

# City of Santa Paula

## *City Council* **AMENDED AGENDA**

MAYOR MARTIN F. HERNANDEZ  
VICE MAYOR JENNY CROSSWHITE  
COUNCILMEMBER JAMES A. TOVIAS  
COUNCILMEMBER GINGER GHERARDI  
COUNCILMEMBER JOHN PROCTER



REGULAR MEETING OF THE  
SANTA PAULA CITY COUNCIL

March 21, 2016

5:30 P.M – CLOSED SESSION

6:30 P.M – REGULAR MATTERS

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

JUDY RICE, CITY CLERK  
JAIME M. FONTES, CITY MANAGER  
JOHN C. COTTI, CITY ATTORNEY

Spare Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions regarding any agenda item, contact the City Clerk at (805) 933-4208.

## CITY COUNCIL MEETING

You are invited to attend all City Council, commission, and board meetings. Agendas are posted in the front of City Hall in advance of the scheduled meetings. Information for commission and board meetings may be obtained by contacting the City Clerk's Office. The Santa Paula City Council's regular meetings start at 6:30 p.m. the first and third Monday of each month in the City Hall Council Chambers located at 970 Ventura Street in Santa Paula.

### BRINGING ITEMS BEFORE THE CITY COUNCIL

If you wish to speak at a City Council meeting, please fill out a yellow **Public Comment Form** noting your name and address and submit the form to the City Clerk. Include the Agenda item number, when appropriate.

1. **Items Not on the Agenda:** If you wish to discuss an item which is not scheduled on the Agenda, you may address the City Council during *Public Comment*. Please realize that due to the limitations placed on the City Council by provisions of the *California Government Code*, the City Council ordinarily cannot take action on any item that is not on the agenda. Because of these restrictions, expect that matters that you identify during public comment will be referred to staff or considered on a future agenda.
2. **Agenda Items:** Items being considered by the City Council may appear on the Consent Calendar, as an Order of Business, 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 Order of Business, 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.

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



# CITY OF SANTA PAULA

## CITY COUNCIL

AGENDA • MARCH 21, 2016

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### **I. CLOSED SESSION - CITY HALL ADMINISTRATION CONFERENCE ROOM**

1. **CALL TO ORDER**
2. **PUBLIC COMMENTS**
3. **CLOSED SESSION**

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

- A. **Public Employee Performance Evaluation– Government Code § 54957.**  
**Title: City Manager**

4. **CONTINUED MEETING TO 6:30 P.M IN COUNCIL CHAMBERS**

### **II. REGULAR MATTERS - COUNCIL CHAMBERS**

1. **CALL TO ORDER**
2. **INVOCATION**
3. **FLAG SALUTE**
4. **ROLL CALL**
5. **CLOSED SESSION REPORT**
6. **PRESENTATIONS**

- A. **Presentation by Talia Wunder Regarding Heritage Valley Tourism Bureau**

7. **PUBLIC COMMENT**

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

At this time, members of the public may comment on any item not appearing on the agenda that is within the subject-matter jurisdiction of the City Council. A Public Comment Form must be submitted to the City Clerk prior to the beginning of the Public Comment period in order to be recognized to speak. Individuals

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

## **8. CITY COUNCIL, STAFF COMMUNICATIONS**

## **9. APPROVAL OF FINAL AGENDA**

## **10. CONSENT CALENDAR**

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

- A. **Approve Request for Older Americans Act Grant Funding for the Senior Nutrition Program, Ventura County Area Agency on Aging. – Recommendation:** It is recommended that the City Council: (1) approve a request to apply for Older Americans Act Grant Funding for the Senior Nutrition Program for the Fiscal Year 2016-2017 (renewable for FY 2017-18, 2018-19 and FY 2019-20); (2) adopt Resolution No. 6971 authorizing Jaime Fontes, City Manager, to sign all required grant submittals; and (3) take such additional, related action as may be desired.

**Report by:** Ed Mount, Interim Community Services Director

- B. **Authorize Purchase of Sidewalk Cleaner - Advance SC6500 Rider Scrubber – Recommendation:** It is recommended that the City Council: (1) pursuant to the Santa Paula Municipal Code §41.11, authorize the City Manager or his designee to procure one Advance SC6500 Rider Scrubber; (2) allocate \$38,556.45 from Account 280.5.5022.610 to fund the purchase; and (3) take such additional, related action that may be desirable.

**Report by:** Brian J. Yanez, Interim Public Works Director

- C. **Approval of a Professional Services Agreement with Melvyn Green & Associates, Inc. for the Railroad Station Platform Safety Barrier Improvement Project – Recommendation:** It is recommended that the City Council: (1) authorize the City Manager to execute a Professional Services

Agreement with Melvyn Green & Associates, Inc. for consulting design services for the Railroad Station Platform Safety Barrier Improvement Project in the amount of \$23,412 in a form approved by the City Attorney; (2) allocate additional funding from Park Land Facility fund balance; and (3) take such additional, related action that may be desirable.

**Report by:** Ed Mount, Interim Community Services Director  
John L. Ilasin, Capital Projects Engineer

- D. **Authorize the Filing of a Notice of Completion for the Las Piedras Park Remodel Project – Recommendation:** It is recommended that the City Council: 1) accept the work performed by R.E. Schultz Construction; 2) authorize City staff to file the Notice of Completion with the County Recorder; 3) reallocate \$13,006.00 from the Project budget to the Playground Upgrades Account 226.5.9306.660; and 4) take such additional action that may be desired.

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

## **11. ORDER OF BUSINESS**

- A. **Authorization for the Community Services Department to Take Over the Senior Nutrition Program Home-Delivered Meals Program – Recommendation:** It is recommended that the City Council: (1) approve Title III C funding from the Ventura County Area Agency on Aging for the Santa Paula Community Services Department's Senior Nutrition Program, which provides home delivered meals to the Santa Paula homebound seniors; (2) authorize City Manager Jaime Fontes to execute all required submittals; and (3) take such additional, related action as may be desirable.

**Report by:** Ed Mount, Interim Community Services Director

- B. **Recology Ventura Performance Evaluation – Recommendation:** It is recommended that the City Council: (1) receive and file Recology Ventura's Performance Evaluation; and (2) take such additional, related action that may be desirable.

**Report by:** Brian J. Yanez, Interim Public Works Director

- C. **Update on Application for Certification for the Mission Rock Energy Center (15-AFC-02) – Recommendation:** It is recommended that the City Council: (1) receive and file attached report; and (2) take such additional, related action that may be desirable.

**Report by:** Jaime M. Fontes, City Manager

## **12. REQUEST FOR FUTURE AGENDA ITEMS**

Any Councilmember may propose items for placement on a future agenda. Members may discuss whether or not the item should be placed on a future agenda and the description of the agenda item. Any direction to the City Manager to place an item on a future Council Agenda, do research, or a staff report must be accompanied with a majority vote of the City Council. The City Manager has discretion as to when the item will come back on the Agenda, unless the City Council identifies a specific meeting for the item's return.

## **13. ADJOURNMENT**

State of California )-  
County of Ventura )- ss  
City of Santa Paula )-

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

On \_\_\_\_\_ at \_\_\_\_\_ Signed: \_\_\_\_\_  
Lucy Blanco, Deputy City Clerk

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.10.A

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Ed Mount, Interim Community Services Director

Subject: Approve Request for Older Americans Act Grant Funding for the Senior Nutrition Program, Ventura County Area Agency on Aging.

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) Approve a request to apply for Older Americans Act Grant Funding for the Senior Nutrition Program for the Fiscal Year 2016-2017 (renewable for FY 2017-18, 2018-19 and FY 2019-20); (2) Adopt Resolution No. 6971 authorizing Jaime Fontes, City Manager, to sign all required grant submittals; and (3) Take such additional, related action as may be desired.

