

**ACTIONS BY THE SANTA PAULA
PLANNING COMMISSION**

August 25, 2015

6:30 P.M.

Commissioners Present: Chairman Gail “Ike” Ikerd, Vice Chairman Fred Robinson, Commissioners John Demers, Michael Sommer and Fred Wacker

Commissioners Absent: None

Staff Present: Planning Director Janna Minsk, Deputy Planning Director Stratis Perros, Assistant City Attorney Gregg Kettles, and Planning Technician Tom Tarantino

CONSENT CALENDAR:

A. Minutes of the Planning Commission Meeting on May 26, 2015

ACTION: It was moved by Vice Chairman Robinson, seconded by Commissioner Sommer to approve the minutes as submitted. All were in favor and the motion carried, with Commissioner Wacker abstaining.

PUBLIC HEARING

A. Project No. 06-CDP-02 (East Area 1 Specific Plan Text Amendment): The Project amends the East Area 1 Specific Plan Amendment approved February 2015. This Specific Plan amendment requests a Specific Plan Text Amendment to clarify the Planning Director’s authority to grant certain minor administrative adjustments to implement the Specific Plan, and amends the existing development standards for minimum building setbacks and front yard landscape requirement of turf for residential uses within the Neighborhood and Hallock Center Zone of the East Area 1 Specific Plan area. The East Area 1 Specific Plan Text Amendment does not change the number of residential units or amount of non-residential development approved in February 2015.

- **Location:** The Project is located east of Santa Paula Creek, north of Telegraph Rd., west of Haun/Orcutt Creek on the eastern edge of the City of Santa Paula. The Project consists of 501 acres of land. (APN Nos. 040-0-180-435; 040-0-180-565; 107-0-200-115; 107-0-045-015)
- **Applicant:** The Limoneira Company
- **General Plan Designation:** East Area 1 Specific Plan
- **Environmental:** Staff has determined the project to be in accordance with Section 15168 (c) (2) of the California Environmental Quality Act. The proposed text revisions to the East Area 1 Specific Plan were determined to be consistent with the Supplemental Environmental Impact Report (FSEIR) certified for the 2015 East Area 1 Specific Plan.

Staff Presentation – Report, Janna Minsk, Planning Director

RECOMMENDED ACTION: Adopt Resolution No. 3735 recommending that the City Council approve Project No. 2006-CDP-02 Specific Plan Text Amendments for the East Area 1 Project.

ACTION: Commissioner Sommer moved to adopt Resolution No. 3735 approving Project No. 2006-CDP-02, subject to the language revisions made to proposed City Council Ordinance No. 1256, Section 4 (Table 5-2 limit to 35% the amount of residential units that can have proposed setback reduction and replace “preferred” with “encourage” for use of drought tolerant and California native plants for landscaping. Commissioner Wacker seconded the motion. All were in favor and the motion carried.

- B. Project No. 13-CDP-08:** A request for Conditional Use Permit for a proposed contractor storage yard with offices and a caretaker unit. The proposed construction includes two, two-story structures (2,458-sf and 1,263-sf) on an existing 13,200-sf vacant lot.
- **Location:** 120 & 124 E. Santa Maria St. (APN: 1040065050 & 1040065060)
 - **Applicant:** Cedro Construction, Inc. (Owner)
 - **General Plan Designation:** Light Industrial
 - **Zoning Designation:** Light Industrial/Airport-Influenced Area Overlay (LI/KI)
 - **Environmental:** Staff has determined the project to be Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA) Guidelines based upon a Class 3 (Section 15303) exemption.

Staff Presentation – Report, Stratis Perros, Deputy Planning Director

RECOMMENDED ACTION: Adopt Resolution No. 3737 recommending approval to the City Council for Project No. 2013-CDP-08 for a Conditional Use Permit in order to construct a contractor storage yard with offices and a caretaker unit (two, two-story structures (2,458-sf and 1,263-sf)) on an existing 13,200-sf vacant lot, subject to the Conditions of Approval.

ACTION: Commissioner Demers moved to adopt Resolution No. 3737 approving Project No. 2013-CDP-08, seconded by Vice Chairman Robinson. All were in favor and the motion carried.

- C. Project No. 15-CUP-01:** A request for approval of a Conditional Use Permit to allow the on-site sale of beer and wine (Type 41) in conjunction with a new restaurant (Caffé Verona).
- **Location:** 650 W. Harvard Blvd. (APN: 1020203325)
 - **Applicant:** Randolph Almanza (Business Owner); Adan Sandoval (Property Owner)
 - **General Plan Designation:** Commercial

- **Zoning Designation:** General Commercial (C-G)
- **Environmental:** Staff has determined the project to be Categorically Exempt from the provisions of the California Environmental Quality Act Guidelines (CEQA) based upon a Class 1 (Section 15301) exemption.

Staff Presentation – Report, Stratis Perros, Deputy Planning Director

RECOMMENDED ACTION: Adopt Resolution No. 3736 recommending approval to the City Council for Project No. 2015-CUP-01 for a Conditional Use Permit in order to allow the on-site sale of beer and wine (Type 41) in conjunction with a new restaurant (Caffé Verona), subject to the Conditions of Approval.

ACTION: Vice Chairman Robinson moved to adopt Resolution No. 3736 approving Project No. 2015-CUP-01, seconded by Chairman Ikerd. All were in favor and the motion carried.

ADJOURNMENT: 7:31 p.m.

NOTICE: Actions by the Planning Commission on the above items cannot be appealed to the City Council after 4:30 p.m. Friday, September 4, 2015. Be advised that if you bring a legal challenge to a Planning Commission decision, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered to the Planning Commission at or before the meeting.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Brian J. Yanez, Interim Public Works Director
John L. Ilasin, Capital Projects Engineer

Subject: Adoption of Resolution No. 6947 – Approving the Plans and Specifications for the Citywide Sidewalk Repair Project - Fiscal Year 2015-2016

Date: August 27, 2015

Recommendation: It is recommended that the City Council: 1) Adopt Resolution No. 6947 approving the plans and specifications for the Citywide Sidewalk Repair Project-Fiscal Year 2015-2016; 2) Authorize staff to advertise for bids; and 3) Take such additional action that may be desirable.

