding concern, particularly west of Santa Paula Creek, and will largely eliminate the A99 zone designations that currently require property owners to purchase flood insurance. The flood zone designation also adds cost and complexity to the development process, which can include homeowners seeking to make property improvements, including accessory dwelling units (ADUs), as well as commercial business owners planning to expand or redevelop their current properties.
2. The City plans to pursue an improved study for urban portions of the City influenced by Fagan and Adams Canyon and the Peck Road Drain and related overflow drainage and flooding, with associated re-mapping. This updated mapping would then be coordinated with FEMA representatives to address necessary corrections to outdated flood designations and provide relief to property owners where appropriate.
3. The City plans to update the current floodplain management and development process to communicate hazards and development requirements for projects located in currently established flood hazard areas. The City completed an update of the City's Municipal Code and associated provisions that address floodplain development and associated regulation which was approved by City Council on October 4, 2023.
4. The City's Public Works engineering staff plan to engage the State Department of Water Resources to review the requirements and process for joining the FEMA Community Rating System (CRS) program. This program recognizes communities who are actively involved in improving their floodplain management measures similar

to those noted above. The program, once implemented, provides discounted insurance premiums for required flood policies, reducing the financial burden associated with property ownership in flood prone portions of the City.

5. The City plans to update its Master Plan of Drainage to address current areas of drainage issues, flood hazards and associated facility improvement recommendations with cost estimates and priority recommendations. The prior Master Plan was last updated in 2008, and is outdated relative to areas of deficiency, cost estimates and changes in City corporate boundaries. Recommendations may include findings from the Fagan/Adams/Peck Road flood study to improve these facilities to mitigate current contributions to flood hazards due to inadequacies in these facilities. The RFP is expected to be released in the Spring of 2024. American Rescue Plan Act (ARPA) funding in the amount of \$150,000 allocated by the City Council on July 7, 2021 may be used to support this effort.

Water Recycling Facility Advanced Water Treatment Facility Project

The project scope includes design and procurement for an Advanced Water Treatment Facility (reverse osmosis process, “AWTF”) to manage the City’s effluent chloride levels. The facility will be located northeast of and immediately adjacent to the WRF. The estimated total project cost is \$20.34M (including design, construction, and construction contingency).

The City applied for a low-interest loan from Clean Water State Revolving Fund (CWSRF) through the State Water Board Division of Financial Assistance (DFA). City Council authorized execution of the financing agreement for the CWSRF loan for the project at the September 6 2023 City Council Meeting. Reimbursement requests, which will draw on the loan, will not be submitted until if and when the City Council approves the AWTF Project for bid. The draft Chloride Source Identification Study was presented to City Council in November 2023. City Council directed staff to move forward with the second phase of the Chloride Study, which involves additional sampling. Concurrently, the City is developing a Design Refinement Study for the AWTF, which will evaluate the design criteria against more recent water quality data and review the design for potential phasing and optimizations. The outcome of the AWTF Design Refinement Study and the second phase of the Chloride Study will determine the AWTF Project outcome.

City staff will present the Draft AWTF Refinement Study in April 2024. City staff continues to communicate status updates regarding the AWTF project, Chloride Study and permit compliance with the Los Angeles Regional Water Quality Control Board.

Water Recycling Facility Blower Repairs

The four aeration blowers, three MBR blowers, and three digester blowers, which are used to efficiently operate the WRF have been experiencing intermittent failures for over a year and a half. The blowers, originally installed during construction of the WRF in 2010 are reaching the end of their useful life. The City recently approved a new CIP project which will prioritize the replacement of all 10 blowers over several years. The blowers are necessary to operate the WRF and phased replacement will allow operation to continue while installing new reliable equipment. The phasing and preliminary design will take place during the 2023/2024 FY and construction will begin in the 2024/2025 FY. This project will span approximately 7 years to fully replace the existing ten blowers.

Water Recycling Facility Reaction Ammonia Analyzers Replacement

The project will consist of adding ammonia analyzers to the three aerobic basins and modifying the control system to control the blower speed to produce a targeted, low ammonia concentration. Currently the process operates under manual control. This results in excess power consumption and excess greenhouse gas emissions, including ammonia into the atmosphere. VCAPCD staff has agreed this project will reduce pollutant and greenhouse gas emissions and has agreed to allow the City to offset its outstanding NOV settlement agreement costs with the equivalent in-kind costs for this project contingent upon its completion. The estimated project cost including engineering design and construction is approximately \$140,000. Funding for this project was allocated at the March 1, 2023 City Council Meeting. Installation is underway by VRSD operations staff, and the City is in the process of securing a contract for SCADA integration. APCD has agreed to extend the completion deadline for this work to April 30, 2024.

Wastewater Master Plan

Last March, the City authorized MKN & Associates to proceed with preparation of an updated Wastewater Master Plan. The City's last Wastewater Master Plan update was completed in 2012 and did not include an evaluation of the WRF to serve existing and ultimate influent flow capacity. MKN is currently preparing an update to the 2012 plan, which includes development of a hydraulic model and evaluation of the Water Reclamation Facility, including hydraulic capacity, treatment capacity, and condition assessment.

Project Schedule:

Draft Capital Improvement Plan	January 2024
Draft Wastewater Master Plan	February 2024
Final Wastewater Master Plan	March 2024

DIVISION PERFORMANCE REPORTS:

Administration & Engineering Division:

Recruitment:

Andrew Sumanting was hired as an Administrative Analyst I working in the Public Works Administration and Engineering Division. His start date was December 4, 2023.

Three-Year Professional Service Agreement Activity:

Vendor Name	Project Description	Contract Budget	Previous Year Activity	FY 23/24 First Quarter Activity	Encumbrance Balance
Northern Digital	On-Call and Emergency Scada Maintenance	\$ 50,000.00	\$ -	\$ 4,717.50	\$ 45,282.50
M6	On-Call Engineering Agreement	\$ 249,200.00	\$ -	\$ 100,114.12	\$ 149,085.88
Phoenix Civil Engineers, Inc.	Peck Road Waterline Repair Project	\$ 56,030.00	\$ 43,272.74	\$ 1,575.00	\$ 11,182.26
Encompass Consulting Group	Surveying install rectangular Rapid Flashing Beacons (3) on Main Street	\$ 80,398.00	\$ 73,369.56	\$ 426.25	\$ 6,602.19
Encompass Consulting Group	Surveying - Installing RRFB on Ojai Rd	\$ 86,997.00	\$ 73,749.75	\$ 6,729.55	\$ 6,517.70
Phoenix Civil Engineers, Inc.	Well #12 and Canyon Booster Design	\$ 27,530.00	\$ 10,128.75	\$ 7,087.50	\$ 10,313.75
Larry Walker Associates, Inc.	Wastewater Discharge Permit Compliance Services	\$ 66,000.00	\$ -	\$ 23,717.50	\$ 42,282.50
MKN Associates, Inc.	Engineering Consultant Wastewater and CIP's	\$ 1,267,783.00	\$ -	\$ 121,740.24	\$ 1,146,042.76
GSI Water Solutions, Inc.	FY 23-24 Groundwater Monitoring	\$ 170,446.00	\$ -	\$ 82,477.09	\$ 87,968.91
		\$ 2,054,384.00	\$ 200,520.80	\$ 348,584.75	\$ 1,505,278.45

Permitting Activity:

Staff reviewed, approved and inspected the following permit applications for various utilities, companies and contractors:

Utility Encroachment Permits

	<u>Issued</u>	<u>Inspected</u>
SCE:	31	12
SCG:	7	18
Frontier:	3	1
Charter:	1	1
Sidewalk Imp:	2	2
City Water:	4	4
Total:	48	38

Other Permits

Roll-off Bin:	7
Storage Bin:	2
Oversize Transportation:	35
Fire Flow Test:	13
Temp FH Water Meter	1

Water Division:

CATEGORY	JUL	AUG	SEP	OCT	NOV
Total Potable Water Produced (MG)	129.8	124.82	113.46	113.26	102.80
Water Quality Samples	55	80	55	65	57
Main & Service Line, Meter Leak Repairs	9	17	11	11	7
Customer Service Requests Addressed	26	12	59	45	27
USA Dig-Alert Tickets	82	72	99	141	120
Meter Reads & Re-reads	8158/87	8158/39	8158/31	8158/52	8158/46
Meter Installations & Replacements	63	29	81	51	31
Lock-Offs	56	80	82	68	96

The construction of Tank 1 (Eastern Tank) of the Mesa Tanks Replacement Project has been completed and expected to be in service late January 2024. Mill St. to 4th St. of the Harvard Water Mainline Replacement Project including water service lines has been completed. A three-year water meter procurement contract is being presented for Council approval January 10, 2024 for the continued execution of the water meter replacement program. Canyon Booster and Well 12 rehabilitation projects have reached design completion.

The new Water System Operator career track went into effect July 3rd and a total of 11 full time employees made the transition from their respective Water Distribution or Water Treatment & Production Operator positions. Cross training has been in process since the implementation of the positions with a total of five Operators successfully trained and currently working as full capacity Water System Operators.

- Albert Viramontes joined the Water Operations Team on December 4th as a Water System Operator I (WSO I).
- Brenden DeLaTorre (WSO I) received the SWRCB Grade II Water Distribution Certification.
- Alejandro Minero (WSO I) received the SWRCB Grade I Water Distribution Certification.
- Nick Lane (WSO IV) fulfilled prerequisites for the SWRCB Grade III Water Treatment examination with the examination date pending.

Wastewater Division:

The Water Recycling Facility (WRF) continues to run smoothly and systems are functioning normally. Ventura Regional Sanitation District (VRSD) took over contract operation of the WRF on April 17, 2021 and has provided improved operation of the WRF. VRSD has continued to perform routine maintenance and repairs to all facility systems. All regulatory

requirements are being met and all critical equipment alarms, facility alarms and emergency response systems have been continuously monitored.

Referencing the table below, the average composite chloride concentration in the treated effluent and surrounding groundwater monitoring wells has showed a slight increase over the last two quarters. Prior to this recent trend, the treated effluent remained below the Regional Board's maximum allowable chloride concentration of 110 mg/L from August 2021 through September 2022. In November 2023, the draft Chloride Source Identification Study was presented to City Council based on results of monitoring performed within the wastewater collection system. At this time, staff has been directed to move forward with the second phase of the Chloride Study, including additional monitoring to further refine potential chloride sources in the collection system. See further discussion for the Water Recycling Facility Advanced Water Treatment Facility Project under the Capital Improvement Program section of this report.

Volumes and chloride concentrations for effluent and groundwater between July 2023 and November 2023 are summarized in the table below. As previously noted, although the recent trend is above the Regional Board limit of 110 mg/L, the WRF effluent chloride concentrations are still well below historical levels. This trend for the treated effluent has generally correlated with the trend for groundwater chlorides.

CATEGORY	JUL	AUG	SEP	OCT	NOV
Total Raw Wastewater Received in Millions of Gallons (MG)*	58.2	64.6	65.3	60.6	59.4
Total Treated Effluent Discharged to Percolation Ponds (MG)	58.4	56.8	53.7	53.4	51.4
Total Reused Water Used Within Facility Process (MG)	2.10	2.27	2.14	1.65	1.81
Total Biosolids Transported to Permitted Disposal Facility (Tons)	227.2	321.6	288.5	223.8	219.7
Treated Effluent: Avg. Composite Chloride Concentration (mg/L)	116	112.5	113.5	115	121.8
Groundwater Monitoring Wells: Average, Composite Chloride Concentration (mg/L)	122	117	120	117	119

* Due to hydrologic factors resulting from the design of the WRF influent headworks, the influent flow meter experiences more turbulence than the effluent flow meter. Effluent flow meter reading accuracy has been verified.

Fleet Division:

The Fleet Division conducted 239 inspection, repair and maintenance service orders addressing 100 on-road and off-road vehicles. Some vehicles were assigned more than one service order from July 1, 2023 through November 30, 2023.

DEPARTMENT	VEHICLES SERVICED	SERVICE ORDERS
Police	45	99

Public Works	38	99
Parks & Recreation	15	35
Community Development	2	6
Information Technology	0	0
TOTAL	100	239

The Fleet Division received two new Police Department Ford Utility Interceptor K-9 vehicles and one new Streets Department Ford cab and chassis truck. Scelzi Enterprises is currently outfitting the latter vehicle with a custom utility bed.

The Fleet Division added a new full time technician. Sergio Guerrero brings over 35 years of automotive and equipment experience to the department.

Annual 2023 CARB emission tests (smog) have been completed for all vehicles.

Streets Division:

CATEGORY	JULY	AUG	SEPT	OCT	NOV	TOTAL
Street Sweeping Mileage	200	231	255	384	486	1556
Potholes Repaired (Tons)	236/13	191/11	116/8	57/8	63/9	663/49
Curb Painting (LF)	105	75	65	178	25	287
Banners Setup	2	1	3	95	83	184
Permitted Event Setup	2	2	2	2	1	9
Camps / Dumpsites Removed	9	9	4	7	4	33
Hazmat Call Outs	0	0	0	1	0	1
Carcass Removal	2	0	1	1	0	1
Stormwater Systems Cleaned	4	2	4	1	4	15
Traffic Sign Installations	24	5	4	6	5	44
Sidewalks Repaired (LF)	6	3	16	3	2	33
USA's: Sewer & Signals	103	119	82	142	120	566

Solid Waste Division:

Athens continues to provide solid waste collection and hauling services in accordance with their new franchise agreement. From July 2023 to October 2023, Athens collected 6,163 tons of solid waste and 3,554 tons of recycling and organics waste. Recycling and organics waste totals do not include third-party diversion tonnage.

From July 2023 through December 2023, Athens Services continued the implementation of the new Solid Waste Franchise Agreement. They continued to educate and inform customers on the new organic's programs. Athens generated a Commercial outreach packet

for new and current customers. At these visits Athens distributes materials and resources to encourage participation in the organics program and increase diversion.

In Q4 of 2023, Athens distributed a residential newsletter with information on organic waste, new carts and holiday scheduling. Athens completed delivery of the new service carts with the following State mandated colors: Trash – Black, Recycle – Blue, Organics – Green.

Outreach

From July through November, Athens' outreach efforts included visiting and completing the Waste Assessments for 595 accounts that included getting all businesses and multi-family homes compliant with AB341 and SB1383. Athens worked with numerous small business owners to help them increase their recycling and organics services in order to avoid contamination.

While visiting and speaking with property managers, Athens worked with the Housing Authority and townhouses on Ventura Street to increase their recycling collection to get more of their tenants to reduce, reuse, and recycle. Additionally, Athens was able to get all seven Santa Paula Unified School District schools to comply with SB1383 by getting them all the necessary recycling and organics equipment as well as helping them start the "Athens 6 Steps to a Zero Waste" school program.

These outreach efforts also included attending events that allowed Athens to interact with the community and educate the young students at the Santa Paula Boys and Girls Club. The group was very enthusiastic to learn about the right and wrong ways of disposing their trash. Recently, Glen Tavern Inn and Cocina 1912 were recognized as the City's 2023 Recycling All Stars for their outstanding recycling efforts.

Community Participation

In accordance with the franchise agreement community participation from Athens Services is required. From July 2023 through December 2023, Athens Services provided sponsorships and actively participated in events put on by local organizations. Athens supported 17 initiatives and events across 10 different organizations. These organizations include, but are not limited to, The Rotary Club of Santa Paula, The Boys and Girls Club of Santa Clara Valley, The Santa Paula Optimist Club, and The City of Santa Paula. Athens featured trucks in two parades (the Labor Day Parade & Holiday Parade), supported Ventura County's 150th Anniversary Celebration with a life-sized bounce truck and in-kind waste services, and supported many local causes throughout the second half of 2023.

CalRecycle Annual Reporting

The CalRecycle 2022 Annual Report was filed and found in compliance with CalRecycle regulations and all associated bills (AB939, AB 341, AB1826 and SB 1383). The City's diversion rate as calculated by CalRecycle is 53.5%. This report also requires reporting on the City's compliance with the Model Water Efficient Landscape Ordinance (MWELO) and CALGreen Construction & Demolition Debris removal activities as required in the City's building Code.

CalRecycle SB 1383 Local Assistance Grant

In May 2022, CalRecycle awarded grants to the City to assist with the implementation of SB 1383. The City received \$44,282.00. To date staff has been expending the funds for the implementation costs related to SB 1383 as billed by our solid waste consultant. As there remains a large amount to be expended, staff is evaluating the procurement of organic materials for distribution and a proactive outreach program. The monies allocated in specific budget categories can be updated to accommodate these expenditures. Any remaining funds are to be returned to CalRecycle after May 2, 2024.

SB 1383 Local Assistance Grant (OWR1): Budget Category	Total Budget	Approved EIS Expended Amount	Reconcile/Reimburse Amount
Admin Costs	\$7,282.00		\$7,282.00
Collection			
Compliance/Inspection/Visit/Enforcement	\$14,000.00	\$8,537.00	\$5,463.00
Education	\$14,000.00		\$14,000.00
Enforcement			
Equipment			
Indirect Costs			
Marketing/Promotion/Outreach			
Materials			
Personnel	\$9,000.00		\$9,000.00
Total Received	\$44,282.00	\$8,537.00	\$35,745.00

In November the City submitted an application to CalRecycle for the second distribution of SB 1383 Local Assistance Grant funds OWR4. The minimum amount for application submittal was \$75,000. If awarded, funds will be received by April 1, 2024 in accordance with the CalRecycle procedure manual. The City will have two years to expend these funds. The expenditures are anticipated in the following categories:

SB 1383 Local Assistance Grant OWR 4: Budget Category	Total Budget
Capacity Planning/Program Evaluation/Gap Analysis	\$ 2,000.00
Edible Food Recovery - Personnel	\$ 5,000.00
Education	\$ 15,000.00
Personnel	\$ 25,000.00
Procurement - Organics, Recycled Content Paper Products	\$ 13,000.00
Record Keeping	\$ 15,000.00
Total Funds Applied For	\$ 75,000.00

Energy Efficiency Program

SOLAR ENERGY: SoCalREN is recommending the following energy efficiency options: 1) rooftop solar panels, 2) carport solar panels, or 3) a combination of options 1 and 2. The

total installation cost was estimated at \$510,000, but is in the process of being updated. A structural analysis for the Steckel Plant rooftop will include some layouts of prospective solar panel arrangements to evaluate the potential impacts of panel loading on the existing roof framing and then determine final project costs. The next step would be to advertise an RFP for a solar contractor to design and install the rooftop system. The current budget has no funding allocated for this project. However, up to \$3 million is available from Water Bond proceeds as an optional funding source, but only for projects that directly benefit the Water Enterprise.

EV CHARGING STATIONS: As previously reported, SoCalREN has recommended two sites for the installation of Electric Vehicle Charging Stations (EVCS).

- Main Street from 8th Street to 10th Street (Downtown Strip)
- Parking Lot on south side of Main Street behind PWD office

Both sites would provide 20 EVCS preliminarily estimated at a cost of \$400,000, which will need to be updated. Staff is investigating other grant funding options that are currently available through a variety of contractors. Public Works is currently researching other available EVCS grant funding options and contractors and will be presenting them to Council in the near future.

Asset Management System

Staff continues working with MKN and VRSD to ramp up the Maintstar Asset Management and Work Order System at the Water Recycling Facility. The objective is to ensure the smooth functioning of the Maintstar program at the facility and explore any modifications required to improve the program's care and maintenance recording schedule. The process will lead to the elimination of outdated work order processes for replaced and/or upgraded assets while incorporating new programming and related standard maintenance procedures. Staff continues to evaluate and monitor progress.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: APPROVAL OF MINUTES

Date: January 10, 2024

Agenda Item: 9.A

RECOMMENDATION:

Staff recommends Council approve the following minutes:

- City Council Regular Minutes for December 6, 2023
- City Council Special Minutes for December 29, 2023

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:

ATTACHMENTS:

[2023.12.06 City Council Regular Minutes.pdf](#)

[2023.12.29 City Council Special Minutes.pdf](#)



**CITY OF SANTA PAULA
City Council Regular Meeting
December 6, 2023, 6:30 PM
MINUTES**

REGULAR MATTERS - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Sobel called the meeting to order at 6:32 p.m.

2) INVOCATION

Chaplain Kay Wilson-Bolton provided the Invocation.

3) FLAG SALUTE

Councilmember Crosswhite led the flag salute.

4) ROLL CALL

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

5) PUBLIC COMMENT

Chief Aguilar introduced new City of Santa Paula Police Officer Jacob Miramontez.

Richard Rudman was called to speak providing update on upcoming events.

Marcos Martinez was called to speak on housing in the City of Santa Paula.

Brandon Martinez was called to speak on housing in the City of Santa Paula.

Nidia Bello was called to speak on housing in the City of Santa Paula.

Yolanda Estrella was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Jeronima Tomas was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Lisbet Gervacio was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Felix Gregorio was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Estevan Tomas was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Graciano Magana was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Amalia Ochoa was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Luz Gomez was called to speak, translated by interpreter, on housing in the City of Santa Paula.

Christina Eilar was called to speak on housing in the City of Santa Paula.

6) PRESENTATIONS

6.A) VISITOR FROM THE NORTH POLE

Santa Claus and Elves came from the North Pole to spread their cheer to all for the holidays.

6.B) SANTA PAULA SOCIAL SERVICES COALITION

Sylvia Alvarado provided presentation on Santa Paula Social Services Coalition.

6.C) SOUTHERN CALIFORNIA EDISON PRESENTATION

Natalie Yanez, Government Relations Manager, provided a presentation on Edison International Countdown to 2045 realizing California's pathway to net zero.

6.D) VENTURA COUNTY FIRE DEPARTMENT REPORT

Fire Chief Joe Williams presented the Ventura County Fire Department Report.

7) CITY COUNCIL REPORTS

Councilmember Crosswhite - Attended Ventura County Transportation Commission; and Santa Paula Unified School District partnership dinner.

Vice Mayor Chavez - Announced upcoming meeting of the Ventura County Community College District study session regarding the expansion of the education center.

Councilmember Juarez - Participated in the Holiday Parade; attended discussion with CAUSE on tenant rights and protections; Citizens CORP; and

announced passing of Jim McCoy requesting close of today's meeting in memory of Jim McCoy.

Councilmember Sobel - Attended the flag championship.

Mayor Cornejo - Attended Rotary 100-year celebration; provided an interview with CBS and KCAL showcasing the City of Santa Paula; attended Ventura County Air Pollution Control District; and plan to work with Council on Committee assignments.

8) CITY MANAGER REPORTS

None.

9) CONSENT CALENDAR

9.A) APPROVAL OF MINUTES

9.B) Mariposa Landscapes, Inc. Amendment No. 2

9.C) AUTHORIZATION TO ADVERTISE FOR BIDS FOR POLICE STATION REMODEL PROJECT PHASE 1

9.D) ENGEO PROFESSIONAL SERVICES AGREEMENT

9.E) ON-CALL WATER SYSTEM SUPERVISORY CONTROL & DATA ACQUISITION (SCADA) MAINTENANCE SERVICES AGREEMENTS

9.F) WATER RECYCLING FACILITY (WRF) BLOWER REPLACEMENT PROJECT

9.G) STORM DRAIN REPLACEMENT PROJECT (VIEW DRIVE TO VIRGINIA TERRACE)

9.H) DISASTER RECOVERY AND EMERGENCY FUNDING REIMBURSEMENT UPDATE

9.I) PROFESSIONAL SERVICES AGREEMENT AMENDMENT FOR WASTEWATER COLLECTION SYSTEM CHLORIDE SOURCE IDENTIFICATION STUDY

9.J) APPROVAL OF EMPLOYEE INCENTIVE PROGRAMS

Motion: Approve as amended Adopt Resolution No. 7494 establishing various employee based incentives with the following proposed amendments: review further in the fiscal year if \$30,000 is enough, and return to council if more money is needed; insert the review of the retention to include the Human Resource Administrator; and modify the application for the referral bonus to include adding who referred.

Moved by Pedro A Chavez, seconded by Andy Sobel

Vote: Motion carried 5-0

Yes: Andy Sobel, Leslie Cornejo, Jenny Crosswhite, Carlos Juarez, Pedro A Chavez

Pedro Chavez requested item 9J pulled for separate discussion and vote.

Motion: Approve Consent Calendar items 9A through 9I, with Sobel recused from 9A minutes on November 1, 2023.

Moved by Andy Sobel, seconded by Jenny Crosswhite

Vote: Motion carried 5-0

Yes: Andy Sobel, Leslie Cornejo, Jenny Crosswhite, Carlos Juarez, Pedro A Chavez

10) PUBLIC HEARING

10.A) SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN AMENDMENT AND ENVIRONMENTAL IMPACT REPORT ADDENDUM

Motion: Approve as amended Resolution No. 7495 approving the Addendum to the Santa Paula West Business Park Specific Plan Environmental Impact Report, with correction stating approving, not recommending; and Introduce and waive first reading of Ordinance No.1332 entitled, "An Ordinance Approving the Santa Paula West Business Park Specific Plan Amendment".

Moved by Pedro A Chavez, seconded by Carlos Juarez

Vote: Motion carried 5-0

Yes: Andy Sobel, Leslie Cornejo, Jenny Crosswhite, Carlos Juarez, Pedro A Chavez

11) ORDER OF BUSINESS

11.A) PROCEDURES FOR ELECTION OF MAYOR AND VICE MAYOR

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

11.B) SELECTION PROCESS FOR MAYOR

City Clerk Julie Latshaw opened nominations for Mayor. Mayor Sobel nominated Vice Mayor Cornejo. Seeing no other nominations for Mayor, City Clerk Latshaw called for a motion to close the nominations for Mayor. Councilmember Juarez motioned, second by Councilmember Chavez, to close the nominations for Mayor. City Clerk Latshaw called a voice vote: AYES: Mayor Sobel, Vice Mayor Cornejo, Councilmember Juarez, Councilmember Crosswhite, and Councilmember Chavez.

There was no debate on the nomination, therefore, City Clerk Latshaw called a voice vote: AYES: Mayor Sobel, Vice Mayor Cornejo, Councilmember Juarez, Councilmember Crosswhite, and Councilmember Chavez. City Clerk Latshaw announced, by a unanimous vote, the City Council of the City of Santa Paula appoints Leslie Cornejo as Mayor.

11.C) GAVEL PLAQUE TO OUTGOING MAYOR PRESENTED BY NEW MAYOR

Mayor Cornejo spoke of all the accomplishments during Councilmember Sobel's term as Mayor, presenting him with the City Gavel Plaque. Councilmembers expressed their appreciation for the work accomplished the last year. Certificates of Recognition were presented by the offices of Julia Brownley and Assemblymember Steve Bennett.

11.D) SELECTION PROCESS FOR VICE MAYOR

City Clerk Julie Latshaw opened nominations for Vice Mayor. Councilmember Sobel nominated Councilmember Chavez. Seeing no other nominations for Vice Mayor, City Clerk Latshaw called for a motion to close the nominations for Vice Mayor. Councilmember Sobel motioned, second by Councilmember Juarez, to close the nominations for Vice Mayor. City Clerk Latshaw called a voice vote: AYES: Mayor Cornejo, Councilmember Sobel, Councilmember Juarez, Councilmember Crosswhite, and Councilmember Chavez.

There was no debate on the nomination, therefore, City Clerk Latshaw called a voice vote: AYES: Mayor Cornejo, Councilmember Sobel, Councilmember Juarez, Councilmember Crosswhite, and Councilmember Chavez. City Clerk Latshaw announced, by a unanimous vote, the City Council of the City of Santa Paula appoints Pedro A. Chavez as Vice Mayor.

11.E) ADOPTION OF 2024 COUNCIL MEETING CALENDAR

Motion: Approve City Council Meeting calendar for 2024, replacing January 17 with January 10 and 24, replace July 3 with July 2, cancel July 17, replace October 16 with October 15, and replace December 4 with December 11.

Moved by Andy Sobel, seconded by Pedro A Chavez

Vote: Motion carried 5-0

Yes: Andy Sobel, Leslie Cornejo, Jenny Crosswhite, Carlos Juarez, Pedro A Chavez

Motion: Approve the closure of City facilities between the Christmas and New Year's Holidays, December 24, 2024 through January 1, 2025.

Moved by Pedro A Chavez, seconded by Andy Sobel

Vote: Motion carried 5-0

Yes: Andy Sobel, Leslie Cornejo, Jenny Crosswhite, Carlos Juarez, Pedro A Chavez

12) ITEMS FOR FUTURE AGENDAS

12.A) FUTURE AGENDA ITEMS

None.

13) ADJOURNMENT

Mayor Cornejo adjourned the meeting at 9:15 p.m. in memory of Jim McCoy.

ATTEST:

Julie Latshaw, City Clerk



**CITY OF SANTA PAULA
City Council Special Meeting
December 29, 2023, 4:00 PM
MINUTES**

SPECIAL MEETING - COUNCIL CHAMBERS

1) CALL TO ORDER

Mayor Cornejo called the meeting to order at 4:02 p.m.

2) ROLL CALL

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

3) PUBLIC COMMENT

None.

4) CLOSED SESSION

4.A) PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code § 54957(b)(1), Title: City Manager

Council recessed to closed session at 4:05 p.m.

5) CLOSED SESSION REPORT

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

6) ADJOURNMENT

Mayor Cornejo adjourned the meeting at 5:27 p.m.

ATTEST:

Julie Latshaw, City Clerk

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Clete Saunier, Public Works Director

Subject: CELLULAR ADVANCED METERING INFRASTRUCTURE AND WATER METERS PURCHASE ORDER WITH BADGER METER AND AUTOMATION, INC.

Date: January 10, 2024

Agenda Item: 9.B

RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to sign a three-year purchase order with Badger Meter and Automation Inc. for Fiscal Years 2023-2024 through 2025-2026 with a one-year option to extend for Fiscal Year 2026-2027 for the purchase of new water meters and cellular advanced metering infrastructure (AMI) transmitters in an amount not to exceed \$300,000 per fiscal year.

BACKGROUND:

The Water Division staff currently collects water-use data from approximately 6,800 meters throughout the City's Water Service Area using an Automatic Meter Reading (AMR) system that was approved by the City Council in 2007. Water Division staff conducts monthly "drive-by" meter readings using a handheld data collector mounted inside a truck. Radio transmitters installed on the water meters transmit radio signals to the mobile data collector device during the drive-by. The AMR system consists of a water meter, a radio transmitter, and a handheld data collector.

The City collects water use data from an additional 1,200 meters primarily in new developments using a cellular-based Advanced Metering Infrastructure (AMI) system that was adopted and implemented in 2019. AMI is a "Smart" technology that allows water utility providers to collect water-use data remotely by cellular signals. The technology has evolved rapidly over the last twenty years and has become the industry standard for meter reading programs. It has been adopted by many water utilities in the State of California. The technology is capable of transmitting readings in real time, detecting leaks, backflows, and tampering, and other data remotely.

The water meter replacement program is an on-going annual capital improvement program to ensure meter accuracy. The useful life of a water meter can vary depending on variables such as water quality, water pressure, size, and usage. Most experts recommend a sub 15-year

replacement cycle. Over the last four (4) years staff has installed approximately 1,200 meters equipped with the AMI system. The AMI technology has been a step forward in improving field operations, utility billing services, and assisting in water conservation and improved customer service.

ANALYSIS:

On November 2, 2023, City staff advertised a request for proposals (RFP) for Water Meter Procurement. The RFP was issued to solicit proposals for staff to review, select and recommend a contract award to a water meter provider to continue the replacement program for the next several years. One proposal was received and opened on November 30, 2023. Badger Meter and Automation Inc. (Badger) was the only proposal received.

City staff have verified that Badger is in good standing with the state, allowing them to conduct business in California. This verification ensures the contractor's credibility and compliance with necessary legal requirements. Badger has also been providing AMI water meters to the City since December of 2019 when the AMI system was adopted and has received positive, confident feedback from staff. Staff finds the water meter and endpoint rates submitted by Badger are acceptable and responsive in meeting the requirements of the RFP.