Ed Mount, Interim Community Services Director

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**Fiscal Impacts:** The City will receive \$31,750 in Grant Funding for Project Year FY 2016-2017 to operate and administer a congregate meal site and home delivered meal service for the Senior Nutrition Program. Funding levels for subsequent renewal years will be determined by the Ventura County Area Agency on Aging. The City would be required to provide a 10% minimum funding match or in-kind services. The matching of funds includes indirect personnel time from the Community Services Director, Customer Service Representatives and Facility Attendant along with facility use.

**Personnel Impacts:** Assistance from the Community Services Department and Finance Department personnel will be required to administer the grant.

**General Discussion:** The Ventura County Area Agency on Aging issued a Request for Proposals (RFP) to provide services for the County of Ventura Senior Nutrition Program FY 2016-20 contract cycle. The City applied for funding to operate a congregate meal site and home delivered meal service for the Santa Paula service area on February 12, 2016 and upon approval the Ventura County Area Agency on Aging requested a copy of a Legal Governing Body Resolution in substantially the form attached.

**Alternatives:**

- A. Approve the recommendation

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.10.A**

B. Deny the recommendation

Attachments:

A. RESOLUTION NO. 6971

Santa Paula FY1617 Award Letter from VCAA (2)

**RESOLUTION NO. 6971**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA PAULA AUTHORIZING CITY STAFF TO PREPARE AN OLDER AMERICANS ACT GRANT APPLICATION FOR SENIOR NUTRITION PROGRAM FUNDS**

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

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

- A. The City of Santa Paula intends to apply for Older Americans Act Grant Funds to operate the Senior Nutrition Program as administered by the Ventura County Area Agency on Aging;
- B. In order to obtain grant funding, the City must submit a resolution of the City Council Resolution requesting approval of the grant application. The Resolution must indicate by name who may sign for the City Council of Santa Paula;
- C. In order to obtain grant funding, the City must contribute a minimum of 10% of total project costs through funding or in-kind property or services, and
- D. The proposal application must be submitted to the Ventura Area Agency on Aging by February 12, 2016.

SECTION 2: The City Council approves the filing of a grant application to the Ventura County Area Agency Aging on or before February 12, 2016 for funding under the Older Americans Act for the Senior Nutrition Program.

SECTION 3: The City Council authorizes the payment of a minimum of ten percent in matching funds or in-kind services.

SECTION 4: The City Council appoints the City Manager of the City of Santa Paula as agent to conduct all negotiations and execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests, which may be necessary for the completion of the grant application process.

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

**PASSED, APPROVED AND ADOPTED**, this 21<sup>st</sup> day of March, 2016,

Attachment: A. RESOLUTION NO. 6971 (1096 : Approval Senior Nutrition Programs Grant Form the Ventura County Area Agency on Aging)

\_\_\_\_\_  
Martin F. Hernandez, Mayor

ATTEST:

\_\_\_\_\_  
Judy Rice, City Clerk

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Jaime M. Fontes, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney, John C. Cotti

# county of ventura

## Area Agency on Aging

Victoria A. Jump, MPA  
*Director*

Monique S. Nowlin, MPPA  
*Deputy Director*

Brian B. Murphy, MBA  
*Fiscal & Contracts Manager*

March 9, 2016

Ed Mount  
City of Santa Paula  
P.O. Box 569  
Santa Paula, CA 93060

**SUBJECT: APPLICATION FOR SENIOR NUTRITION PROGRAM – FY 2016-17**

Dear Ed:

Congratulations! On behalf of the Ventura County Area Agency on Aging (VCAAA), I am pleased to announce that on Wednesday, March 9, 2016, the VCAAA Advisory Council approved the City of Santa Paula's application for the FY2016-17 Senior Nutrition Program Grant in the amount of \$31,750. As the awarded grantee, you will be required to execute a contract, which will be sent to you by April 29, 2016.

Please note that funding for this program is contingent upon availability of state and federal appropriations, as well as VCAAA's receipt of (1) Santa Paula's submittal of its legal governing body resolution authorizing the submittal of the application and (2) an updated program budget reflecting the approved grant award.

I look forward to our continued partnership to ensure this program is successful. Please feel free to contact me at (805) 477-7311 or via email ([marleen.canniff@ventura.org](mailto:marleen.canniff@ventura.org)) with any questions.

Sincerely,

Marleen Canniff  
Grants Administrator

*"To Serve. To Guide. To Envision."*

646 County Square Drive, Suite 100, Ventura, CA 93003-9086 Tel. (805) 477-7300 FAX (805) 477-7312

Packet Pg. 11

Attachment: Santa Paula FY1617 Award Letter from VCAAA (2) (1096 : Approval Senior Nutrition Programs Grant Form the Ventura County

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.10.B

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Brian Yanez, Interim Public Works Director

Subject: Authorize Purchase of Sidewalk Cleaner - Advance SC6500 Rider Scrubber

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) pursuant to the Santa Paula Municipal Code §41.11, authorize the City Manager or his designee to procure one Advance SC6500 Rider Scrubber; (2) allocate \$38,556.45 from Account 280.5.5022.610 to fund the purchase; and (3) take such additional, related action that may be desirable.

**Report by:** Brian J. Yanez, Interim Public Works Director

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**Fiscal Impacts:** This project will be funded from the approved FY 2015-2016 adopted budget from Street Maintenance Division account 280.5.5022.610. The \$38,556.45 will be allocated from State Gas Tax; \$35,556.45 for the Advance SC6500 Rider Scrubber plus an additional \$3,000.00 for decal and safety features.

**Personnel Impacts:** None

**General Discussion:** The City followed the purchasing procedures set forth in Santa Paula Municipal Code §41.110. On January 7, 2016, a notice inviting informal bids to vendors was posted at City Hall for the procurement of equipment. Three (3) formal bids were received on January 19, 2016, and reviewed by staff. The bid results for the Advance SC6500 Rider Scrubber are as follows, Exhibit A, B, and C:

	<b>Company</b>	<b>Bid Amount</b>
1.	TOTAL CLEAN	\$35,556.45
2.	SHOPPA'S MID AMERICA	\$36,770.06
3.	HOLT OF CALIFORNIA	\$40,938.00

Staff recommends purchasing the Advance SC6500 Rider Scrubber from the apparent

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.10.B**

responsive low bid of \$35,556.45 submitted by Total Clean. This is an acceptable bid that meets City requirements.

**Alternatives:**

- A. Approve staff recommendation.
- B. Deny staff recommendation.
- C. Provide staff with additional information.

**Attachments:**

Exhibits A, B, C - Advance SC6500 Rider Scrubber Bids

Robert Howard and Brian Yanez  
 City of Santa Paula  
 PO Box 569  
 Santa Paula, CA 93601-0569

rhoward@spcity.org and byanez@spcity.org  
 805-933-4212

Joe Ragusa  
 TOTAL CLEAN  
 2070 N White Avenue  
 La Verne CA 91750  
 Phone 805-387-0528  
 Fax 909-598-1427  
 Email joe.ragusa@haaker.com

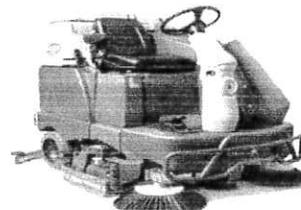
CITY OF SANTA PAULA

JAN 15 2016

RECEIVED

January 4, 2016

**ADVANCE  
 SC6500 45 CYLINDRICAL w/ EcoFlex System  
 RIDER SCRUBBER  
 PROPOSAL/ORDER**



**Standard Equipment Includes**

- \* 45" Scrub Path
- \* EcoFlex Green Cleaning Technology
- \* Two 40" MidLite Grit 180 Cylindrical Brushes
- \* Dual Side Brooms
- \* 70 gal. Solution Tank with Drain Hose
- \* 70 gal. Recovery Tank with Electronic Vac Air Shutoff
- \* Min. Turn-around Aisle Width 84" right or left
- \* One-touch Electronic Controls
- \* 75 Hp 560 Watt, Three-stage Vac Motor
- \* UltraFlow™ Rear Squeegee System