Fiscal Impacts: This project will be funded from the approved FY15/16 Capital Improvement Program budget for Sidewalk Repair Program Account 281.5.9294.660. Local Transportation Funds will serve as the funding source for the Project.

Personnel Impacts: None.

General Discussion: The Citywide Sidewalk Repair Project involves repairs to concrete sidewalks at the following street locations. The following locations are in no particular order of priority:

1. Barbara Webster Elementary School (Eleventh Street; Saticoy Street)
2. Blanchard Elementary School (Peck Road)
3. Grace Thille Elementary School (Ventura Street)
4. Santa Paula High School (Sixth Street; Palm Court)
5. Cameron Street
6. High Street
7. Laurie Lane
8. Main Street
9. Mill Street
10. Monte Vista Drive
11. Oak Street

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12. Orchard Street
13. Peralta Drive
14. Saticoy Street
15. Santa Barbara Street
16. Santa Paula Street
17. Thirteenth Street
18. Twelfth Street
19. Ventura Street
20. Virginia Terrace
21. Warren Avenue

The selection of the locations was based on staff maintenance reports. Furthermore, sidewalks warranted for repairs are based on criteria of the Americans with Disabilities Act (ADA) for changes in walking surface level. This includes replacing sidewalks where significant vertical changes in level are above 1/2-inch pursuant to the ADA.

Sidewalks will be repaired in conformance with City standards including compliance with the ADA. The engineer's estimated construction time to complete the work is 30 working days.

Plans and specifications are located in the City Council office for review.

Alternatives:

- A. Approve Staff recommendations.
- B. Deny Staff recommendations.
- C. Provide Staff with direction.

Attachments: Resolution No. 6947

RESOLUTION NO. 6947

**A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS
FOR THE CITYWIDE SIDEWALK REPAIR PROJECT- FISCAL YEAR
2015-2016 PURSUANT TO GOVERNMENT CODE SECTION 830.6.**

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

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

- A. The City Engineer reviewed the completed plans and specifications for the project, and finds said plans and specifications complete, and the Project may be constructed;
- B. The City Council wished to obtain the immunities set forth in Government Code § 830.6 with regard to the plans, specifications, and construction of the Project.

SECTION 2: The plans and specifications for the Project are determined to be consistent with the City standards and are approved by the Planning Department, Fire Department, and Building and Safety Department.

SECTION 3: The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

SECTION 4: The approval granted by this Resolution conforms to the City's General Plan and the City Standards.

SECTION 5: The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the plan approved by this Resolution.

SECTION 6: The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 7: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 8: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of September, 2015

John T. Procter, Mayor

ATTEST:

Judy Rice, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Jaime M. Fontes, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Brian J. Yanez, Interim Public Works Director
John L. Ilasin, Capital Projects Engineer

Subject: Adoption of Resolution No. 6948 – Approving the Plans and Specifications for the Harvard Boulevard at Laurie Lane Intersection Improvement Project

Date: August 28, 2015

Recommendation: It is recommended that the City Council: 1) Adopt Resolution No. 6948 approving the plans and specifications for Harvard Boulevard at Laurie Lane Intersection Improvement Project; 2) Authorize staff to advertise for bids; and 3) Take such additional action that may be desirable.

Fiscal Impacts: This project will be funded from the approved FY15/16 Capital Improvement Program budget for Lighted Crosswalk Project Account 281.5.9297.660. Local Transportation Funds (TDA) will serve as the funding source for the Project.

Personnel Impacts: None.

General Discussion: The City owns and operates twelve (12) In-Road Warning Lights at various locations throughout the City. Staff experienced several issues with these In-Road Warning Lights such as maintenance, parts, and reliability. Manufacturer spare/replacement parts are no longer available for the In-Road Warning Lights. The Traffic Safety Committee (TSC) recommended replacement of the In-Road Warning Lights with Rectangular Rapid Flashing Beacons (RRFBs).

On January 20, 2015, the TSC discussed and approved the installation of RRFBs on Harvard Boulevard at the Laurie Lane intersection, an intersection at which two fatalities have occurred in the past four years. On March 2, 2015, the City Council approved the TSC's recommendation to install RRFBs on Harvard Boulevard at the Laurie Lane intersection.

This project will enhance crosswalk safety at this busy location utilizing the most current approved technology. RRFBs are the latest technology for increased driver visibility. RRFBs use light emitting diode (LED) lights in combination with electronics to rapidly

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flash to generate an alternating strobe pattern for increased driver visibility. RRFBs have an 80 to 90 percent driver compliance yield rate. RRFBs utilize push button activation and wireless technology.

The general scope of work for the project includes installing RRFBs, crosswalk signage and striping, and upgrading the existing curb ramps to comply with the Americans with Disabilities Act (ADA). The estimated time to complete the work is 30 working days.

Plans and specifications are located in the City Council office for review.

Alternatives:

- A. Approve Staff recommendations.
- B. Deny Staff recommendations.
- C. Provide Staff with direction.

Attachments: Resolution No. 6948

RESOLUTION NO. 6948

**A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS
FOR THE HARVARD BOULEVARD AT LAURIE LANE INTERSECTION
IMPROVEMENT PROJECT PURSUANT TO GOVERNMENT CODE
SECTION 830.6.**

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

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

- A. The City Engineer reviewed the completed plans and specifications for the project, and finds said plans and specifications complete, and the Project may be constructed;
- B. The City Council wished to obtain the immunities set forth in Government Code § 830.6 with regard to the plans, specifications, and construction of the Project.