STRATEGIC PLAN:

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

Infrastructure, Transportation & Mobility

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

FISCAL IMPACTS:

The water meter replacement program budgeted \$300,000 for FY 2023-2024. The implementation of the cellular-based meters will be kept within this allocated budget amount for this fiscal year. The program will be funded from Fund 620-5-9271-660 (Water Enterprise Fund) as described in the approved Water Meter Replacement Program capital project.

OPTIONS:

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

1. Do not authorize the City Manager to sign the proposed purchase order. Doing so would further delay the meter replacement program.
2. Reject the bid and seek additional interested bidders by directing staff to advertise another request for proposals (RFP) for Water Meter Procurement. Doing so would further delay the meter replacement program.

ATTACHMENTS:

[Purchase Order for AMI Water Meter Procurement.pdf](#)

Account No.	Req. No.	Purchase Order No. Order Date: Delivery By: Buyer: Phone Number: E-mail:	Remit to: City of Santa Paula
VENDOR Attn: _____		Ship to: City of Santa Paula F.O.B. Point: 	

This Purchase Order is subject to the attached terms and conditions.

Order:

Badger Meter Co. ("Badger") shall supply City of Santa Paula ("City") with water meters and cellular advanced metering infrastructure (AMI) transmitters on an as ordered basis, not to exceed \$300,000 per fiscal year (July 1-June 30), for the Fiscal Years 2023-2024, 2024-2025, 2025-2026, and at City's option the 2026-2027 fiscal year, in quantities, makes, and models for which City subsequently tenders notice to Badger that it requires, pursuant to the following unit pricing which shall be held firm by Badger for the duration of this Purchase Order:

ITEM NO.	ITEM	UNIT	UNIT PRICE
1	¾" Recordall Disc Meter (M35), or equal	EA	\$208.00
2	1" Recordall Disc Meter (M55), or equal	EA	\$278.00
3	ORION HR-E Cellular C endpoint	EA	\$140.00

Each and every good ordered by City hereunder shall be delivered to City not later than thirteen (13) weeks after the effective date upon which City notifies Badger that goods are required ("Contract Time"). Time is of the essence for all goods to be delivered under this Purchase Order. It is hereby understood and agreed that it is and will be difficult and/or impossible to ascertain and determine the actual damage that the City will sustain in the event of and by reason of the Badger's delay in excess of the Contract Time; therefore, Badger shall forfeit to the City the following sum(s) ("Liquidated Damages"): \$15 per day, per good, as Liquidated Damages for each and every day's delay beyond the Contract Time to deliver each good. Badger represents and warrants that the amount of damages set forth herein represents a fair average compensation for any loss that may be sustained in the instances described herein.

PURCHASE ORDER TERMS AND CONDITIONS FOR GOODS

1. Acceptance. This purchase order for goods issued by the City of Santa Paula ("City") to the Vendor designated in the purchase order must be promptly accepted and acceptance is expressly limited to the terms of this order. Any additions or different terms in the Vendor's forms are hereby deemed to be material alterations and notice of objection to them and rejection of them is hereby given. Vendor's shipment of goods in response to this order shall be considered acceptance by the Vendor.

2. Entire Agreement. Unless Vendor and City have entered into a separate written contract covering the purchase of the goods described herein, the entire contract between the parties consists of this order and the Vendor's acceptance as above stipulated, and said contract shall not be changed or added to except in writing signed by authorized representatives of each party.

3. Price. The price invoiced for the goods on this purchase order shall be no higher than the price stated on the front of this purchase order unless prior notification is received from Vendor prior to shipment and the change is accepted by City. If the Vendor's established price for any item upon the date of delivery shall be lower than the price shown on this purchase order, City shall have the benefit of such lower price. Vendor shall deliver to City all invoices within 30 days of shipping or service delivery.

4. Payment. Payments will be made net 30 days unless otherwise specified as per agreements regarding discount terms. The period of computation will commence on the date of receipt of a correctly completed invoice. Payment may be withheld, in whole or in part, due to deficiencies in Vendor's performance. Payment of an invoice by City shall be without prejudice to any and all claims City may have against Vendor in connection with such goods. Invoices are paid on a weekly basis and such practice may result in minor deviations from payment terms otherwise cited herein

5. Time of the Essence. Time is of the essence on this order. If delivery is not made in the quantity or quantities and at the time or times specified, City shall have the right, at its option, to cancel the entire order or that part of same not so delivered. If City accepts delayed delivery the time of payment shall be extended accordingly.

6. Delivery and Acceptance. Vendor expressly warrants that any article, material or work is free and clear of all liens and encumbrances whatsoever, and that Vendor has good and marketable title to same. Unless otherwise specified, all goods are to be shipped prepaid, F.O.B. destination. No charge will be allowed for packing, crating, freight, express or other carrier's charges, or cartage, unless specifically agreed to by City. Title to goods purchased hereunder shall pass to City at the designated F.O.B. point, subject to City's right to inspect and reject or revoke acceptance.

7. Warranty.

[Modeled after FAR 52.246-17 (Warranty of Supplies of a Noncomplex Nature).]

(a) Definitions. As used in this clause-

Acceptance means the act of an authorized representative of the City by which the City assumes for itself, or as an agent of another, ownership of existing supplies, or approves specific services as partial or complete performance of the contract.

Supplies means the end items furnished by the Vendor and related services required under this contract.

(b) Vendor's obligations.

(1) Notwithstanding inspection and acceptance by the City of supplies furnished under this contract, or any condition of this contract concerning the conclusiveness thereof, the Vendor warrants that for 20 years after delivery of the goods to City:

(i) All supplies furnished under this contract will be free from defects in material or workmanship and will conform with all requirements of this contract; and

(ii) The preservation, packaging, packing, and marking, and the preparation for, and method of, shipment of such supplies will conform with the requirements of this contract.

(2) When return, correction, or replacement is required, transportation charges and responsibility for the supplies while in transit shall be borne by the Vendor. However, the Vendor's liability for the transportation charges shall not exceed an amount equal to the cost of transportation by the usual commercial method of shipment between the place of delivery specified in this contract and the Vendor's plant, and return.

(3) Any supplies or parts thereof, corrected or furnished in replacement under this clause, shall also be subject to the terms of this clause to the same extent as supplies initially delivered. The warranty, with respect to supplies or parts thereof, shall be equal in duration to that in paragraph (b)(1) of this clause and shall run from the date of delivery of the corrected or replaced supplies.

(4) All implied warranties of merchantability and "fitness for a particular purpose" are excluded from any obligation contained in this contract.

(c) Remedies available to the City.

(1) The City shall give written notice to the Vendor of any breach of warranties in paragraph (b)(1) of this clause within 60 days after discovery of the defect.

(2) Within a reasonable time after the notice, the City may either-

(i) Require, by written notice, the prompt correction or replacement of any supplies or parts thereof (including preservation, packaging, packing, and marking) that do not conform with the requirements of this contract within the meaning of paragraph (b)(1) of this clause; or

(ii) Retain such supplies and reduce the contract price by an amount equitable under the circumstances.

(3)

(i) If the contract provides for inspection of supplies by sampling procedures, conformance of supplies or components subject to warranty action shall be determined by the applicable sampling procedures in the contract. The City-

(A) May, for sampling purposes, group any supplies delivered under this contract;

(B) Shall require the size of the sample to be that required by sampling procedures specified in the contract for the quantity of supplies on which warranty action is proposed;

(C) May project warranty sampling results over supplies in the same shipment or other supplies contained in other shipments even though all of such supplies are not present at the point of reinspection; provided, that the supplies remaining are reasonably representative of the quantity on which warranty action is proposed; and

(D) Need not use the same lot size as on original inspection or reconstitute the original inspection lots.

(ii) Within a reasonable time after notice of any breach of the warranties specified in paragraph (b)(1) of this clause, the City may exercise one or more of the following options:

(A) Require an equitable adjustment in the contract price for any group of supplies.

(B) Screen the supplies grouped for warranty action under this clause at the Vendor's expense and return all nonconforming supplies to the Vendor for correction or replacement.

(C) Require the Vendor to screen the supplies at locations designated by the City within the contiguous United States and to correct or replace all nonconforming supplies.

(D) Return the supplies grouped for warranty action under this clause to the Vendor (irrespective of the f.o.b. point or the point of acceptance) for screening and correction or replacement.

(4)

(i) The City may, by contract or otherwise, correct or replace the nonconforming supplies with similar supplies from another source and charge to the Vendor the cost occasioned to the City thereby if the Vendor –

(A) Fails to make redelivery of the corrected or replaced supplies within the time established for their return; or

(B) Fails either to accept return of the nonconforming supplies or fails to make progress after their return to correct or replace them so as to endanger performance of the delivery schedule, and in either of these circumstances does not cure such failure within a period of 10 days (or such longer period as the City may authorize in writing) after receipt of notice from the City specifying such failure.

(ii) Instead of correction or replacement by the City, the City may require an equitable adjustment of the contract price. In addition, if the Vendor fails to furnish timely disposition instructions, the City may dispose of the nonconforming supplies for the Vendor's account in a reasonable manner. The City is entitled to reimbursement from the Vendor, or from the proceeds of such disposal, for the reasonable expenses of the care and disposition of the nonconforming supplies, as well as for excess costs incurred or to be incurred.

(5) The rights and remedies of the City provided in this clause are in addition to and do not limit any rights afforded to the City by any other clause of this contract or any other warranty. City may have in connection with the subject matter of this contract, including by way of illustration and not by limitation, any warranty furnished by a manufacturer or material supplier.

8. Rejection of Goods. City shall have the right, at its option, to reject or revoke acceptance of any goods which do not conform to these warranties or to the specifications. In case of such rejection or revocation of acceptance, transportation of the rejected goods, both to and from City, shall be at the expense of Vendor, said rejected goods are not to be replaced except upon specific instruction from City, and City shall have the right at its option to cancel the remainder, if any, of the order, by notice to Vendor at the time notice is given of rejection or revocation of acceptance. Vendor shall be liable to City for all damages proximately caused by breach of any of the foregoing warranties, including incidental damages but excluding special or consequential damages.

9. Returns. City reserves the right to return for full credit any excess over quantity called for in any order or orders. Vendor to bear the cost of transportation both ways.

10. Force Majeure. Vendor shall not be held responsible for failure or delay in shipping nor City for failure or delay in accepting goods described herein if such failure or delay is due to act of God, war, federal or state legislation or any regulations or orders, fire, accident, or other causes, either similar or dissimilar to the foregoing, beyond their control. In the event of any such excused interference with shipments, City shall have the option either to reduce the quantity

provided for in the order accordingly or to exercise its right of cancellation as set forth in these terms and conditions.

11. Additional Fees. Unless otherwise required by law or provided herein, Vendor assumes exclusive liability for, and shall pay before delinquency, all sales, use, excise and other taxes, charges or contributions of any kind now or hereafter imposed on or with respect to, or measured by the article sold or material or work furnished hereunder on the wages, salaries or other remunerations paid to persons employed in connection with performance of this order.

12. No Waiver. No exercise by City of its rights hereunder shall constitute a waiver of any rights it may have for breach of contract. City's waiver of or failure to enforce its rights on account of Vendor's failure or delay in performing any obligation of Vendor hereunder, or on account of Vendor's breach of contract in any respect, shall not constitute a waiver of any subsequent failure, delay or breach.

13. Compliance with Law. Vendor shall comply with all applicable laws and regulations of the federal, state and local government. City shall assist Vendor, as requested, in obtaining and maintaining all permits required of Vendor by Federal, State and local regulatory agencies. Vendor is responsible for all costs of clean up and/or removal of hazardous and toxic substances spilled as a result of his or her Work. Vendor is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Work is being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Vendor agrees to fully comply with such Prevailing Wage Laws. Vendor shall defend, indemnify and hold City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. Any stop orders issued by the Department of Industrial Relations against Vendor or any subcontractor that affect Vendor's performance of services, including any delay, shall be Vendor's sole responsibility and Vendor shall indemnify City from liability arising out of the same. It shall be mandatory upon the Vendor and all subcontractors to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815), contractor registration (Labor Code Sections 1725.5 and 1771.1) and debarment of contractors and subcontractors (Labor Code Sections 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 and to be registered with the Department of Industrial Relations shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1771.4, 1725.5 and 1771.1.

14. Insurance. Vendor shall take out and maintain: A. Commercial General Liability Insurance, of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury and property damage, at least as broad as Insurance Services Office Commercial General Liability most recent Occurrence Form CG 00 01, naming City as an additional insured; B. Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, of at least \$1,000,000

per accident for bodily injury and property damage, at least as broad as most recent Insurance Services Office Form Number CA 00 01 covering automobile liability, Code 1 (any auto); C. Workers' Compensation in compliance with applicable statutory requirements and Employer's Liability Coverage of at least \$1,000,000 per occurrence; and D. Pollution Liability Insurance of at least \$1,000,000 per occurrence and \$2,000,000 aggregate shall be provided by those Vendors transporting hazardous materials. Insurance carriers shall be licensed to do business in California and maintain an agent for process within the state. Such insurance carrier shall have not less than an "A:VII" rating according to the latest Best Key Rating unless otherwise approved by City. VENDOR SHALL ENSURE THAT THIRD PARTY SHIPPERS CONTRACTED BY VENDOR HAVE ADEQUATE INSURANCE COVERAGE.

15. Indemnification. The Vendor shall indemnify and hold harmless City, its officials, officers, agents and employees from and against any and all claims, liabilities, expenses or damages, including attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, or patent infringement or fees for use of patented items, or any claim of the Vendor or sub-contractors for wages or benefits which arise in connection with the sale, delivery and/or installation of goods, except to the extent caused or resulting from the negligence or willful misconduct of City. The foregoing indemnity includes, but is not limited to, the cost of prosecuting or defending such action with legal counsel acceptable to City and City's attorneys' fees incurred in such an action.

16. Substitutions, Changes and Cancellation. No substitutions are acceptable unless expressly accepted in writing by City. City may make changes in the general scope of this order by giving written notice to Vendor. If any such change affects the cost of or time to deliver or perform under this order, an adjustment in price, delivery or both will be made as City determines to be equitable. Vendor may request changes; however no such change shall be effective unless accepted in writing by City. City may cancel this order in whole or in part at any time before acceptance of the goods due to Vendor's breach or for City's convenience.

17. Laws, Venue, and Attorneys' Fees. This purchase order shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this purchase order, the action shall be brought in a state or federal court situated in the County of Ventura, State of California. In the event of any such litigation between the parties, the prevailing party shall be entitled to recover all reasonable costs incurred, including reasonable attorney's fees, as determined by the court.

18. Contract Terms. Nothing herein shall be construed to give any rights or benefits to anyone other than City and the Vendor. The unenforceability, invalidity or illegality of any provision(s) of this purchase order shall not render the other provisions unenforceable, invalid or illegal. Notice may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to the parties to the addresses set forth in the purchase order. Vendor shall not assign, sublet, or transfer this purchase order or any rights under or interest in this purchase order without the written consent of City, which may be withheld for any reason. Vendor is retained as an independent contractor and is not an employee of City. No employee or agent of Vendor shall become an employee of City. This is an integrated agreement/purchase order representing the entire understanding of the parties as to those matters contained herein, and supersedes and cancels any prior oral or written

understanding or representations with respect to matters covered hereunder. This Contract may not be modified or altered except in writing signed by both parties hereto.

19. Damage to City Facilities. Damage to City or public facilities or private property caused by the Vendor or by its subcontractors during delivery or installation shall be repaired and/or replaced in kind at no cost to the City.

20. Site Safety and Cleanup. The delivery and installation site shall be kept clean and free of hazards at all times during delivery and installation. After installation is completed at the site, as applicable, Vendor shall clean the surrounding area to the condition prior to delivery and installation.

21. Installation. If the Vendor is responsible for providing installation services, finished installation work and/or equipment shall be subject to final inspection and acceptance or rejection by the City.

*OPTIONAL TERMS: Check box if applicable

- ☐ Custom Design: If the goods are produced by Vendor in accordance with designs, drawings or blueprints provided by City, Vendor shall return same to City upon completion or cancellation of this order. Any materials, equipment, tools, artwork, designs or other property furnished by or specifically paid for by City shall be City's property.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: SECOND READING AND ADOPTION OF ORDINANCE NO. 1332
APPROVING THE SANTA PAULA WEST BUSINESS PARK SPECIFIC
PLAN AMENDMENT

Date: January 10, 2024

Agenda Item: 9.C

RECOMMENDATION:

Staff recommends that the City Council:

1. Conduct the second reading of and adopt Ordinance No. 1332, approving the Santa Paula West Business Park Specific Plan Amendment.

BACKGROUND:

At the December 6, 2023, City Council meeting the City Council waived the first reading and introduced Ordinance No. 1332, entitled: "An Ordinance Approving the Santa Paula West Business Park Specific Plan Amendment". Council also adopted Resolution No. 7495 (See Attachment A) approving the proposed Addendum to the Santa Paula West Business Park Environmental Impact Report (EIR). The amendment to the Santa Paula West Business Park Specific Plan (Attachment B) modifies the approved flood control plan in the approved Specific Plan and is designed to meet or exceed the storm drainage requirements of both the Ventura County Watershed Protection District (VCWWD) and the City of Santa Paula (on-site drainage systems), where applicable. The specific plan document can be found on the city's website at: [Santa-Paula-West-Business-Park-Project-13-CDP-04---Specific-Plan-10-2016-PDF](https://www.spcity.org/Santa-Paula-West-Business-Park-Project-13-CDP-04---Specific-Plan-10-2016-PDF) (spcity.org).

ANALYSIS:

General Discussion: The Santa Paula West Business Park Specific Plan (SPW Business Park Specific Plan) was approved by the City of Santa Paula in October 2016 to guide future land use development on approximately 54 acres of property in the West Area 2 Planning Area. Described in the attached Addendum (Attachment A) the proposed Specific Plan Amendment includes modifications to the drainage and flood control plan to increase the volume of floodwater from Adams Barranca that can be accommodated within the Specific Plan Area. Public Notification: A notice of public hearing was published in the Santa Paula Times in compliance with state law. Also, in compliance with the City's Zoning Ordinance, all property owners within a 300-foot radius of the project site were mailed notifications of the public hearing, and notice was also published in the Ventura Star in compliance with state law.

Conclusion: As described above, the proposed Specific Plan Amendment to allow the modifications to the drainage and flood control plan was redesigned to ensure the Project Site would not be flooded or have any adverse effects on adjacent properties or the SR126 freeway and would replace the existing natural floodplain storage on the project Site. Based on the information contained in the Addendum, the proposed amendment will not result in any new significant impacts or any substantial increase in severity of the significant impacts identified in the Santa Paula West Business Park Final Supplemental EIR.

STRATEGIC PLAN:

Facilitating implementation of the Santa Paula West Business Park Specific Plan directly aligns with Goals B1 and B8 of the 2023-2025 City of Santa Paula Strategic Plan, as it fosters economic development, revenue and annexation opportunities.

FISCAL IMPACTS:

Potentially significant employment, business license, property and sales tax revenue from new businesses onsite once constructed.

OPTIONS:

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

1. Do not adopt Ordinance No. 1332 approving the Santa Paula West Business Park Specific Plan Amendment.

ATTACHMENTS:

[Attachment A - Resolution 7495.pdf](#)

[Attachment B - ORDINANCE_NO._1332_SPWBP_SP_Amendment](#)

[Ex. A to Attachment B \(Ord. 1332\) - Flood Protection Conceptual Design Report](#)

Attachment A

(Resolution 7495)

Resolution No. 7495

**A RESOLUTION OF THE SANTA PAULA CITY COUNCIL APPROVING AN
ADDENDUM TO THE SANTA PAULA WEST BUSINESS PARK SPECIFIC
PLAN ENVIRONMENTAL IMPACT REPORT AND AN AMENDMENT TO THE
WEST BUSINESS PARK SPECIFIC PLAN.**

(PROJECT NO. 23-ADD-01)

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

SECTION 1: The City Council finds and declares that:

- A. On February 20, 2019, the City Council certified the Final Environmental Impact Report ("FEIR") for the (1) 54-acre Santa Paula West Business Park Specific Plan (the "Specific Plan"), (2) a General Plan Amendment, (2) rezoning of property within the Specific Plan Area, (3) a Master Vesting Tentative Map, (4) a Water Supply Assessment; and (5) authorization to file an application with the Ventura Local Agency Formation Commission (LAFCO) for the purpose of annexing the Specific Plan Area within the City's jurisdiction in accordance with the Cortese-Knox-Hertzberg Government Reorganization Act of 2000 (collectively with the Specific Plan, the "Project").
- B. The Specific Plan was proposed to provide a comprehensive set of plans, exhibits, regulations, conditions, and programs for the orderly development of a portion of the West Area 2 Expansion Area as defined in the City's General Plan with commercial and light industrial uses.
- C. After filing the annexation application with LACFO, the Ventura County Watershed Protection District (VCWPD) requested the City to modify the drainage and flood control plan for the Project to provide for additional storage volume for floodwater.
- D. In order to make the VCWPD's requested changes, the Planning Division initiated an application for a Specific Plan Amendment ("SPA" or "Amended Project").
- E. The City's Planning Division reviewed the SPA , in part, for consistency with the General Plan and conformity with the Santa Paula Municipal Code ("SPMC").
- F. The City's Planning Division reviewed the Amended Project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the "CEQA Guidelines").
- G. The City's Planning Division has prepared an Addendum to the previously certified Final EIR for the Project ("EIR Addendum") to evaluate the proposed changes to the drainage and flood control plan and related changes to the approved Specific Plan.

- H. These changes are proposed to ensure that the Santa Paula West Business Park Specific Plan is safe from flooding, to ensure that the Project will not adversely affect flooding conditions on adjacent properties or along FWY 126, and to maintain the existing volume of natural floodplain storage within the Specific Plan Area.
- I. CEQA authorizes an addendum to a previously certified EIR if, as a result of changes to the project at issue in the EIR, changes or additions to the EIR are needed, but none of the conditions permitting preparation of a Subsequent EIR set forth in State CEQA Guidelines section 15162 have occurred.
- J. On November 14, 2023, the Planning Commission held a public hearing to consider the Amended Project and EIR Addendum. Following the public hearing, the Planning Commission voted to recommend approval of the Amended Project and EIR Addendum to the City Council for reasons stated in Planning Commission Resolution 3852.
- H. This Resolution and its findings are adopted based upon the evidence set forth in the entire record including, without limitation, documentary and testimonial evidence; the staff report; and such additional information set forth in the entire administrative record that is too voluminous to reference, but is on file with the City Clerk's office.

SECTION 2: The City Council makes the following findings with respect to the EIR Addendum:

- A. No substantial changes are proposed to the Project that would require major revisions of the previous EIR due to the occurrence of new significant effects or a substantial increase in the severity of previously identified significant impacts;
- B. No substantial changes in circumstances under which the Project is undertaken would occur that would require major revisions of the previous EIR due to the occurrence of new significant environmental effects or a substantial increase in the severity of previously identified effects; and
- C. No new information of substantial importance has been discovered that was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was prepared. Specifically, a review of current conditions and the proposed Amended Project demonstrates the following:
 - 1. The proposed Amended Project would not have one or more significant effects not discussed in the previous EIR;
 - 2. Significant effects previously examined would not be substantially more severe than shown in the Final EIR;
 - 3. There are no new mitigation measures or alternatives previously found not to be feasible that would now in fact be feasible that would substantially reduce one or more significant effects of the proposed Amended Project, and that the proposed Amended Project proponents decline to adopt; and
 - 4. No new mitigation measures or alternatives that are considerably different from those analyzed in the previous EIR that would substantially reduce one or more

significant effects on the environment, and that the proposed Project proponents decline to adopt, are recommended.

- D. Based on the information contained in the EIR Addendum, the proposed modification of the drainage and flood control plan in the Santa Paula West Specific Plan would not result in any new significant impacts or any substantial increase in severity of the significant impacts identified in the Final EIR. Additionally, no new information of substantial importance has been identified that indicates the Amended Project would result in any new significant impacts or any substantial increase in the severity of the significant impacts identified in the Final EIR.

SECTION 3: Approval. Subject to the conditions set forth in Planning Commission Resolution 3852, which is incorporated by this reference as if fully set forth, and based on the findings herein, the City Council approves the EIR Addendum attached as Exhibit "A", and incorporated by reference.

SECTION 4: Reliance on the Record. Each and all of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 5: Limitations. The City Council's analysis and evaluation of the Amended Project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the Amended Project is that City Council lacks of knowledge of future events. In all instances, best efforts were made to form accurate assumptions.

SECTION 6: Summaries of Information. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 7: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 8: The City Clerk is directed to mail a copy of this Resolution to Applicant and Applicant's Representative and to any other person requesting a copy. The Applicant is the McGaelic Goup LLC and Bender Farms LLC and the Applicant's Representative is the Parkstone Group.

SECTION 9: This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

SECTION 10: This Resolution is the City Council's final decision and will take effect immediately upon adoption.

PASSED AND ADOPTED this 6th day of December 2023.

Leslie Cornejo
~~Andy Sobel~~, Mayor
LESLIE CORNEJO

ATTEST:

Julie Latshaw
Julie Latshaw, City Clerk



APPROVED AS TO FORM:

Monica Castillo
Monica Castillo, City Attorney

CERTIFICATION

CITY OF SANTA PAULA)
COUNTY OF VENTURA)§
STATE OF CALIFORNIA)

I, Julie Latshaw, City Clerk of the City of Santa Paula, California, do hereby certify that the foregoing Resolution No. 7495 was dully passed and adopted by the City Council of the City of Santa Paula at the regular meeting thereof, held on the 6th day of December 2023, and was signed by the Mayor of said City, and that the same was passed and adopted by the following vote:

AYES: CORNEJO, CROSSWHITE, JUAREZ, SOBEL, CHAVEZ

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Santa Paula, California this 6th day of December 2023.




Julie Latshaw, CMC
City Clerk

Draft

**ADDENDUM NO. 1 TO THE
FINAL ENVIRONMENTAL IMPACT REPORT**

**SANTA PAULA WEST BUSINESS PARK
SPECIFIC PLAN EIR**

CITY OF SANTA PAULA

(SCH No. 2014081104)

CITY OF SANTA PAULA
Community Development Department
Planning Division
200 S. 10th St. / P.O. Box 569
Santa Paula, CA 93060

JULY 2023

TABLE OF CONTENTS

Section	Page
1.0 Introduction	1.0-1
1.1 Project Background	1.0-1
1.2 Applicable Review Standards.....	1.0-1
2.0 Project Description	2.0-1
2.1 Project Location	2.0-1
2.2 Project Characteristics	2.0-1
2.2.1 Approved Specific Plan	2.0-1
2.2.2 Proposed Specific Plan Amendment.....	2.0-4
2.2.3 Project Approvals and Permits	2.0-14
3.0 Environmental Analysis	3.0-1
3.1 Aesthetics.....	3.0-1
3.2 Agricultural Resources.....	3.0-2
3.3 Air Quality	3.0-3
3.4 Biological Resources	3.0-5
3.5 Cultural Resources	3.0-6
3.6 Geology/Soils.....	3.0-7
3.7 Greenhouse Gas.....	3.0-8
3.8 Hazards and Hazardous Materials.....	3.0-9
3.9 Hydrology and Water Quality.....	3.0-10
3.10 Land Use	3.0-13
3.11 Noise	3.0-14
3.12 Public Services	3.0-15
3.13 Transportation	3.0-17
3.14 Utilities and Service Systems.....	3.0-17

Appendices

A	Flood Protection Conceptual Design Report
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List of Figures

Figure	Page
2.0-1 Project Location	2.0-2
2.0-2 Project Site Plan.....	2.0-3
2.0-3 Approved Land Use Master Plan	2.0-5
2.0-4 Proposed Land Use Master Plan	2.0-6
2.0-5 Conceptual Grading and Drainage Plan.....	2.0-8
2.0-6 Storm Drain Plan.....	2.0-9
2.0-7 Vehicular Circulation Plan	2.0-11
2.0-8 Domestic and Recycled Water Master Plan	2.0-12
2.0-9 Sewer System Master Plan	2.0-13

List of Tables

Table	Page
2.0-1 Santa Paula West Business Park Specific Plan Approved Land Use Summary	2.0-4
2.0-2 Santa Paula West Business Park Specific Plan Proposed Land Use Summary	2.0-7
3.3-1 Estimated Operational Emissions — SPW Business Park Specific Plan Area	3.0-3
3.3-2 Maximum Construction Emissions.....	3.0-4

1.0 INTRODUCTION

1.1 PROJECT BACKGROUND

When a Final Environmental Impact Report (EIR) has been certified for a project, the California Environmental Quality Act (CEQA) provides for the update of the information in the Final EIR to address changes to a project or changes to the circumstances under which a project will occur. An Addendum to a Final EIR may be prepared if changes or additions to the EIR are needed, but none of the conditions calling for a Subsequent EIR or Supplemental EIR as defined in the CEQA Guidelines have occurred.

The City of Santa Paula (City) certified the Final EIR for the approximately 54-acre Santa Paula West Business Park Specific Plan Project (“Specific Plan” or “Project”) in February 2019. The Specific Plan was proposed to provide a comprehensive set of plans, exhibits, regulations, conditions, and programs for the orderly development of a portion of the West Area 2 Expansion Area as defined in the City’s General Plan with commercial and light industrial uses.

As required by CEQA, the City adopted findings of fact for the significant impacts identified in the Final EIR and a statement of overriding considerations for those impacts identified as significant and unavoidable after the incorporation of all feasible mitigation measures which were adopted for the Project, consisting of several discretionary actions, including (1) approval of a General Plan Amendment, (2) adopting the Santa Paula West Specific Plan as rezoning for the property within the Specific Plan Area, (3) approval of a Master Vesting Tentative Map, (4) approval of Water Supply Assessment; and (5) authorization to file an application with the Ventura Local Agency Formation Commission (LAFCO) for the purpose of reorganizing (annexing) the Project Site within the City’s jurisdiction in accordance with the Cortese-Knox-Hertzberg Government Reorganization Act of 2000. In February 2013, the City filed an application with the Ventura LAFCO to reorganize (annex) the Project Site to the City of Santa Paula.

Subsequent to the filing of the annexation application, the Ventura County Watershed Protection District (VCWPD) requested that the City modify the drainage and flood control plan for the Project to provide for additional storage volume for floodwater. This Addendum to the Final EIR for the Santa Paula West Business Park Project evaluates changes to the drainage and flood control plan proposed in response to a request from the VCWPD and related changes to the approved Specific Plan. These changes are proposed to ensure the Santa Paula West Business Park Specific Plan is safe from flooding, that the Project will not adversely affect flooding conditions on adjacent properties or along FWY 126, and to maintain the existing volume of natural floodplain storage within the Specific Plan Area.

1.2 APPLICABLE REVIEW STANDARDS

When a Final EIR has been certified for a project, the CEQA and the CEQA Guidelines define standards and the procedure for an additional environmental review. Sections 15162-15164 of the CEQA Guidelines, 14 Cal. Code. Regs. §§ 15000 et seq., define the standards for determining the level of additional environmental review required when an EIR has been certified for a project.

When it can be determined, based on substantial evidence in light of the whole record, that changes to the Project or changes in the circumstances under which the Project would be undertaken constitute new information that would result in the identification of new significant impacts, or a substantial increase in the severity of significant impacts identified in the certified Final EIR, an Addendum to an EIR may be prepared. Public review of an Addendum is not required by CEQA. Instead, the information in an Addendum is to be considered with the previously certified Final EIR prior to a decision being made on the action being considered. If new significant impacts or a substantial increase in the severity of significant impacts identified in the certified Final EIR would occur, then preparation and circulation of a Subsequent or Supplemental EIR is required.