- \* Clear-View™
- \* AC Brushless Propulsion system
- \* Adjustable Steering Column
- \* Full Size Operator Compartment
- \* Traction Control
- \* Tilt/Lift off Recovery Tank
- \* 36 Volt System
- \* Auto Squeegee Lift in Reverse
- \* ETL Certified

**Warranty**

\*3 Years/2,000 hr Parts

\*1 Year Parts/Labor Vacuum Motors

\*2 Years Labor/6 months Travel

\*8 Years Rotomold Components

PART #	DESCRIPTION	PRICE EACH	QTY	EXTENDED PRICE
56 414 038	45" (114 cm) Cylindrical with six 6v/420 Ah C <sub>20</sub> batteries (56388582), 115 VAC / 36 VDC, 36 A shelf charger (56388120), two MidLite™ Grit brushes (56413436)	\$33,649.00	1	\$ 33,649.00
56 413 764	Deluxe Grammer Seat Kit (in lieu of standard)	\$303.00	1	\$ 303.00
56 413 821	2nd Vac Motor Kit	\$242.00	1	\$ 242.00
56 413 649	Warning Beacon Kit	\$242.00	1	\$ 242.00
56 314 313	Front headlight kit	\$230.00	1	\$ 230.00
56 413 681	Back-up Alarm Kit	\$143.00	1	\$ 143.00
56 383 455	Seat Belt Kit	\$300.20	1	\$ 300.20
56 413 740	Battery tray for (6) 420 Ah batteries (batteries not included)	\$458.10	1	\$ 458.10
	Deluxe Seat Discount	-\$303.00	1	\$ (303.00)
	Seat Belt Kit Discount	-\$300.20	1	\$ (300.20)
	Battery Tray Discount	-\$458.10	1	\$ (458.10)
	<b>City Discount \$</b>	\$2,500.00		\$ (2,500.00)
	<b>Machine Sub Total</b>			<b>\$ 32,006.00</b>
	<b>Freight</b>	\$1,150		\$ 1,150.00
	<b>Tax</b>	7.50%		\$ 2,400.45
	<b>Machine Total</b>			<b>\$ 35,556.45</b>

Attachment: Exhibits A, B, C - Advance SC6500 Rider Scrubber Bids (1095 : Purchase of Sidewalk Cleaner - Advance SC6500 Rider Scrubber)

SHOPPA'S MID AMERICA  
 1301 N Corrington Ave. • Kansas City, MO 64120  
 T: 816.421.3352 F: 816.421.0580  
 www.shoppasmidamerica.com

CITY OF SANTA PAULA

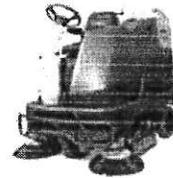
JAN 15 2016

RECEIVED



January 4, 2016

**ADVANCE**  
**SC6500 45 CYLINDRICAL w/ EcoFlex System**  
**RIDER SCRUBBER**  
**PROPOSAL/ORDER**



**CORPORATE HEADQUARTERS**  
 15217 Grand River Rd.  
 Fort Worth, TX 76155  
 T: 817.359.1100  
 F: 817.359.1110

**AMARILLO**  
 6100 S. Washington  
 Amarillo, TX 79118  
 T: 806.358.1391  
 F: 806.331.4390

**BROWNWOOD**  
 4511 Danhil Dr.  
 Brownwood, TX 76801  
 T: 325.643.8115  
 F: 325.641.0145

**LUBBOCK**  
 118 E. Sloton Rd.  
 Lubbock, TX 79404  
 T: 806.745.4201  
 F: 806.748.1179

**ODESSA**  
 2627 N. Marco Ave.  
 Odessa, TX 79762  
 T: 432.617.8050  
 F: 432.617.8048

**SAN ANGELO**  
 704 N. Bell St.  
 San Angelo, TX 76903  
 T: 325.655.6167  
 F: 325.655.4022

**SUPER STORE**  
 5445 South Blue Mound Rd.  
 Saginaw, TX 76106  
 T: 817.665.6261  
 F: 817.665.6262

**WICHITA FALLS**  
 2712 Central Freeway E.  
 Wichita Falls, TX 76301  
 T: 940.763.0021  
 F: 940.763.8807

**Standard Equipment Includes**

- \* 45" Scrub Path
- \* EcoFlex Green Cleaning Technology
- \* Two 45" MidLite Grit 180 Cylindrical Brushes
- \* Dual Side Brooms
- \* 70 gal. Solution Tank with Drain Hose
- \* 70 gal. Recovery Tank with Electronic Vac Air Shutoff
- \* Min. Turn-around Aisle Width 84" right or left
- \* One-touch Electronic Controls
- \* .75 Hp 560 Watt, Three-stage Vac Motor
- \* UltraFlow™ Rear Squeegee System
- \* Clear-View™
- \* AC Brushless Propulsion system
- \* Adjustable Steering Column
- \* Full Size Operator Compartment
- \* Traction Control
- \* Tilt/Lift off Recovery Tank
- \* 36 Volt System
- \* Auto Squeegee Lift in Reverse
- \* ETL Certified

**Warranty**

- \*3 Years/2,000 hr Parts
- \*1 Year Parts/Labor Vacuum Motors
- \*2 Years Labor/6 months Travel
- \*8 Years Rotomold Components

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56 414 038	45" (114 cm) Cylindrical with six 6v/420 Ah C20 batteries (56388582), 115 VAC / 36 VDC, 36 A shelf charger (56388120), two MidLite™ Grit brushes (56413436)	\$34,781.00	1	\$ 34,781.00
56 413 764	Deluxe Grammer Seat Kit (in lieu of standard)	\$314.00	1	\$ 314.00
56 413 821	2nd Vac Motor Kit	\$250.95	1	\$ 250.95
56 413 649	Warning Beacon Kit	\$250.95	1	\$ 250.95
56 314 313	Front headlight kit	\$238.51	1	\$ 238.51
56 413 681	Back-up Alarm Kit	\$148.29	1	\$ 148.29
56 383 455	Seat Belt Kit	\$311.31	1	\$ 311.31
56 413 740	Battery tray for (6) 420 Ah batteries (batteries not included)	\$475.05	1	\$ 475.05
<b>Machine Total</b>				<b>\$ 36,770.06</b>

**Special Instructions:**

Freight and Taxes Additional

**Terms and Conditions**

Prices subject to change without notice.

Terms:

Freight: FOB shipping point Prepaid and Add

All terms and conditions are subject to change and credit review



Attachment: Exhibits A, B, C - Advance SC6500 Rider Scrubber Bids (1095 : Purchase of Sidewalk Cleaner - Advance SC6500 Rider Scrubber)

Robert Howard & Brian Yanez  
 City of Santa Paula  
 P.O. Box 569  
 Santa Paula, CA 93601-0569

Rick Morrill  
 Holt of California  
 3850 Channel Dr.  
 West Sacramento, CA 95691  
 Phone 916-607-5596  
 Fax 916-373-4116  
 Email rmorrill@holtca.com

rhoward@spcity.org & byanez@spcity.org  
 805-933-4212

January 4, 2016

Advance  
 SC6500

**ADVANCE  
 SC6500 45 CYLINDRICAL w/ EcoFlex System  
 RIDER SCRUBBER  
 PROPOSAL/ORDER**



**Standard Equipment Includes**

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56 413 649	Warning Beacon Kit	\$242.00	1	\$ 242.00
56 314 313	Front headlight kit	\$230.00	1	\$ 230.00
56 413 681	Back-up Alarm Kit	\$143.00	1	\$ 143.00
56 383 455	Seat Belt Kit	\$300.20	1	\$ 300.20
56 413 740	Battery tray for (6) 420 Ah batteries (batteries not included)	\$458.10	1	\$ 458.10

<b>Machine Sub Total</b>		<b>\$ 36,699.30</b>
<b>Dealer Prep</b>	\$250.00	\$ 250.00
<b>Freight</b>	\$1,150	\$ 1,150.00
<b>Sub Total</b>		\$ 38,099.30
<b>Tax</b>	7.50%	\$ 2,838.70
<b>Machine Total</b>		<b>\$ 40,938.00</b>

**Special Instructions:**

\_\_\_\_\_

**Terms and Conditions**

Prices subject to change without notice.  
 Terms: NET 10 DAYS  
 Freight: FOB shipping point Prepaid and Add  
 All terms and conditions are subject to change and credit review.