SECTION 2: The plans and specifications for the Project are determined to be consistent with the City standards and are approved by the Planning Department, Fire Department, and Building and Safety Department.

SECTION 3: The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

SECTION 4: The approval granted by this Resolution conforms to the City's General Plan and the City Standards.

SECTION 5: The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the plan approved by this Resolution.

SECTION 6: The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 7: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 8: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of September, 2015

John T. Procter, Mayor

ATTEST:

Judy Rice, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Jaime M. Fontes, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Brian J. Yanez, Interim Public Works Director

Subject: Adopt 2014 Integrated Regional Water Management Plan (IRWMP) from the Watershed Coalition of Ventura County (WCVC)

Date: August 27, 2015

Recommendation: It is recommended that the City Council: 1) Adopt Resolution No. 6949 authorizing the adoption of the 2014 Integrated Regional Water Management Plan (IRWMP) and its provisions from the Watershed Coalition of Ventura County (WCVC) ; and 2) take such additional action that may be desired.

Fiscal Impacts: Adoption of the 2014 Integrated Regional Water Management Plan would qualify the City of Santa Paula for grant opportunities for water bond funding. There is no impact to any City fund.

Personnel Impacts: None.

General Discussion: In 2004, in response to the State's new requirement that all recipients of water bond funding be part of an Integrated Regional Water Management Plan (IRWMP), the City and other local water agencies collaborated by participating in and funding the development of a regional water management plan that prioritized local water projects in a regional context. Initial funding for the effort was from a state-funded planning grant.

Along with the City of Santa Paula, participants of the effort include the County of Ventura and the Cities of Ventura, Camarillo, Fillmore; and Oxnard, respectively. The aforementioned jurisdictions have agreed that the IRWMP should be a living document and should be regularly updated to reflect changing priorities. The Water Coalition of Ventura County (WCVC) is the Regional Water Management Group recognized by the California Department of Water Resources (DWR) as the stakeholder group responsible for planning and implementation of the IRWM program. WCVC efforts focus on securing grant funding, updating the Ventura County IRWMP, and coordinating the stakeholder process with anticipated funding through water bond monies.

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In November of 2006, the California electorate approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code Section 75001 *et seq.*). Proposition 84 contained new IRWMP Standards that included, but were not limited to, a requirement to document the group's governance structure to ensure the IRWMP was updated and implemented regardless of the availability of grant funds, consideration of climate change impacts, and the development of measurable performance measures.

As required by the Plan Review Process outlined in the Guidelines, the 2014 IRWMP must be sent to DWR for their review to ensure consistency with the standards. In addition, the County as the designated lead agency, has reviewed the 2014 IRWMP and has determined that the adoption of the Plan is exempt from the California Environmental Quality Act (CEQA) in their filing of the Plan, pursuant to CEQA Guidelines Section 15262 because the Plan is a planning study which identifies potential projects, programs, and policies for possible future actions; and Sections 15306, 15307, and 15308 because the Plan consists of basic data and information collection and includes possible actions, subject to future adoption and approval, which would protect natural resources and the environment.

Due to the changes in the IRWMP Standards and in order to be eligible for IRWMP implementation funding, WCVV was required to update and adopt an IRWMP that complied with the new standards. The County of Ventura, on behalf of WCVV, was awarded \$1 million in planning grant funds by DWR to prepare the updated Plan and related studies. The 2014 IRWMP is now complete and ready for adoption. The WCVV is requesting that the City of Santa Paula adopt the 2014 IRWMP Plan, pursuant to its provisions.

Alternatives:

- A. Approve Staff's recommendations.
- B. Deny Staff's recommendations.
- C. Provide staff with additional information.

Attachment:

1. Resolution No. 6949
2. "About the Plan" section from the 2014 Watersheds Coalition of Ventura County Integrated Regional Water Management Plan

RESOLUTION NO. 6949

A RESOLUTION APPROVING THE ADOPTION OF THE 2014 WATERSHEDS COALITION OF VENTURA COUNTY INTEGRATED REGIONAL WATER MANAGEMENT PROGRAM

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

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

- A. In 2006, the Ventura County Board of Supervisors, along with other members of the Watersheds Coalition of Ventura County (WCVC), adopted the first WCVC Integrated Regional Water Management (IRWM) Plan per the requirements of Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Water Code Section 79500, *et seq.*); and
- B. In November of 2006, the California electorate approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code Section 75001 *et seq.*) that included funding for projects that were part of an Integrated Regional Water Management (IRWM) Plan; and
- C. The City will establish a program to provide a rebate turf removal and water wise program to encourage residents to conserve outdoor water use; and
- D. Proposition 84 included new IRWM Plan Standards that necessitated updating the 2006 WCVC IRWM plan in order to be eligible to receive IRWM implementation grant funds; and
- E. The 2014 WCVC IRWM Plan was developed through a comprehensive stakeholder process and provides for ongoing data gathering, planning, design, implementation, and evaluation through a long-term, dynamic, community-based process; and
- F. The widespread adoption of the 2014 WCVC IRWM Plan ensures multi-agency participation and future water management planning efforts in the Region per California Department of Water Resources Integrated Regional Water Management Grant Program Draft Guidelines.

SECTION 2: All of the above recitals have been determined to be consistent with Santa Paula Municipal Code.

SECTION 3: The City Council of the City of Santa Paula hereby adopts the 2014 Watershed Coalition of Ventura County Integrated Regional Water Management Plan.

SECTION 4: The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

SECTION 5: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 6: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of September, 2015

John T. Procter, Mayor

ATTEST:

Judy Rice, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Jaime M. Fontes, City Manager



ABOUT THE PLAN

This 2014 WCVV Integrated Regional Water Management Plan (IRWMP) Update is the product of an intensive stakeholder process conducted under the direction of the Watersheds Coalition of Ventura County (WCVV). The 2014 IRWM Plan reflects the unique needs of a diverse region in Ventura County, which encompasses three major watersheds, ten cities, portions of the Los Padres National Forest, a thriving agricultural economy, and is home to more than 823,000 people.