Based on review of the whole record, including the certified Final EIR, this Addendum concludes that no new significant impacts are likely to result from the proposed apartment project. This conclusion is drawn from the following findings pursuant to Section 15162(a) of the CEQA Guidelines:

1. No substantial changes are proposed in the Project that would require major revisions of the previous EIR due to the occurrence of new significant effects or a substantial increase in the severity of previously identified significant impact;
2. No substantial changes in circumstances under which the Project is undertaken would occur that would require major revisions of the previous EIR due to the occurrence of new significant environmental effects or a substantial increase in the severity of previously identified effects; and
3. No new information of substantial importance has been discovered that was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was prepared. Specifically, a review of current conditions and the proposed Project demonstrates the following:
 - a. The proposed Project would not have one or more significant effects not discussed in the previous EIR;
 - b. Significant effects previously examined would not be substantially more severe than shown in the Final EIR;
 - c. There are no new mitigation measures or alternatives previously found not to be feasible that would now in fact be feasible that would substantially reduce one or more significant effects of the proposed Project, and that the proposed Project proponents decline to adopt; and
 - d. No new mitigation measures or alternatives that are considerably different from those analyzed in the previous EIR that would substantially reduce one or more significant effects on the environment, and that the proposed Project proponents decline to adopt, are recommended.

Based on the information contained in this Addendum, the proposed modification of the drainage and flood control plan in the Santa Paula West Specific Plan would not result in any new significant impacts or any substantial increase in severity of the significant impacts identified in the Final EIR. Additionally,

no new information of substantial importance has been identified that indicates the Project would result in any new significant impacts or any substantial increase in the severity of the significant impacts identified in the Final EIR.

2.0 PROJECT DESCRIPTION

The Santa Paula West Business Park Specific Plan (SPW Business Park Specific Plan) was approved by the City of Santa Paula in February 2019 to guide future land use development on approximately 54 acres of property in the West Area 2 Planning Area, as defined in the City's General Plan planned for commercial and light industrial facilities. West Area 2 was identified as an expansion area in the City's 1998 General Plan, indicating the City's intent to annex this area. The SPW Specific Plan allows a variety of manufacturing, research and development, professional office, and limited commercial uses, with integrated vehicular circulation, pedestrian walkways, and supporting infrastructure.

2.1 Project Location

The SPW Business Park Specific Plan Area (Project Site) is approximately 54 acres of unincorporated land located adjacent to the western boundary of the City of Santa Paula, as shown in **Figure 2.0-1: Project Location** and **Figure 2.0-2: Project Site**. The Project Site is located within the Sphere of Influence (SOI) for the City of Santa Paula as approved by the Ventura LAFCO and the voter approved City of Santa Paula CURB (City Urban Restriction Boundary).

The Project Site is located within the Santa Paula, California, 7.5-minute United States Geological Survey (USGS) quadrangle and is comprised of five parcels identified as Assessor's Parcel Numbers (APNs) 098-0-010-150, 098-0-010-160, 098-0-010-190, 098-0-010-180, and 098-0-020-040. The Project Site is bound to the north by Telegraph Road, to the south by SR 126, to the east by existing industrial and commercial development in the existing City limits, and to the west by Adams Barranca and agricultural land. The Project Site is divided by the Ventura County Transportation Commission (VCTC) railroad right-of-way. Local access is provided by Telegraph Road, Beckwith Road, Clow Road, and Todd Lane.

2.2 Project Characteristics

2.2.1 APPROVED SPECIFIC PLAN

The City of Santa Paula General Plan designates the Project Site for Mixed-Use Commercial/Light Industrial uses (C-LI). Section 16.25.020 of the Santa Paula Municipal Code (SPMC) identifies this area as SP-6, Santa Paula West Business Park.

The Santa Paula West Business Park Specific Plan is a comprehensive set of plans, exhibits, regulations, conditions, and programs approved by the City to implement the City of Santa Paula General Plan by ensuring the orderly development of the Specific Plan Area as a coordinated office/industrial/business park, including a variety of manufacturing, research and development, professional office and limited commercial uses with integrated vehicular circulation, landscaping, pedestrian walkways, and supporting infrastructure.

Figure 2.0-1: Project Location

Figure 2.0-2: Project Site

Figure 2.0-3 is the Approved Land Use Master Plan in the Specific Plan. As shown in Table 2.0-1: Santa Paula West Business Park Specific Plan Approved Land Use Summary, the approved Specific Plan identifies 41.96 acres for Commercial/Light Industrial uses, 6.95 acres for roads, and 4.9 acres for Open Space/Passive uses, including drainage and flood control facilities. The Specific Plan defines a Floor Area Ratio (FAR) of 35% for Commercial/Light Industrial Land, meaning buildings may occupy a maximum of 35% of the area available for development. As 41.96 acres is designated for Commercial/Light Industrial Development, the maximum amount of development allowed by the approved Specific Plan is approximately 1.83 million square feet.

TABLE 2.0-1 SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN APPROVED LAND USE SUMMARY		
Land Use	Acres	Percent of Project Site
Commercial/Light Industrial (C/LI)	41.96	78.0
Roadways (approximate)	6.95	12.9
Open Space/Passive	4.9	9.1
Total Gross Area	53.81	100

Adams Barranca, located along the western boundary of the Project Site, conveys storm water from north of the site to drainpipes under the SR 126 Freeway. The current effective FEMA Flood Insurance Rate Map (FIRM) dated 01/20/2010 shows that a portion of the Project Site is located partially within Zone A, indicating there is an approximate 1% Annual Chance (100-year) of flooding due to a lack of capacity within the channel and a lack of capacity at the SR 126 undercrossing.

The approved Specific Plan includes an interceptor channel along Telegraph Road on the northern edge of the Specific Plan Area with another interceptor channel parallel to Adams Barranca from Telegraph Road to Freeway 126 and with a discharge point back into Adams Barranca upstream of the SR 126 Freeway. As shown in Figure 2.0-3: Approved Land Use Master Plan flood control basins were also planned along Adams Barranca north of the rail line and in the southwest corner of the Project Site.

2.2.2 PROPOSED SPECIFIC PLAN AMENDMENT

Based on consultation with the Ventura County Watershed Protection District (VCWPD), the drainage and flood control plan included in the approved Specific Plan was redesigned to ensure the Project Site would not be flooded or have any adverse effects on adjacent properties or the SR-126 Freeway, and would replace the existing natural floodplain storage on the Project Site. The proposed Specific Plan Amendment includes modifications to the drainage and flood control plan to increase the volume of floodwater from Adams Barranca that can be accommodated within the Specific Plan Area.

Figure 2.0-4 is the Proposed Land Use Master Plan and Table 2.0-2 is the Proposed Land Use Summary. Based on a new survey completed of the parcels included in the Specific Plan Area, the size of the Specific

Figure 2.0-3: Approved Land Use Master Plan

Figure 2.0-4: Proposed Land Use Master Plan

Plan Area has been adjusted from 53.81 to 54.01 acres. As shown in **Table 2.0-2: Santa Paula West Business Park Specific Plan Proposed Land Use Summary**, the amount of the Open Space/Passive land is proposed to increase by approximately 5.86 acres to 10.76 acres to accommodate a large flood control basin in the southwest portion of the Project Site. The amount of land available for Commercial/Light Industrial Development is reduced from 41.96 acres to 36.94 acres. With this reduction, the amount of development allowed by the Specific Plan is reduced by approximately 12%, from 1.83 million square feet to 1.61 million square feet.

TABLE 2.0-2 SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN PROPOSED LAND USE SUMMARY					
Land Use	APPROVED		PROPOSED		Change in Acres
	Acres	Percent of Project Site	Acres	Percent of Project Site	
Commercial/Light Industrial (C/LI)	41.96	78.0	36.94	68.4	- 5.02
Roadways (approximate)	6.95	12.9	6.31	11.7	- 0.64
Open Space/Passive	4.90	9.10	10.76	19.9	+ 5.86
Total Gross Area	53.81	100	54.01	100	0.20

Grading and Drainage Master Plans

The revised Drainage Master Plan is designed to meet or exceed the storm drainage requirements of the Ventura County Watershed Protection District (VCWWD) and the City of Santa Paula (on-site drainage systems), where applicable. The Conceptual Drainage Plan for the Project is illustrated in **Figure 2.0-5: Conceptual Grading and Drainage Plan** and **Figure 2.0-6: Storm Drain Plan**.

The Project Site will be graded to approximate the existing 2 percent land gradient, creating roadways and building pads in the lower areas with gradients in the 0.5 percent to 2 percent range. Elevations will be raised by up to approximately 4 feet - 6 feet above existing elevations to raise the site out of the floodplain. With the Conceptual Grading Plan in the approved Specific Plan, grading on the site would have involved approximately 80,000 cubic yards of cut and 179,000 cubic yards of fill, with approximately 99,000 cubic yards of imported soil needed. With the proposed Conceptual Grading Plan, grading on the site would include approximately 119,950 cubic yards of cut and 200,430 cubic yards of fill, with approximately 81,280 cubic yards of imported soil needed.

The proposed flood protection plan builds upon the approved flood control plan in the approved Specific Plan and is designed to meet or exceed the storm drainage requirements of both the Ventura County Watershed Protection District (VCWWD) and the City of Santa Paula (on-site drainage systems), where applicable.

Figure 2.0-5: Conceptual Grading and Drainage Plan

Figure 2.0-6: Storm Drain Plan

An interceptor channel is planned to capture overflows from Telegraph Road and Adams Barranca during a 100-year storm event. Instead of discharging the flows back into Adams Barranca above the freeway, these overflows will enter a large on-site storage basin located where the 100-year flood is expected to flow over the freeway under the existing condition. This basin will collect on-site flood waters collected via the north and the west interceptor channels, provide a spillage area where flood flows will overtop the freeway similar to the existing condition, and serve as an on-site detention and stormwater quality treatment basin. Flows entering Beckwith Road from Telegraph Road to the railroad tracks will also be intercepted and collected at the Telegraph Road intersection via a series of catch basin inlets and storm drains in order to minimize the flows discharging south on Beckwith Road and overtopping the railroad tracks. Along the east end of the project site to the Beckwith Road extension, an earthen interceptor channel between the building pad areas and the railroad tracks will collect runoff that overflows the tracks and convey these flows to the Todd Lane Undercrossing.

The storm drain system within the Specific Plan Area will collect on-site runoff and direct most of it to the large on-site privately maintained detention basin. This detention basin will significantly reduce peak runoff volumes downstream by storing the peak event flows and lagging their release after the storm peak. This basin will have a low level 36" RCP outlet pipe with a flap gate which will drain to Adams Barranca upstream of, or into, the double RCB Caltrans culvert below the freeway.

Site Access and Circulation

The Specific Plan includes a Circulation Master Plan that provides a framework and standards for road development to ensure a safe and adequate system of vehicular, pedestrian, and bicycle circulation. The vehicular circulation system consists of public roadway access from Telegraph Road, Beckwith Road, and Faulkner Road that would provide direct access to the Project Site driveways. Telegraph Road fronts the property to the north and is the principal arterial that would serve the Project. Primary north/south access to the Project Site north of the railroad right-of-way is Beckwith Road from Telegraph Road and east/west access is from Faulkner Road. Accommodating the larger detention basin in the southern portion of the Specific Plan Area requires minor changes to the configuration of the planned streets in this portion of the Project Site. The proposed **Vehicular Circulation Plan** is shown in **Figure 2.0-7**.

Utilities

The Specific Plan includes an infrastructure plan establishing the network of on- and off-site infrastructure construction requirements to support development of the Specific Plan. These include infrastructure to support potable water delivery, wastewater pipelines, a storm drain system, electricity and natural gas, and other facilities. Minor reconfiguration of these planned utilities is proposed to reflect the changes to the drainage and circulation master plans. The proposed utility plans are shown in **Figure 2.0-8: Domestic and Recycled Water Master Plan** and **Figure 2.0-9: Sewer System Master Plan**.

Figure 2.0-7: Vehicular Circulation Plan

Figure 2.0-8: Domestic and Recycled Water Master Plan

Figure 2.0-9: Sewer System Master Plan

2.2.3 Project Approvals and Permits

The proposed Specific Plan Amendment will require review and approval by the City of Santa Paula. Subsequent to approval of the Specific Plan Amendment, the City will consider a revised Master Vesting Tentative Map. In February 2013, the City filed an application with the Ventura LAFCO to reorganize (annex) the Project Site to the City of Santa Paula. Review of this application is pending. In addition, the California Department of Transportation will need to approve an encroachment permit for construction within the State right of way for SR-126.

3.0 ENVIRONMENTAL ANALYSIS

This section includes separate subsections for each environmental topic addressed in the Santa Paula West Business Park Specific Plan Final EIR. Each topical section includes a summary of the information and conclusions of the analysis in the Final EIR. Updated information reflecting any changes in the environmental setting related to each topic is presented first in each subsection, followed by analysis of the environmental impacts of the proposed Project. For each topic, a determination is also made whether the proposed Project would result in any new significant impacts or any substantial increase in the severity of the impacts identified in the Final EIR.

3.1 Aesthetics

Summary of Analysis in the Final EIR

The Final EIR analyzed changes to the visual character of the Project Site and the surrounding area that would result from the commercial and light industrial development that would be allowed by the SPW Business Park Specific Plan. Scenic resources in the area include agricultural land; Adams Barranca on the west boundary of the Project Site; open space in foreground and middle-ground views available from SR 126; and background views of foothills and slopes rising to Santa Paula Ridge to the north from SR 126, Telegraph Road and other public streets in the area.

The existing visual character of the Project Site as viewed from SR 126, Telegraph Road, Beckwith Road, Todd Lane, and Faulkner Road, is predominantly agricultural in nature, with ancillary agricultural facilities, row crops, and orchards.

Development in accordance with the Specific Plan would result in extending the existing urbanized visual character of the City of Santa Paula westward onto the Project Site, and views from SR 126 and streets in the area would be affected. The SPW Specific Plan includes a landscape master plan and a feature of this plan is landscaping along Adams Barranca on the western edge of the Project Site to provide a buffer with the agricultural land located west of the Project Site.

More distant scenic vistas views of the Santa Clara River Valley would not be substantially affected by development of the Project Site. There are no existing structures on the Project Site that have historical significance, nor does the Project Site contain visually important trees or geologic features. Further, the Project would incorporate various open space/passive uses into the Project design to preserve the visual quality of Adams Barranca. However, the change in views from the public viewpoints near the Project was identified as a significant and unavoidable impact of the Project.

Additionally, the Project would result in a potential for an increase from glare from any reflective surfaces that may be associated with buildings on the site, and an increase in artificial light during the night, given that minimal outdoor lighting is currently emitted from the Project Site. **Mitigation Measure AES-1** was identified in the Final EIR to mitigate the impact of light and glare from the West Business Park Project by requiring submission and approval of a Lighting Plan for the site.

Analysis of Proposed Specific Plan Amendment

The primary change associated with the proposed Specific Plan Amendment is an increase in the size of the flood control basin planned in the southwest portion of the 54-acre Project Site by approximately 6 acres. This basin would extend from Adams Barranca east to Beckwith Road and would provide a visual buffer from SR-126 to development on the site. With the increased basin, development would only occur adjacent to SR 126 from Beckwith Road to the eastern edge of the Project Site. The overall visual character of the Project Site would still change from agricultural to urban.

No new potentially significant impacts would occur as a result of the proposed Specific Plan Amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of significant impacts previously identified in the Final EIR.

3.2 Agricultural Resources

Summary of Analysis in the Final EIR

The Final EIR identified that implementation of the SPW Business Park Specific Plan would result in the conversion of approximately 44.20 acres of Prime Farmland and 4.88 acres of Farmland of Statewide Importance.

Existing agricultural lands producing avocados, citrus fruits, and a variety of row crops are located south of the Specific Plan area, south of State Route (SR) 126, and near the western boundary of the SPW Business Park Specific Plan, west of Adams Barranca. Agricultural operations to the south are separated from the Project Site by SR 126.

The Final EIR included **Mitigation Measure A-1** to minimize impacts to Prime Farmland and Important Farmland. This measure requires the Applicant to provide payment for a conservation easement on officially designated Prime or Important Farmland, or contribute to a local, regional, or Statewide organization whose purpose is to acquire agricultural conservation easements for Prime and Important Farmland. The Final EIR concluded that even with implementation of this mitigation measure, the Project would result in significant and unavoidable impacts related to agricultural resources due to the conversion of land identified as Prime and Farmland of Statewide Importance to non-agricultural uses.

Analysis of Proposed Specific Plan Amendment

The proposed amendment would reduce the amount of the Project Site developed with commercial and light industrial uses to accommodate a larger flood control basin. The entire Project Site would, however, continue to be developed. For this reason, impacts on agricultural land would not change. **Mitigation Measure A-1** in the SPWBSP EIR would require payment to contribute to a conservation easement that would support a local, regional, or Statewide organization whose purpose is to acquire agricultural conservation easements for Prime and Important Farmland.

No new potentially significant impacts would occur as a result of the proposed Specific Plan Amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.3 Air Quality

Summary of Analysis in the Final EIR

The Final EIR included analysis of the consistency of the Project with the 2007 Air Quality Management Plan (AQMP), which was based on residential population growth projections within the various growth and non-growth areas of the County. As the SPW Business Park Specific Plan was proposed to implement the Santa Paula General Plan, the growth associated with the SPW Business Park Specific Plan was determined to not conflict with the 2007 AQMP. For this reason, the Final EIR determined the SPW Business Park Specific Plan would not jeopardize attainment of State and national ambient air quality standards in Ventura County.

The Final EIR estimated emissions from construction activities that would occur with the SPW Business Park Specific Plan and determined these emissions would exceed Ventura County Air Pollution Control District (VCAPCD) thresholds for ROG and NOx throughout the entire construction period. Additionally, the Final EIR assessed the potential for increases in air emissions from subsequent development in the SPW Business Park Specific Plan Area after annexation. **Table 3.3-1: Estimated Operational Emissions – SPW Business Park Specific Plan Area** shows the emissions estimated from development in the SPW Business Park Specific Plan Area. As shown, the estimated daily operational emissions of ROG were above the thresholds of significance recommended by VCAPCD.

TABLE 3.3-1 ESTIMATED OPERATIONAL EMISSIONS – SPW BUSINESS PARK SPECIFIC PLAN AREA						
Source	Pollutant (pounds/day)					
	ROG	NOx	CO	SOx	PM ₁₀	PM _{2.5}
Maximum	29.71	22.93	103.64	0.41	29.44	8.33
VCAPCD Thresholds	25.00	25.00	NT	NT	NT	NT
Threshold exceeded?	Yes	No	No	No	No	No

Source: Meridian Consultants, 2013. Calculation data are provided in Santa Paula West Business Park Specific Plan DEIR.

Note:

CO = carbon monoxide; NOx = nitrogen oxide; PM10 = particulate matter less than 10 microns; PM2.5 = particulate matter less than 2.5 microns; ROG = reactive organic gas; SOx = sulfur oxide.

NT = no threshold of significance.

Mitigation measures recommended by VCAPCD to reduce emissions associated with the proposed development were included as features of the SPW Business Park Specific Plan Project. These measures included contribution to an off-site transportation demand management (TDM) fund and during clearing,

grading, earthmoving, or excavation operations, excessive fugitive dust emissions shall be controlled by regular watering or other dust-preventative measures using the following procedures, as specified by the VCAPCD and Rule 51.

Mitigation Measures AQ-1, AQ-2, AQ-3, AQ-4, and AQ-5 reduced impacts to construction air quality emissions to less than significant by reducing fugitive dust emissions and pollutants caused by construction equipment, periodic inspections of construction equipment vehicles, compliance with California Vehicle Code Section 23114 with special attention to subsections 2311(b)(F), (e)(2) and (e)(4), and adherence to VCAPCD Rule 74.2 (Architectural Coatings). **Mitigation Measures AQ-6, AQ-7, and AQ-8** would reduce impacts during operation of the SPW Business Park Specific Plan Project by including low emission water heaters for commercial water heating, construct pedestrian and transit friendly facilities, and provide shuttle/minibus service to the site. **Mitigation Measures AQ-9, AQ-10, and AQ-11** mitigate effects of releasing spores during construction by hiring construction employees, to the extent feasible, from local populations who may have previously been exposed and therefore immune, requiring respirators during periods of high dust, and the operator cab of area grading and construction equipment must be enclosed and air-conditioned. **Mitigation Measures AQ-12 and AQ-11** require the Applicant to plant and maintain shade trees to reduce heat build-up on structures and require the preparation of a Transportation Demand Management plan (TDM) for review and approval by the City and VCAPCD.

Analysis of Proposed Specific Plan Amendment

The proposed Specific Plan Amendment Project would reduce the amount of land available for development within the 54-acre Specific Plan Area as the flood control basin would be 6 acres larger. The changes to the conceptual grading plan to accommodate the revised drainage and flood control plan would reduce the amount of soil imported and increase the overall volume of grading. **Table 3.3-2: Maximum Construction Emissions**, below, provides updated modeling of construction emissions using the latest version of CalEEMod, the Statewide land use emissions computer model designed to provide a uniform platform to quantify potential criteria pollutant emissions associated with both construction and operations from a variety of land use projects.

TABLE 3.3-2 MAXIMUM CONSTRUCTION EMISSIONS						
Source	VOC	NOx	CO	SOx	PM10	PM2.5
	pounds/day					
Year 2024	3.9	56.9	36.5	0.2	8.4	4.4
Year 2025	3.6	51.2	34.8	0.2	8.2	3.5
Year 2026	40.1	16.8	33.3	<0.1	6.2	1.8
Year 2027	40.1	8.2	15.3	<0.1	1.4	0.6
Maximum Emissions	40.1	56.9	36.5	0.2	8.4	4.4
SPW Business Park Final EIR Maximum Construction Emissions for Approved Project	235.2	158.7	118.4	0.6	35.1	13.1

As shown in **Table 3.3-2**, with the revised project, maximum emissions during construction would be reduced in comparison to the approved Project.

The amount of development within the Specific Plan Area would be less with the proposed amendment as the amount of the Specific Plan Area available for development would be reduced to accommodate the larger flood control basin. The amount of traffic generated by the Project would also be reduced. For these reasons, operational air quality emissions would also be reduced in comparison to the approved Project.

Mitigation Measures AQ-1 through AQ-12, as identified in the Final EIR and adopted by the City, would apply to the revised project and would reduce air quality impacts during construction and operation of the proposed Project to the maximum extent feasible.

No new significant impacts would result from the proposed Specific Plan Amendment and the additional information provided in this addendum does not identify any substantial increase in the severity of impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.4 Biological Resources

Summary of Analysis in the Final EIR

The Final EIR determined that no special-status plant species are expected to occur within the avocado orchards agricultural ditch, agricultural row crop communities, or disturbed areas on the Project Site. The Specific Plan designates the riparian habitat on the Project Site associated with Adams Barranca as Open Space. **Mitigation Measure BR-1** was identified to reduce impacts to the native riparian habitat adjacent to the Project Site by requiring the locations of any protected trees to be identified on grading plans and provide a tree report identifying measures to preserve any tree(s) that could be affected by grading. Additionally, **Mitigation Measures BR-2, BR-3, and BR-4** require landscaping and irrigation plans that incorporate native vegetation and water conservation, as well as nesting bird surveys to mitigate impacts to the surrounding habitat.

Adams Barranca, located adjacent to the site, provides marginal habitat for a variety of wildlife species. **Mitigation Measures BR-5 and BR-6** require the Applicant to retain a qualified biologist to survey the Project Site for the presence of the American badger and to conduct roosting bat surveys within the Specific Plan area prior to site preparation activities.

Surveys identified approximately 0.117 acres and 1,116 linear feet of agricultural ditch that may represent an ephemeral drainage under the jurisdiction of the ACOE. Alteration of State-protected waters and associated riparian vegetation would require the acquisition of a Fish and Game Code Section 1602 SAA from the CDFW. **Mitigation Measures BR-7 and BR-8** require a Streambed Alteration Agreement (SAA) and a Nationwide Permit (NWP) to be obtained, and mitigation measures recommended by the ACOE, CDFW, and the National Marine Fisheries shall be implemented. Further, **Mitigation Measures BR-9 and BR-10** define additional mitigation measures to meet Regional Board and CDFW applicable standards.

Analysis of Proposed Specific Plan Amendment

The proposed amendment would enlarge the flood control basin in the southwest corner of the Project Site and reduce the amount of the Project Site available for commercial and light industrial development. Overall, the amount of the Project Site designated as open space would increase to account for the enlarged flood control basin. **Mitigation Measures BR-1 through BR-10**, as identified in the Final EIR and adopted for the Project, would continue to be applicable. No changes to these mitigation measures are proposed or needed.

No new potentially significant impacts would occur as a result of the proposed Specific Plan Amendment and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.5 Cultural Resources

Summary of Analysis in the Final EIR

The majority of the soil on the Project Site consists of younger alluvial soils, which have a low potential of containing significant paleontological resources. Because these depths of older alluvial soils are unknown, there is a moderate to high potential for earthmoving activities during construction to encounter fossils within the older alluvium on the Project Site. **Mitigation Measure CUL-1** mitigates this impact by requiring a qualified paleontologist to assess unexpected paleontological resources discovered during any ground-disturbance activities.

Ground-disturbing activities could potentially uncover previously unknown resources, including human remains. In the event that human remains are uncovered during subsurface excavation activities, implementation of **Mitigation Measure CUL-2** requires a qualified archaeologist to determine whether any bones encountered are human and to supervise appropriate treatment of any resources encountered.

A majority of the Project Site has been farmed with various row crops and orchards, which has continually disturbed the surface of the soils. While the Project Site does not contain any known sensitive archaeological resources within the disturbance area, the Santa Clara River Valley is considered sensitive, and there is potential for unknown resources to be uncovered by activities, such as grading, that disturb the ground surface. **Mitigation Measure CUL-3** would mitigate potential impacts to less than significant by requiring an independent qualified archaeologist to assess any archaeological resources discovered during construction.

Analysis of Proposed Specific Plan Amendment

With the amendment, the Project would include a 7.4-acre, 8-foot-deep on-site flood storage basin, in addition to the approved development, as part of the Specific Plan. As discussed in the Santa Paula West Business Park Specific Plan Final EIR, the soil on the Project Site is considered to have a low potential to contain significant paleontological resources. However, ground-disturbing activities could potentially

uncover previously unknown resources, including human remains. **Mitigation Measures CUL-1, CUL-2, and CUL-3** in the Santa Paula West Business Park Specific Plan Final EIR would reduce potential impacts to paleontological and archaeological resources, and human remains, by requiring a qualified archaeologist to assess the resource or human remains.

No new potentially significant impacts would occur as a result of the proposed Specific Plan Amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.6 Geology and Soils

Summary of Analysis in the Final EIR

The Final EIR evaluated potential impacts related to geology and soil conditions in the Specific Plan area. The Project Site is not located within a designated Alquist-Priolo Earthquake Fault Zone (APEFZ) or crossed by a known active fault. As such, the risk of loss, injury, or death associated with surface rupture of a known earthquake fault was identified as very low.

Most of the Project Site lies within a liquefaction hazard zone, an area where the historic occurrence of liquefaction or groundwater conditions indicate a potential for ground displacements as a result of liquefaction, as designated by the State of California and the City of Santa Paula. **Mitigation Measure G-1** would require additional explorations be performed to establish required removal depths and delineate any portion of the Project Site deemed susceptible to seismically induced settlement.

The native topsoil and alluvial soils within the Project Site may be moderately susceptible to erosion. Native topsoil and alluvial soils will be particularly prone to erosion during construction or earth moving activities, especially during heavy rains. The impact of erosion at the Project Site is considered to be potentially significant.

The alluvial soils present in the Project Site generally have a low expansion potential. However, soils with a higher expansion potential (medium or greater) are known to be present in the local area. Expansive soils could pose a risk to improvements planned for the area. The Project Site is not located within a Landslide Zone, but it does lie within a Liquefaction Zone. Liquefaction zones identify where the stability of foundation soils must be investigated and countermeasures undertaken in the design and construction of buildings for human occupancy. Statutes require that cities and counties use these zones as part of their construction permitting process, which the City of Santa Paula addresses through the building regulations contained in the Municipal Code. **Mitigation Measures G-2 and G-3** were identified in the Final EIR to reduce potential impacts to erosion and expansive soils to less than significant by requiring detailed, design-level geotechnical investigation reports for all future development within the Specific Plan Area, as well as require a final grading and erosion control plan to be approved prior to any construction to minimize erosion.

The Specific Plan area could be subject to strong ground shaking in the event of an earthquake originating along one of the faults within the area. All structures will be designed in accordance with the then-current CBC and applicable City codes to ensure safety in the event of an earthquake. Additionally, **Mitigation Measure G-1** requires additional explorations within the Project Site to determine any areas that might be susceptible to seismically induced settlement and identify design standards to address any settlement that may occur.

Further, the Project Site does not lie in a tsunami or seiche zone and, thus, would not create any impacts related to tsunami or seiche risk.

Analysis of Proposed Specific Plan Amendment

The proposed amendment would modify the drainage and flood control plan to allow for storage of floodwater within the Specific Plan Area. No other changes are proposed to the approved Specific Plan.

The adopted mitigation measures to address geology and soil conditions would continue to apply and no new potentially significant impacts would occur as a result of the proposed Project. The additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.7 Greenhouse Gases

Summary of Analysis in the Final EIR

The Specific Plan would result in short-term GHG emissions during construction. Construction activities associated with the Project would generate approximately 2,388 MTCO₂e of GHG emissions. Construction-related GHG emissions were annualized over the entire construction period and included in the annual operational emissions. As the VCAPCD had not approved GHG emission thresholds, thresholds developed by the South Coast Air Quality Management District were used in the analysis. All industrial land use projects that exceed 10,000 MTCO₂e per year would be considered potentially significant under the screening threshold developed by the SCAQMD. The estimated Project operational GHG emissions with project design features would be approximately 6,675 MTCO₂e per year, which would not exceed this screening threshold.

The SPW Business Park Project was determined to be consistent with applicable strategies of the 2008 CARB Climate Change Scoping Plan and the 2014 Updated Scoping Plan to reduce greenhouse gas emissions in California. GHG emission impacts were determined to be less than significant.

Analysis of Proposed Specific Plan Amendment

In efforts to reduce and mitigate climate change impacts, State and local governments have been implementing policies and initiatives aimed at reducing GHG emissions. California, one of the largest state contributors to the national GHG emission inventory, has adopted significant reduction targets and strategies. The State Legislature passed Senate Bill (SB) 32, which set a 2030 GHG emissions reduction

target of 40 percent below 1990 levels.¹ AB 32 requires the California Air Resources Board (CARB) to develop a Scoping Plan which lays out California's strategy for meeting the goals. The Scoping Plan must be updated every five years. The 2022 Scoping Plan is the most recent update that lays out a path to achieve targets for carbon neutrality and reduce anthropogenic GHG emissions by 85 percent below 1990 levels no later than 2045, as directed by Assembly Bill 1279.² The actions and outcomes in the plan will achieve: significant reductions in fossil fuel combustion by deploying clean technologies and fuels, further reductions in short-lived climate pollutants, support for sustainable development, increased action on natural and working lands to reduce emissions and sequester carbon, and the capture and storage of carbon. To meet the Statewide reduction targets, projects must contribute to slowing the increase in GHG emissions and should contribute to reducing the State's GHG output. In order to reach California's GHG reduction targets, per capita emissions would need to be reduced by approximately five percent each year from 2022 to 2030, with continued reductions through 2050.