Attachment: Exhibits A, B, C - Advance SC6500 Rider Scrubber Bids (1095 : Purchase of Sidewalk Cleaner - Advance SC6500 Rider Scrubber)

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.10.C

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Ed Mount, Interim Community Services Director  
John Ilasin, Capital Projects Engineer

Subject: Approval of a Professional Services Agreement with Melvyn Green & Associates, Inc. for the Railroad Station Platform Safety Barrier Improvement Project

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) Authorize the City Manager to execute a Professional Services Agreement with Melvyn Green & Associates, Inc. for consulting design services for the Railroad Station Platform Safety Barrier Improvement Project in the amount of \$23,412 in a form approved by the City Attorney; (2) Allocate additional funding from Park Land Facility fund balance; and (3) Take such additional, related action that may be desirable

**Report by:** Ed Mount, Interim Community Services Director  
John L. Ilasin, Capital Projects Engineer

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**Fiscal Impacts:** The consulting services cost is \$23,412 and will be funded out of the Development Impact Fees- Parkland Facility Fund Account 226.5.9224.290.

**Personnel Impacts:** None

**General Discussion:** The original 1887 Southern Pacific railroad station in Santa Paula is now the home of the Santa Paula Chamber of Commerce and Gift Store. The historic railroad station is located at the corner of Tenth Street (State Route 150) and Santa Barbara Street. It is still an active station for tourist train rides. There are existing platform safety barriers at the station. These safety barriers consist of wood posts and rails and metal balusters. The barriers, however, are structurally deficient and in need of replacement to conform to current railroad station engineering standards by the Southern California Regional Rail Authority (Metrolink). The Railroad Station Platform Safety Barrier Improvement Project will remove and replace these safety barriers to conform to Metrolink standards.

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.10.C**

On October 7, 2015, staff issued a formal request for proposal (RFP) to provide consulting structural engineering services. The general scope of services requested involves the structural design of the safety barriers to conform to Metrolink standards as well as historic preservation requirements. On October 29, 2015, staff received one proposal from Melvyn Green & Associates, Inc. (Torrance, CA).

A City staff evaluation committee conducted an evaluation process that included a qualifications-based selection (QBS) process. The QBS process is an evaluation of the consultant based on the following essential criteria:

1. Project Manager's qualifications and ability to perform the work as outlined above based on information provided by the Consultant and client references.
2. Consultant's key personnel and subconsultant's qualifications, knowledge of local conditions and ability to perform the work as outlined in the request for proposal, based on information provided by Consultant.
3. Consultant's responsiveness and availability to City staff, and the ability of the Consultant's key personnel to effectively and efficiently complete a project.
4. The Consultant's understanding of the City's needs as demonstrated by its approach, the proposal's responsiveness to the RFP and project needs, and its demonstrated ability to meet the schedule.
5. Based on client references, the Consultant's performance on similar projects.

Staff determined that Melvyn Green & Associates, Inc. meets these essential criteria. Furthermore, Melvyn Green & Associates, Inc. is a State of California Registered Structural Engineer and specializes in historic preservation. Staff requested a separate fee proposal from Melvyn Green & Associates, Inc. for negotiation. Staff received a fee proposal (dated November 16, 2015) and concluded that the fee is fair compensation for the requested services.

**Alternatives:**

- A. Approve City staff's recommendation.
- B. Deny City staff's recommendation.
- C. Provide City staff with additional direction

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.10.D

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: John Ilasin, Capital Projects Engineer

Subject: Authorize the Filing of a Notice of Completion for the Las Piedras Park Remodel Project

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: 1) Accept the work performed by R.E. Schultz Construction; 2) Authorize City staff to file the Notice of Completion with the County Recorder; 3) Reallocate \$13,006.00 from the Project budget to the Playground Upgrades Account 226.5.9306.660; and 4) Take such additional action that may be desired.

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

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**Fiscal Impacts:** The reallocation of \$13,006.00 will be from the Project budget to the Playground Upgrades Account 226.5.9306.660. The process of filing the Notice of Completion has no fiscal impact on the City.

**Personnel Impacts:** There are no personnel impacts associated with this item.

**General Discussion:** On August 17, 2015, the City Council awarded the Las Piedras Park Remodel Project to R.E. Schultz Construction, in an amount of \$211,145.00, and allocated \$232,260.00 from the Playground Upgrades Account 226.5.9306.660 for the Project budget. City staff issued the Notice of Award on August 19, 2015, and authorized the Notice to Proceed with the Project on December 2, 2015. Issuance of the Notice to Proceed was deferred until December due to the long lead time order of the playground equipment.

The Project involved installing playground equipment and a playground surface. During construction, extra work beyond the contract was determined necessary by the Capital Projects Engineer and approved by the Interim Public Works Director to correct or work around existing site conditions. The following contract change orders (CCO) describe the various extra work performed by the Contractor:

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.10.D

CCO No.	Description	Reason for Change	Amount
1	This contract change order provides for the extension to the Contract Time. The Contract Time is adjusted to 3 working days or not later than February 16, 2016.	The reason for change is to allow time for non-workings days caused by rainy weather from January 5 to January 7, 2016.	\$0.00
2	This contract change order provides for increasing the quantity for the work performed under Bid Item No. 5, "Remove Sidewalk." This contract change order will add 57 square feet to the bid item of 75 square feet for a modified quantity of 132 square feet and shall be paid for at the Contract Unit Price of \$4.00 per square foot.	The reason for change is to remove additional existing concrete sidewalk immediately around the proposed curb drain (Bid Item No. 8) that was relocated pursuant to Field Directive No. 1 dated December 17, 2015, and the Contractor's proposal dated February 16, 2016.	\$8,109.00
	This contract change order also provides for increasing the quantity for the work performed under Bid Item No. 6, "4" PVC SDR35 Drain Line." This contract change order will add 115 linear feet to the bid item of 420 linear feet for a modified quantity of 535 linear feet and shall be paid for at the Contract Unit Price of \$15.00 per linear foot.	The reason for change is to realign the drain line for separation from an existing park table and trees pursuant to Field Directive No. 1 dated December 17, 2015, and the Contractor's proposal dated February 16, 2016.	
	This contract change order also provides for increasing the quantity for the work performed under Bid Item No. 7, "9" Square Box Drain Inlet." This contract change order will add 1 each to the bid item of 9 each for a modified quantity of 10 each and shall be paid for at the Contract Unit Price of \$150.00 per each.	The reason for change is to provide for drainage at existing low point immediately adjacent to the playground sidewalk pursuant to Field Directive No. 1 dated December 17, 2015, and the Contractor's proposal dated February 16, 2016.	
	This contract change order also provides for increasing the quantity for the work performed under Bid Item No. 16, "Concrete Sidewalk." This contract change order will add 57 square feet to the bid item of 75 square feet for a modified quantity of 132 square feet and shall be paid for at the Contract Unit Price of \$8.00 per square foot.	The reason for change is to place additional concrete sidewalk immediately around the proposed curb drain (Bid Item No. 8) that was relocated pursuant to Field Directive No. 1 dated December 17, 2015, and the Contractor's proposal dated February 16, 2016.	
	This contract change order also provides for extra work to trench in extensive rocky subsurface conditions for drain line above pursuant to Contractor's proposal dated February 16, 2016.	The reason for change is to realign the drain line for separation from an existing park table and trees pursuant to Field Directive No. 1 dated December 17, 2015, and the Contractor's proposal dated February 16, 2016.	
	This contract change order also provides for the extension to the Contract Time. The Contract Time is adjusted to 10 working days or not later than March 1, 2016.	The grant of extension of time is in accordance with Section 6-6.2, "Extensions of Time," of the General Provisions of the Specifications. No additional payment for the extension of time will be made.	
<b>Total Contract Change Orders</b>			

The following table summarizes the total cost of construction:

Total Construction Cost	
a.	Allocated Project Budget
	\$ 232,260.00

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.10.D

b.	Original Contract Price	\$ 211,145.00
c.	Contract Change Orders	\$ 8,109.00
d.	Adjusted Contract Price	\$ 219,254.00
e.	Allocated Project Budget Decrease	\$ (13,006.00)
f.	Percent (%) Allocated Project Budget Decrease	5.6

The Project was constructed in accordance with the contract documents.