The Plan was prepared with funds provided by local participating agencies and a Proposition 84 Round One Planning Grant. A number of individuals have contributed to the development of the Plan (see Acknowledgements), including consultants, representatives of local agencies, and County staff. Development of the 2014 IRWM Plan has been a true collaborative effort.

The 2014 IRWM Plan is a comprehensive document that primarily addresses Region-wide water management and related issues. The Plan complies with the State Guidelines and IRWM Plan Standards and provides for integration of project and program implementation strategies which best address the needs and objectives of the Region.

The Plan supports the development and implementation of individual watershed management plans for each of the three major watersheds in the Region (Calleguas Creek, Santa Clara River, Ventura River), which focus more directly on monitoring and implementing projects that are watershed-specific. Watershed-specific plans allow for more localized stakeholder review reflecting input that is more difficult to achieve on the larger scale of the regional IRWM Plan. As such, three watershed-specific sub-sections that contain more detail about each watershed are included in Appendices A, B and C respectively.

Appendix H of this Plan also includes the final results of two focused studies funded by the Round One Planning Grant; the Biodigester Feasibility Study for the Ventura River Watershed and Phase I of an update to the Regional Groundwater Flow Model in the Santa Clara River.

How to Read This Document

The 2014 WCVV IRWM Plan has been formatted to address the State Guidelines and Plan Standards for IRWM Plans and to meet local needs. Each section contains required IRWM Plan elements, work plan components of the Proposition 84 IRWM Planning Grant, as well as information that serves local needs for data collection and management and future planning.

For purposes of the 2014 WCVV IRWM Plan, and unless otherwise indicated, when the term "Santa Clara River Watershed" is used, the term applies to the Ventura County – or "lower" portion of the Santa Clara River Watershed.

There are a variety of terms used in this IRWM Plan which may have more than one meaning when used in other reports or for other purposes. The State Guidelines for IRWMP development do not in all cases clearly define the terms used here; therefore, for the purposes of this IRWM Plan, the terms listed below have been interpreted as follows by the WCVV:

Goal – an overarching or general statement regarding a desired outcome

Objective – a specific desired outcome



Strategy – one of the 20 water management strategies; a means by which to effectively manage water resources in the Region

Project or Program – a specific effort to carry out an objective

Integration – a combination of parts or objects that work together well; coordination of projects or programs in the IRWM Plan which provide multiple benefits and/or meet multiple objectives

Proposition 50 and 84 Implementation Grant Applications: For additional information regarding the projects proposed and submitted by the WVCV for IRWM Implementation Grant funding, please refer to the grant applications found on the WVCV website at www.watershedscoalition.org.

CEQA Review: Development and implementation of the IRWM Plan will provide a positive benefit to residents, businesses, irrigators and the environment through the resulting improvement to one of the most important resources in the Region – water. The County of Ventura has determined that the WVCV IRWMP is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines and filed a Notice of Exemption for the Plan. This project consists of adoption of an Integrated Regional Water Management Plan (IRWMP) for the Region encompassing Ventura County. The IRWMP is a planning study which identifies potential projects, programs, and policies for possible future actions and is therefore statutorily exempt under the provisions of CEQA under Section 15262 – Feasibility and Planning Studies. Furthermore, the IRWMP consists of basic data and information and includes possible actions, subject to future adoption or approval, which would protect natural resources and the environment and are therefore categorically exempt under the provisions of CEQA under Sections 15306, 15307, and 15308.

Future IRWMP Updates:

This Plan is a living and dynamic document that helps guide complex water management, land use, flood management, and other water-related decisions for the Region. The frequency with which the Plan will be updated will depend on changes in local conditions, changes in State and/or Federal requirements, development of watershed plans for each of the Region's major watersheds, continued public participation, and the availability of financial resources. The intent of the WVCV is to update the Plan as needed, at least every five years. As needed, administrative addendums will be prepared to include any new projects not included in this current Plan.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council
From: Richard Araiza, Fire Chief
Subject: Notification of SAFER Grant Award
Date: August 24, 2015

Recommendation: It is recommended that the City Council: 1) ratify acceptance of the 2014 Staffing for Adequate Fire and Emergency Response (SAFER) Grant in the amount of \$912,976.00 from the Department of Homeland Security; 2) make budget adjustments as necessary to reflect acceptance of the SAFER Grant; and 3) take such additional action as may be desired.

Fiscal Impacts: The SAFER Grant will allow for the retention of four, full-time firefighters and the hiring of one new full-time firefighter. The grant award pays the majority of the salary and benefits for five firefighters for a two year period. It does not provide for any overtime or equipment allowance associated with the firefighters.

Personnel Impacts: The total number of full time safety personnel with the fire department will remain at 18 line staff and two chief officers.

General Discussion: On March 4, 2015, the Santa Paula Fire Department applied to the Department of Homeland Security for the SAFER Grant. The grant is administered by FEMA in consultation with the U.S. Fire Administration. The SAFER grant's purpose is to improve and restore the fire department's staffing levels so the department can more effectively respond to and mitigate emergencies. By increasing the number of trained, "front-line" firefighters, firefighter safety is also greatly improved.

On July 5, 2015, FEMA notified the City that our application was approved. By accepting the grant funds, the City agrees that they will use the funds for the rehiring of four firefighters as outlined in the Articles of Agreement (Attachment A). The period of performance will begin on September 1, 2015 and conclude on August 31, 2017. The total amount of the award is \$912,976.00. This includes personnel salaries of \$487,116 and benefits of \$425,860.

The SAFER grant affords awardees a 90-day period to initiate the implementation of the SAFER grant activities. As indicated above, the City's period of performance will begin on September 1, 2015.