The SPW Business Park Project would comply with the most recent CalGreen Code and Building Efficiency Standards per the California Energy Commission. Moreover, Statewide efforts like Executive Order B-55-18 (carbon neutrality) and CARB's Advanced Clean Fleets would further reduce greenhouse gas emissions during the lifetime of the proposed Project. As such, the proposed Project would not conflict with applicable strategies to reduce greenhouse gas emissions. As the amount of land available for development would be reduced with the proposed Specific Plan Amendment, the amount of development and GHG emissions associated with this development would be reduced in comparison to the approved project.

No new potentially significant GHG impacts would occur as a result of the proposed amendment, and the additional information provided in this addendum does not identify any substantial increase in the impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.8 Hazards and Hazardous Materials

Summary of Analysis in the Final EIR

The Final EIR identified that, based on the age of the on-site structures built prior to 1970, there is potential for the exposure of ACMs, PCBs, or LBP at the SPWBSP Project Site. **Mitigation Measures HM-1, HM-2, HM-3, and HM-4** were identified to mitigate the effects of these hazardous materials on-site during construction and operation. These mitigation measures require the Applicant to submit verification to the City of Santa Paula Building and Safety Department that an asbestos survey has been conducted on any buildings and irrigation pipelines that are to be demolished or removed; a lead based paint survey has been conducted; all fluorescent light fixtures within the existing buildings shall be

1 California State Legislature. "Senate Bill 32." https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160SB32. Accessed January 2023.

2 California Air Resources Board (CARB). *Final 2022 Scoping Plan Update*. <https://ww2.arb.ca.gov/our-work/programs/ab-32-climate-change-scoping-plan/2022-scoping-plan-documents>. Accessed January 2023.

inspected for PCB; and pole-mounted transformers, light ballasts, or other equipment suspected to contain PCBs must be inspected for the presence of PCBs prior to before any disturbance or removal.

The Santa Paula West Business Park Specific Plan Area also has a history of being used for agricultural purposes, which typically included the use of organochlorine pesticides such as DDD, DDE, and DDT prior to use of these pesticides being prohibited. The Final EIR noted that the limited Phase II ESA that was conducted for the Project Site determined that exposure of residual pesticides is considered low. However, soil testing may not always indicate every condition within the Project, and clearing of existing debris or soils could uncover hazardous material contamination not previously known to occur on-site.

Mitigation Measure HM-5 was identified to reduce potentially significant impacts from the release of hazardous materials in the environment to less than significant by requiring implementation of investigation/remediation in the event that previously unknown soil and/or groundwater contamination is discovered during construction.

Analysis of Proposed Specific Plan Amendment

The proposed amendment would enlarge the flood control basin in the southwest corner of the Project Site and reduce the amount of the Project Site available for commercial and light industrial development. As discussed in the SPWBSP EIR, there is the potential for the Project Site to contain soil or debris that has been contaminated by chemicals from previous agricultural activities. Additionally, the few buildings on-site were built prior to 1970 and there is potential for the exposure of ACMs, PCBs, or LBPs. **Mitigation Measures HM-1, HM-2, HM-3, HM-4, and HM-5** in the SPWBSP EIR would be implemented to mitigate potential impacts from any hazardous materials that may be present in the existing buildings to be demolished and the potential for soil contamination.

No new potentially significant impacts would occur as a result of the proposed amendment and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.9 Hydrology and Water Resources

Summary of Analysis in the Final EIR

All future development within the SPW Business Park Specific Plan Area would be subject to the State Water Resource Control Board (SWRCB) and United States Environmental Protection Agency (USEPA) permits, as well as Stormwater Pollution Prevention Plan (SWPPP) requirements. To reduce the discharge of pollutants during construction of the proposed development, a site-specific SWPPP would be developed in accordance with the NPDES Program General permit, authorized under the Clean Water Act for Construction Activities.

The approved Specific Plan identified bioswales in parking landscape areas to treat stormwater runoff prior to discharge into Adams Barranca and the Santa Clara River. Biofilter inserts will be installed in

curb inlets to capture oil and grease, suspended solids, metals, gasoline, pesticides, and pathogens. In addition, storm drain inlets and catch basins will have signage and stenciling to discourage illegal dumping. Filters and signage would be checked and/or replaced annually. With these project features, the Project would not result in significant impacts to water quality.

The conceptual drainage plan in the approved Specific Plan included an interceptor channel along Telegraph Road along the northern edge of the Project Site, with another interceptor channel parallel to Adams Barranca from Telegraph Road to Freeway 126, with a discharge point back into Adams Barranca upstream of the SR 126 Freeway. The channel designed along the western edge of the Project Site was designed to have the capacity to handle flows that overtop the eastern bank of Adams Barranca and the water that ponds on the Project Site due to the undersized culvert at SR 126.

The planned storm drain system would collect on-site runoff and direct it to two surface detention basins planned on the western edge of the Project Site along Adams Barranca, north of the railroad and north of the SR 126 Freeway. These detention basins were sized to treat 8% of the Q 50 (50 year storm event) runoff from the storm drain system consistent with the Ventura County Storm Water Quality Urban Impact Mitigation Plan (SQUIMP) guidelines and would reduce flow rates, allow sediment to settle, and allow for infiltration of runoff. The Final EIR concluded that the Project would not have an adverse effect on drainage and flood conditions on the Project Site or surrounding properties.

The Final EIR also determined the Project would not result in a significant new demand for water and will not substantially deplete groundwater supplies. In addition, the Specific Plan incorporates design features such as bioswales, bioretention cells, infiltration trenches, and permeable pavement, along with detention basins to allow surface water runoff percolation. Therefore, the Specific Plan would not substantially interfere with groundwater recharge. There will be no substantial impact to local groundwater recharge.

Analysis of Proposed Specific Plan Amendment

Based on consultation with the Ventura County Watershed Protection District (VCWPD), the drainage and flood control plan included in the approved Specific Plan was redesigned to ensure the Project Site would not be flooded or have any adverse effects on adjacent properties or the SR-126 Freeway, and would replace the existing natural floodplain storage on the Project Site. The proposed Specific Plan Amendment includes modifications to the drainage and flood control plan to increase the volume of floodwater from Adams Barranca that can be accommodated within the Specific Plan Area. The Flood Control Conceptual Design Report in **Appendix A** contains the hydrology modeling completed to define the revised design.³

³ Kasraie Consulting. *Flood Protection Conceptual Design* (Revised June 2022) Santa Paula West Business Park Specific Plan EIR (RMA 14-019-1). June 30, 2022. See **Appendix A**.

Instead of discharging the flows back into Adams Barranca above the freeway, the revised drainage plan in the proposed Specific Plan Amendment directs these overflows into a larger on-site storage basin located where the 100-year flood is expected to flow over the SR 126 freeway under the existing condition. This 7.4-acre, 8-foot deep basin would act as an “inlet bay” where most of the on-site flood waters would be collected via the north and the west interceptor channels. The basin would provide a spillage area where flood flows would overtop the freeway similarly to the existing condition, and it would be utilized to also serve as an on-site detention and stormwater quality treatment basin mitigation resulting in making more of the Project Site available for development. The proposed interceptor channels and storage basin would provide an additional 28.5 acre-ft (53% more) of floodplain storage when compared to the existing condition. This flood storage basin will have a low level 36” RCP outlet pipe with a flap gate which will drain to Adams Barranca upstream of, or into, the double RCB Caltrans culvert below the SR 126 freeway.

Soils and geotechnical studies will be completed at the time design plans are prepared to address soil slope and stability along the freeway under the proposed condition, and to determine appropriate erosion or settlement protection measures. Therefore, impacts related to flooding at the Project Site would be less than significant.

The flows entering Beckwith Road from Telegraph Road to the railroad tracks will also be intercepted and collected at the Telegraph Road intersection via a series of catch basin inlets and storm drains, so as to minimize the flows discharging south on Beckwith Road and overtopping the railroad tracks.

Along the east end of the Project Site to the Beckwith Road extension, an earthen interceptor channel, between the proposed building pad and existing railroad, will collect flows overflowing the tracks and will convey them to the Todd Lane Undercrossing.

The revised drainage and flood control plan meets the design criteria defined by the City in consultation with the VCWPD including that drainage flows at the current point of discharge from the Project Site at the SR 126 Freeway and at the Todd Lane Undercrossing will be equal or less than existing conditions; that flood conditions in Adams Barranca and adjacent properties will be equal or less than existing conditions; and that the flood control basin have the capacity to accommodate the existing floodplain storage on the Project Site.

As the amount of development would be reduced with the proposed Specific Plan Amendment, the water needed for the Project would be reduced. The Final EIR also determined the Project would not result in a significant new demand for water and will not substantially deplete groundwater supplies. The revised drainage and flood control plan continues to incorporate design features such as bioswales, bioretention cells, infiltration trenches, and permeable pavement, along with the larger detention basin to allow surface water runoff percolation. With these features, the Specific Plan would not substantially interfere with groundwater recharge and there will be no substantial impact to local groundwater recharge.

No new potentially significant impacts would occur as a result of the proposed Specific Plan Amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.10 Land Use

Summary of Analysis in the Final EIR

As proposed, the Santa Paula West Business Park Specific Plan Project involved annexation of approximately 54 acres of unincorporated territory to the City of Santa Paula. The parcels within the Specific Plan boundary would be subdivided with a Tentative Tract Map and roadways within the plan area would be created. The Final EIR concluded the annexation of the Project Site would be consistent with surrounding uses and would not divide any existing communities. Further, the annexation of the Santa Paula West Business Park Specific Plan Project would be in accordance with the City's General Plan to expand the City limits to coincide with the City's adopted Sphere of Influence (SOI) and City Urban Restriction Boundary (CURB).

The consistency of the Santa Paula West Business Park Specific Plan Project with applicable land use plans and policies was analyzed in the Final EIR. This evaluation addressed the consistency of the project with the City's General Plan and Municipal Code, the County of Ventura General Plan and Non-Coastal Zoning Ordinance, the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Community Strategy (RTP/SCS), and the Ventura County Local Agency Formation Commission (LAFCo) policies. No significant impacts related to inconsistencies with applicable land use plans and policies were identified in the Final EIR and no mitigation measures were identified in the Final EIR.

Analysis of Proposed Specific Plan Amendment

The proposed amendment would reduce the amount of land available for development as a result of increasing the size of the flood control basin to accommodate overflows from Adams Barranca. The allowed land uses within the Santa Paula West Business Park Specific Plan Area would remain consistent with the existing General Plan land use designation and zoning with approval of the proposed Project. No new streets, utility lines, or other major infrastructure is proposed that would involve any substantial physical alterations to the existing community structure that would physically divide the City, within or out of the Project boundaries.

No new potentially significant impacts would occur as a result of the proposed amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.11 Noise

Summary of Analysis in the Final EIR

Construction noise levels at noise sensitive uses located near the Project Site receptors vary based on the location of construction activity and the amount of equipment in operation. While construction is temporary, the use of this equipment would generate both steady-state and episodic noise that will be heard from within the Project Site and at off-site locations in the surrounding areas. **Mitigation Measures N-1, N-2, N-3, and N-4** would mitigate impacts to sensitive receptors by requiring stationary construction equipment to be placed as far from noise sensitive uses as feasible during all phases of project construction; all construction equipment shall be equipped with appropriate mufflers in good working condition; submittal of a material haul route plan to the City of Santa Paula and the County of Ventura for review and approval; and during all site preparation, grading and construction, the construction contractor shall locate all stockpiling and vehicle staging areas away from existing residences, to the extent feasible.

The Final EIR identified that traffic growth from future development of the Santa Paula West Business Park Specific Plan would not result in significant noise increases, as shown in **Table 3.11-1: Roadway Noise Level 75 feet from Center**, in the Final EIR.

Additionally, while there is currently limited use of the Santa Paula Branch Rail line that passes through the Specific Plan Area, noise from any rail operations would represent an intermittent noise source. Light industrial and commercial uses would be allowed near the southern boundary of the Project Site, north of the Santa Paula Branch of the Southern Pacific Railroad tracks. Due to its proximity to the railroad track, uses allowed within the southern boundary of the Project Site would not be sensitive to the estimated noise level of 69.4 dB(A). Given vibration from the railroad track would not be constant and would be approximately 50 feet from the track, uses allowed within Santa Paula West Specific Plan Area would not be susceptible to ground-borne vibration. Therefore, impacts identified as less than significant.

Analysis of Proposed Specific Plan Amendment

The proposed reconfiguration of the land use plan to accommodate a larger flood control basin would not change the type of commercial and industrial uses allowed within the Specific Plan Area. For this reason, no new potentially significant impacts would occur as a result of the proposed Project, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.12 Public Services

Public Schools

Summary of Analysis in the Final EIR

The Final EIR determined there was some potential for future employees of businesses in the SPW Business Park Specific Plan Area with school age children to occupy the homes in the City. However, it was expected that the majority of the employees within the Specific Plan would either travel from outside of the City or would reside within the existing and future housing stock in the City. For this reason, it is not anticipated that the Project will generate many new students in the Santa Paula Unified School District (SPUSD). In any event, the Project will pay the school impact fee applicable to commercial and industrial development, which will mitigate any indirect impact on SDUSD school facilities.

Analysis of Proposed Specific Plan Amendment

As the proposed amendment would reduce the amount of commercial and industrial development in the Specific Plan Area, any potential indirect impacts to school facilities would be reduced in comparison to the approved project.

No new potentially significant impacts would occur as a result of the proposed amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

Fire Protection

Summary of Analysis in the Final EIR

The EIR discussed that development of the Santa Paula West Business Park would require building plans to be submitted to the Fire Department for review and approval to ensure compliance with UFC. Review of future development plans under the Specific Plan will be required to provide defensible space, serviceable access, adequate fire hydrants, adequate building addressing, adequate interior fire sprinkler systems, adequate fire or emergency alarm system, and approved locking systems for any gated access ways, among other standard conditions.

Future development within the Specific Plan Area would increase the demand for services and resources provided by the fire department over the long term. Adequate levels of fire prevention, suppression, and emergency medical response can be provided to the Specific Plan Area without detriment to the existing community through the resources available at the existing fire stations serving the City. The Final EIR concluded the Project would not require construction of new or expanded fire protection facilities.

Additionally, **Mitigation Measures TRA-1, TRA-2, TRA-3, and TRA-4** identified in the Transportation section of the EIR would mitigate traffic congestion by improving the following intersections: Peck Road & Harvard Boulevard/Telegraph Road/Main Street, Peck Road & SR 126 EB On/Off Ramps/Acacia Way,

Beckwith Road & Telegraph Road, and Faulkner Road & SR 126 Westbound On/Off Ramps. With the required plan submittal and approval, and the transportation mitigation measures, impacts to fire protection services would be less than significant.

Analysis of Proposed Specific Plan Amendment

In 2018, the City of Santa Paula was annexed into the Ventura County Fire Department (VCFD) and a Memorandum of Agreement between the City and VCFD was executed describing services and funding.⁴ VCFD also protects the State Responsibility Area (SRA) lands within Santa Paula's Sphere of Influence under an agreement with CAL FIRE. The closest fire station to the Project Site is Station No. 26, located at 536 West Main Street, approximately 0.96 miles northeast of the Project Site.

Construction of the Project may result in accidents, fire, or emergency incidents that would require fire services. However, construction activities would be short-term and limited in scope. After construction, there would be an increase in demand for emergency medical and fire protection services. The VCFD determined that adequate service could be provided by the two existing fire stations in the City and construction of new or expanded fire protection facilities is not required.

No new potentially significant impacts would occur as a result of the proposed Project, and the additional information provided in this addendum does not identify any substantial increase in the impacts previously identified in the Santa Paula West Business Park Specific Plan EIR.

Police Protection

Summary of Analysis in the Final EIR

Development of the Specific Plan would increase the demand for services and resources provided by the Santa Paula Police Department. The Final EIR concluded that the Project would not require construction of new or expanded police protection facilities, project-related police protection impacts would be less than significant.

Analysis of Proposed Specific Plan Amendment

As the amount of new development would be reduced with the proposed Specific Plan Amendment, no new potentially significant impacts would occur, and the additional information provided in this addendum does not identify any substantial increase in the impacts previously identified in the Santa Paula West Business Park Specific Plan EIR.

⁴ City of Santa Paula. *General Plan 2040*. Page 6-7. <https://www.spcity.org/DocumentCenter/View/1700/Cityof-Santa-Paula-2040-General-Plan---Final-Adopted-2020-03-04>. Accessed January 2023.

Parks and Recreation

Summary of Analysis in the Final EIR

Because the Santa Paula West Business Park Project does not include any new residential zoning or any new residential development projects, the Final EIR concluded the Project would not result in an increase in the residential population that could visit the City's parks and recreation facilities. Project impacts would be less than significant.

Analysis of Proposed Specific Plan Amendment

No new potentially significant impacts would occur as a result of the proposed Project, and the additional information provided in this addendum does not identify any substantial increase in the severity of any impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.13 Transportation

Summary of Analysis in the Final EIR

The Final EIR estimated the development allowed by the Specific Plan would generate 5,546 Daily Trips, 646 AM Peak Hour and 732 PM Peak Hour trips. The traffic study addressed the potential for this additional traffic to impact 16 intersections from 10th Street to Briggs Road located north of the SR 126 Freeway. Significant impacts were identified at four intersections: 10th Street and Harvard Boulevard during the AM Peak Hour, Peck Road & Harvard Boulevard/Telegraph Road/Main Street during the AM Peak Hour, Peck Road & SR 126 Eastbound On/Off Ramps/Acacia Way during the PM Peak Hour, and Beckwith Road & Telegraph Road during the PM Peak Hour. Mitigation measures in the Final EIR identified improvements to these intersections that would mitigate all impacts to a less than significant level.

Analysis of Proposed Specific Plan Amendment

The California Environmental Quality Act was amended in July 2020 and it updated the way transportation impacts are measured in California for new development projects, such as to address the amount of vehicle miles traveled (VMT) instead of the level of congestion of roads and intersections.

As the proposed amendment would reduce the amount of development within the SPW Specific Plan Area, the number of trips and VMT generated would be reduced in comparison to the approved Project. For this reason, no new potentially significant impacts would occur as a result of the proposed amendment, and the additional information provided in this addendum does not identify any substantial increase in the impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

3.14 Utilities and Service Systems

Summary of Analysis in the Final EIR

The Final EIR determined that water demand from the Project represented 0.81 percent of City's total projected urban water demand in 2017, and 0.65 percent in 2037. The City's 2010 Urban Water

Management Plan (UWMP) included the projected total water demand for the Santa Paula Business Park through 2035 and demonstrated that supplies are sufficient to meet demands. The projected demand for the Project will account for only a small fraction of the projected demands. Therefore, there would be no impacts to available water supplies and no new or expanded entitlements were determined to be needed.

The Final EIR also concluded that wastewater from the Project would not exceed applicable wastewater quality standards, and the Project impact related to wastewater treatment was less than significant. As concluded in the Sanitary Sewer Technical Report appended to the Final EIR, the Project sewer system will be designed in accordance with applicable City of Santa Paula guidelines. The proposed on-site sewer system would convey most of the wastewater flow to existing sewer lines north of the site along Telegraph Road. The projected wastewater flows are within the City's Wastewater Master Plan estimates for the Specific Plan Area. For these reasons, no significant impacts were identified.

The impact of the Project on solid waste collection and disposal services was also determined to be less than significant, as adequate landfill capacity is available in nearby landfills that serve the City. Solid waste generated during construction and operation of the Project would be required to comply with all federal, State, and local statutes and regulations to reduce and recycle solid waste.

Analysis of Proposed Specific Plan Amendment

As the amount of commercial and light industrial development would be reduced with the proposed amendment, utility demands would be less when compared to the approved project. No new potentially significant impacts would occur as a result of the proposed amendment, and the additional information provided in this addendum does not identify any substantial increase in the severity of impacts previously identified in the Santa Paula West Business Park Specific Plan Final EIR.

ATTACHMENT B

ORDINANCE NO. 1332

ORDINANCE NO. 1332

AN ORDINANCE AMENDING THE SANTA PAULA WEST BUSINESS PARK SPECIFIC PLAN (SP-6, West Area 2)

(PROJECT NO. 23-ADD-01)

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

SECTION 1: The City Council finds and declares that:

- A. On February 20, 2019, the City Council certified the Final Environmental Impact Report (“FEIR”) for the (1) 54-acre Santa Paula West Business Park Specific Plan denominated as “SP-6, West Area 2” in SPMC 16.25.020 (the “Specific Plan”), (2) a General Plan Amendment, (2) rezoning of property within the Specific Plan Area, (3) a Master Vesting Tentative Map, (4) a Water Supply Assessment; and (5) authorization to file an application with the Ventura Local Agency Formation Commission (LAFCO) for the purpose of annexing the Specific Plan Area within the City’s jurisdiction in accordance with the Cortese-Knox-Hertzberg Government Reorganization Act of 2000 (collectively with the Specific Plan, the “Project”).
- B. After filing the annexation application with LACFO, the Ventura County Watershed Protection District (VCWPD) requested the City to modify the drainage and flood control plan for the Project to provide for additional storage volume for floodwater.
- C. In order to make the VCWPD’s requested changes, the Planning Division initiated an application for a Specific Plan Amendment (“SPA” or “Amended Project”).
- D. The City’s Planning Division reviewed the SPA, in part, for consistency with the General Plan and conformity with the Santa Paula Municipal Code (“SPMC”).
- E. The City reviewed the Amended Project’s environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”) and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the “CEQA Guidelines”).
- F. On November 14, 2023, the Planning Commission held a public hearing to consider the SPA. Following the public hearing, the Planning Commission voted to recommend approval of the SPA to the City Council for the reasons stated in Planning Commission Resolution 3852.

SECTION 2: *Factual Findings and Conclusions.* The City Council finds that pursuant to SPMC

§ 16.216.050, the proposed Specific Plan Amendment is consistent with the objectives of Title 16 of the Santa Paula Municipal Code, the General Plan, and the development policies of the City based on the following facts:

- A. Section 16.25.020 of the Santa Paula Municipal Code (SPMC) identifies the Project area as SP-6, West Area 2.
- B. The City of Santa Paula General Plan designates this specific plan area for Mixed-Use Commercial/Light Industrial uses (C-LI).
- C. The SPMC allows for the establishment and administration of Specific Plan Zones in Chapters 16.25 and 16.216.
- D. The proposed Santa Paula West Business Park Specific Plan amendment is consistent with the objective of SPMC Title 16, as follows:
 - 1. The SPMC allows for the establishment and administration of Specific Plan Zones in Chapters 16.25 and 16.216 and establishes a designation for Santa Paula West Business Park Specific Plan;
 - 2. The Project would provide a mechanism by which the Property can be zoned and annexed into the City, providing for the revitalization of the existing built environment and economic climate of the City by permitting new investment and development in West Area 2. In addition, the Specific Plan provides suitable sites for Light Industrial and commercial buildings that meet the needs of the community, but which are not presently available in the City of Santa Paula;
 - 3. The Specific Plan promotes public health, safety and general welfare through a balance of impacts and benefits to the community as stated, without limitation, in Resolution No. 3793 which recommends that the City Council certify the FEIR and adopt statements of overriding considerations.
- E. The proposed Santa Paula West Business Park Specific Plan amendment is consistent with the goals, policies, and objectives of the General Plan which is incorporated by reference.
 - 1. Santa Paula West Business Park area is identified in the General Plan as an Expansion Area for future urban development.
 - 2. The General Plan Land Use Element requires Specific Plans for all expansion areas before development can occur. The proposed Project implements these requirements.

3. The project provides for land uses, infrastructure and amenities consistent and/or in addition to those identified by the General Plan for the Santa Paula West Business Park area.
 4. SPMC § 16.25.040 states that the land use designations, standards and other requirements set in an adopted Specific Plan supersede those of the SPMC. If the City Council and City of Santa Paula electorate adopts a General Plan Amendment, as recommended in this Resolution, it would establish consistency between the GP and the Santa Paula West Business Park Specific Plan.
- F. The proposed Santa Paula West Business Park Specific Plan amendment is consistent with the City's development policies because:
1. The Santa Paula West Business Park Specific Plan land use designations are compatible with surrounding land uses. The Specific Plan project is compatible with neighboring single-family residences (northern boundary), light industrial uses (eastern boundary), agriculture (southern boundary) and agriculture (western boundary).
 2. A transportation and circulation analysis for the Santa Paula West Business Park Specific Plan is included in the Final EIR and determined that implementation of proposed traffic mitigations will reduce traffic impacts.
 3. The revised flood protection identified within the Drainage Master Plan, builds upon the approved flood control plan in the approved Specific Plan and is designed to meet or exceed the storm drainage requirements of both the Ventura County Watershed Protection District (VCWWD) and the City of Santa Paula (on-site drainage systems), where applicable.

SECTION 3: Environmental Assessment. The City Council has approved an EIR Addendum for the Amended Project pursuant to City Council Resolution 7459, the findings of which are incorporated as if fully set forth herein.

SECTION 4: Specific Plan Amendment Required Findings. Pursuant to SPMC § 16.216.070, the City Council makes the following findings:

- A. The proposed Specific Plan amendment promotes public health, safety, and general welfare, and serves the goals and purposes of this Title 16 as follows:
1. The City of Santa Paula, with the Santa Paula West Business Park Specific Plan development improvements, will be able to adequately serve the public health,

safety and general welfare of residents within the reorganized (annexed) areas by providing fire protection (through a contract with Ventura County Fire protection District), local police protection and medical services.

B. The proposed Specific Plan or amendment is consistent with the goals, policies, and objectives of the General Plan as follows:

1. The proposed Specific Plan Amendment includes existing development that is contiguous with the City's boundary and growth consistent with General Plan Policy LU 4.I
2. Santa Paula West Business Park is identified in the General Plan as an expansion area for future urban development.

C. The proposed Specific Plan Amendment will not adversely affect surrounding properties because:.

1. The proposed land uses are compatible with neighboring single-family residences (northern boundary), light industrial uses (eastern boundary) and agricultural uses (south/western boundary). Furthermore, the proposed land uses are found to be consistent with the framework of the City's General Plan.

SECTION 5: Approval. The City Council approves amendments to the Santa Paula West Business Park Specific Plan (SP-6, West Area 2) as follows:

1. Incorporate the proposed flood mitigation and grading plans described in the Flood Protection Conceptual Design, prepared by Kasraie Consulting and revised June 2022 ("Report"), developed to increase the volume of floodwater from Adams Barranca that the Specific Plan area can accommodate (hereafter, the "Updated Grading and Drainage Plan"). In the event of a conflict between the Updated Grading and Drainage Plan and the provisions of the existing Specific Plan, the Updated Grading and Drainage Plan will control. Attached as Exhibit "A" to this Ordinance is a copy of the Report.
2. Amend Section 2.2.1, entitled "Land Use Summary", to read as follows:

SUMMARY OF LAND USES		
Land Use	Acres	Percent of Project Site
Commercial/Light Industrial (C/LI)	36.94	68.4

Roadways	6.31	11.7
Open Space/ Passive	10.76	19.9
Total Gross Area	54.01	100

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

SECTION 7: Preservation. Repeal or amendment of any previous Specific Plan does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this ordinance 's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 8: Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the city council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to its end, the provisions of this Ordinance are severable. All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 9: Notice. The City Clerk is directed to certify the passage and adoption of the Ordinance, make a note of the passage and adoptions in the records of this meeting, and within fifteen days after passage and adoption of this Ordinance cause it to be published and posted in accordance with California law.

SECTION 10: This ordinance will become effective on the 31st day following its passage and adoption.

PASSED AND ADOPTED this ____ day of January 2024.

Leslie Cornejo, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

Monica Castillo, City Attorney

EXHIBIT A
TO ATTACHMENT B
RESOLUTION NO. 1332

**KASRAIE CONSULTING**

3287 Island View Drive, Ventura, CA 93003

Phone: (805) 340-4744

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June 30, 2022

Mr. Sergio Vargas, PE
Deputy Director
Ventura County Public Works Agency
Watershed Protection
800 S. Victoria Avenue
Ventura, CA 93009
Email: sergio.vargas@ventura.org

SUBJECT: Flood Protection Conceptual Design (Revised June 2022)
Santa Paula West Business Park Specific Plan EIR (RMA 14-019-1)
City of Santa Paula, CA
Adams Barranca – VCWPD Zone 2

Dear Mr. Vargas (Sergio):

This letter and the enclosed technical study report are provided on behalf of the City of Santa Paula, in response to your letter of October 21, 2021 regarding the subject project.

Based on our discussions, Kasraie Consulting has defined a more refined flood protection conceptual design to meet the flood protection needs of the proposed project.

Your letter of October 1, 2021 stated the Ventura County Watershed Protection District's (VCWPD) concerns about flooding of the site during a 1% Annual Chance (100-year) flood, and your requirements for flood protection as part of the EIR process (RMA 14-019-1). That letter can be found in the enclosed document Appendix A.

The concerns and requirements can briefly be summarized below:

1. Proposed project site and structures will need to be safe from flooding;
2. Proposed project should not adversely affect flooding conditions on adjacent properties or along FWY 126;
3. Removal and loss of the current natural floodplain storage on the project site should be replaced.

As mentioned in our August 30, 2021 letter, and your concurrence, we considered our August 2021 submittal as Step 1 in the flood protection design process, generally meeting the majority of the County's concerns at the conceptual level with regard to annexation of the specific plan area to the City for future development. It was agreed that Step 2 would include a more refined proposed site plan and corresponding floodplain computer models. The enclosed technical study report is the result of Step 2 in the flood protection design process.

This submittal includes a more refined proposed site plan, report, and the corresponding HEC-RAS 2D computer model that meet the County and VCWPD's comments and concerns, while maximizing the available buildable area.

All the project correspondence, grading/site plan, HEC-RAS Model files and supporting data can be downloaded via the following Dropbox link:

<https://www.dropbox.com/sh/ajrpghtiogboxjk/AADEZIYFHNby4vYmBeqn5xqga?dl=0>

Thank you for the opportunity to provide our technical study report. Please feel free to call or email with any questions or comments you might have.