**Alternatives:**

- A. Approve City staff's recommendation as presented.
- B. Deny City staff's recommendation as presented.
- C. Provide staff with additional direction.

**Attachments:** Notice of Completion

Attachments:

20160321\_Notice of Completion Form\_Las Piedras Park Playground Remodel Proj

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

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**NOTICE OF COMPLETION OF CONSTRUCTION PROJECT**

Project Name: Las Piedras Park Playground Remodel Project  
Project No.: 619

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

1. The undersigned is an agent of the owner of the interest stated below in the property hereinafter described.
2. The full name of the owner is: City of Santa Paula.
3. The full address of the owner is: City Hall, 970 Ventura Street, Santa Paula, CA 93060.
4. The nature of the interest of the owner is: Public park.
5. A Work of improvement on the property hereinafter described was field reviewed by the Engineer in February 16, 2016. The Work done was: Las Piedras Park Playground Remodel Project.
6. On March 21, 2016, the City of Santa Paula accepted the Work on of this contract as being complete and directed the recording of this Notice of Completion in the Office of the County Recorder.
7. The name of the Contractor for such Work of improvement was: R.E. Schultz Construction
8. The property on which said Work of improvement was completed is in the City of Santa Paula, County of Ventura, State of California, and is described as follows: Assessor Parcel Number 101-0-151-125, Santa Paula, CA 93060.
9. The street address of said property is: Assessor Parcel Number 101-0-151-125, Santa Paula, CA 93060.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Brian J. Yanez  
Interim Public Works Director

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VERIFICATION

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

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

Executed on \_\_\_\_\_, 2016 at Santa Paula, California.

\_\_\_\_\_  
Brian J. Yanez  
Interim Public Works Director

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.11.A

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Ed Mount, Interim Community Services Director

Subject: Authorization for the Community Services Department to Take Over the Senior Nutrition Program Home-Delivered Meals Program

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) Approve Title III C funding from the Ventura County Area Agency on Aging for the Santa Paula Community Services Department's Senior Nutrition Program, which provides home delivered meals to the Santa Paula homebound seniors; (2) Authorize City Manager Jaime Fontes to execute all required submittals; and (3) Take such additional, related action as may be desirable.

**Report by:** Ed Mount, Interim Community Services Director

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**Fiscal Impacts:** The City will receive \$6,800 in one-time-only uncommitted 2015/16 Title III funds to operate and administer home delivered meal service to Santa Paula homebound seniors. This will take effect April 1, 2016 to June 30, 2016. The funding will be allocated as follows: \$3,900 for Home Delivered Meals service and \$2,900 in one time startup costs for the program.

**Personnel Impacts:** Assistance from the Community Service Department and Finance Department personnel would be required.

**General Discussion:** On February, 8, 2016, Duane Ashby, President/CEO of Assistance, Interest, and Meals (A.I.M.) notified the Community Services Department that they will be discontinuing the operation of their Meals on Wheels program to homebound seniors on March 31, 2016 (Attachment A). With this program being vital to the senior community, the Community Services Department reached out to the Ventura County Area Agency on Aging to determine whether Agency could provide funding to continue this program in Santa Paula.

On February 12, 2016, the Community Services Department applied for the Older Americans Act Grant Funding for the Senior Nutrition program congregate meals and home delivered meal service. On March 9, 2016, the city was awarded in the amount of \$31,750.

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.11.A**

In addition, the Ventura County Area Agency on Aging awarded the City of Santa Paula a one-time Title III funding source of \$6,800 for the gap between April 1, 2016 and June 30, 2016. The City estimates that there will be 1,300 meals served during this period. The funding would be allocated as follows: \$3,900 towards Home-Delivered Meal service at \$3 per meal and \$2,900 in one-time startup costs for the program (Attachment B).

The Senior Coordinator will be overseeing the operation of the Home Delivered Meal service. Her responsibility will be to complete home assessments and recruit volunteer drivers if needed. In addition, meals will be provided by Jordano's and prepared by the Senior Nutrition Coordinator. The meals will be then delivered by volunteer drivers to clients' homes 3 to 5 times a week. The majority of funding will be allocated towards the Senior Coordinator and Senior Nutrition Coordinator's time. The total estimated time will be ten hours a week.

By providing this vital service, the Santa Paula Community Services Department would be serving an essential need to those homebound seniors who do not have abilities or resources to take care of themselves.

**Alternatives:**

- A. Approve the recommendation
- B. Deny the recommendation

**Attachments:**

- A. Meals on Wheels: Termination Letter
- B. Senior Nutrition Program Home-Delivered Meals- FY 2015-16 Letter



Assistance Interest Meals Council, Inc.  
Meals on Wheels  
Community Assistance Santa Paula

08 February, 2016

Ed Mount  
City of Santa Paula  
970 Ventura St.  
Santa Paula, CA 93060

Meals on Wheels: Program Termination

Dear Mr. Mount,

On behalf of A.I.M Council, Inc. I want to inform you that we will be discontinuing the operation of our Meals on Wheels program. Due to rising operational costs and the lack of donations and grants from both private and public sources, the program is no longer financially self-sustaining and our organization can no longer support its operation.

We realize that this closure will create a "service gap" for homebound Santa Paulans who benefit from home delivered meals, and it is our hope that another entity, such as the City of Santa Paula, would have sufficient financial resources to fill this service gap by operating a similar meal delivery program.

At this time we are planning for the final delivery of meals to occur on March 31, 2016. If you need additional information, please feel free to contact Kathy Ashby or myself.

Sincerely

Duane Ashby  
President/CEO

DA/dka  
cc: Kathy Ashby

Attachment: A. Meals on Wheels: Termination Letter (1097 : Senior Nutrition Program Home-Delivered Meals- FY 2015-16)



133 North Mill St, Santa Paula, CA 93060 (805) 525-8277

Serving Santa Paula since 1975

# county of ventura

## Area Agency on Aging

Victoria A. Jump, MPA  
*Director*

Monique S. Nowlin, MPPA  
*Deputy Director*

Brian B. Murphy, MBA  
*Fiscal & Contracts Manager*

March 11, 2016

Ed Mount  
City of Santa Paula  
P.O. Box 569  
Santa Paula, CA 93060

**SUBJECT: SENIOR NUTRITION PROGRAM HOME-DELIVERED MEALS – FY 2015-16**

Dear Ed,

Thank you for proposing to take over the Meals on Wheels program in the Santa Paula community. On March 9, 2016, the Ventura County Area Agency on Aging Advisory Council approved Title III C funds for the City of Santa Paula to provide Senior Nutrition Program home-delivered meals to the homebound seniors in your service area, effective April 1, 2016, through June 30, 2016.

The estimated meals to be served through this time period are 1,300. The City of Santa Paula's contract is to be increased by \$6,800 for operating costs: \$3,900 for Home-Delivered Meal service at \$3 per meal and \$2,900 in one-time startup costs for the program.

In the coming days we will send a contract amendment to you, reflecting this increase in funds and scope of work.

Thanks for all you, your staff and volunteers do in the community! Please contact me at (805) 477-7311 or via email ([marleen.canniff@ventura.org](mailto:marleen.canniff@ventura.org)) with any questions.