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The FEMA program coordinator will be monitoring the City's program to ensure compliance with the grant requirements. These terms include:

- 1) That we rehire the four firefighters along with one additional firefighter and that the monies will not be used to supplement the salaries of firefighters currently employed.
- 2) That no front line fire personnel will be laid off during this two year period.

In addition, there is a required semi-annual financial report due to ensure that compliance with the grant is met.

The following budget adjustments are needed for September 1-June 30 of this fiscal year:

407-5-2504-001	\$221,422	Salaries-Full Time
407-5-2504-041	63,829	Cafeteria Allowance
407-5-2504-042	86,371	Retirement
407-5-2504-043	22,977	Workers Comp
407-5-2504-044	4,136	Medicare
407-5-2504-046	993	Long Term Disability
100-5-2504-048	7,625	Equip/Uniform Purch MOU

Alternatives:

- A. Accept this report and ratify the acceptance of the SAFER Grant.
- B. Reject the Grant and withdraw the City of Santa Paula's Application.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jaime M. Fontes, City Manager

Subject: Discussion and Public Comment on the increase in Certain Categories of Crime and Possible Approaches to Address the Issue

Date: August 31, 2015

Recommendation: It is recommended that City Council: (1) receive and file the attached report; (2) Discuss the increase in certain categories of crime and possible mechanisms to address this issue; and (3) take such additional, related action that may be desirable.

Fiscal Impacts: Not applicable at this time.

Personnel Impacts: Not applicable at this time.

General Discussion: At the City Council meeting of August 17, 2015, the City Council requested an Order of Business item to discuss the recent increases in certain categories of crime. The discussion is meant to be open as to all possible mechanisms for addressing said situation. The Santa Paula Police Department achieved considerable success in lowering crime rates in years 2013 to 2014 (see attached). The areas of greatest success are as follows:

- Violent crimes dropped 22%
- Property Crimes dropped 18%
- Part 1 crimes dropped 18%

In the past year, however, there has been an increase in the crime categories of:

- Violent crimes is up 22%, include the following:
 - Forcible rapes 160% (a significant part of this is due to new guidelines as to how rape is defined)
 - Aggravated assaults 42.6%
 - Gang activity and gang related crime continue to steadily rise.
- Property crimes are steadily increasing, these include:

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- Burglary up 21%
- Grand Theft Auto (up 11.3%)
- Arson up 233%

These increases were not unexpected due to the following factors:

- The need for more Police Officers. The current staffing is 28 sworn officers, with 16 assigned to Patrol duties ideally, there should be at least 10 more officers that would be deployed to increase the gang unit, patrol and investigations units as well as a community officer and administrative sergeant.
- Under Proposition 47, non-violent criminals are being released early from custody due to the language in the proposition where certain felonies have been reduced to misdemeanors. This has resulted in a rapid increase in the categories of burglaries, grand theft auto, and drug offenses. A noticeable increase in these types of crimes has been noted since the passage of Prop 47, as well as gang activity and gang related crimes.
- AB109 the Public Safety Realignment 2011, early release of State prisoners has also shown that parolees have committed violent crimes in the City, including four homicides since the law took effect.
- The need for an experienced Gang unit and increase in gang officers. A team of 6 gang officers is ideal for the Department/City.
- The lack of Parole Officer/parolee enforcement is critical to maintain parolee compliance. The State Parole unit based out of Oxnard has been restructured which has led to higher number of parolees per parole officer which in turn a decrease in supervision and compliance checks which in turn leads to parolee related crimes.
- Gang recruitment is aggressive and ongoing especially at the middle school and high school levels. Gang membership and recruitment is due to various socioeconomic factors. The number of new gang members and associates is high. FBI statistics for the City show that for every police officer there is 7 documented gang members, not counting the gang associates.

Other Factors

- Clearance Rates: The clearance rate of crimes investigated is slowing and the percentage is low. This is attributed to a high volume of cases assigned to investigations and short staffing in investigations.
- Calls for Service: Calls for service are prioritize according to level of exigent circumstances. Being short staffed on the patrol shifts causes a backlog for response and becomes reactive rather than proactive police enforcement. Calls for service continue to steadily increase especially in the summer months.

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- **Traffic Safety:** With the lack of a traffic unit, we are doing the best we can to address traffic related issues such as parking enforcement, traffic accidents, speeding and other traffic related issues.
- **SRO Program:** In partnership with the School District, two School Resource Officers are deployed at Santa Paula High School and Isbell Middle School. The SROs play a pivotal role in preventing juvenile-related crimes and preventing community problems from escalating by collaboratively working with teachers, counselors and District personnel to intervene before small issues become big problems. There is a need for this program to expand.
- **Juvenile Delinquency:** We need to look into the possibility of implementing an anti-gang program model as depicted in the Office of Justice Juvenile Delinquency Program (OJJSDP) gang model, in order to reduce gang crime, violence and membership in the community.

Possible Mechanisms to Address Issues

These will be part of the open discussion by the City Council.

Alternatives:

- A. Receive and file the record of the discussion and review of the increase in certain categories of crime and possible approaches to address this issue.
- B. Take such additional, related action that may be desirable.

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council
From: Elisabeth V. Paniagua, Assistant to the City Manager
Subject: Establishment of a Santa Paula Youth Advisory Committee
Date: September 1, 2015

Recommendation: It is recommended that the City Council: 1) receive and file the report; and 2) adopt Resolution No. 6950 establishing the Santa Paula Youth Advisory Committee; and 3) take such additional, related action that may be desirable.

Fiscal Impacts: Minimal, although the costs associated with City staff involvement will largely depend on the amount of oversight required by the Youth Advisory Committee.

Personnel Impacts: The City Manager will assign appropriate staff to assist in the initial implementation and ongoing assistance needed by the Youth Advisory Committee.