Sincerely,



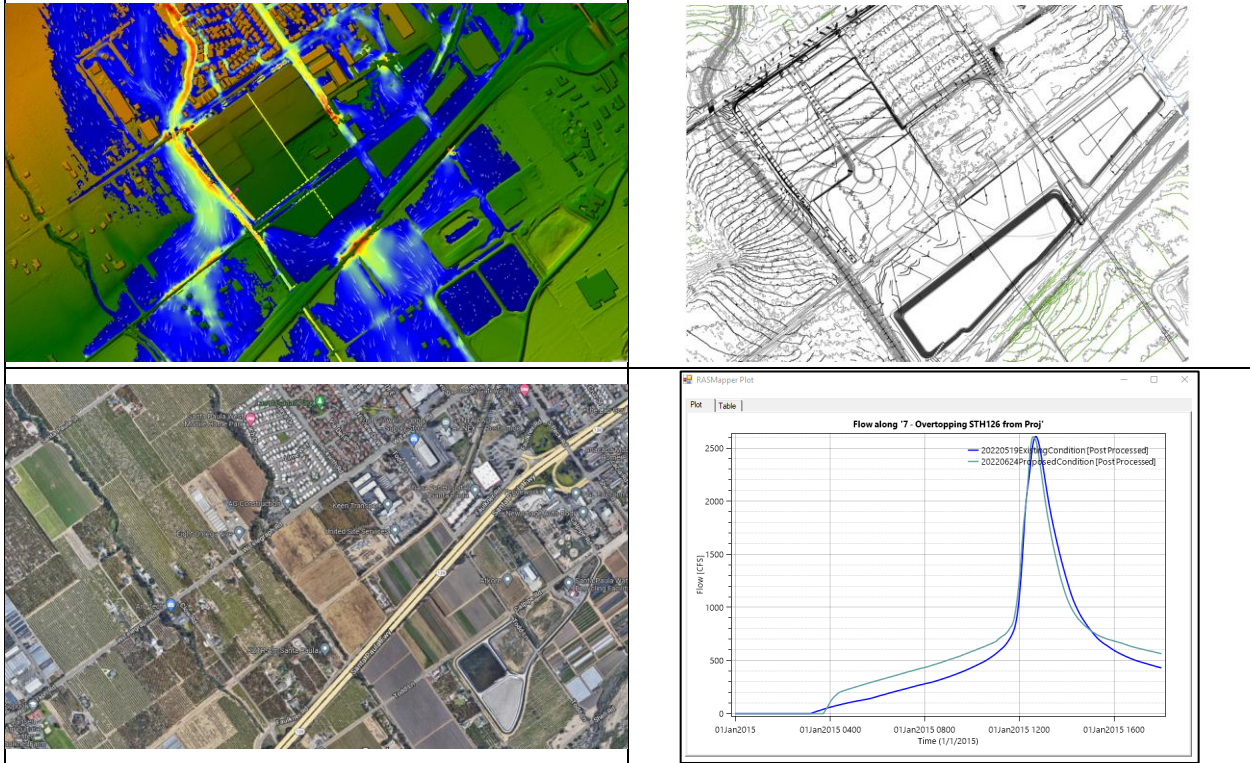
Hassan Kasraie, PE, CFM

Cc: James Mason, City of Santa Paula (jmason@spcity.org)
Glenn Shephard, VCWPD (Glenn.Shephard@ventura.org)
McGaelic Group/Bender Farms, c/o Parkstone Companies
Yunsheng Su, VCWPD (yunsheng.su@ventura.org)
Shweta Chervu, VCWPD (shweta.chervu@ventura.org)

ENCLOSURE:

Flood Protection Conceptual Design
Santa Paula West Business Park Specific Plan EIR
Revised June 2022
Prepared by Kasraie Consulting

Flood Protection Conceptual Design Santa Paula West Business Park Specific Plan EIR (RMA 14-019-1) City of Santa Paula, CA Adams Barranca – VCWPD Zone 2



Prepared for:

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



Prepared by:



Ventura, CA 93003

Expires
03/31/2024

August 2021 (letter report)
Revised June 2022

Table of Contents

1	Executive Summary.....	1
2	Background.....	2
2.1	General.....	2
2.2	July 31, 2020 Preliminary FIRM and Corresponding HEC-RAS 1D-2D Model.....	5
2.2.1	Evaluation of Preliminary Model.....	5
2.2.2	Comingling Flow Analysis.....	6
3	Revised Existing Condition Model.....	6
3.1	Hydrology.....	6
3.2	Hydraulics.....	7
3.2.1	2D Mesh/ Boundary Conditions	7
3.2.2	Manning’s “n” Roughness Values	8
3.2.3	Terrain/Topography.....	9
3.2.4	Vertical Datum/Coordinate System.....	9
4	Updated Flood Protection Concept/Proposed Condition	9
4.1	Functional Description.....	9
4.1.1	February 2022 Grading Plan	11
4.1.2	Terrain/Topography.....	11
4.1.3	2D Mesh/ Boundary Conditions	11
4.1.4	Manning’s “n” Roughness Values	12
4.1.5	Vertical Datum/Coordinate System.....	13
5	Conclusions.....	14
5.1	Comparison of Existing and Proposed Condition Flow Results.....	14
5.2	Compensatory Onsite Flood Storage.....	16
5.3	Effect on Water Surface Elevation on Adjacent Properties.....	18
6	Summary of HEC-RAS Modeling Files Found in Appendix A.....	19

List of Figures

Figure 1: Project Area and Immediate Vicinity	2
Figure 2: Looking North at Project Site from FWY 126.....	3
Figure 3: Looking Southwest at Project Site from the Intersection of Beckwith and Telegraph Rd.....	3
Figure 4: Google 3D Aerial View of Project Site	3
Figure 5: Effective FIRM Map Panel 778E and 779E	4
Figure 6: Preliminary FIRM Map Panel 778E and 779E	4
Figure 7: Preliminary Poor 1D-2D Model Connection/Results	5
Figure 8: SCR HSPF Watersheds in Vicinity of the Project.....	6
Figure 9: Adams Barranca Flood Insurance Hydrology	7
Figure 10: Existing Condition 2D Mesh.....	7
Figure 11: Existing Landuse and Manning’s “n” Roughness	8
Figure 12: Main Flood Protection Concept Components.....	10
Figure 13: February 2022 Grading Plan and June Modification	11
Figure 14: Example of Changes to 2D Mesh for Proposed Condition.....	12
Figure 15: Proposed Landuse and Manning’s “n” Roughness.....	13
Figure 15: Existing Condition Velocities with Critical Flow Comparison Locations.....	14
Figure 16: Existing Condition Velocities with Critical Comparison Locations.....	15
Figure 17: Existing versus Post-Project On-Site Floodplain Storage.....	17
Figure 18: Existing versus Post-Project On-Site Floodplain Storage.....	18

List of Tables

Table 1: Existing Landcover Manning’s “n” Roughness Values	8
Table 2: Proposed Landcover Manning’s “n” Roughness Values.....	12
Table 3: Comparison of Flows at Critical Locations.....	15
Table 4: Existing vs. Proposed Storage Comparison.....	17

List of Appendices

Appendix A – Digital Appendix: Project Correspondence, February 2022 Grading Plan, HEC-RAS Model files and Supporting Data, Effective and Preliminary FEMA Data

<https://www.dropbox.com/sh/ajrpghtiogboxjk/AADEZIYFHNby4vYmBeqn5xqga?dl=0>

Appendix B – Proposed vs. Existing Condition Hydrographs (plots included in report)

1 Executive Summary

The project development consists of parcels 098001015, 098001016, 098001018, 098001019, and 098002004 which lie within a wide, shallow 1% Annual Chance Floodplain created by inadequate capacity within the adjacent Adams Barranca Channel. Previous proposed site grading and flood hazard mitigation measures were reviewed by the Ventura County Watershed Protection District (VCWPD), which then identified that the changes were needed to show that the:

1. Proposed project site and structures are safe from flooding;
2. Proposed project will not adversely affect flooding conditions on adjacent properties or along FWY 126;
3. Removal and loss of the current natural floodplain storage on the project site should be replaced.

Kasraie Consulting (KC) previously provided an alternative conceptual design and corresponding report in August 2021. In October 2021, VCWPD indicated that it *"in principle concurs with the proposed flood protection conceptual design to mitigate the hydrologic and hydraulic impact of the development of Santa Paula West Business Park on Adams Barranca and its floodplain"*.

This submittal includes a more refined proposed site plan, report, and corresponding HEC-RAS 2D computer model that meet the above criteria while maximizing the available buildable area.

2 Background

2.1 General

The proposed development consists of parcels 098001015, 098001016, 098001018, 098001019, and 098002004 which are located in an unincorporated area of County of Ventura immediately adjacent to the west side of the City of Santa Paula. It is situated on the eastern side of Adams Barranca, adjacent to the north side of FWY 126, and southwest of the intersection of Beckwith and Telegraph Roads (Figure 1). Current land use consists of row crops and orchards (Figures 2-4).

The current effective FEMA Flood Insurance Rate Map (FIRM) panels 06111C0778E and 06111C0779E dated 01/20/2010 (Figure 5) show that the site lies partially within the Zone A Approximate 1% Annual Chance (100-year) Floodplain.

Flood modeling and mapping are in the process of being updated with the latest preliminary FIRM panels published on July 31, 2020. This set of modeling and mapping show a wide, shallow 1% Annual Chance Floodplain created by inadequate capacity within the adjacent Adams Barranca Channel (Figure 6).

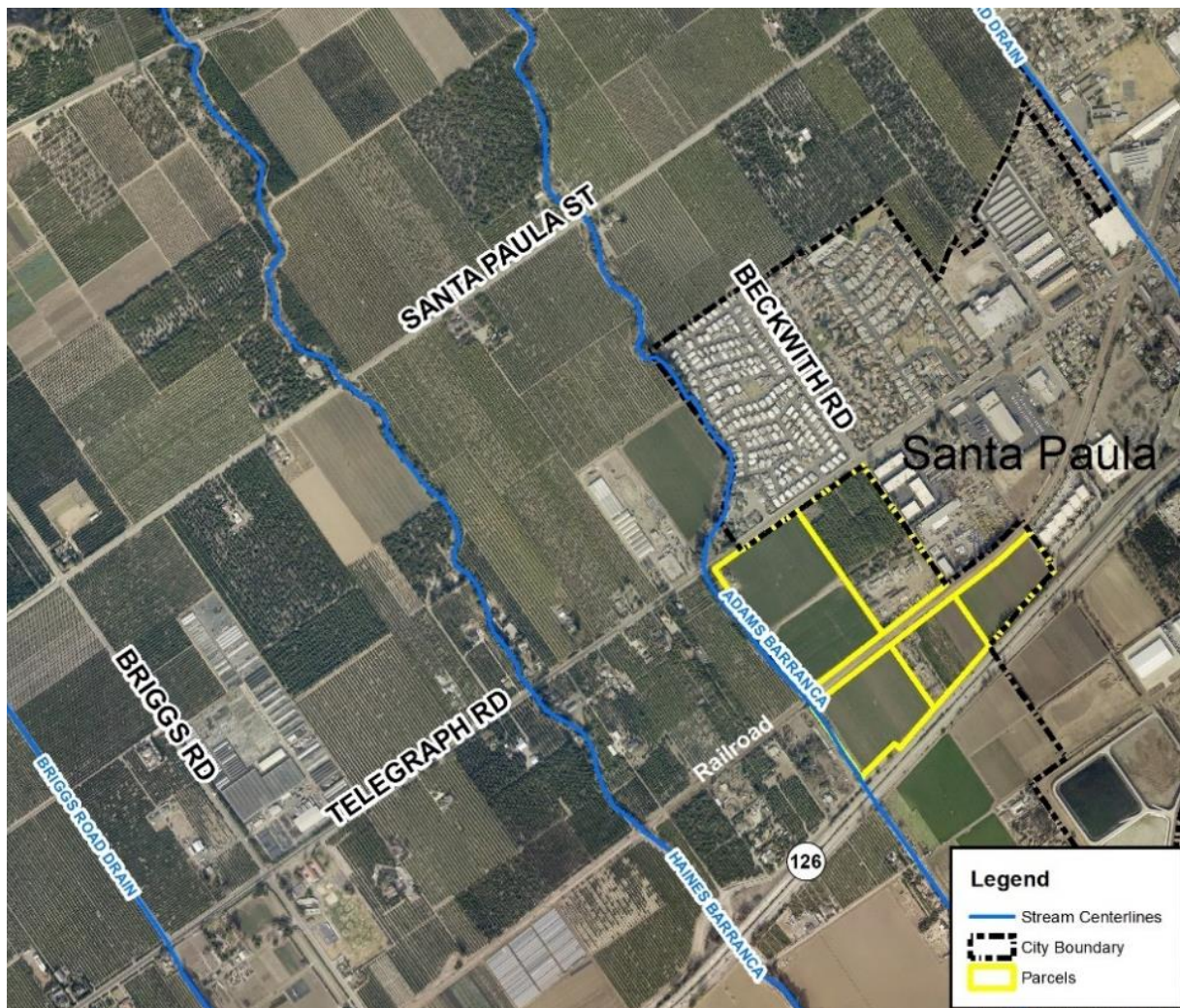


Figure 1: Project Area and Immediate Vicinity



Figure 2: Looking North at Project Site from FWY 126

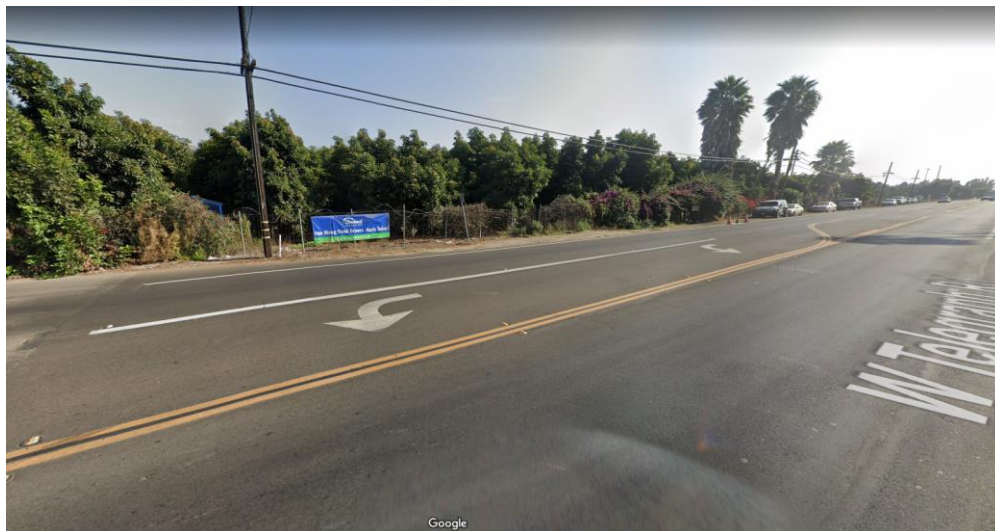


Figure 3: Looking Southwest at Project Site from the Intersection of Beckwith and Telegraph Rd



Figure 4: Google 3D Aerial View of Project Site

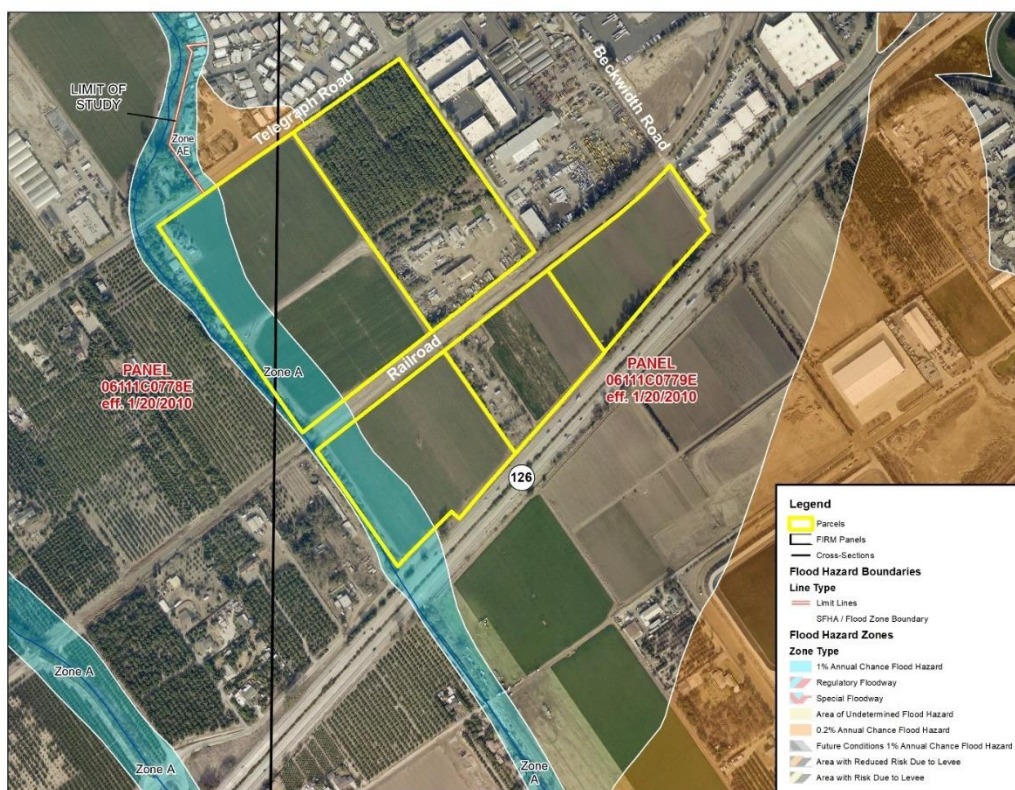


Figure 5: Effective FIRM Map Panel 778E and 779E

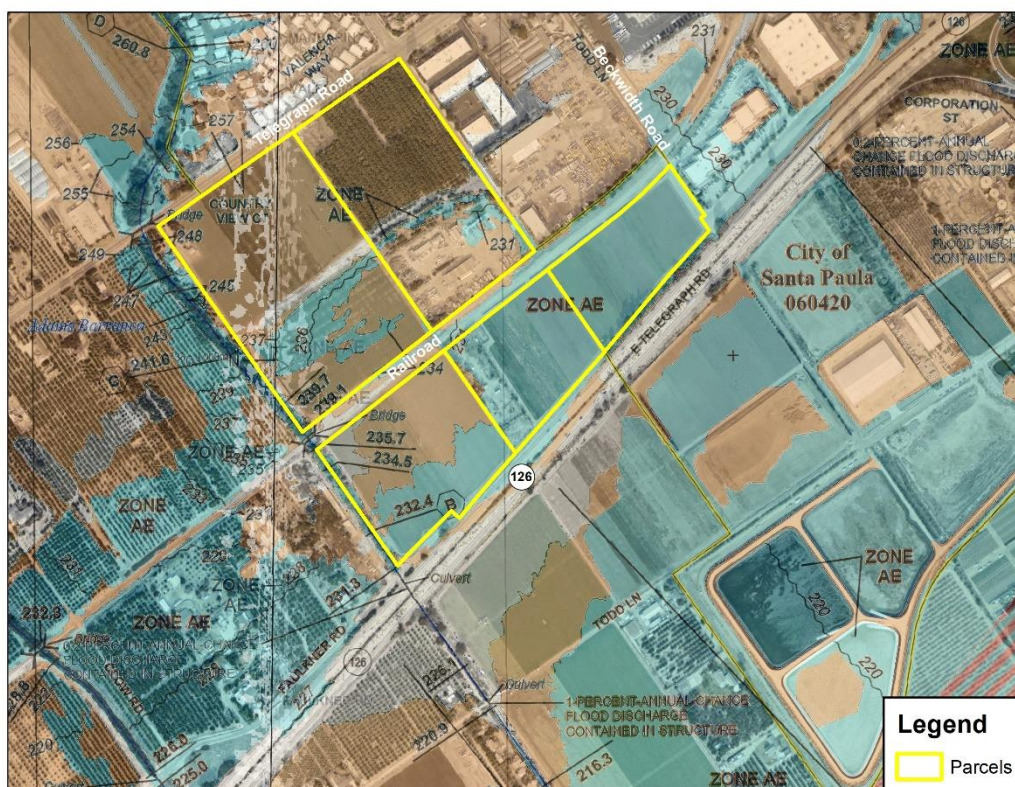


Figure 6: Preliminary FIRM Map Panel 778E and 779E

VCWPD has provided comments about flooding of the site during a 1% Annual Chance (100-year) flood, and defined requirements for flood protection as part of the EIR process (RMA 14-019-1). These concerns and requirements can briefly be summarized below:

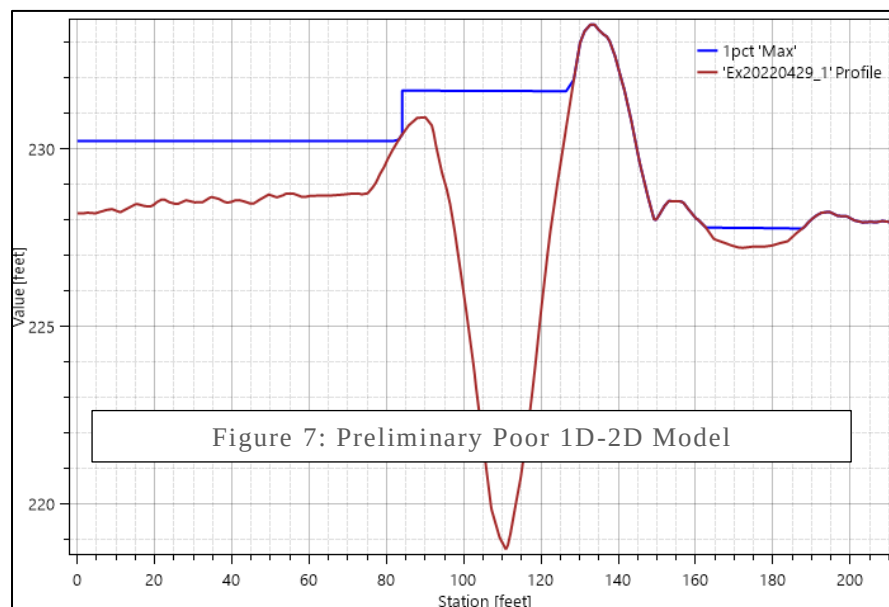
1. Proposed project site and structures are safe from flooding;
2. Proposed project should not adversely affect flooding conditions on adjacent properties or along FWY 126;
3. Removal and loss of the current natural floodplain storage on the project site should be replaced.

The previous conceptual design for the project consisted of an interceptor channel along Telegraph Road to the north of the project parcels, and another interceptor channel parallel to Adams Barranca from Telegraph Road to Freeway 126, with a discharge point back into Adams Barranca upstream of the freeway. The County and VCWPD commented that this design would tend to worsen flooding along Adams Barranca, on the project site, and on adjacent parcels. Please see correspondence included in the *Project Correspondence* folder in Appendix A.

2.2 July 31, 2020 Preliminary FIRM and Corresponding HEC-RAS 1D-2D Model

2.2.1 Evaluation of Preliminary Model

FEMA is in the process of revising numerous flood hazard studies within Ventura County including Adams Barranca, Briggs Road Drain, Fagan Canyon, Haines Barranca, and Peck Road Drain. Modeling supporting the preliminary map revision used HEC-RAS Version 5.0.7 consisting of a 1D-2D hybrid model. This model was used to evaluate previous design concepts by others. However, as a part of KC's re-evaluation of existing conditions and previous designs, it was determined that the model had numerous technical issues including poor connections between the 1D and 2D portions of the model which result in unnatural differences in water surface elevations (See Figure 7).



2.2.2 Comingling Flow Analysis

The preliminary FEMA 1% Annual Chance Flood model includes five streams in 1D and the overbank areas between them as 2D. The entire run took approximately 5 hours to run on their machines. KC reviewed the model to determine how much impact the adjacent streams (Haines Barranca and Peck Road Drain) had on Adams Barranca. When flow on all other streams were removed from the model, floodplain elevations and flow values along Adams Barranca (including at the project site) were statistically the same as those calculated by the complete model (flow included on all streams). This indicated that remodeling Adams Barranca as a separate, single flooding source would be appropriate which then reduces run times and allows the analysis to use more discrete (smaller) cell sizes to emulate features within the watershed. This model is referred to as the Revised Existing Conditions Model.

3 Revised Existing Condition Model

When KC became involved with the design, a newer, FEMA accepted version of HEC-RAS (Version 6.0) became available which allowed direct modeling of bridge structures, eliminating the need for a hybrid 1D-2D model connection which reduces the change for calculation errors. The initial conceptual model runs (existing and proposed) were provided in August 2021 as part of a generalized submittal to VCWPD to get their concurrence on the design approach (October 2021).

Subsequently, HEC-RAS Version 6.2 has been made released by the US Army Corps of Engineers (USACE), approved for use by FEMA, and used for this analysis and submittal.

3.1 Hydrology

1% Annual Chance Flood flows on Adams Barranca are based on those used in FEMA's preliminary model which corresponds to the value shown in the VCWPD *Report Addendum Final: Hydrologic Modeling of the Santa Clara River with U.S. EPA Hydrologic Simulation Program – FORTRAN (HSPF) (December, 2009)* at Node 842 immediately downstream of Foothill Road.

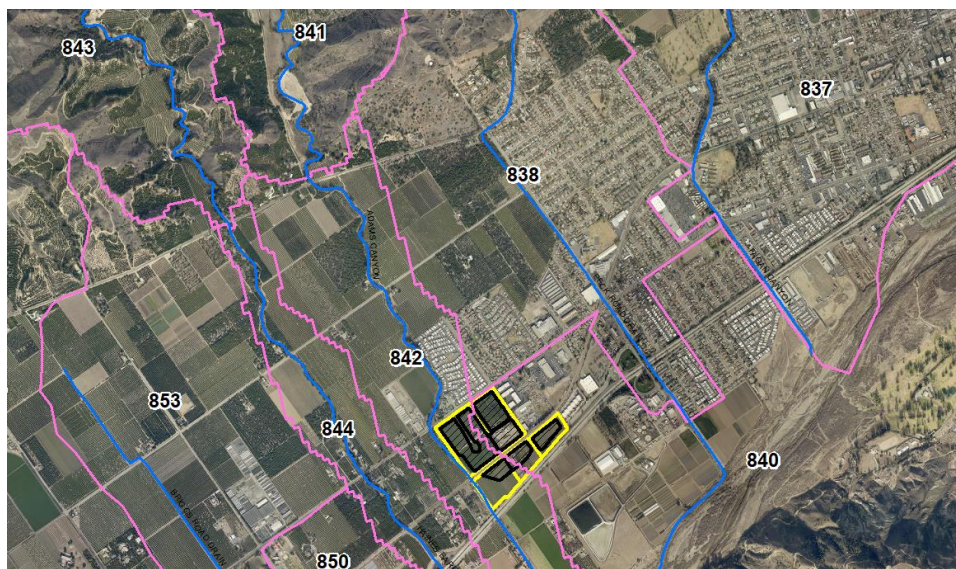


Figure 8: SCR HSPF Watersheds in Vicinity of the Project

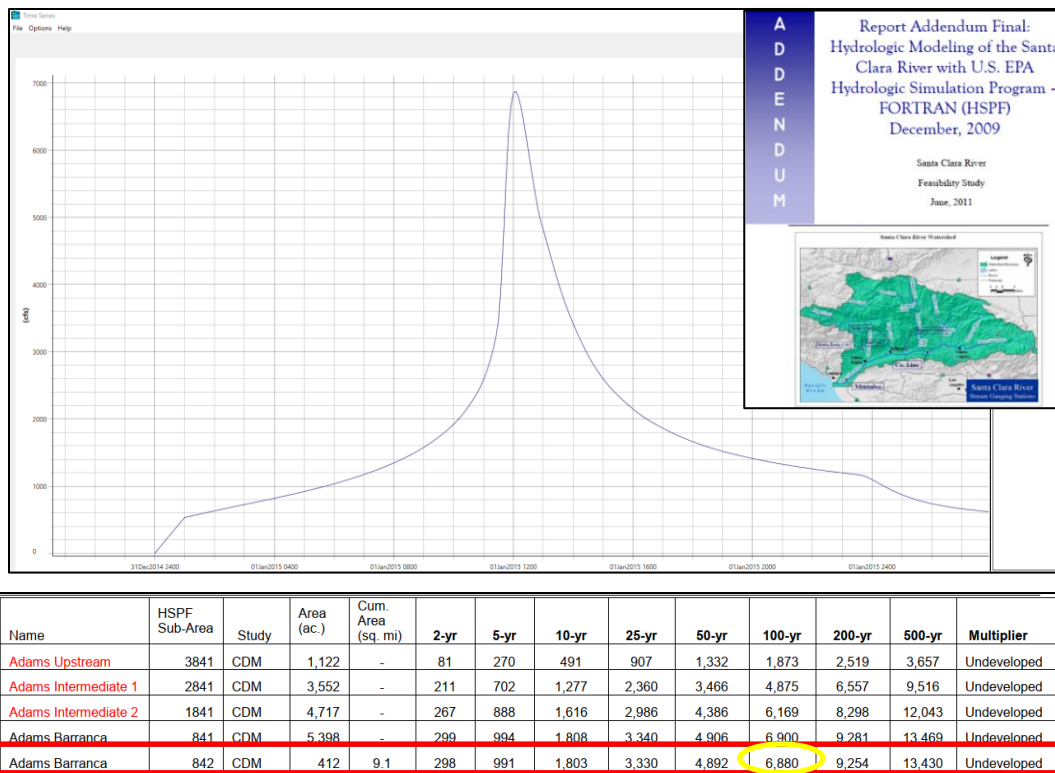


Figure 9: Adams Barranca Flood Insurance Hydrology

3.2 Hydraulics

3.2.1 2D Mesh/ Boundary Conditions

Multiple model iterations were generated to determine the general extent of flooding along Adams Barranca. The final 2D mesh was created to cover this area using a 50' x 50' cell resolution. Breaklines were added along the stream and street centerlines. Cells adjacent to these are non-rectangular and generally range in width from 12-25-feet.

The upstream hydrograph was directly added to the main channel immediately downstream of Foothill Boulevard. Downstream boundary conditions, at the edges of the mesh, were all set to normal depth using an estimated slope of 1%. These locations are far enough from the main channel that they do not have an effect on the hydraulics in the vicinity of the project. Additionally, a direct tie-in

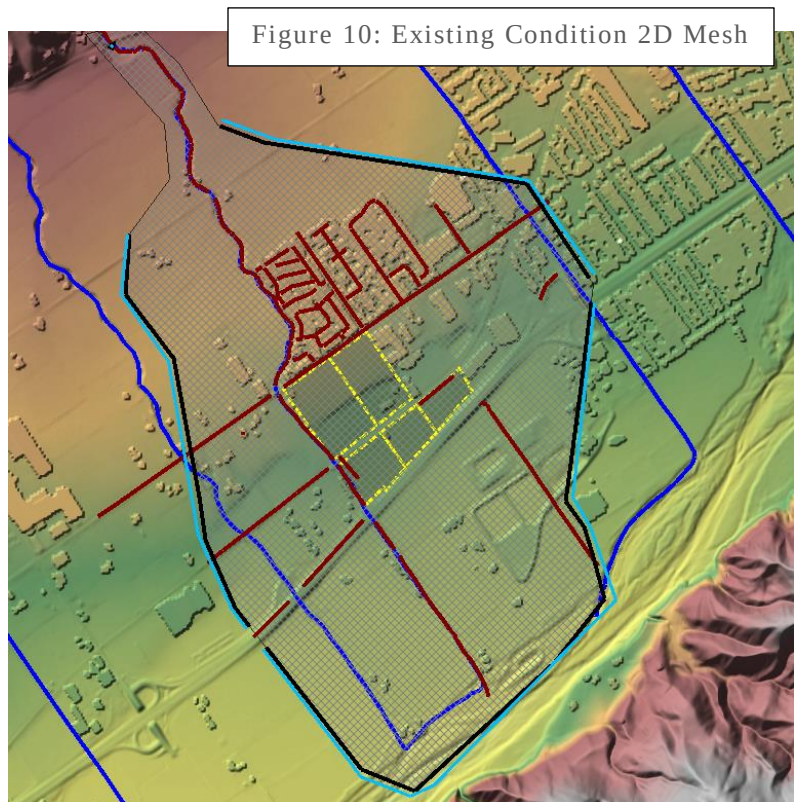


Figure 10: Existing Condition 2D Mesh

to Santa Clara River flood elevations was not necessary due to the significant difference in watershed size and peak flow time difference.