Sincerely,



Marleen Canniff  
Grants Administrator

*"To Serve. To Guide. To Envision."*

646 County Square Drive, Suite 100, Ventura, CA 93003-9086 Tel. (805) 477-7300 FAX (805) 477-7312

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.11.B

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council  
From: Brian Yanez, Interim Public Works Director  
Subject: Recology Ventura Performance Evaluation  
Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) receive and file Recology Ventura's Performance Evaluation; and (2) take such additional, related action that may be desirable.

**Report by:** Brian J. Yanez, Interim Public Works Director

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**Fiscal Impacts:** City of Santa Paula receives on average \$445,000.00 annually from the Franchise Agreement.

**Personnel Impacts:** None.

**General Discussion:** On April 18, 2011, the City and Crown Disposal Company entered into non-exclusive solid waste franchise agreement for solid waste collection, recycling and disposal services for both residential and commercial areas (the "Agreement"). In February 2015, Recology completed the purchase of Crown Disposal and the City consented to the assignment of the agreement from Crown to Recology. In March 2015, Recology Ventura began operating as Santa Paula's Solid Waste provider. The current Franchise Agreement with Recology expires May of 2018.

Currently, Recology is in compliance with the majority of the Franchise Agreement's objectives and with all applicable laws (see attached Exhibit "A"). Recology is also compliant with the requirements of the CalRecycle Department of Resources Recycling and Recovery Program and the implementation of mandatory recycling for multi-family (over 4 units) and commercial businesses, as required by California Assembly Bill 341's guidelines.

Although Recology is struggling to maintain a diversion rate (in all sectors) that complies with the mandate of AB939, they are proactively working to enhance all solid waste and recycling programs to maximize diversion in all sectors. They have committed to add more resources to educate and conduct outreach to the public. Detailed reports are

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.11.B**

attached as Exhibit "A."

In general, Recology understands the importance of diversion and is committed to work with the City to further reduce the number of tons destined for landfills. Several new programs and initiatives have been put into place, including the following:

- Continue to educate customers through biannual residential and commercial newsletters, welcome packets and informational materials. All these materials have been newly redesigned and are now bilingual (English/Spanish).
- Expanding community events, quarterly bulky item pickup, E-waste drop-off events, compost giveaways, and an Earth Day celebration for families, all with a heightened emphasis on diverting collected material. Proposed a green waste drop-off event for businesses.
- Launching a new food waste route aimed at restaurants and accompanied by specialized outreach. The previous route mixed customers producing food waste with customers producing garbage, yielding a waste stream too contaminated to process.
- Conducting waste audits for commercial customers to identify businesses out of compliance with state standards (AB 1826 and AB 341) and ensure they have the recycling and composting containers they need.
- Junior Recologist Program, a comprehensive school program for grades 3-12 to promote environmental awareness and the "Reduce, Reuse, Recycle" ethic, Exhibit B.

Recology is also complying with the franchise requirements as follows:

- Recology continues the weekly collection of recyclable materials and green waste. Recycling carts are available in 35, 65 and 95 gallon sizes. There is a 96% set out rate of recycling containers. The next step is to get all containers to just contain recyclables, thus stop any container contamination that is occurring.
- Recology collects construction and demolition (C & D) debris for recycling and re-use. Recology does this through quarterly drop off collection events and C & D roll-off boxes. The material collected as C & D is diverted at an average diversion rate of 87%.
- Recology continues to provide services to city facilities at no cost. Facilities include but are not limited to: City Hall, Community Center, Fire and Police Departments, Corporation Yard, Water Yard and others.

**For the City Council Regular Meeting of March 21, 2016**

**Agenda Item # 2.11.B**

- Recology has provided copies of flyers and newsletters that they distribute, either directly or through the mail, and are available on their website. Recology is currently generating a new Jr. Recologist Program for schools, education programs and new flyers in both English and Spanish. The goal of the Junior Recologist Program is to teach students how to be environmental stewards in school, at home and in their communities.
- Recology participates in many community events: Citrus Festival, Relay for Life, America in Bloom, Moon Light on the Ranch, Santa Paula Police Department 5K Run, Santa Paula High Basketball and other events for the local schools and organizations. Most recently has sponsored the City's Easter Egg Hunt and Earth Day Celebration.
- Recology is now charging finance charges on outstanding accounts from March 2015 – March 2016. They typically send delinquent notices at 60 and 90 days.
- Recology has indicated a detailed description of staff training for all duties. Topics of discussion have included: heat & illness prevention, emergency action plan, watch for pedestrians walking by your truck, back & lifting safety, etc.
- Recology has indicated that all multi-family (over 4 units) and commercial accounts (over 4 yards of weekly service) have a recycling program using either cans or bins and implementation is in compliance with AB 341, the State of California's Mandatory Multi-family and Commercial Recycling Program.
- Recology acknowledges that the City's food waste program is in need of re-tooling. Presently the material in the food waste containers is contaminated with trash. To remedy this, Recology is developing new food waste routes, working with each group using the program and working with the organics processor (Agromin) to keep contamination down thus increasing diversion. This program is being reinvented and begins with on-site education of the food establishments, flyers and stickers for containers and also includes follow up visits to ensure the program is making vast improvements.

Below is a list of categories that have been evaluated as part of the performance review for Recology per the Franchise Agreement:

<b>SECTION</b>	<b>GENERAL COMPLIANCE ITEMS:</b>	<b>RECOLOGY UPDATE/STATUS</b>
	Compliance with the terms of the Franchise Agreement and applicable law.	Ok, as Provided in 2015 Performance Review Report
	Efficiency of collection operations, including an analysis of routes, schedules and the impact to Agreement requirements.	Ok, Recology hired a 3 <sup>rd</sup> party to perform route audits. Audits revealed that the routes were efficient.
	Employee job and safety training, and	All employees receive extensive training over

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.11.B

	management of Hazardous Waste.	a large variety of topics. Monthly trainings are conducted. Recology's Environmental Manager and the Ventura County CUPA provided on-site training to supervisors as well.
	Procedures for receiving and resolving subscriber complaints and concerns. Records relating to Customer Services, Routes, Log of Complaints and remedy to issues, missed pick-ups. 15.03 Below.	See 15.03-06 below.
	Compliance with AB 341: Mandatory Multi-family and Commercial Recycling program.	Businesses are in compliance with AB 341. Recology has identified opportunities to improve the program success through outreach and education.
8.01	Diversion: Hauler is required to use their best efforts to meet the diversion goal of 60%.	Residential: 39% Commercial: 21% Roll-off: 33% C & D: 87% Actual total diversion for 2015: 35%
	Franchisee to document why not meeting a diversion goal and if documentable they can use 3 <sup>rd</sup> party diversion.	Recology is looking at the actual/justifiable 2015 diversion numbers in an effort to find areas to increase diversion. All programs are being evaluated and modified to increase the city's diversion rate. As Recology has only operated in Santa Paula for 12 months, change will take time. Additionally the hauler is aware of the impact that program changes can make on the refuse rates. Recology's Waste Zero team is working diligently to increase diversion in all sectors.
9.02	All routing and emissions in the City shall be in compliance with the Ventura County Air Pollution Control District, south Coast Air Quality Management District and the California Air Resources Board, including Rule 1193.	Recology Ventura currently meets the California Air Resources Board standards for vehicle pollution emissions.
9.04	All bins will be reasonably maintained within the City's jurisdiction free of "Tagging" and "Graffiti".	Recology responds to any complaint of graffiti/tagging with 24 hours. Bins are either cleaned or replaced.
9.06	All work performed will be done in a professional manner so that the customers within the city are provided with reliable, courteous, and high-quality solid waste, recyclable materials and green waste	Recology states they are committed to the quality of life in Santa Paula and strive to reduce negative impacts on the environment.