General Discussion: On March 2, 2015, City staff presented an overview of possible options to provide the opportunity for local high school students to participate in the development, implementation, and evaluation of government services and programs provided to youth. At the meeting, the City heard presentations from members of the Junior State of America on the viability and potential format of what was termed the "Youth Advisory Committee." At the conclusion of the meeting, the Council discussed the parameters of the Youth Advisory Committee and directed City staff to develop a set of bylaws to govern the creation and governing rules of the Advisory Committee.

Attached is Resolution No. 6950, which establishes the Santa Paula Youth Advisory Committee and contains the bylaws that govern the creation, membership and procedural rules for the Committee. City staff and members of the Junior State of America provided input in the development of the bylaws.

If the Santa Paula Advisory Committee is established, the City will make applications available through the City Clerk's office for interested youth members and will continue to receive applications until all available seats are filled.

Alternatives:

- A. Adopt Resolution No. 6950
- B. Do not adopt Resolution No. 6950 and provide further direction to City staff.

Attachments: Resolution No. 6950

RESOLUTION NO. 6950

A RESOLUTION OF THE SANTA PAULA CITY COUNCIL ESTABLISHING THE SANTA PAULA YOUTH ADVISORY COMMITTEE AND APPROVING BYLAWS TO GOVERN THE COMMITTEE

BE IT RESOLVED by the Council of the City of Santa Paula as follows:

SECTION 1: The City Council desires to establish a Youth Advisory Committee with the purpose of encouraging youth to participate in municipal government, while also providing an avenue for local youth issues to be explored and shared with the City Council.

SECTION 2: The City Council adopts the following bylaws for the Santa Paula Youth Advisory Committee:

1. Creation

The City Council of Santa Paula hereby creates the Santa Paula Youth Advisory Committee.

2. Purpose

The purpose of this Committee is to investigate and report to the City Council on all local matters of concern to Santa Paula youth, and such other duties and functions as may be specifically assigned to the Youth Advisory Committee by the City Council. The purpose of the Committee includes reporting and recommending to the City Council on items of importance to the Youth Advisory Committee.

2.1.1 Goals

- A. To encourage youth to actively participate in their City government in a positive and productive manner.
- B. To provide a mechanism that facilitates communication and a spirit of involvement by youth in City government.
- C. To provide a learning experience for youth members that is conducive to leadership growth.
- D. To prioritize issues of interest to youth and possible solutions which are presented to City Council as needed, but no less than twice a year. These issues can serve as the springboard for student work projects for the incoming Advisory Committee in the next school year.

3. Responsibilities

The responsibilities of all Youth Advisory Committee Members and alternates are to:

- A. Attend all Youth Advisory Committee meetings and other Commission functions.
- B. Participate in Youth Advisory Committee communication(s) to the City Council.
- D. Solicit, receive, and relay to the City Council input and suggestions about any matters of concern to the youth of Santa Paula.
- E. Participate in publicity and recruitment activities of the Youth Commission.
- F. Complete any activity which the Chair or City Council may assign to the Youth Advisory Committee.
- G. Attend all orientations and training programs.
- H. Seek reliable and complete information on all subjects.
- I. Subject to Section 14 cooperate with other Youth Council members by sharing information; considering other opinions; and utilizing each other's talents and backgrounds during each Youth Advisory Committee meeting.

4. Appointments

Members and alternates to the Youth Advisory Committee are appointed by the City Council from nominees recommended by the interview panels as specified in Section 12.

5. Organization of Committee

5.1 Organization

The Youth Advisory Committee will consist of up to seven (7) members appointed by the City Council. Three (3) members occupy the offices of Chair, Vice Chair, and Secretary.

5.2 Youth Advisory Committee Officers

- A. The duties of the "Chair" are to:

1. Preside over all regular meetings of the Youth Commission.
2. Work with the assigned City staff in reviewing agendas for meetings.
3. Provide for the completion of all projects undertaken by the Youth Commission.
4. Maintain order at regular meetings of the Youth Council.
5. Notify all members prior to general meeting dates

B. The duties of the "Vice Chair" are to:

1. Perform said duties of the Chair in his/her absence.

D. The duties of the "Secretary" are to:

1. Provide minutes for all general Youth Advisory Committee meetings.
2. Keep accurate permanent roll call records of Youth Commission members, guests, and staff attending each meeting.
3. Document in the official minutes that a quorum was present.

6. Terms of Office

6.1 Appointed Term

Except as otherwise provided in Section 12, Youth Advisory Committee members will be appointed to serve a term of one (1) year, commencing on August 1st and ending on July 31st of the calendar year.

7. Attendance

If there are three (3) consecutive unexcused absences or five (5) total unexcused absences during the term by a member or alternate, the seat of such member is deemed immediately vacant.

8. Vacated Seats

When an at-large seat on the Youth Advisory Committee becomes vacant, a wait list will be utilized to fill the vacancy following in the order of their appointment.

9. Communications

Members of the Youth Advisory Committee must coordinate all official communications to the City Council and City staff through the Youth Advisory Committee Chair or designee.

10. Quorum

A quorum of the Youth Advisory Committee consists of one more than 50 percent of the current members appointed to the Youth Advisory Committee. A quorum must be present at any meeting during which business is transacted, or a vote taken. In the absence of a quorum, meetings may be held to only present information and conduct discussions on matters of interest to members.

11. Selection Procedure

11.1 Members

Members will be restricted to youth who express an interest in representing their peers as members of the Youth Advisory Committee and who are able and prepared to participate in Youth Advisory Committee activities and make the required commitment of time and energy.

Reasonable effort must be made to ensure that members and alternates are representative of the youth population as a whole.

11.2 Selection of Members

The selection of seven (7) of the nominees for retention shall be made by an interview panel consisting of the City Council Members and up to two Youth Advisory Committee members, which shall be designated by their respective bodies.