3.2.2 Manning's "n" Roughness Values

VCWPD GIS parcel layer was initially overlaid onto the County 2016 aerial photography and then split to reflect changes in landcover. Each polygon was assigned a landcover type and corresponding roughness value

Table 1: Existing Landcover Manning's "n" Roughness Values

Landcover	Mannings "n"
Buildings	1
Farmstead – not including Buildings	0.05
Field Crops	0.045
High Density Residential – not including Buildings	0.05
Improved Channel	0.035
Industrial/Commercial – not including buildings	0.035
Open Area	0.035
Orchard	0.07
Pking (Parking)	0.025
Railroad	0.025
School	0.045
SCR (Santa Clara River)	0.04
Stream 2 (main channel - fair)	0.045
Stream 3 (main channel - significant vegetation)	0.06
Street	0.025
Trees	0.08

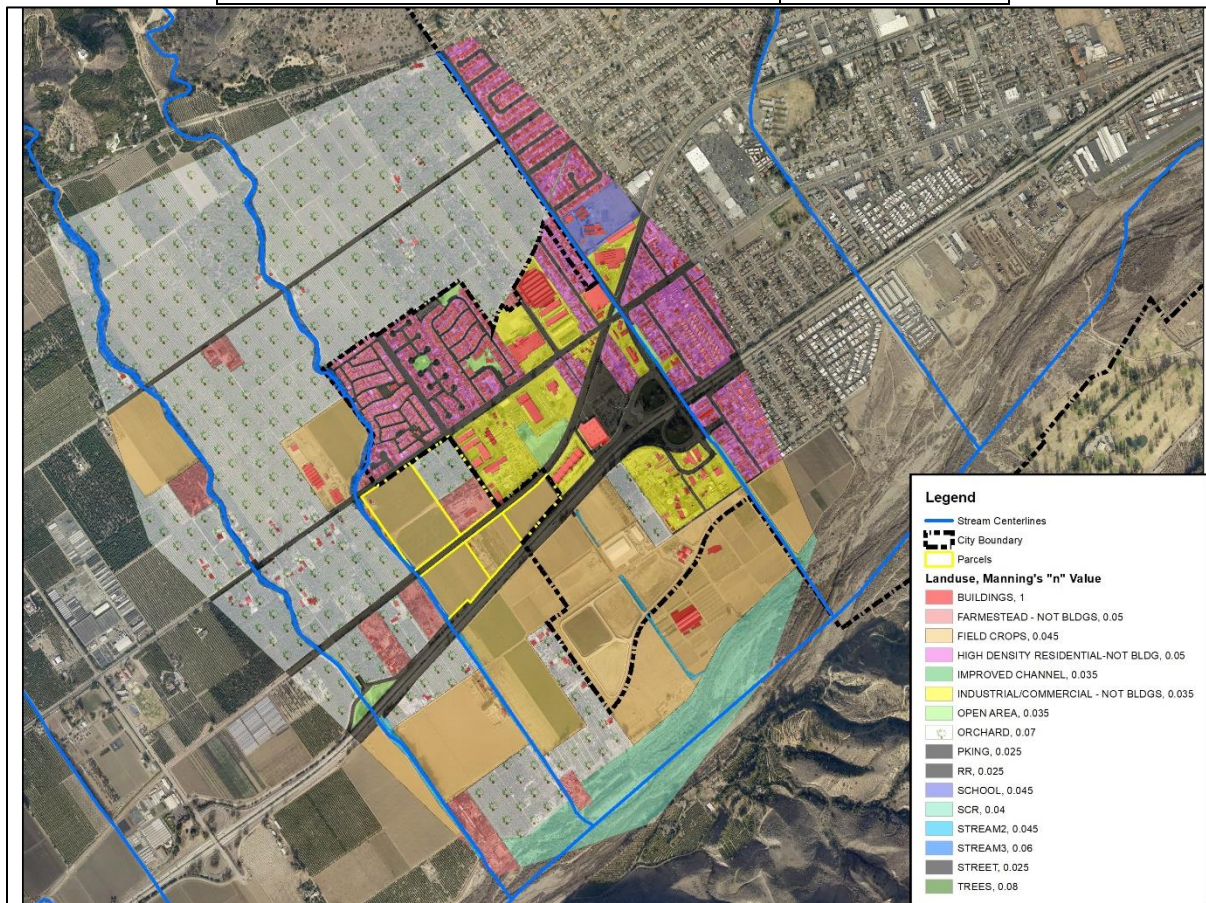


Figure 11: Existing Landuse and Manning's "n" Roughness

3.2.3 Terrain/Topography

The model incorporates more detailed/recent topographic information (*2018 USGS Lidar: Southern CA Wildfire* - <https://www.fisheries.noaa.gov/inport/item/58709>) downloaded from the NOAA Open Coast Data Access Viewer (<https://coast.noaa.gov/dataviewer/#/>).

Structures from the California Microsoft Building Footprints Layer were used to artificially raise the terrain 10-feet to represent the obstruction of shallow flow in the hydraulic model.

3.2.4 Vertical Datum/Coordinate System

All data provided/used for this analysis use the following:

Vertical Datum - North American Vertical Datum of 1988 (NAVD 88)

Coordinate System - California State Plane Zone V (feet)

4 Updated Flood Protection Concept/Proposed Condition

4.1 Functional Description

The proposed flood protection concept builds upon the previous concept as described in Section 2.1 by using an interceptor channel to capture overflows from Telegraph Road and Adams Barranca's east bank during a 100-year storm event.

However, instead of discharging the flows back into Adams Barranca above the freeway, these overflows will enter a large onsite storage basin located where the 100-year flood is expected to flow over the freeway under the existing condition. This basin will act as an "inlet bay" where most of the onsite flood waters will be collected via the north and the west interceptor channels; it will provide a spillage area where flood flows will overtop the freeway similar to the existing condition; and it will be utilized to also serve as an onsite detention and stormwater quality treatment basin mitigation resulting in making more of the project site available for development.

The flows entering Beckwith Road from Telegraph Road to the railroad tracks will also be intercepted and collected at the Telegraph Road intersection via a series of catch basin inlets and storm drains, so as to minimize the flows discharging south on Beckwith Road and overtopping the railroad tracks.

Along the east end of the project site to the Beckwith Road extension, an earthen interceptor channel, between the proposed building pad and existing railroad, will collect flows overflowing the tracks and will convey them to the Todd Lane Undercrossing.

The large onsite flood storage basin will have a low level 36" RCP outlet pipe with a flap gate which will drain to Adams Barranca upstream of or into the double RCB Caltrans culvert below the freeway (see Figure 12).



Figure 12: Main Flood Protection Concept Components

4.1.1 February 2022 Grading Plan

Robert William Company LLC generated a preliminary grading plan based on the August 2021 conceptual design. It was further refined by KC in June 2022 to:

1. Increase the capacity of the proposed main interceptor channel to a 24' x 12' RCC.
2. Reduce the overflow elevation to provide better exchange of flow between Adams Barranca, Beckwith Road, and the "inlet bay" storage basin.
3. Raise the building pad elevation out of the modeled 100-year floodplain

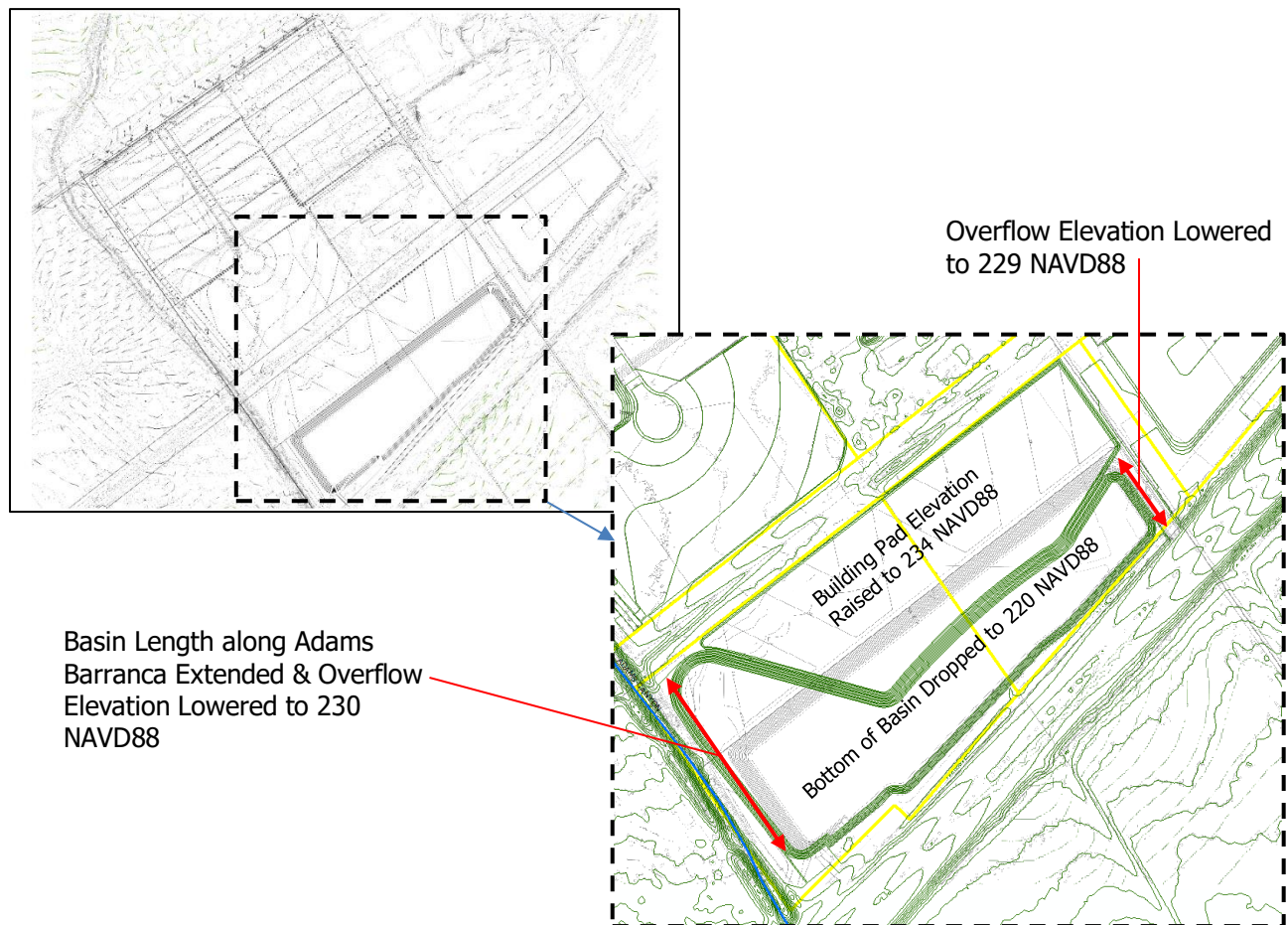


Figure 13: February 2022 Grading Plan and June Modification

4.1.2 Terrain/Topography

The modified grading plan replaced the existing condition terrain (section 3.2.3) where the two overlap.

4.1.3 2D Mesh/ Boundary Conditions

The existing condition model mesh was modified within the project site to discretize elements representing the proposed features (interceptor channels, "inlet bay" storage basin, ...). See Figure 14. The remaining area outside of the project area was not adjusted.

Downstream boundary conditions were not changed from the existing condition model.

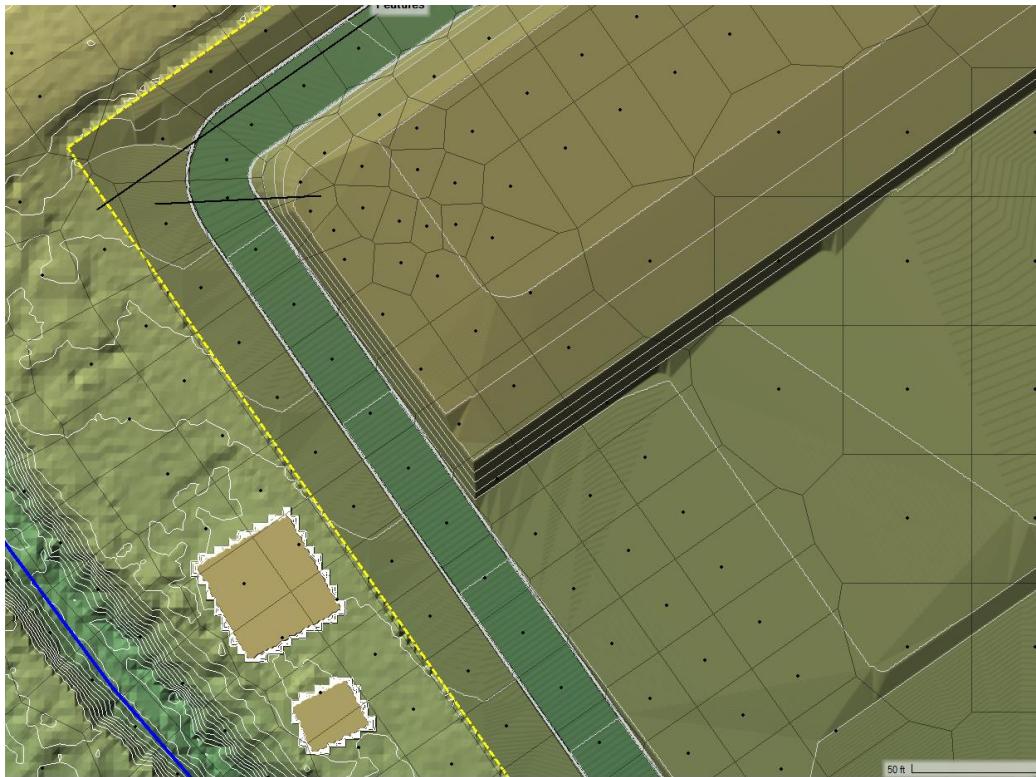


Figure 14: Example of Changes to 2D Mesh for Proposed Condition

4.1.4 Manning's "n" Roughness Values

Project site roughness values were adjusted to reflect the planned usage.

Table 2: Proposed Landcover Manning's "n" Roughness Values

Landcover	Mannings "n"
Buildings	1
Farmstead – not including Buildings	0.05
Field Crops	0.045
High Density Residential – not including Buildings	0.05
Improved Channel	0.035
Industrial or Commercial – not including buildings	0.035
"Inlet Bay" Storage Basin	0.035
Open Area	0.035
Orchard	0.07
Pking (Parking)	0.025
Proposed Industrial – with Buildings	0.06
Railroad	0.025
Reinforced Concrete Channel (RCC)	0.015
School	0.045
SCR (Santa Clara River)	0.04
Stream 2 (main channel - fair)	0.045
Stream 3 (main channel - significant vegetation)	0.06
Street	0.025
Trees	0.08
Unimproved Channel	0.035

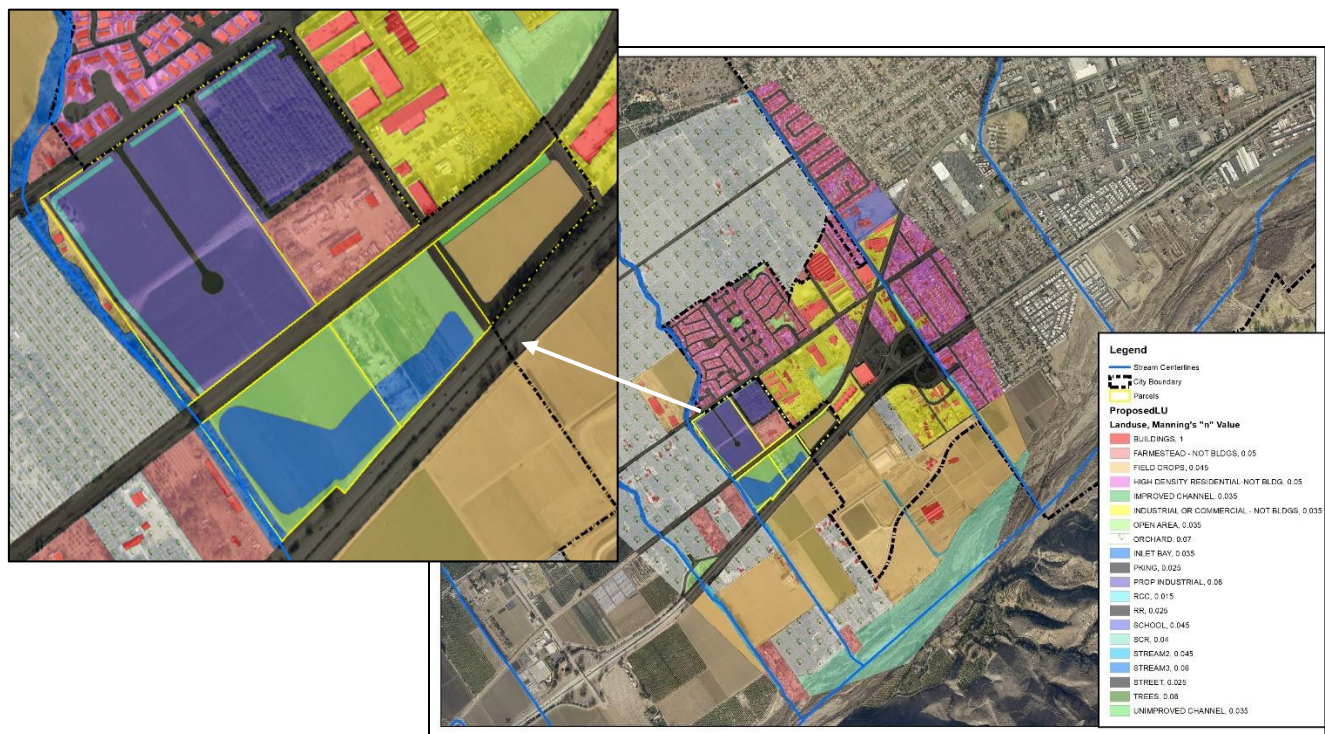


Figure 15: Proposed Landuse and Manning's "n" Roughness

4.1.5 Vertical Datum/Coordinate System

All data provided/used for this analysis use the following:

Vertical Datum - North American Vertical Datum of 1988 (NAVD 88)

Coordinate System - California State Plane Zone V (feet)

5 Conclusions

The County's EIR comments requested that the City explore providing onsite compensatory flood storage as part of the project. Based on our understanding of the County's comments, we present the following quantifiable criteria to comply with the County/VCWPD requirements:

1. Criteria #1: Demonstrate that the post-project flow overtopping the freeway at the current point of discharge is equal to or less than the pre-project condition overflow (Section 5.1);
2. Criteria #2: Demonstrate that the post-project flow in the Todd Lane Undercrossing is equal to or less than the pre-project condition (Section 5.1);
3. Criteria #3: Provide compensatory onsite flood storage basin area to compensate for the loss of the pre-project floodplain storage volume over the project site (Section 5.2);
4. Criteria #4: Ensure that the post-project flood condition in Adams Barranca and the adjacent properties will be equal to or less than the pre-project condition (Section 5.3)

5.1 Comparison of Existing and Proposed Condition Flow Results

Peak flows were compared at eight (8) different critical locations as show in Figures 15-16 and Table 3. Complete hydrograph plots are in Appendix B.

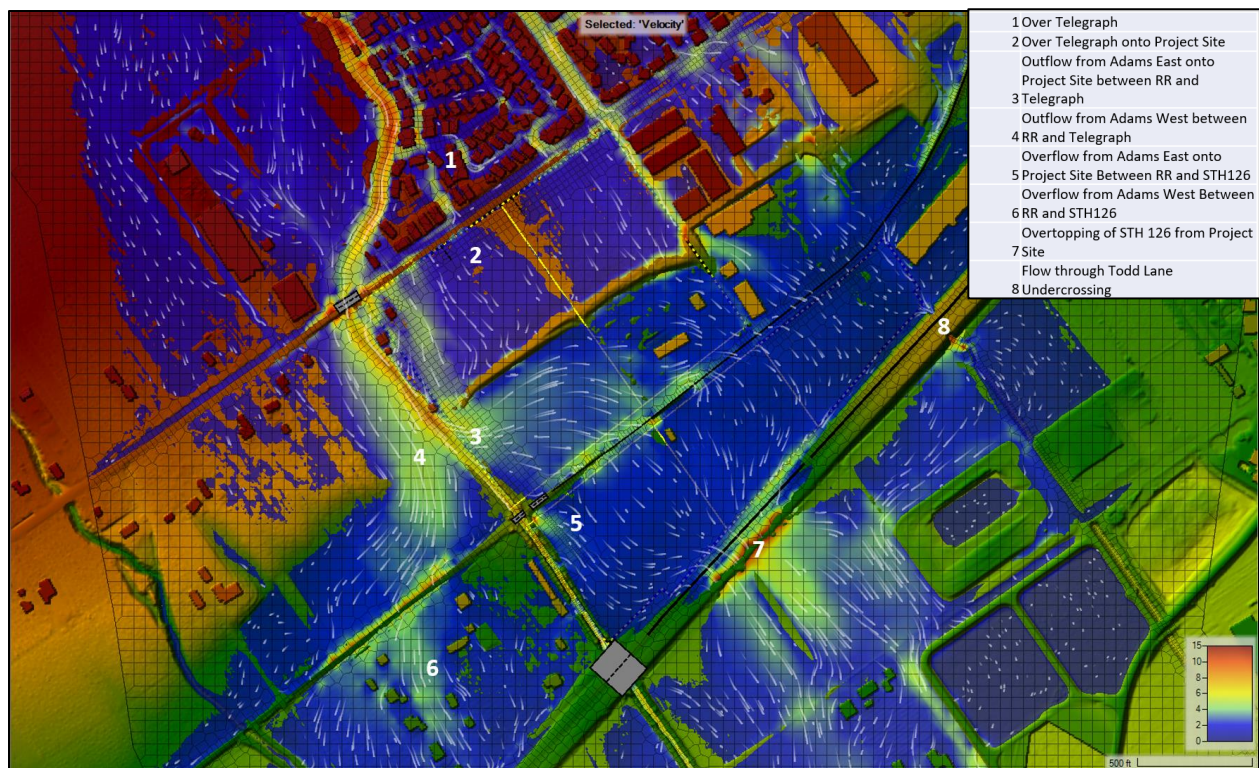


Figure 15: Existing Condition Velocities with Critical Flow Comparison Locations

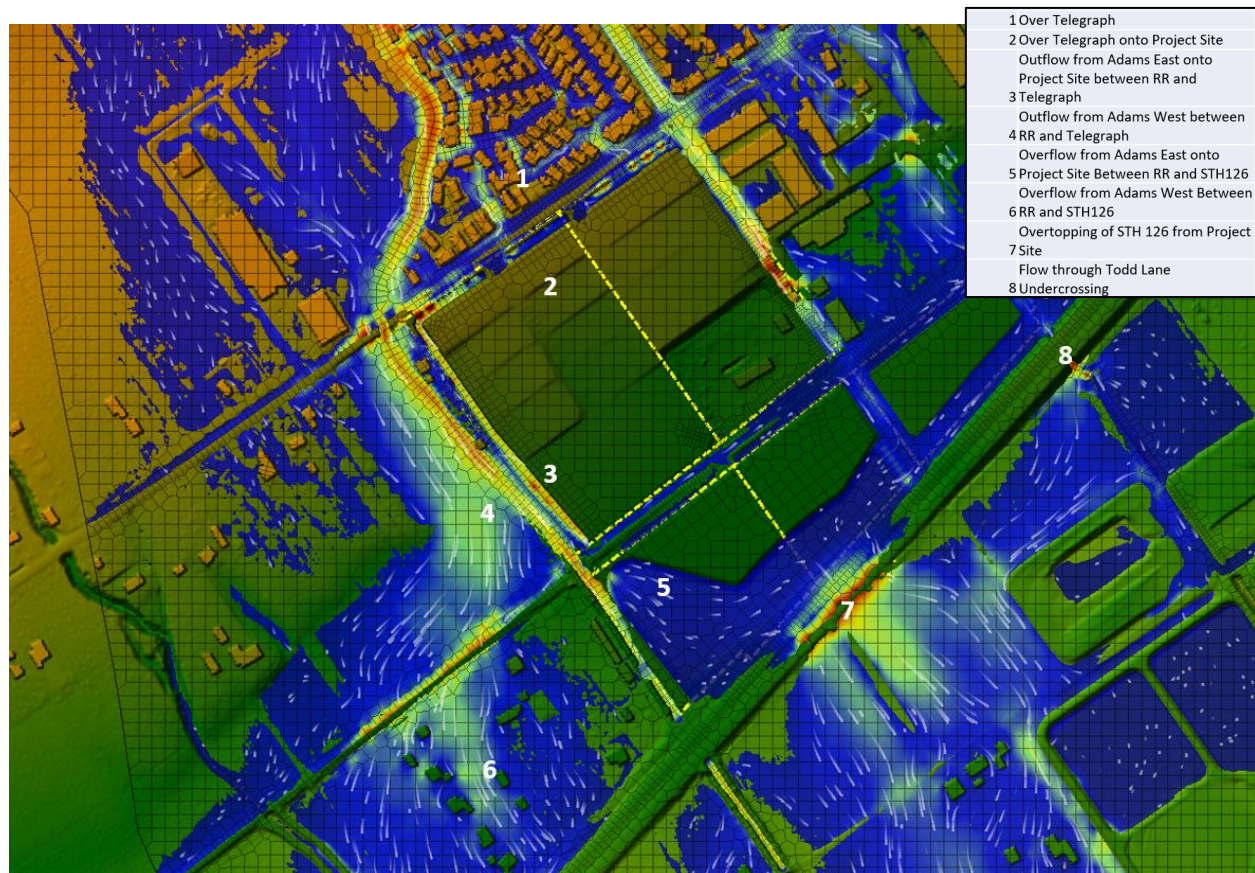


Figure 16: Existing Condition Velocities with Critical Comparison Locations

Table 3: Comparison of Flows at Critical Locations

ID	Location	Existing Q100 (cfs)	Proposed Q100 (cfs)	Difference (cfs)	% Difference ¹
1	Over Telegraph	1928	1933	+5	+0.3
2	Over Telegraph onto Project Site ²	1997	1842	-155	-7.8
3	Outflow from Adams East onto Project Site between RR and Telegraph	968	282	-686	-70.9
4	Outflow from Adams West between RR and Telegraph	2261	2216	-45	-2.0
5	Overflow from Adams East onto Project Site Between RR and FWY126	718	986	+268	+37.3
6	Overflow from Adams West Between RR and FWY126	1276	1285	+9	+0.7
7	Overtopping of FWY 126 from Project Site	2609	2606	-3	-0.1
8	Flow through Todd Lane Undercrossing	744	656	-88	-11.8

¹Negative (-) is a decrease in flow, Positive (+) is an increase in flow

²Includes flow onto site or proposed RCC and down Beckwith

³Key sites are listed in **Bold**

Evaluation of the results shown Table 3 show that the proposed condition meets the outlined criteria:

1. **Criteria #1:** Demonstrate that the post-project flow overtopping the freeway at the current point of discharge is equal to or less than the pre-project condition overflow

Location 7 shows that the existing and proposed flows are statistically the same.

2. **Criteria #2:** Demonstrate that the post-project flow in the Todd Lane Undercrossing is equal to or less than the pre-project condition (Section 5.1);

Location 8 shows that flows through the Todd Lane Undercrossing decrease.

5.2 Compensatory Onsite Flood Storage

The proposed flood mitigation plan for the project will consist of a 7.4-acre, 8-foot-deep onsite flood storage basin. This basin will act as an "inlet bay" where most of the onsite flood waters will be collected via the north and the west interceptor channels; it will provide a spillage area where flood flows will overtop the freeway similar to the existing condition; and it will potentially be utilized to provide onsite detention basin and stormwater quality mitigation measures making more of the project site buildable.

Additionally, the imported soil volume for the project will be reduced by excavating the area for the proposed basin and utilizing the dirt for the overall project.

The multi-purpose onsite flood storage basin proposed in the southwest corner of the project site will be placed where flood flows currently overtop the freeway. This is important because in order to ensure the post-project proposed condition overflows over the freeway do not exceed the existing condition flows and depths, the spillage (weir) area and elevations along the freeway will have to remain intact.

Soils and geotechnical studies will be completed at the time design plans are prepared to address soil slope and stability along the freeway under the proposed condition; and determine appropriate erosion or settlement protection measures. Two such measures could include constructing a spillway weir wall structure at the existing elevation profile parallel to the Caltrans ROW line. Additionally, a concrete liner on the slope along the weir wall could be utilized, if warranted by these geotechnical and structural engineering studies.

The flood storage basin will require an access road around it for maintenance, in addition to an access ramp to the bottom of the basin. A 36" RCP outlet pipe and flap gate will be included to drain the basin as well. The outlet pipe discharge to Adams Barranca immediately upstream of the FWY126 freeway culverts.

ESRI ArcMap software "Cut Fill" function was used to the volume between the modeled water surface elevations and underlying terrain for both the existing and post-project conditions. Results are shown below. The post-project concept consolidates the floodplain within the storage basin/interceptor channels and provides significantly more flood storage (82.2 ac-ft) within the site than under existing conditions (53.7 ac-ft). That is equivalent to a 153% post-project over pre-project condition floodplain volume ratio. Dry areas shown within the post-project image below (lower right) will be mostly available for development. See Figure 5 and Table 4 below.

Table 4: Existing vs. Proposed Storage Comparison

	ft ³	acre-ft
Proposed	3581100	82.2
Existing	2340379	53.7



Figure 17: Existing versus Post-Project On-Site Floodplain Storage

Evaluation of the results shown Table 4 and Figure 17 show that the proposed condition meets the outlined criteria:

3. **Criteria #3:** Provide compensatory onsite flood storage basin area to compensate for the loss of the pre-project floodplain storage volume over the project site

The proposed interceptor channels and storage basin provides an additional 28.5 acre-ft (53% more) of floodplain storage when compared to the existing condition.

5.3 Effect on Water Surface Elevation on Adjacent Properties

The calculated water surface elevation for the existing condition from the proposed condition HEC-RAS results.



Figure 18: Existing versus Post-Project On-Site Floodplain Storage

Evaluation of the results shown Figure 18 show that the proposed condition generally meets the outlined criteria:

4. **Criteria #4:** Ensure that the post-project flood condition in Adams Barranca and the adjacent properties will be equal to or less than the pre-project condition

Increases to the 100-year water surface elevation offsite are generally limited to a maximum of 0.3' (3.6").