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.11.B

	collection service.	
9.07	Automated cart services. Weekly service.	All residential service is provided weekly for solid waste, recyclables and green waste.
9.08	Bulky item collections: 2 free annually, excess can be billed. Quantity or tonnage Statistics, advertising?	Bulky item collections are done on Thursdays. An average of 11 homes are serviced weekly, approximately 500 collections in 2015. Additional outreach is being scheduled for 2016, see exhibit A.
9.09	Quarterly Community Drop-offs. Franchisee to promote, conduct and collect bulky items, C & D, e-waste. Data on these events. Statistics on the tonnage?	Recology conducted 3 events in 2015. Volunteers from the local high school assisted. Participation remains strong.  April: 162 participants July: 158 participants October: 148 participants  Program is advertised through magnets and the local newspaper.
9.10	Residential accounts to have free universal and e-waste collection. Statistics on volume/pounds/tons?	Recology collected 21,006 pounds of E-waste/Universal waste at the quarterly events and also curbside.
9.11	Franchisee to provide service at no charge to 12 community events, list current serviced in 2015.	Service has been provided at no charge to: Relay for Life America in Bloom Citrus Festival & Moon Light at the Ranch Santa Paula Police Department 5K Run Summer Festival at Veterans Park Grand opening for store front at Las Piedras Park.
9.12	Provide the City with 4-40 yard containers per year. Provide details.	Recology provided 120 Roll off boxes, 10 street sweeping, 17 Construction & demolition, 5 metal 21 green waste, 67 trans bins.
9.13	Automated recycling. Are the 95 gal recycling containers at all homes? Set out rate?	All residents have recycle containers. The out rate is 96%. Recology reminds us that set out rate is not reflective in diversion rate due to contamination issues.
9.14	Bin recycling provided, provide details.	Both recycling and green waste bins are available.
9.15	C & D recycling provided. Explain C & D.	All C & D material is taken to the Sun Valley facility. The facility has a certified diversion rate of 87%.

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.11.B

9.18	Green Waste Collection: 95 gallon weekly, green waste bins available and holiday tree collection. Set out rates/participation.	Containers are collected weekly from all residents. 2,839 tons of green waste was collected.
9.19	Collection from City facilities: City Hall, Community Center, Police Department, Fire Department, City street cans, Police Storefront, Corporation Yard (1-3 yard), Water yard (1-3 yard), CA Oil Museum, City operated gymnasiums and city parks. Note No gym/parks, only at Harding. No cost through 6/1/2013. If City budget is still in a deficit, the cost waiver may be extended 1 year.	No charge service provided to: City Hall, Community Center, Police Dept., Fire Dept., Main street city cans, Police storefront, Corporation Yard, Water yard, CA Oil Museum, City operated gyms & parks.  This practice is continuing.
9.20	End Uses of Green Waste	Recology delivers all green waste material to Agromin for composting.
10.03	Containers: Franchisee is responsible for cart repair and maintenance, graffiti removal, and replacing lost, stolen or damaged carts within five (5) business days.	Recology Ventura fulfills all requests within 5 days.
10.06	Litter abatement: Franchisee to take care of liquid or solid spills. Franchisee must adequately clean up all spills. Status.	All trucks are equipped with brooms and shovels. If the spill is liquid then CANDO services is under Recology contract to clean up.
10.13	Report of accumulation of solid waste: Unauthorized Dumping	Recology's drivers are required to report any and all illegal dumping and excessive accumulation of solid waste.
10.14	Transportation of solid waste.	Recology maintains detailed records of quantities of all materials processed. Information is provided in quarterly reports.
10.17	Billing Delinquency: Notice at 60 & 90 days to clients, may charge \$3/month and can discontinue service after 60 days with a letter from franchisee to clients and approval of city.	Recology issues 60 & 90 day delinquent notices. They remove all three (3) carts from property after 90 days and have hired a collection agency for all delinquent accounts. There are not major issues to report.  A 15% senior discount is available. 845 residents receive this discount.
10.21	Public Awareness:  Newsletters 2 times a year.	Recology has provided magnetic calendars to the community as well as other promotional items that are also distributed at local functions.

## For the City Council Regular Meeting of March 21, 2016

## Agenda Item # 2.11.B

	English/Spanish. Reviewed by City.  New customer newsletter.  Distribute flyers, etc. at events.	Sample newsletter has been provided.  Currently being translated into Spanish.
10.23	Cleaning/Painting of containers. To be kept in good order and graffiti free.	Recology has CMG contracted to clean, repair and exchange containers as requested. Graffiti removal is typically done within 24 hours.
11.01	If noise complaints on vehicles, provide a noise level test if requested.	There are no current noise complaints on file.
15.03-06	Service complaints: Provide with quarterly reports the detailed complaint log including resolution.	Complaints taken care of same day or within 24 hours. Complaint log included in quarterly reports. Resolution is included in the log.  If missed pick-up is called in, the driver is sent back that day. If the call is received after hours, the service is done the next day.  Complaint logs are kept for 24 months.
15.09	Government Liaison	Recology has two employees working as liaisons with Santa Paula. They are the local operations manager and a governmental relations manager.
19.01	Rates subject to escalation (CPI) this can begin 7/1/2013, as long as in compliance with contract.	Recology received a CPI increase effective on 8/1/2015.
19.03	Rate adjustment must be submitted to city by 3/1 and must indicate compliance with contract and all required back up documents. Requires 15 day prior notice to the residents.	Not applicable.
23.02	Quarterly Reports. Due 30 days after end of quarter. Includes tonnages diverted and disposed, complaint logs, and narrative on any important issues for the quarter, report on promotional activities, HHW information.	Reports are submitted quarterly.
23.03	Annual Report due March 1, for the prior 12 months. City to review the report for acceptance with 90 days.	Included as this performance review.

City staff will continue to coordinate with Recology on enhancing public outreach on all

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.11.B**

recycling programs. City staff will continue to monitor diversion quarterly reports to ensure compliance with all State law requirements. Recology has committed to provide resources where applicable to make necessary improvements.

**Alternatives:**

- A. Receive and file this report;
- B. Provide staff with additional direction.

## Attachments:

Exhibit A - Performance Review & Annual Report 2015 - March 1\_2016

Exhibit B - Jr. Recologist Program Brochure



# City of Santa Paula Solid Waste Franchise Agreement: 2015 Performance Review & Annual Report\*

**Contract Term:**  
6/1/2011 – 5/31/2018

by:



March 1, 2016

\*Recology Ventura acquired the originally-awarded contractor, Crown Disposal, on March 5, 2015; therefore, Information provided in this report is for activity performed after the date of acquisition.





## General Compliance Items

### COMPLIANCE WITH THE TERMS OF THE FRANCHISE AGREEMENT AND APPLICABLE LAW:

Recology Ventura strives to provide the best service to its customers and comply with all contractual obligations. We pride ourselves on our excellent service, transparency in reporting, and providing **WASTE ZERO** programs for local businesses, the community and our schools. This report will provide the City of Santa Paula with valuable information on our 2015 activities and a benchmark for goals in 2016.

Items contained in this report that require more explanation should be directed to:

Name: Josie Kalbaklian  
Title: Business Partnership Manager  
Address: 9189 De Garmo Avenue  
Sun Valley, California 91352  
Phone: (818) 640-2407  
Email: jkalbaklian@recology.com

### EFFICIENCY OF COLLECTION OPERATIONS, INCLUDING AN ANALYSIS OF ROUTES, SCHEDULES AND THE IMPACT TO AGREEMENT REQUIREMENTS:

During 2015 Recology Ventura hired a 3<sup>rd</sup> party company, CMG Services, to do route audits to determine efficiency of the current routing. The audits revealed that the current routing for commercial and residential routes was efficient; only one change was suggested for the residential services.

### EMPLOYEE JOB AND SAFETY TRAINING, AND MANAGEMENT OF HAZARDOUS WASTE. FREQUENCY OF SAFETY TRAINING? FREQUENCY OF HOUSEHOLD HAZARD WASTE TRAINING?