12. Qualifications of Members

Youth Advisory Committee membership is limited to any high school student of a private or public school that is in a school grade level no earlier than 9th and no more than 12th, and meets any of the requirements below:

- resides within the Santa Paula City limits; or
- resides within the Santa Paula Unified School District boundaries; and
- Maintains a 3.0 grade point average during the past and current school semester.

13. Duration

The Youth Advisory Committee must continue its duties and functions as originally established by Resolution No. 6950 and shall serve an indefinite period unless dissolved by resolution of the City Council.

14. Rules

- A. All meetings, minutes, and records of each Youth Advisory Committee must be open to the public.
- B. No member of the Youth Advisory Committee can use his/her position as a Board member, or the name of the Youth Advisory Committee to endorse, or imply endorsement, for any enterprise, except as authorized by the Youth Advisory Committee members.
- C. No Youth Advisory Committee meeting or activity can be used as a forum for personal gain, partisan or non-partisan politics or to circularize the members of the Youth Advisory Committee for anything other than Youth Commission projects, unless such meeting or activity is specifically designed for such a purpose.
- D. Formal contacts, written or oral, on behalf of Youth Advisory Committee to individuals or organizations engaged in City business with the City of Santa Paula, must be made by or through the Youth Advisory Committee Chair, or designee, with the prior knowledge of the assigned City staff.
- E. Youth Advisory Committee must not present or purport to present positions, policies or direction for the City of Santa Paula or its City Council without the prior approval of the City Council.

15. Meetings

- A. The Chair, or the Vice-Chair in the absence of the Chair, presides over the Youth Advisory Committee meetings.
- B. The Youth Advisory Committee meets at least once every month or as needed at a regularly scheduled designated time and place during the school year.
- C. All meetings of the Youth Advisory Committee must be duly noticed and open to the public.
- D. Youth Advisory Committee recommendations will be made by motions adopted by the affirmative vote of a majority of the members of the Youth Advisory Committee voting on the issue.

- E. All communications from Youth Advisory Committee must be approved by their members. No Youth Advisory Committee member may use the title of Youth Advisory Commission member on any form of communication unless authorized by the entire Youth Advisory Committee and channeled through the assigned City staff.
- F. The Youth Advisory Committee Chair, in conjunction with the assigned City staff, will establish the agenda for Youth Advisory Committee meetings. However, at any regular meeting of a Youth Advisory Committee, any member may request the inclusion of any specific agenda item for specific future meetings, and upon concurrence of a majority vote of the members of the Youth Advisory Committee, such item will be placed on the agenda as requested.

16. Ad Hoc Advisory Committees

- A. Ad hoc advisory committees may be appointed by the Youth Council Chair as needed for a specified task, or to research and investigate issues or develop recommendations which are reported back to the full Youth Advisory Committee. Ad hoc advisory committees will not have a quorum of the Youth Advisory Committee in attendance and are disbanded upon completion of their task or assignment.
- B. No ad hoc advisory committee may represent a position for the Youth Advisory Committee or present any findings and/or recommendations except at the direction of the Youth Advisory Commission.
- C. Each ad hoc advisory committee must communicate all reports and recommendations to the Youth Advisory Committee and such recommendations should be put to a vote.
- D. Each ad hoc advisory committee must be responsible for the completion of all aspects of programs and projects duly assigned to it by the Youth Advisory Committee.
- E. The Chair of each ad hoc advisory committee will be responsible for: scheduling meetings, notifying committee members of meetings, keeping the Youth Advisory Committee advised of all committee activities, completion and submission of committee reports to the Youth Advisory Committee.

17. Amendments

The Youth Advisory Committee bylaws may be amended by a majority vote of the City Council. Written notice of a proposal to amend the bylaws must be given to the assigned City staff at least one (1) month prior to presentation at a City Council meeting.

18. Code Of Conduct For Youth Council Members

- A. Youth Advisory Committee members must abide by all Youth Advisory Commission bylaws.
- B. Youth Advisory Committee members must actively participate in programs/projects sponsored by the Youth Advisory Commission.
- C. Youth Advisory Committee members must treat anyone appearing before the Youth Advisory Commission courteously and fairly, and shall allow presentations without undue interruptions.
- D. Youth Advisory Committee members must, to the best of their knowledge, accurately represent City policy to residents and shall accurately represent recommendations from their Youth Advisory Commission to the City Council.
- E. No Youth Advisory Commission meetings can be used as a forum for personal gain and/or partisan or non-partisan politics.
- F. Youth Advisory Committee members must refrain from personal character attacks upon other members of the Youth Advisory Commission, community or City Officials.
- G. Failure to abide by these bylaws may be cause for removal from the Youth Advisory Committee.

SECTION 3: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 8th day of September, 2015.

John T. Procter, Mayor

ATTEST:

Judy Rice, City Clerk

Approved As To Form:

John C. Cotti, City Attorney

Approved As To Content:

Jaime M. Fontes, City Manager

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jaime M. Fontes, City Manager

Subject: Resolution Opposing Any Action By LAFCo to Revise or Otherwise
Reduce the City of Santa Paula Sphere of Influence

Date: September 3, 2015

Recommendation: It is recommended that the City Council: (1) adopt Resolution No. 6951 opposing potential action by the Ventura County Local Agency Formation Commission (“LAFCo”) to revise or reduce the Santa Paula Sphere of Influence; (2) direct the City Manager or his designee to forward this resolution to all Ventura County cities and the Ventura County Board of Supervisors; and (3) take such additional, related action that may be desirable.

Fiscal Impacts: None.

Personnel Impacts: None.

General Discussion: The City of Santa Paula’s current sphere of influence has been in place since 2007 and includes Adams Canyon, Fagan Canyon and West Area 2. LAFCo is required to review the City’s adopted sphere of influence every five years.