6 Summary of HEC-RAS Modeling Files Found in Appendix A

Below is a summary of the HEC-RAS modeling files generated by Kasraie Consulting for the Flood Protection Conceptual Design

Model Name: **20220519AdamsBarranca_2D**

Model Project File: **20220519AdamsBarran.prj**

Plan: **20220519ExistingCondition**

Existing Condition

KC 06/23/2022

Plan: **20220624ProposedCondition**

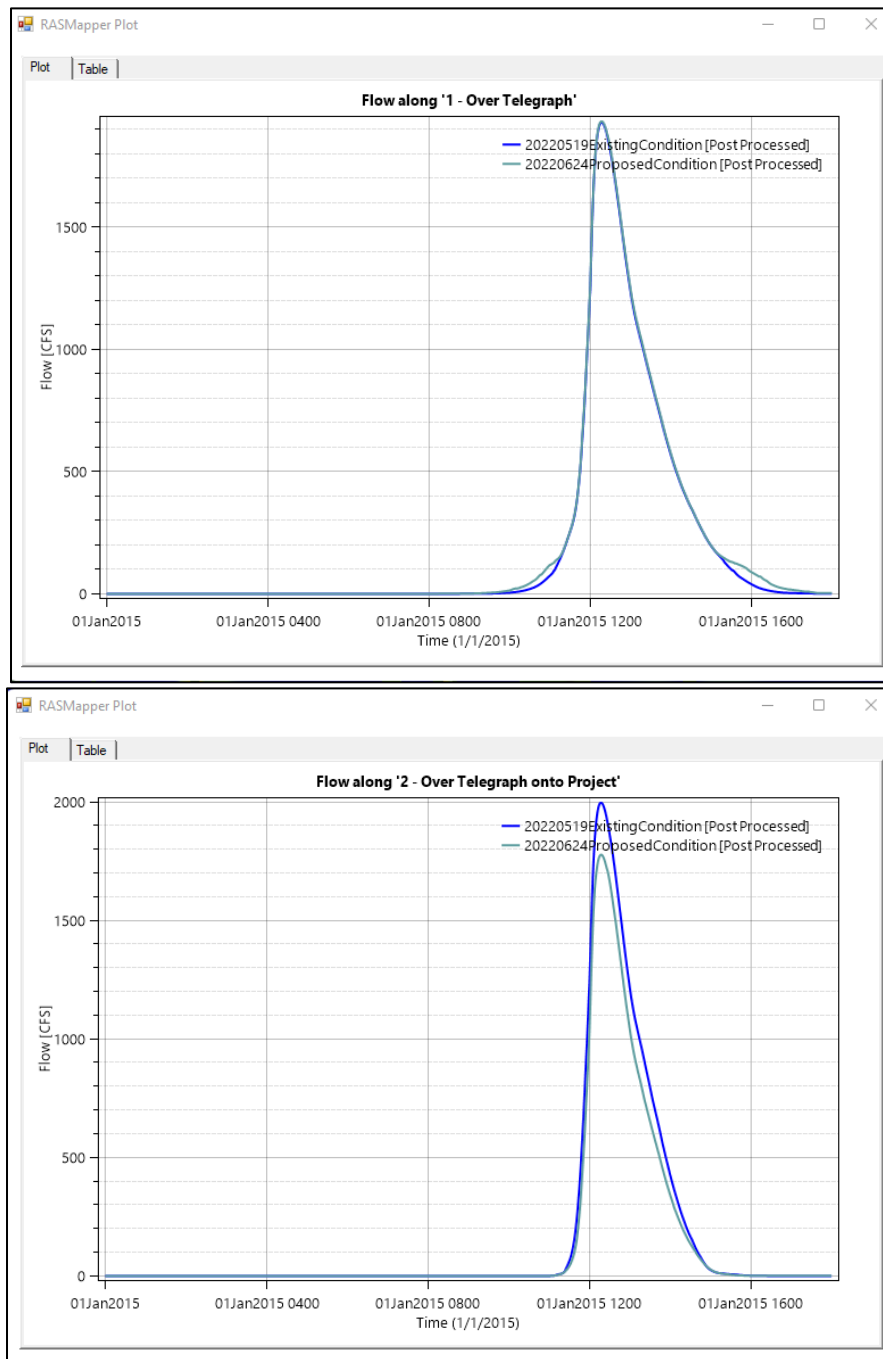
Proposed Condition

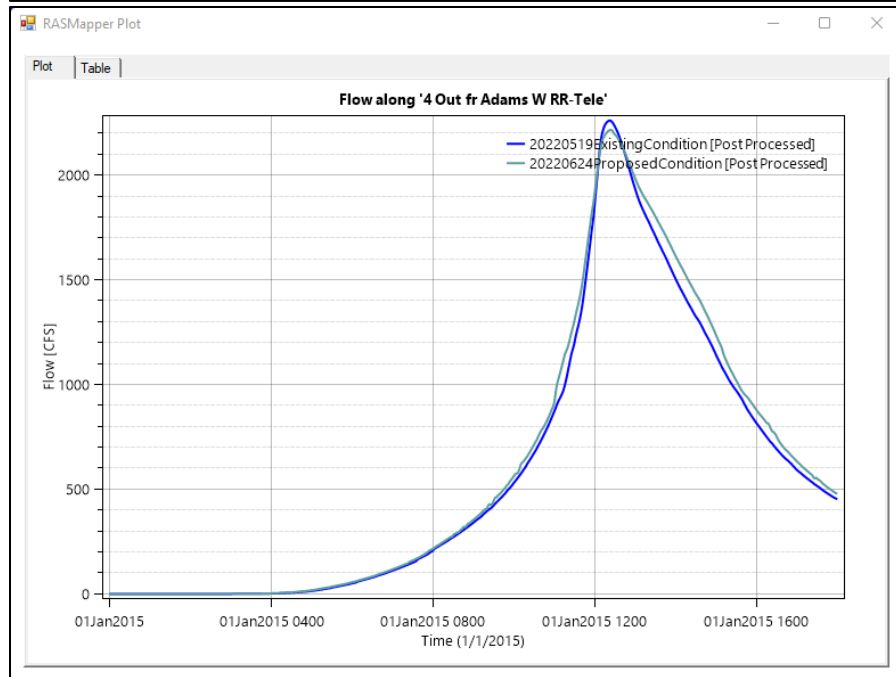
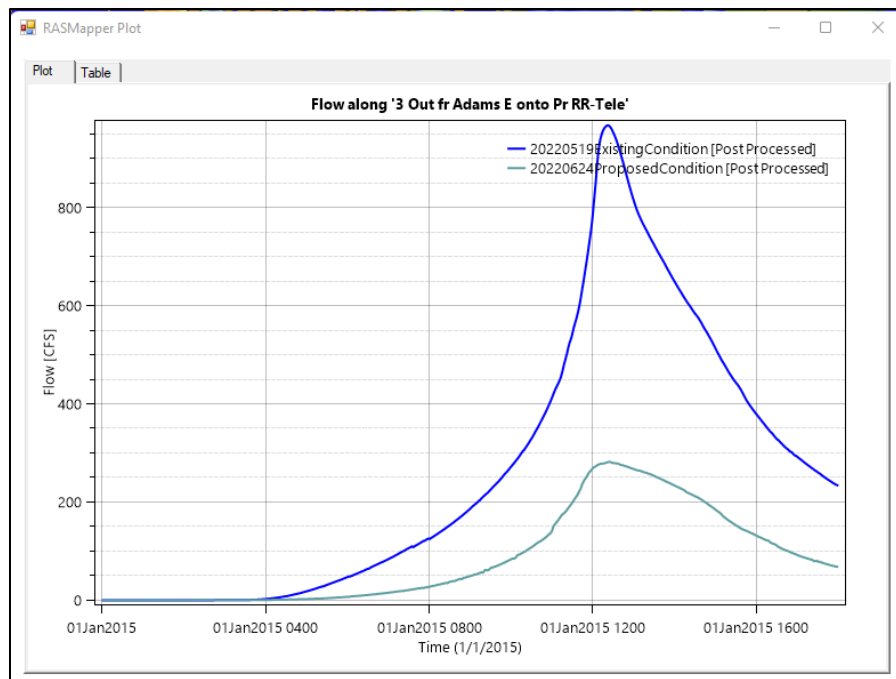
KC 06/23/2022

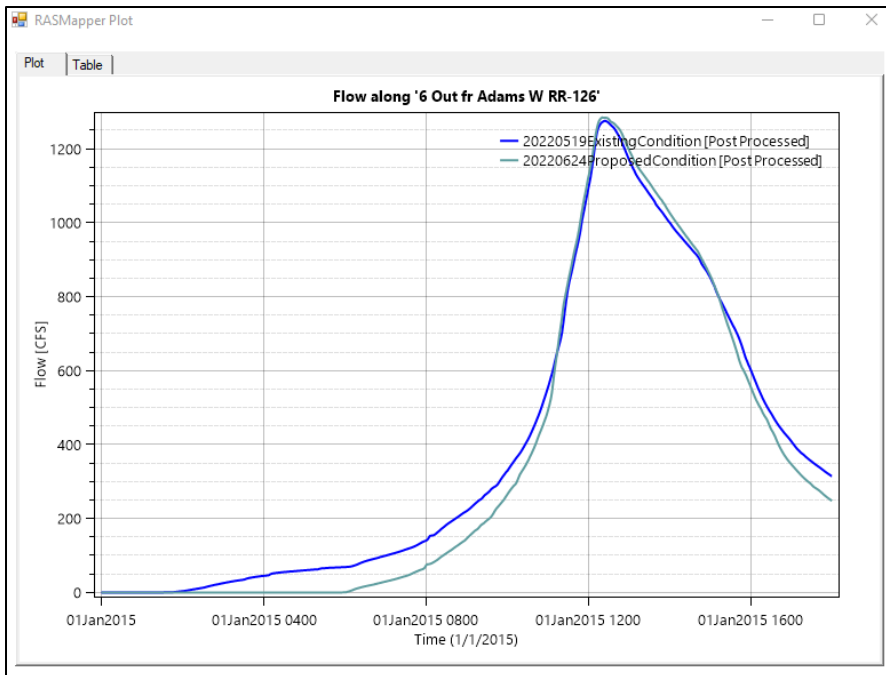
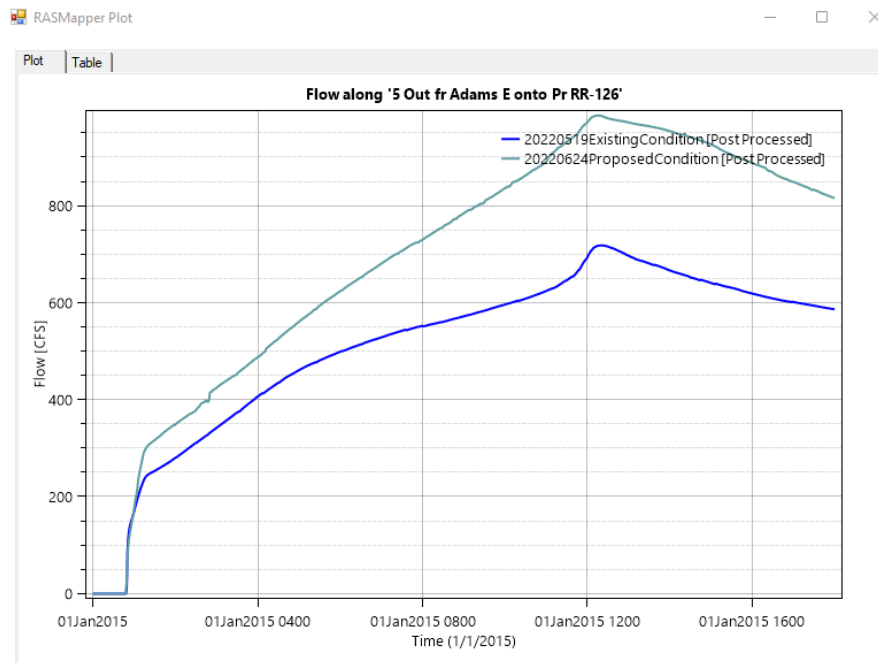
Appendix A – Project Correspondence

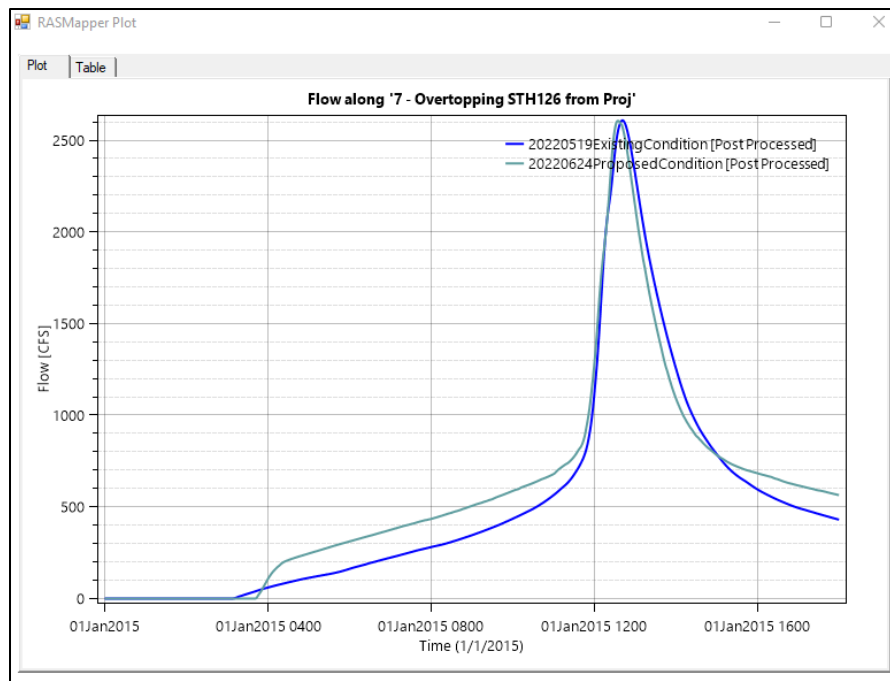
<https://www.dropbox.com/sh/ajrpghtiogboxjk/AADEZIYFHNby4vYmBeqn5xqga?dl=0>

Appendix B – Proposed vs. Existing Condition Hydrographs









**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Julie Latshaw, City Clerk

Subject: APPOINTMENT TO PARKS & RECREATION COMMISSION YOUTH MEMBER

Date: January 10, 2024

Agenda Item: 10.A

RECOMMENDATION:

Staff Recommends that the City Council:

1. Appoint applicant as Parks & Recreation Commission Youth Member.

Presented by: Julie Latshaw, City Clerk

BACKGROUND:

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

In September 2023, Council appointed one new youth member. Since that time, the city has continued to advertise for one more youth member between the ages of 14 and 17 at the time of appointment that would serve for a term of one-year, or until a successor has been duly qualified and appointed.

- **Recreation Commission Youth Vacancy** to fill one vacancy for a term of one-year, or until a successor has been duly qualified and appointed, serving (1/10/2024-1/10/2025). Applicant: Kassidy Straetz was interviewed by Council at a Special Meeting on 1/10/2024. If applicant is appointed, this commission will be filled.

ANALYSIS:

None.

STRATEGIC PLAN:

This item is not a goal or objective in City Council's two-year Strategic Plan, however, appointments to the Commissions, Committees and Boards described in this report assist in the furtherance of the Mission, Vision, and overarching categories and goals found within City Council's two-year Strategic Plan.

FISCAL IMPACTS:

There are no associated fiscal impacts from this item.

OPTIONS:

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

1. Decline to appoint applicant; and
2. Direct staff to continue advertising for additional applicants.

ATTACHMENTS:

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: James Mason, Community & Economic Development Director

Subject: DOWNTOWN FACADE IMPROVEMENT PILOT PROGRAM

Date: January 10, 2024

Agenda Item: 10.B

RECOMMENDATION:

Approve Resolution No.7496 authorizing the City Manager to expend \$50,000 from the city's allocation of American Rescue Plan Act (ARPA) funds to provide matching grants to owners of commercial property and/or businesses located within the Downtown Property Business Improvement District to perform façade improvements or other qualified improvements.

BACKGROUND:

The heart of Santa Paula rests within the historic downtown business district. It is the aesthetic, cultural and economic lifeblood of the community and it is responsible for the City's identity and enhances our quality of life. The City has made various investments in the downtown core, most notably when the Redevelopment Agency was alive and well. Recent investments include an inventory of public parking opportunities, renewed economic development support and outreach, including the Tables on Main effort, the formation of the Downtown Property Business Improvement District (PBID), and zone changes allowing housing in the commercial corridor. The purpose of the Commercial Façade Improvement Program ("Program") is to add another economic development tool to the toolbox by providing financial assistance in the form of a matching grant to owners of commercial property and/or businesses located within the City of Santa Paula Downtown Overlay District to fund improvements to their building façades.

The goal of the Program is to facilitate commercial revitalization; stimulate private investment, preserve and beautify the commercial corridors, increase shopping activity, and create a pleasant atmosphere. By stimulating private investment and customer patronage, the Program adds value to the City's economy and enhances the community experience.

The Program will be funded with \$50,000 from the City's ARPA stimulus funds, as previously set-aside by Council, and with \$50,000 from the Downtown Property Business Improvement District (PBID), as authorized by the PBID Board.

In 2019, 70% of downtown property owners voted to support the formation of a new Santa Paula Downtown Property Business Improvement District (PBID). Through the collection of a property-based assessment, the PBID began financing activities and amenities that improved Santa Paula's downtown corridor. In June 2022, the PBID voted to set aside \$50,000 of their funds to partner with the City towards the implementation of a Façade Improvement Program

as a "pilot program" for the PBID area only (as depicted in the area map, Attachment C).

The intended use of these funds is to meet community development needs, to financially assist businesses in the removal of blight, and to incentivize capital investment in the Downtown Property Business Improvement District .

Funding assistance shall be available to eligible commercial property and/or business owners who meet the requirements of the program. The maximum matching grant amount that will be awarded per applicant is \$10,000. The applicant will be required to contribute personal funds equal to 20% of the grant amount awarded towards the City-approved improvements on the building.

Grant funds may be used to pay for building plan check and permit fees associated with the rehabilitation work proposed under the Program. If the applicant withdraws his/her application for assistance or fails to implement the rehabilitation within 180 days after funds are used for payment of architectural services, construction drawings and/or City application fees, the applicant shall be required to reimburse the City for all grant funds he/she received from the City.

Sample Assistance Scenario

In order to attain grant funding, the applicant must provide his/her own personal funds to the project in the amount of 20% of the grant amount awarded. Both the grant funds and the applicant's personal funds would be used to perform improvements on the commercial façade.

i.e. \$10,000 grant (City) + \$2,000 match (Applicant) = \$12,000 façade investment

ANALYSIS:

Property Ownership

The applicant(s) must be either the current property owner(s) or the current business owner(s) (tenant) to be rehabilitated in order to be eligible for Program assistance. Individuals, partnerships, corporations, and other legal entities may apply for assistance. The latest grant deed must list all current owners of the property. Property owner(s) shall mean any person(s) or legal entity(ies) that holds title to the subject property. In the case of multiple ownership, the signature of each title holder is required on all appropriate documents. The City will verify property ownership and require all persons currently on title to give written consent to all work proposed to be performed on the property prior to initiating such work.

If both the property owner (landlord) and business owner (tenant) apply for participation in the Commercial Façade Improvement Program and both satisfy the criteria to receive grant funds, only the property owner will be entitled to the grant funds unless the owner consents to the tenant receiving the funds.

Program Exclusions

The following business is not eligible to receive Program assistance: any residential rental property (apartment building) unless it is mixed-use building or the proposed project is for a home-based business within the residential rental property.

Eligible Commercial Properties

To be eligible for Program assistance, the property to be rehabilitated must be located within the Santa Paula Property Business Improvement District and meet all of the following requirements:

- Property, or the area in which it is located, historically has been in need of repair and/or is prone to blight;
- Project provides significant value to Santa Paula's Property Business Improvement District ;
- Project involves a restoration/renovation of a historical building;
- Property is located on a major corridor; and
- Property's storefront is visible from the street or other public right-of-way.

Minimum Property Rehabilitation Standards

All work performed under the provisions of this Program shall meet all applicable standards contained in the City's Zoning Code and Building and Safety Code. However, it should be noted that this program is not intended or designed to fix or address code issues that may exist within the structure, unless such violations are a part of the façade improvements.

Eligible Property Improvements

The City has determined that the Program assistance may only be used for exterior rehabilitation items. Such exterior improvements may include, but are not limited to: exterior refinishing, signage, awning, fencing, windows, doors, lighting, paint, landscaping and/or decorative improvements.

City staff will recommend specific improvements based on site analysis or architectural design recommendations. Applicants must incorporate two or more eligible improvement elements. Only improvements made to the street-facing portion of the building are eligible and improvements are not eligible if they are simply maintenance of the current façade.

Program assistance may also be used to address Building and Health Code violations, seismic upgrades, and American with Disabilities Act (ADA) compliance requirements as identified by the City that are a part of the façade improvements. Additionally, to participate in the Commercial Façade Improvement Program, all signage on the property to be rehabilitated must be brought up to conformance and maintained in conformance with the then-current Sign Ordinance of the City.

Program Procedures

Property owners and business owners may apply for program assistance by completing application forms and submitting such materials to the Community Development Department. Applications will be reviewed in the order in which they are received. The City will maintain a waiting list for all prospective participants.

The City shall verify all information as necessary. Applicants will be notified in writing regarding eligibility status. Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be made by the City to determine the extent of the improvements as well as any health and safety issues that need to be corrected

pursuant to the provisions of the Program. The proposed improvements will be subject to design review to ensure improvements and/or modifications are consistent with the character, integrity and historic era of the building.

The matching grant shall first be approved by the City. In order to obtain matching grant funding, applicants must meet all property and eligibility guidelines in effect at the time of funding approval. Applicants will be provided with written notification of approval or denial. Reason(s) for funding denial will be provided, to the applicant, in writing.

The applicant will be required to submit a certified check payable to the City of Santa Paula to cover his/her 20% contribution. [The check will be deposited in an account for the project that will not be commingled with City funds.]

The City shall maintain a list of qualified contractors who have expressed interest in bidding on rehabilitation work and who have been cleared by the State Contractors License Board and are not listed on the debarred, suspended or ineligible contractors list as per 24 CFR part 5. The City will coordinate with the property owner or business owner to obtain at least three (3) estimates from qualified contractors for each rehabilitation project. The property owner(s) or business owners shall be responsible for obtaining estimates for improvements. Estimates shall be submitted to the City in the prescribed form.

The applicant will make the final contractor selection from among three (3) qualified contractors who submit construction estimates. As required by SPMC Chapter 41 (Purchasing), the award of the contract will be awarded to the lowest responsive and responsible bidder. In a case where the applicant desires to award the construction contract to an approved contractor other than the lowest responsive bidder, the City may set the amount of the award equal to the amount of the bid of the lowest responsive bidder. The applicant shall then be responsible for any difference in the cost of construction. The selected contractor must also comply with the prevailing wage rates as determined by the Department of Industrial Relations pursuant to Article 2 of the California Labor Code.

Promotion of the Program

If approved, the City will establish marketing materials and an FAQ sheet in English and Spanish language to promote the program. Working with the PBID and Chamber and the City's Fellows, door-to-door solicitation of the program within the PBID boundaries will be conducted to ensure all active businesses are made aware of this opportunity. Property owners will be mailed a letter introducing them to the program.

STRATEGIC PLAN:

The implementation of a program to assist with beautification and aesthetic improvements to the downtown align with the following strategic goal and objective:

B. Economic Development

Goal: Enhance the economic vitality of the community through measures targeted towards development and business retention and expansion and attraction, resulting in diverse housing options, increased revenue generation, job creation, and a business-friendly community.

Objective 3.Downtown Beautification

Develop guidelines which address architecture, landscaping, streets, and hardscape elements within the Downtown and historic districts. (General Plan Environmental & Cultural Resources

4.C)

FISCAL IMPACTS:

Community & Economic Development Department staff will manage the application process, fund appropriation, and oversight of construction improvements (which will include code compliance, plan review and permits). The Program will be funded with \$50,000 from the city's allocation of American Rescue Plan Act (ARPA) funds (GL# 412-5-3002-209), until such time as those funds are exhausted.

OPTIONS:

In addition to staff's suggested action, Council may:

1. Approve Resolution No.7496 with modifications and/or adjust the total amount of funding for the Program.
2. Deny approval of Resolution No. 7496 and postpone investment in the economic assets of the downtown district.

ATTACHMENTS:

[ATTACHMENT_A__RESOLUTION_NO._7496__Facade_Improvement_Program_-41926821-v2.docx](#)

[b - Commercial Facade Improvement Program Application.pdf](#)

[d_ downtown property business improvement district map.pdf](#)

[c__facade_improvement_program_guidelines.docx](#)

ATTACHMENT A

**RESOLUTION NO. 7496
COMMERCIAL FAÇADE IMPROVEMENT PROGRAM**

RESOLUTION NO. 7496

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AUTHORIZING THE CITY MANAGER TO EXPEND \$50,000 FROM THE CITY'S PORTION OF THE AMERICAN RESCUE PLAN ACT FUNDS TO PROVIDE MATCHING FUNDS TO THE FUNDS PROVIDED BY THE DOWNTOWN PROPERTY BUSINESS IMPROVEMENT DISTRICT, TO PROVIDE GRANTS TO OWNERS OF COMMERCIAL PROPERTY AND/OR BUSINESSES LOCATED WITHIN THE DOWNTOWN OVERLAY DISTRICT TO PERFORM FACADE IMPROVEMENTS OR OTHER QUALIFIED IMPROVEMENTS

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

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

- A. The City of Santa Paula adopted an expanded Downtown Overlay District and related policies as a part of the 2040 General Plan to provide more opportunities for economic investment and vitality in the community.
- B. In 2019, 70% of downtown property owners voted to support the formation of a new Santa Paula Downtown Property Business Improvement District (PBID). Through the collection of a property-based assessment, the PBID began financing activities and amenities that improved Santa Paula's downtown corridor.
- C. The proposed Commercial Façade Improvement Program ("Program") provides matching grants to owners of commercial property and/or businesses located within the Downtown Property Business Improvement District to perform façade improvements or other qualified improvements on those commercial structures.
- D. Improvements to historical structures that house the existing and future businesses within the Downtown Property Business Improvement District will promote commercial revitalization, stimulate private investment, preserve and beautify the commercial corridors, increase shopping and tourism activity, and create a pleasant walking environment by improving the visual aesthetics of commercial building façades.
- E. The City Council finds it is in the public interest to authorize the expenditure of \$50,000 from the city's allocation of American Rescue Plan Act (ARPA) funds, matching \$50,000 committed by the Downtown Property Business

Improvement District, to fund the grant Program to help stimulate the commercial vitality of businesses located within the Downtown Overlay District while also preserving the District's unique small town character and historical significance.

- F. The City Council further finds that the allocation of \$50,000 in funds from the city's allocation of American Rescue Plan Act (ARPA) is also in the public interest because the aesthetic appeal of restored facades and pedestrian-friendly improvements will attract outside revenue from tourists that can be used for City services, improving the overall quality of life of Santa Paula residents.

SECTION 2: Allocation of funds from ARPA funds.

A. The City Manager of the City of Santa Paula is authorized to allocate \$50,000 from the city's allocation of American Rescue Plan Act (ARPA) funds, matching \$50,000 committed by the Downtown Property Business Improvement District, to award matching grants to owners of commercial property and/or businesses located within the Downtown Property Business Improvement District to fund facade improvements or other qualified improvements on those commercial structures. This matching grant program shall be known as the "Commercial Façade Improvement Program".

B. The City Manager, or his designee, is authorized to undertake all necessary actions to implement the appropriation of funds described in this Section.

SECTION 3: The City Manager, or his designee, must utilize the \$50,000 from ARPA funds to fund the matching grants awarded to selected participants of the Commercial Façade Improvement Program ("Program"). The awarding of funds is subject to the following restrictions:

- A. A participant must complete the City-provided Commercial Façade Improvement Program application and provide any other information required by the City.
- B. No more than \$10,000 in grant money shall be awarded to a participant.
- C. The proposed project must not be for a residential rental property (apartment building). An exception is if the property is a mixed-use building or the project is for a home-based business within the residential rental property.

SECTION 4: In addition to complying with any other Program Guidelines established by the City, a property awarded funds must satisfy all of the following criteria:

- A. The property, or the area in which it is located, historically has been in need of repair and/or is prone to blight.
- B. The proposed project provides significant value to Santa Paula's Downtown Property Business Improvement District.
- C. The proposed project involves a restoration or renovation of a historical building.
- D. The property is located on a major corridor.
- E. The property's storefront is visible from the street or other public right-of-way.

SECTION 4: The Community and Economic Development Director will have authority to interpret the provisions of Section 3.C. and any other established Program Guidelines. Such interpretation shall not be unreasonable, arbitrary, or capricious, and must promote the purpose of the Program.

SECTION 5. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

SECTION 6: The City Clerk is directed to certify the adoption of this Resolution.

APPROVED AND ADOPTED at a regular meeting of the Santa Paula City Council this 10th day of January, 2024.

Leslie Cornejo, Mayor

ATTEST:

Julie Latshaw, City Clerk

APPROVED AS TO FORM:

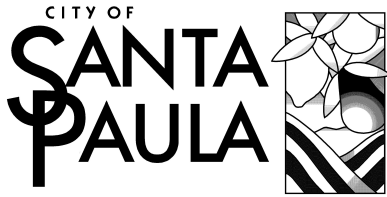
Monica Castillo, City Attorney

APPROVED AS TO CONTENT:

Dan Singer, City Manager

ATTACHMENT B

FAÇADE IMPROVEMENT PROGRAM APPLICATION



COMMERCIAL FACADE IMPROVEMENT PROGRAM APPLICATION

PLEASE READ INSTRUCTIONS CAREFULLY

The following information is necessary for all applications. Failure to provide accurate and complete information will delay review. All information on each proposal will be kept confidential. Please submit one form for each property you wish to rehabilitate.

FOR STAFF USE ONLY

Accepted by: _____ Date: _____

1. Property Description

Address(es) of Commercial Property to be Rehabilitated:			
Business Name:			
Business Type:			
The property that I am applying for is:	☐ Tenant-Occupied ☐ Owner-Occupied		
Business License Certificate Number:			
Does your business have any code violations pending with the City?	☐ No ☐ Yes – Please list violations:		

2. Applicant Information

Applicant Type, check all that apply:	☐ Property Owner ☐ Business Owner		
Name:			
Address:			
City:	State:	Zip:	
Business Phone Number:	Cell:		
E-mail:			

3. Property Owner – Name as it appears on Deed/Title Documents

Name:	Phone:		
Address:			
City:	Zip:	E-Mail:	

4. Facade and Rehabilitation Work Proposed

Please indicate what improvements you wish to make to the exterior of your storefront (or street-facing façade):

- | | |
|-----------------------------------|--------------------------------------|
| ☐ Awnings | ☐ Doors |
| ☐ Lighting | ☐ Landscaping |
| ☐ Paint | ☐ Signage |
| ☐ Windows | ☐ Other _____ |

Note: The City will not pay for work that has been completed prior to application and grant approval.

5. Matching Grant Allocation Request

The program requires applicants to provide a 20% fund match of the total grant allocation.

Grant amount requested: \$ _____ The maximum grant amount is \$10,000.

Match to be Contributed: \$ _____ 20% match of grant request is required to receive assistance.

6. Certificates

The applicant certifies that:

- He/she has read the Program Guidelines and fully understands the content;
- The date and exhibits contained in this application and proposal are true, correct and complete.
- The applicant understands that the applications are being a come, first serve basis and that there can be no more than one application accepted per building.

Print Name of Applicant/Business Owner:

Signature of Applicant/Business Owner:

Date:

Print Name of Property Owner:

Signature of Property Owner:

Date:

Attach the following documents to the application. Incomplete applications will not be accepted.

- ☐ City Business License
- ☐ Evidence of business ownership (e.g. lease or grant deed)
- ☐ Evidence of property and fire insurance.
- ☐ Color photographs of the storefront - include all sides of the building and property.
- ☐ Proof of Funds to Contribute 20% Match – most recent bank statement.

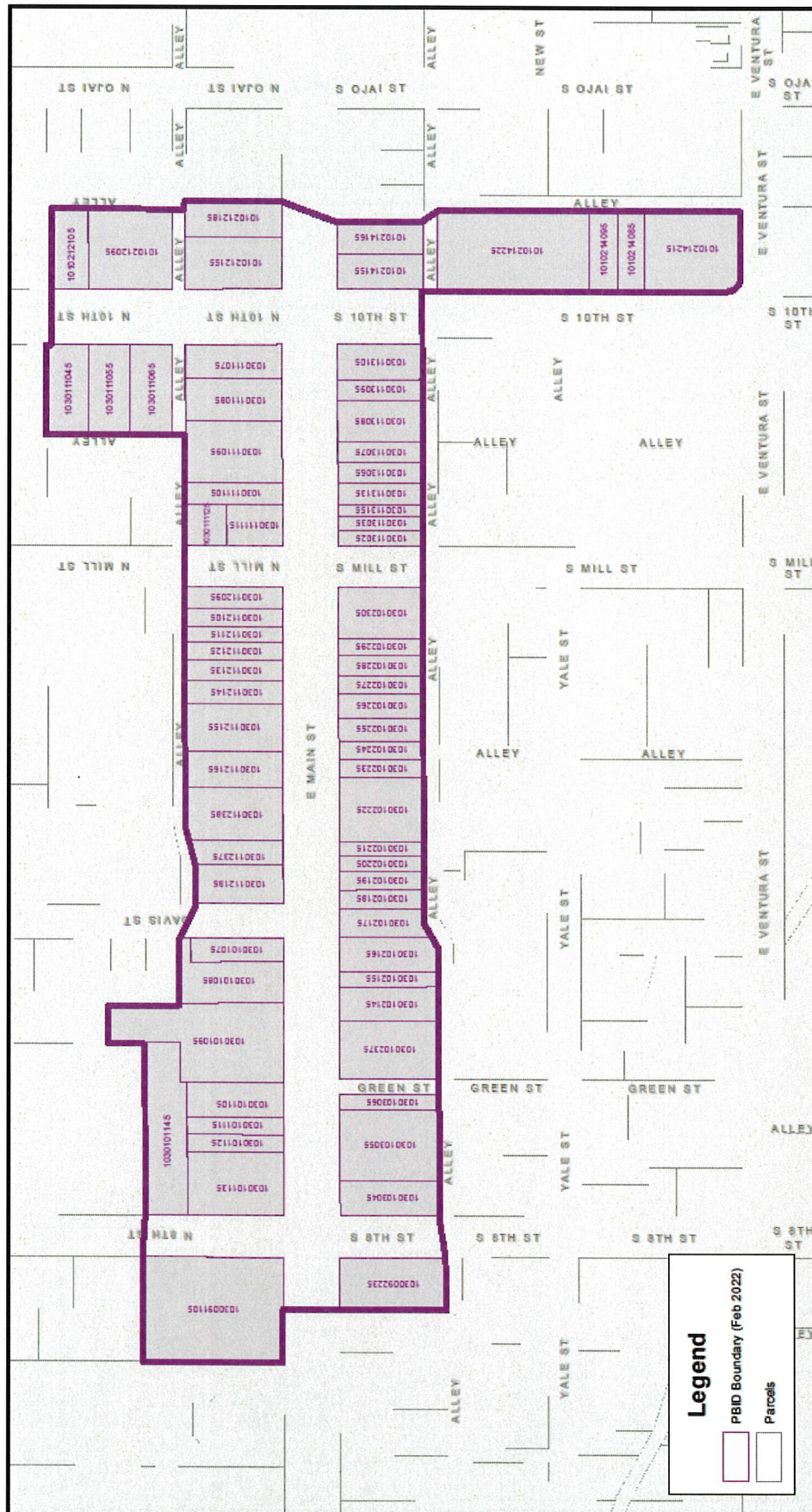
Mail your application package to:

City of Santa Paula
Attention: Commercial Façade Improvement Program
P.O Box 569
Santa Paula, CA 93061

ATTACHMENT C

DOWNTOWN PROPERTY BUSINESS IMPROVEMENT DISTRICT MAP

Property Based Improvement District (PBID) Boundary



City of Santa Paula
Comm/Econ Development Department
Planning Division (TT)
Date: 2/10/2022

The PID boundary shown was created based on a parcel layer drawn by County of Ventura GIS Services using 2021 data from the County of Ventura Assessor's Office. The PID boundary generally follows the parcel boundaries shown; however, this map is for informational reference only and is not to be considered the official PID boundary.



ATTACHMENT C

PROPERTY BUSINESS IMPROVEMENT DISTRICT COMMERCIAL FAÇADE IMPROVEMENT PROGRAM GUIDELINES



PROPERTY BUSINESS IMPROVEMENT DISTRICT COMMERCIAL FAÇADE IMPROVEMENT PROGRAM GUIDELINES

Property Ownership

The applicant(s) must be either the current property owner(s) or the current business owner(s) (tenant) to be rehabilitated in order to be eligible for Program assistance. Individuals, partnerships, corporations, and other legal entities may apply for assistance. The latest grant deed must list all current owners of the property. Property owner(s) shall mean any person(s) or legal entity(ies) that holds title to the subject property. In the case of multiple ownership, the signature of each title holder is required on all appropriate documents. The City will verify property ownership and require all persons currently on title to give written consent to all work proposed to be performed on the property prior to initiating such work.

If both the property owner (landlord) and business owner (tenant) apply for participation in the Commercial Façade Improvement Program and both satisfy the criteria to receive grant funds, only the property owner will be entitled to the grant funds unless the owner consents to the tenant receiving the funds.

Program Exclusions

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Eligible Commercial Properties

To be eligible for the Program assistance, the property to be rehabilitated must be located within the Santa Paula Property Business Improvement District and meet all of the following requirements:

- Property, or the area in which it is located, historically has been in need of repair and/or is prone to blight;
- Project provides significant value to Santa Paula's Property Business Improvement District
- Project involves a restoration/renovation of a historical building;
- Property is located on a major corridor; and
- Property's storefront is visible from the street or other public right-of-way.

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Eligible Property Improvements

The City has determined that the Program assistance may only be used for exterior rehabilitation items. Such exterior improvements may include, but are not limited to: exterior refinishing, signage, awning, fencing, windows, doors, lighting, paint, landscaping and/or decorative improvements.

City staff will recommend specific improvements based on site analysis or architectural design recommendations. Applicants must incorporate two or more eligible improvement elements. Only improvements made to the street-facing portion of the building are eligible and improvements are not eligible if they are simply maintenance of the current façade.

Program assistance may also be used to address Building and Health Code violations, seismic upgrades, and American with Disabilities Act (ADA) compliance requirements as identified by the City that are a part of the façade improvements. Additionally, to participate in the Commercial Façade Improvement Program, all signage on the property to be rehabilitated must be brought up to conformance and maintained in conformance with the then-current Sign Ordinance of the City.

Program Procedures

Property owners and business owners may apply for program assistance by completing application forms and submitting such materials to the Community Development Department. Applications will be reviewed in the order in which they are received. The City will maintain a waiting list for all prospective participants.

The City shall verify all information as necessary. Applicants will be notified in writing regarding eligibility status. Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be made by the City to determine the extent of the improvements as well as any health and safety issues that need to be corrected pursuant to the provisions of the Program. The proposed improvements will be subject to design review to ensure improvements and/or modifications are consistent with the character, integrity and historic era of the building.

The matching grant shall first be approved by the City. In order to obtain matching grant funding, applicants must meet all property and eligibility guidelines in effect at the time of funding approval. Applicants will be provided with written notification of approval or denial. Reason(s) for funding denial will be provided, to the applicant, in writing.

The applicant will be required to submit a certified check payable to the City of Santa Paula to cover his/her 20% contribution. [The check will be deposited in an account for the project that will not be commingled with City funds.]

The City shall maintain a list of qualified contractors who have expressed interest in bidding on rehabilitation work and who have been cleared by the State Contractors License Board and are not listed on the debarred, suspended or ineligible contractors list as per 24 CFR part 5. The City will coordinate with the property owner or business owner to obtain at least three (3) estimates from qualified contractors for each rehabilitation project. The property owner(s) or business owners shall be responsible for obtaining estimates for improvements. Estimates shall be submitted to the City in the prescribed form.

The applicant will make the final contractor selection from among three (3) qualified contractors who submit construction estimates. As required by SPMC Chapter 41 (Purchasing), the award of the contract will be awarded to the lowest responsive and responsible bidder. In a case where the applicant desires to award the construction contract to an approved contractor other than the lowest responsible bidder, the City may set the amount of the award equal to the amount of the bid of the lowest responsible bidder. The applicant shall then be responsible for any difference in the cost of construction. The selected contractor must also comply with the prevailing wage rates as determined by the Department of Industrial Relations pursuant to Article 2 of the California Labor Code.

Award Restrictions

A participant must complete the City-provided Commercial Façade Improvement Program application and provide any other information required by the City.

No more than \$10,000 in grant money shall be awarded to a participant.

Award Criteria:

- o The property, or the area in which it is located, historically has been in need of repair and/or is prone to blight.
- o The proposed project provides significant value to Santa Paula's Downtown Property Business Improvement District.
- o The proposed project involves a restoration or renovation of a historical building.
- o The property is located on a major corridor.
- o The property's storefront is visible from the street or other public right-of-way.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jonathan Royas, Management Analyst

Subject: CONSIDERATION OF A RESIDENT ACADEMY PROGRAM

Date: January 10, 2024

Agenda Item: 10.C

RECOMMENDATION:

Staff recommends the City Council:

1. Discuss and provide staff direction regarding the creation of a resident academy program.

Presented by: Jonathan Royas, Management Analyst
Mirka Vargas, Management Fellow

BACKGROUND:

The idea of a Resident Academy Program ("Academy") is rooted in the goal of fostering community engagement, civic participation, and building stronger connections between the City and residents. It was also a primary objective of the City Council in 2019, but was stymied in part by the pandemic. Similar programs offered in cities throughout Southern California create an immersive learning opportunity in a relatively short time frame, normally eight to ten weeks, allowing participants to engage directly with City staff and departments. Ultimately, an Academy is designed to provide those who work or live in Santa Paula with an opportunity to learn firsthand how the City of Santa Paula is managed and operated while supporting some of Council's core values such as innovation, communication, collaboration/teamwork, and diversity/inclusivity.

In October 2023, staff initiated research on various Academy programs. Research revealed programs in the cities of Ventura, Camarillo, Thousand Oaks, and Moorpark, however, these programs primarily centered around police and sheriff academies with a focus on law enforcement. In an effort to find programs that focused on the entire organization, staff researched other academies throughout the State and found academy programs in the cities of Carlsbad, San Mateo, Placentia, Santa Clara, Monrovia, and the counties of Alameda and San Diego. Staff initiated contact with all of the cities and the two counties and were successful in obtaining details into their programs to assist us in creating programming details for a proposed Santa Paula Academy.

Currently, Santa Paula does not have its own Academy. Establishing such a program could yield several significant benefits:

1. Promote civic engagement by providing participants with the knowledge and tools to remain engaged within the community, advocating for involvement through volunteerism, joining commission boards, or considering candidacy for City Council.
2. Educate residents about the functions of City government, including City departments, affiliate entities and organization, municipal services, and the decision-making processes.
3. Increase transparency and build trust regarding the operations of municipal government.
4. Strengthen the relationship between the City Council, City staff, and the community.

ANALYSIS:

Staff has drafted a proposed Academy program utilizing "best practices" obtained from local and county governments tailored specifically to the City of Santa Paula for Council's feedback and consideration. The proposed program is detailed below.

RESIDENT ACADEMY PROGRAM OVERVIEW

The Santa Paula Resident Academy, of which an official name is still yet to be determined, would offer an immersive learning opportunity, allowing participants to engage directly with City staff and all City departments, including Administration, Finance, Police, and more, to grasp decision-making processes, resource allocation, and departmental operations. The program involves interactive sessions providing comprehensive overviews of City services, programs, and developmental plans. Learning will include the City's relationship to the State and County as well as other civic, municipal and affiliate entities which comprise local services. This immersive hands-on experience involves discussions, interactive activities, facility visits, and aims to cultivate informed and engaged residents.

The Academy aims to inspire participants to remain engaged within the community, advocating for involvement through volunteerism, joining commission boards, or considering candidacy for City Council or other elected offices such as the Library District and School Board.

WHO CAN PARTICIPATE / COHORT SIZE

As proposed, participants would be required to be a Santa Paula resident or business owner and at least 18 years of age. To ensure the quality of instruction and interaction with participants, class size would be limited to a maximum of 30 and a minimum of 15 participants. Based on a tentative timeline, staff aims to release the application before the end of January to provide ample time for inquiries and submissions and accept applications through the end of February. Acceptance notifications would ideally be sent out by mid-March and any vacated spots would be offered to any wait-listed participants.

PROGRAM LENGTH

The Academy is designed to be a ten-week program tentatively scheduled to begin in March 2024 and conclude in June 2024. Based on best practices from other entities, sessions would be scheduled on the same weekday evening for three hours (i.e. Every Tuesday 5:30PM-

8:30PM). The ten sessions are organized with a fixed schedule, designating one or more departments to each session taking place at various locations throughout the City. Prior to each session, departments are given an allotted time slot and are responsible for putting together an interactive presentation, as well as selecting the snacks and refreshments for the attendees. Below, and provided as Exhibit A, is a tentative Academy session schedule.

TENTATIVE SESSION SCHEDULE

January 2024	Announce the launch of Academy, make social media posts, press release, application opens.
February 29, 2024	Application is due
March 2024	Selection & notification process
April 2024	Academy begins
April 1-5	Session #1 Welcome Dinner & Facilities Tour
April 8-12	Session #2 Policy & Leadership (City Council & Strat Plan, City Government Overview, Jurisdictions Overview, City Clerk, Sup. Long, Brown Act, FCP)
April 15-19	Session #3 Municipal Financial Management (Finance, City Budget, Licenses)
April 22-26	Session #4 Intergovernmental/Legal Affairs (PIO, Intergovernmental/Leg Affairs, HR, IT, CM Office Stuff)
April 29-May 3	Session #5 Public Works, Infrastructure, & Services (Streets, Sewers, Solid Waste, Storms, Water/Wastewater, Traffic Safety)
May 6-10	Session #6 Police & Fire (Police & County Fire Operations, K-9 Demo, Dispatch, Emergency Services, CERT, Citizens Corps, Explorer Program)
May 13-17	Session #7 Parks & Recreation (Parks, Senior Center, Youth Services, PAL, Volunteer Program, SPUSD Partnership/Sports, City Events, Trees)
May 20-24	Session #8 Community & Economic Development (Land Use & Planning, Building & Safety/Permits, Code Enforcement, Housing & Homeless)
May 27-31	Session #9 Community Services & Organizations (PBID, Chamber, SPIRIT, SP Services Coalition, SP Together, Cultural Arts Collective, Library, Housing Authority)
June 3-7	Session #10 Graduation/Dinner* *A dinner commemorating the participants' completion of the Academy. The dinner will be attended by participants, select city staff, and members of the City Council. The evening will feature an awards ceremony where the Mayor will congratulate the participants and encourage them to sustain their civic involvement.

MATERIALS PROVIDED

During the initial session, participants will receive a city-branded portfolio and a City brand USB drive to store department presentations and additional materials. Participants will be provided light snacks and drinks during each session. A "graduation" event will be planned for participants to include an invitation by the City Council to receive certificates of completion.

ACADEMY EVALUATION

Participants will receive a brief survey at the start of the first session to provide staff a better understanding of their preferences and needs for the remainder of the program. Additionally, at the conclusion of each session, an evaluation form will be provided to gather feedback from participants. This feedback will be invaluable for improving future sessions and enhancing the overall experience.

CONCLUSION

Staff is recommending the establishment of a Resident Academy Program which aligns with Council's core values identified in the Strategic Plan related to innovation, communication, collaboration/teamwork, and diversity/inclusivity. By investing in such a program, the City of Santa Paula has the opportunity to create a more resilient and participatory community. This evening, Council is asked to discuss and provide staff feedback regarding the creation of an Academy program.

STRATEGIC PLAN:

The Resident Academy Program supports Council's currently adopted Strategic Plan in achieving the following goals:

1. Connected and Healthy Community

Goal: Educate and engage residents and businesses about programs, initiatives, and foster regional partnerships that create a safe and healthy community to live, work, and thrive.

2. Community Vitality

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

FISCAL IMPACTS:

Moving forward with an Academy will have both soft and hard costs, which were not anticipated in the current approved budget.

The "soft costs" involve the time and effort invested by members of the Executive Team and department staff. While the initial implementation phase incurs higher costs due to the novelty of the program, subsequent Academies would witness a reduction in these soft costs as materials and presentations become established.

As for hard costs, the Academy is projected to incur an estimated cost of \$173 per person, as outlined in the table below. For a complete Academy cohort consisting of 15 participants, the total estimated cost is \$2595. To address these costs, staff is in the process of identifying funds as well as considering potential sponsorships from local businesses, particularly for expenses related to food.

In further exploration of financial strategies, staff discussions have also raised the possibility of introducing a nominal fee for the Academy to help offset expenses. While it is uncommon for most cities to charge residents for such programs, Santa Clara's Leadership Academy sets a precedent with a fee of \$750 per person. In the context of Santa Paula, a modest fee of \$50 per person is proposed, generating an estimated revenue of \$750 for 15 participants but

making the program readily accessible for all residents. Charging a nominal fee also works to establish greater buy-in and commitment to the program as participants become invested. This approach would bring the total estimated cost to the City to \$1845 per cohort, exclusive of soft costs.

As an Academy is not currently budgeted for, should Council support this effort, staff will return in February 2024 for a broader discussion and budget adjustment to fund this program related to either an American Rescue Plan Act (ARPA) allocation, sponsorship funds, or some other funding source.

ESTIMATED EXPENSES

Item	Per Participant
Welcome Dinner	\$25.00
Graduation Dinner	\$40.00
Snacks & Water	\$20.00
Branded Portfolio	\$35.00
Graduation Award	\$50.00
Thumb Drive	\$3.00
Total	\$173.00

OPTIONS:

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

1. Direct staff to make modifications to the proposed Academy; or
2. Direct staff not to move forward with a Resident Academy Program.

ATTACHMENTS:

[Exhibit A - Proposed Academy Schedule.pdf](#)

EXHIBIT A -
PROPOSED
RESIDENT
ACADEMY
SCHEDULE

Tentative Santa Paula Academy Schedule

Spring 2024

**Dates and locations subject to change.*

Session #1 Welcome & City Tour		
April 1-5	Lunch & facility tour	<i>Community Center Auditorium</i>
Session #2 Policy & Leadership		
April 8-12	City Council & Strat Plan, City Government Overview, Jurisdictions Overview, City Clerk, Sup. Long, Brown Act, FCP	<i>Council Chambers</i>
Session #3 Municipal Financial Management		
April 15-19	Finance, City Budget, Licenses	
Session #4 Intergovernmental/Legal Affairs		
April 22-26	PIO, Intergovernmental/Leg Affairs, HR, IT, CM Office Stuff	
Session #5 Public Works, Infrastructure, & Services		
April 29 – May 3	Streets, Sewers, Solid Waste, Storms, Water/Wastewater, Traffic Safety	<i>Water Treatment Facility</i>
Session #6 Police & Fire		
May 6-10	Police & County Fire Operations, K-9 Demo, Dispatch, Emergency Services, CERT, Citizens Corps, Explorer Program	<i>Police Department</i>
Session #7 Parks & Recreation		

May 13-17	Parks, Senior Center, Youth Services, PAL, Volunteer Program, SPUSD Partnership/Sports, City Events, Trees	<i>P&R Community Center</i>
Session #8 Community & Economic Development		
May 20-24	Land Use & Planning, Building & Safety/Permits, Code Enforcement, Housing & Homeless	
Session #9 Community Services & Organizations		
May 27-31	PBID, Chamber, SPIRIT, SP Services Coalition, SP Together, Cultural Arts Collective, Library, Housing Authority	<i>Train Depot Chamber of Commerce</i>
Session #10 Graduation Dinner		
June 3-7	Graduation Ceremony	

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: APPOINTMENTS TO THE MAYOR'S STANDING AND AD HOC COMMITTEES

Date: January 10, 2024

Agenda Item: 10.D

RECOMMENDATION:

Staff recommends that the City Council:

a) Consider appointments to the Mayor's Standing and Ad Hoc Committees and review appointments to Regional and State boards, committees and commissions. The Mayor may ratify appointments to these committees.

Presented by: Dan Singer, City Manager

BACKGROUND:

The Mayor's annual appointment of Councilmembers to various committees, boards and commissions is in accordance with the Santa Paula Municipal Code Section 30.03 (A). That section provides that the Mayor must appoint the members of the City Council's standing committees no later than the second regular meeting in the month following the appointment as Mayor.

Based on the various committee adjustments, and with the rotation of the Mayor, an opportunity now exists to consider appointments to the Council's various committees, boards and commission and to update the list of assignments.

ANALYSIS:

Exhibit A shows the current Local Standing and Ad Hoc Committees, Regional Boards and Commissions and State Committees. The list has been modified to reflect the current Mayor (Cornejo) and Vice Mayor (Chavez) who are assigned to the committees that require the appointment of the presiding Mayor and Vice Mayor. The list also includes the changes proposed by Mayor Cornejo.

In addition, modifications were made to the list of committees to reflect the elimination of the Social Justice Ad Hoc Committee and the All Children Thrive Committee Liaison, as both of these efforts have concluded and are no longer needed. The Communications Ad Hoc Committee was added as was the notation of Southern California Edison's GAP committee.

Exhibit B offers the same list of appointments, however it reflects a chart that more visually outlines each Councilmember's current appointments, demonstrating how many committees each Councilmember is currently assigned. This chart also identifies those assignments involving a primary and alternate appointee, whereby the alternate is listed with a capital "A." While this list would indicate that Councilmember Crosswhite only holds four assignments, the list does not reflect that she has been elected to the LAFCo Board and to SCAG.

Members of the Council are asked to review the proposed assignments which will become effective in January 2024 by ratification of the Mayor.

Finally, Councilmember Juarez has requested the Mayor and Council consider establishing a new Public Safety Standing Committee. The purpose and purview of the Committee as submitted by Mr. Juarez is attached as Exhibit C. Were the Council to support the establishment of such a committee, the City Attorney and City Manager would need to return with an adopting Resolution, at which time Council could consider appointments to the Committee.

STRATEGIC PLAN:

This is a routine, annual action, as anticipated in the City's Municipal Code, thus it is not identified as strategic in nature.

FISCAL IMPACTS:

Each committee, whether ad-hoc or standing, requires the presence and involvement of at least one staff person. Meetings take time to establish, agenzize, publish, conduct and then follow up on. The more frequently a committee meets and the more requests or recommendations a committee has or makes, creates a direct impact on those staff members assigned to that committee.

OPTIONS:

ATTACHMENTS:

[Exhibit A - 2024 Mayor's Standing Committees.pdf](#)

[Exhibit B - 2024 Chart of City Council Committees.pdf](#)

[Exhibit C - Public Safety Committee Proposal.pdf](#)

Exhibit A

Current Mayors Standing Committee List
(Reflecting the current Mayor and Vice Mayor)

CITY COUNCIL COMMISSION/COMMITTEE APPOINTMENTS

MAYOR'S STANDING COMMITTEES – 2024

LOCAL STANDING COMMITTEES:

BROADBAND AND TECHNOLOGY STANDING COMMITTEE:

Andy Sobel & Pedro Chavez, Members

CANNABIS STANDING COMMITTEE:

Carlos Juarez & Pedro Chavez, Members
Meetings held as needed

ECONOMIC DEVELOPMENT STANDING COMMITTEE:

Pedro Chavez & Leslie Cornejo, Members
Jason Herber & Noel Kieswetter, Commissioners
Meetings held as needed

FINANCE COMMITTEE:

Leslie Cornejo, **Presiding Mayor**, Member
Pedro Chavez, **Presiding Vice Mayor**, Member

HOMELESSNESS AND HOUSING STANDING COMMITTEE:

Carlos Juarez & Pedro Chavez, Members
Aaron Dunkel & Maria Grace Kelly, Commissioners
Meetings held as needed

SANTA PAULA BASIN PUMPERS ASSOCIATION

Leslie Cornejo & Public Works Director, Members
Annual mtg. 4th Thursday of May-2:00 p.m.

ADHOC COMMITTEES:

CITY FACILITIES AND INFRASTRUCTURE NEEDS AD HOC COMMITTEE

Carlos Juarez & Pedro Chavez, Members

COMMUNICATION COMMITTEE AD HOC

Andy Sobel & Pedro Chavez, Members

DEVELOPMENT AGREEMENT NEGOTIATING TEAM AD HOC (Harvest Project)

Leslie Cornejo & Jenny Crosswhite, Members

UNION OIL BUILDING USE AD HOC

Leslie Cornejo & Andy Sobel, Members

LIAISON COMMITTEES:

CALIFORNIA JOINT POWERS INSURANCE AUTHORITY:

Pedro Chavez, Member
Carlos Juarez, Alternate

CITIZENS CORP LIAISON

Carlos Juarez, Member

CLEAN POWER ALLIANCE

Jenny Crosswhite, Member
Andy Sobel, Alternate
1st Thursdays of month, 2:00 p.m.

FISH LADDER AUTHORITY

Leslie Cornejo, Member
Annual Mtg. in April, to be announced

HARDING PARK ADVISORY BOARD LIAISON

Leslie Cornejo, Member

PARKS & RECREATION COMMISSION LIAISON

Pedro Chavez, Member
Carlos Juarez, Alternate
4th Thursday of month, 6:30 p.m.

PROPERTY BUSINESS IMPROVEMENT DISTRICT LIAISON (PBID)

Leslie Cornejo, Member

SANTA PAULA BLUE RIBBON ADVISORY COMMITTEE (Santa Paula Hospital)

Carlos Juarez & Andy Sobel, Members

SANTA PAULA UNIFIED SCHOOL DISTRICT/CITY COUNCIL JOINT COMMITTEE (2X2)

Andy Sobel & Leslie Cornejo, Members
Chris Wilson, Member
Tommy Frutos, Member
Meetings held as needed.

SENIOR ADVISORY COMMITTEE LIAISON

Carlos Juarez, Member
1st Thursday of month, 1:30 p.m.

CITY COUNCIL COMMISSION/COMMITTEE APPOINTMENTS
MAYOR'S STANDING COMMITTEES - 2024

COUNTY STANDING
APPOINTMENTS:

ECONOMIC DEVELOPMENT COLLABORATIVE -
VENTURA COUNTY (EDC-VC)

Pedro Chavez, Member
Andy Sobel, Alternate
3rd Thursday of month, 3:30 p.m.

SCE GOVERNMENT AFFAIRS POLICY (GAP)

Pedro Chavez, Member

VENTURA COUNCIL OF GOVERNMENTS (VCOG)

Leslie Cornejo, Member
Jenny Crosswhite, Alternate
2nd Thursday of month, 4:00 p.m., Camarillo City Hall

VENTURA COUNTY AIR POLLUTION CONTROL
DISTRICT ADVISORY COMMITTEE (VCAPCD)

Leslie Cornejo, Member (4-yr term exp 3/9/25)
4th Tuesday of month, 7:30 p.m.

VENTURA COUNTY REGIONAL ENERGY
ALLIANCE (VCREA)

Andy Sobel, Member
Pedro Chavez, Alternate
Bi-monthly, 3rd Thursday – 10:15 a.m. in
Jan/March/May/July/Sept/Nov

VENTURA COUNTY TRANSPORTATION
COMMISSION (VCTC) – Stipend, \$100 per
Meeting (2 meeting maximum per month)

Jenny Crosswhite, Member
1st Friday of month, 10:00 a.m. – Camarillo City Hall

VENTURA COUNTY TRANSPORTATION
COMMITTEE (Heritage Valley)

Jenny Crosswhite, Member
1-3 meetings per year, around mbrs. Schedule

VENTURA REGIONAL SANITATION DISTRICT
(VRSD) – Stipend, \$186 per meeting

Carlos Juarez, Member
Pedro Chavez, Alternate
1st and 3rd Thursdays of monthly, 8:30 a.m.

2024 CHART OF CITY COUNCIL COMMITTEES		Cornejo	Chavez	Juarez	Crosswhite	Sobel
1	Broadband and Technology Standing Committee		X			X
2	California Joint Powers Insurance Authority		X	A		
3	Cannabis Standing Committee		X	X		
4	Citizen's CORP Liaison			X		
5	City Facilities and Infrastructure Needs Committee		X	X		
6	Clean Power Alliance Board				X	A
7	Communications Committee Ad Hoc		X			X
8	Development Agreement Negotiating Team (Harvest Project) Ad Hoc	X			X	
9	Economic Development Collaborative - Ventura County (EDC-VC)		X			A
10	Economic Development Standing Committee	X	X			
11	Finance Committee	X	X			
12	Fish Ladder Authority	X				
13	Harding Park Advisory Board Liaison	X				
14	Homeless and Housing Standing Committee		X	X		
15	Property Business Improvement District Liaison (PBID)	X				
16	Parks and Recreation Commission Liaison		X	A		
17	Santa Paula Basin Pumpers Association	X				
18	Santa Paula Blue Ribbon Advisory Committee (Santa Paula Hospital)			X		X
19	Santa Paula Unified School District/City Council Joint Committee (2x2)	X				X
20	SCE Government Affairs Policy (GAP)		X			
21	Senior Advisory Committee Liaison			X		
22	Union Oil Building Use Ad Hoc Committee	X				X
23	VCTC Committee (Heritage Valley)				X	
24	Vent Co Air Pollution Control District Advisory Comm 4 yr term (VCAPCD)	X				
25	Ventura County Council of Governments (VCOG)	X			A	
26	Ventura County Regional Energy Alliance (VCREA)		A			X
27	Ventura County Transportation Commission (VCTC)				X	
28	Ventura Regional Sanitation District (VRSD)		A	X		
	Appointments	11	11	7	4	6
	Alternantes	0	2	2	1	2

* City Representative on Board of Directors for LAFCO & SCAG - Jenny Crosswhite

Exhibit C

Public Safety Committee Consideration

PUBLIC SAFETY AD-HOC COMMITTEE

(Proposed)

The purpose of this proposed Public Safety Ad-Hoc Committee is in direct response to the situation the city finds itself in with respect to a continuing concern about adequate staffing levels. This is also compounded by recent efforts by the Ventura County Sheriff's Department's proposal for contracted police services. As a result of recent contract negotiations, leadership issues within the last few years and moral and staffing issues, several members of the Santa Paula Police Department are in various stages of leaving and getting hired full time by VCSO.

The intent of this Ad-Hoc committee would be to enable two council members to form with members of our city staff and the police / fire departments for this specific and immediate purpose. The situation we are presented with was both unplanned and necessary to assist in any way possible.

In the absence of an "Ombudsman" program, this committee may be able to help resolve issues between parties through various types of informal mediation and informational meetings with those affected (including public input). This unique aspect could provide unfiltered information that can produce insight into issues and possible resolutions; providing assistance with or in-depth review of city policy and procedures (some of which may be matters of past practice, but possibly reduced to a future policy).

This committee should meet regularly and if necessary, more frequently and should be open to different aspects of public safety including fire protection services, animal control, and code enforcement.

Input from city staff and bargaining groups is important but must include input from both sworn and non-sworn personnel. Input from all is vital to ensure we are consistent in our current efforts as well as innovative in our efforts to promote, recruit, hire and most importantly, retain our employees.

This committee will also work closely with our legal counsel to ensure compliance with applicable laws, MOU's, and interagency contracts.

This committee will remain in effect to fulfil the purpose of its existence; the end result could be public safety has achieved a minimum staffing level and management and the city council determine the need for this committee no longer exists.

Conversely, should public safety be at a compromised level, the committee may not be able achieve its goal and seek other remedies and make that recommendation to the full city council.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Dan Singer, City Manager

Subject: FUTURE AGENDA ITEMS

Date: January 10, 2024

Agenda Item: 11.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:

[1.10.24_Future Agenda Items.docx](#)



Santa Paula City Council Tentative Agenda Schedule

	JANUARY 24, 2024 AGENDA ITEMS	
CDD	Housing Authority Trust Fund Request	January
Admin	Crossing Guard Contract Award	January
Admin	Harvest at Limoneira Off-Site Improvement Agreement	January
Admin	Strategic Plan Update	January
CDD	Housing Element Adoption	January
Finance	Annual City Audit	January
Finance	Finance Department Report	January
Admin	Ag Labor Relations Board (ALRB) Presentation	January
	SPECIAL MEETING JANUARY 29, 2024 JOINT PLANNING / COUNCIL	
Admin	Development Agreement Lewis Limoneira	
	FEBRUARY 7, 2024 AGENDA ITEMS	
CDD	Red Tail Tax Credit TEFRA Hearing	February
CDD	Red Tail Funding Agreement	February
Admin	Crossing Guard Contract Award	February
Finance	Additional Revenue Options	February
P&R	Parks & Recreation Department Report	February
	STUDY SESSION TOPICS	
Admin	No Smoking Ordinance	April
Attorney	Municipal Code Update Overview	February
Finance	Development Impact Fees	March
	FUTURE AGENDA ITEMS	
CDD	Red Tail Tentative Track Map	
PW	Plans & Specifications for 8 th Street Streetlight Repair Project	
Finance	Unclaimed Funds	
CDD	Cultural Arts Update	
CDD	ADU Ordinance	
Legal	Fire MOU Amendment	
Finance	Mid-Year Budget Review	
Admin	Expand Video Recordings to Commissions & Special Meetings	
CDD	Appointment of Housing Trust Fund Oversight Committee	
Admin	ARPA Project Review	



Santa Paula City Council Tentative Agenda Schedule

P&R	City Hall Security Fencing Award of Contract	
P&R	Police Department Remodel Award of Contract	