On March 20, 2013, LAFCo conducted its quinquennial review of Santa Paula’s sphere of influence. At the hearing, both LAFCo staff and several LAFCo Commissioners expressed concerns about a “lack of planning” in the expansion areas, lack of any concrete development proposals and lack of necessary infrastructure to serve any future development. The Commission could not come to a consensus on whether to revise the City’s sphere boundary and consequently took no action to reduce its size.

Despite statements from Commissioners that they “would see us in five years,” on April 23, 2015, LAFCo scheduled a public hearing for the May 20, 2015 meeting to review and/or update Santa Paula’s sphere of influence. As noted, the upcoming sphere review is only two years removed from the last sphere review and, consequently, it appears that the City is being singled out for an unexplained reason.

On August 17, 2015, the Council discussed LAFCo’s proposed action and the City’s response in the context of LAFCo’s responsibilities, the basis for the current sphere of

For the Regular City Council Meeting of September 8, 2015

influence boundary and their relation to the 2007 SOAR vote, the forth coming general plan update and the ongoing “planning efforts” in the city sphere and expansion areas. At the conclusion, the Council directed staff to develop a coordinated response focusing on the appearance that LAFCo is singling out the City for special treatment. City staff is preparing a letter for the Mayor’s signature along those lines.

As part of the City’s effort, we have also attached a draft resolution for the Council to formally oppose any action by LAFCo to reduce the City’s sphere boundary.

Alternatives:

- A. Review and approve Resolution No. 6951 opposing LAFCo revising or reducing the Santa Paula Sphere of Influence; (2) direct the City Manager or his designee to forward this resolution to all Ventura County cities and the Board of Supervisors; and (3) take such additional, related actions as may be desirable.
- B. Provide additional direction to staff; or
- C. Take no action.

Attachment: Resolution No. 6951

RESOLUTION NO. 6951

A RESOLUTION OF THE SANTA PAULA CITY COUNCIL OPPOSING ANY ACTION BY THE VENTURA COUNTY LOCAL AGENCY FORMATION COMMISSION TO REVISE OR REDUCE THE SANTA PAULA SPHERE OF INFLUENCE

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

SECTION 1: The City Council finds and declares that:

- A. The 1998 Santa Paula General Plan planned for the urbanization and development of Adams and Fagan Canyons. Together, Adams and Fagan Canyons make up the majority of the City's sphere of influence;
- B. In February 2000, the Ventura County Local Agency Formation Commission ("LAFCo") approved the City's Sphere of Influence boundary which includes Adams Canyon, Fagan Canyon and West Area 2;
- C. In June 2007, LAFCo conducted a Municipal Services Review and Sphere Review and re-affirmed Santa Paula's current Sphere of Influence with no change to the sphere boundary;
- D. On March 20, 2013, LAFCo conducted its quinquennial review of Santa Paula's sphere of influence pursuant to Government Code §56425(g). While LAFCo Commissioners expressed concern with the lack of "planning" for the sphere areas, the Commission made no change to the current sphere boundary;
- E. On April 23, 2015, LAFCo scheduled a public hearing to review and /or update Santa Paula's sphere of influence for the May 20, 2015 LAFCo meeting. The City requested and was granted a continuance to September 16, 2015.
- F. On August 17, 2015, the Council publicly discussed LAFCo's proposed action and the City's response in the context of LAFCo's responsibilities, the basis for the current sphere of influence boundary and their relation to the 2007 SOAR vote, the forth coming general plan update and the ongoing "planning efforts" in the city sphere and expansion areas.
- G. At the conclusion of the August 17, 2015 meeting, the Council directed staff to develop a coordinated response focusing on the fact that LAFCo is disparately and unfairly singling out the City for special treatment.

SECTION 2: The City Council hereby makes the following determinations and findings relative to LAFCo's review of the City's sphere of influence:

- A. Throughout each of the General Plan's elements, both Adams and Fagan Canyons are repeatedly identified as the logical area for the future growth of the City. Expansion into the Adams and Fagan Canyon Areas is now, and has always been, the preferred growth scenario;
- B. In 2007, Santa Paula voters overwhelmingly approved an amendment to the City Urban Restriction Boundary to make the CURB line substantially coterminous with the City's current sphere of influence boundary. This action evidences the voter's intent to eventually annex the sphere areas in order to direct the future growth of Santa Paula in that direction. Indeed, LAFCo Policy 4.2.1 recognizes the importance of voter-approved growth boundaries in setting a local jurisdiction's sphere of influence;
- C. Consistent with LAFCo policies, the current sphere was drawn with LAFCo's concurrence with the goal of preserving the prime agricultural land to the east and west of the City, where acres of farmland planted with lemon, orange and other citrus is grown. But, unlike the agricultural areas to the east and west, the overwhelming majority of Adams and Fagan Canyons do not contain prime farmland and are generally used for animal grazing;
- D. No compelling (or even logical) reason exists to justify removing Adams or Fagan Canyon from the City's adopted sphere of influence. Nor have conditions changed in the City or the expansion areas since 2013 such that a revision of the sphere boundary is necessary;
- E. LAFCo has not updated or reviewed the sphere of influence of any other City, Service Area or District outside of the five-year timeline contained in Government Code §56425(g).

SECTION 3: After due consideration, and based on the findings contained herein and all the evidence in the record in proceedings for LAFCo Items 13-02S City of Santa Paula Sphere of Influence Review and LAFCo 15-08S City of Santa Paula – Sphere of Influence Review, the City Council of the City of Santa Paula hereby opposes any action by LAFCo to revise or otherwise reduce the current Santa Paula Sphere of Influence.

SECTION 4: The City manager or his designee is directed to forward this resolution to all LAFCo Commissioners, all Ventura County cities and the Ventura County Board of Supervisors.

SECTION 5: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of September 2015

John T. Procter, Mayor

ATTEST:

Judy Rice, City Clerk

APPROVED AS TO FORM:

John C. Cotti, City Attorney

APPROVED AS TO CONTENT:

Jaime M. Fontes. City Manager