Since Recology began its operations in March of 2015, its employees were provided with the following training:

- An extensive new hire safety orientation consisting of various topics.
- Drug & Alcohol Testing Program
- Hazardous Energy – Lockout/Tagout
- Heat Illness Prevention Program
- Fire Prevention
- What to Do in Case of an Accident
- Sharps Discovery Protocol
- Ladder Safety
- Safely Spotting Vehicles
- Backing Vehicles
- Bloodborne Pathogens Program
- Machine Guarding
- Hazardous Material Identification
- Injury and Illness Prevention Program Review
- Confined Space Awareness
- Preventing Slips, Trips and Falls
- Hazard Communication

The listing above is a sampling of training topics covered with our staff. Additional safety topics have also been covered throughout the year. In terms of the





management of hazardous waste and hazardous materials, this topic was covered on a driver's level specifically in the training related to Hazardous Material Identification. Additionally, our Environmental Manager and the Ventura County CUPA inspector provided additional on-site training to our Supervisor. Our Environmental Manager is 24 Hour HAZWOPER certified and provides hazardous waste guidance as necessary.

In terms of training frequency, Recology provides safety training for its staff on a monthly basis, covering a variety of regulatory topics, as well as industry-specific and company-specific topics.

**PROCEDURES FOR RECEIVING AND RESOLVING SUBSCRIBER COMPLAINTS AND CONCERNS. RECORDS RELATING TO CUSTOMER SERVICES, ROUTES, LOG OF COMPLAINTS AND REMEDY TO ISSUES, MISSED PICK-UPS:**

Please review Section 15.03-.06 for detailed information on this item.

**COMPLIANCE WITH AB 341: MANDATORY MULTI-FAMILY AND COMMERCIAL RECYCLING PROGRAM:**

During the acquisition of Crown Disposal Recology Ventura was informed that all businesses had received outreach and were in compliance with AB 341. Recology maintained all these accounts thereafter. During an assessment of the customers on the program, Recology identified opportunities to improve program success through outreach and education. In 2016, Recology will launch a new campaign that reflects Recology's WASTE ZERO standards. The campaign will include outreach and education to each multi-family and commercial customer. Several pieces of the material that has been developed are displayed in Section 10.21 – Public Awareness. Additionally, to monitor compliance activity, Recology will do the following:

- Track customer recycling either through Recology or recycling by other means;
- Track customers both with and without recycling programs that meet the CalRecycle threshold requirements.

Recycling customers will be provided with on-going education to increase recycling and waste reduction participation. All information collected from site visits and customer participation will be provided to the City.

**INSURANCES:**

Recology Ventura is in compliance with coverage limits that include the following:

- Commercial general liability
- Business automobile liability
- Workers compensation

Please see the attached insurance forms at the end of this report.





## Areas for Project Updates

### 8.01 DIVERSION: HAULER IS REQUIRED TO USE THEIR BEST EFFORTS TO MEET THE DIVERSION GOAL OF 60%

The following tables provide diversion information from March to December:

#### Residential Program

MONTH	TOTAL COLLECTED	TOTAL RECYCLED	TOTAL LANFILLED	% Diversion
March	888.89	379.72	509.17	43%
April	1,044.32	432.69	611.63	41%
May	1,012.68	383.86	628.82	38%
June	1,066.05	440.74	625.31	41%
July	1,142.90	461.22	681.68	40%
August	1,027.69	429.64	598.05	42%
September	1,108.74	459.70	649.04	41%
October	1,012.12	428.91	583.21	42%
November	916.39	344.52	571.87	38%
December	1,002.79	384.22	618.57	38%

#### Commercial Program

MONTH	TOTAL COLLECTED	TOTAL RECYCLED	TOTAL LANFILLED	% Diversion
March	659.62	94.57	565.05	14%
April	794.43	121.10	673.33	15%
May	781.96	100.61	681.35	13%
June	785.62	43.11	742.51	5%
July	849.41	84.04	765.37	10%
August	786.31	53.72	732.59	7%
September	806.57	74.85	731.72	9%
October	780.11	131.15	648.96	17%
November	738.58	121.87	616.71	17%
December	705.69	89.74	615.95	13%

#### Roll-Off Program: Temporary Service (Mixed)

MONTH	TOTAL COLLECTED	TOTAL RECYCLED	TOTAL LANFILLED	% Diversion
March	144.52	18.09	126.43	13%
April	245.66	73.68	171.98	30%
May	124.08	73.88	50.20	60%
June	154.92	35.00	119.92	23%
July	188.49	32.92	155.57	17%
August	151.11	17.91	133.2	12%
September	114.63	11.68	102.95	10%
October	191.43	29.37	162.06	15%
November	204.08	25.67	178.41	13%
December	224.48	36.36	188.12	16%





**Roll-Off Program: Temporary 6% Service (Construction & Debris)**

MONTH	TOTAL COLLECTED	TOTAL RECYCLED	TOTAL LANFILLED	% Diversion
March	59.27	50.60	8.67	85%
April	235.41	218.71	16.70	93%
May	256.64	234.74	21.90	91%
June	196.64	177.83	18.81	90%
July	138.70	122.47	16.23	88%
August	185.85	163.84	22.01	88%
September	227.71	171.74	55.97	75%
October	177.05	147.23	29.82	83%
November	128.69	104.65	24.04	81%
December	85.46	74.04	11.42	87%

**8.02 FRANCHISEE TO DOCUMENT WHY NOT MEETING A DIVERSION GOAL AND IF DOCUMENTABLE THEY CAN USE 3<sup>RD</sup> PARTY DIVERSION.**

Residential waste could be processed to increase diversion; however the cost of processing will affect customer rates, as there are few options locally to process MSW. Recology plans on increasing outreach to residential customers in 2016. Our Waste Zero team is developing the following educational programs to promote higher diversion and waste reduction:

- Promotional Outreach (Newsletter, New Customer Packet, etc.)
- New Diversion Programs Added to Drop-Off Events
- Jr. Certified Recologist Program (Our School Program)
- Residential & Commercial Audit and Education Program
- Waste Zero Living Online Tutorials

Collateral for these programs are displayed in Section 10.21 – Public Awareness.

**8.03 THE PARTIES DESIRE THAT RECOLOGY VENTURA ACHIEVE THE GREATEST DIVERSION POSSIBLE UNDER THIS AGREEMENT.**

Recology Ventura developed a Waste Zero team that will focus on increasing diversion by educating customers on best practices to recycle. Please see Section 10.21 for examples of outreach material created.

**9.02 ALL ROUTING AND EMISSIONS IN THE CITY SHALL BE IN COMPLIANCE WITH THE VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT, SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT AND THE CALIFORNIA AIR RESOURCES BOARD, INCLUDING RULE 1193.**

Recology Ventura meets California Air Resources Board standards for vehicle pollution emissions. The Ventura County Air Control District: On-road motor vehicle emissions currently account for more than half of the ozone-forming emissions in Ventura County. Consequently, the District's AQMP relies on a wide range of programs implemented by federal, state and local agencies, to reduce mobile source emissions to achieve clean air. Planning and Evaluation Division staff coordinates with these agencies to ensure





that programs are implemented as expected, identifies opportunities where additional emission reduction programs can be implemented, and reviews agency actions to ensure that they will not interfere with efforts to reduce mobile source emissions.

**9.04 ALL BINS WILL BE REASONABLY MAINTAINED WITHIN THE CITY'S JURISDICTION FREE OF "TAGGING" OR "GRAFFITI."**

Recology responds to all containers reported to have graffiti within 24 hours. All bins reported to have been tagged or contain graffiti were cleaned and/or replaced. Recology monitors all bins and will replace containers, as needed.

**9.06 ALL WORK PERFORMED WILL BE DONE IN A PROFESSIONAL MANNER SO THAT CUSTOMERS WITHIN THE CITY ARE PROVIDED WITH RELIABLE, COURTEOUS, AND HIGH-QUALITY SOLID WASTE, RECYCLABLE MATERIALS AND GREEN WASTE COLLECTION SERVICE.**

Our commitments are to provide first-class customer service, to positively contribute to the quality of life in Santa Paula and to reduce negative impacts on the environment. We stand by our commitments and will continue to provide quality service.

**9.07 AUTOMATED CART SERVICES. WEEKLY SERVICE.**

Recology Ventura services residential curbside automated carts one (1) time a week per residence for recyclables, green waste and solid waste.

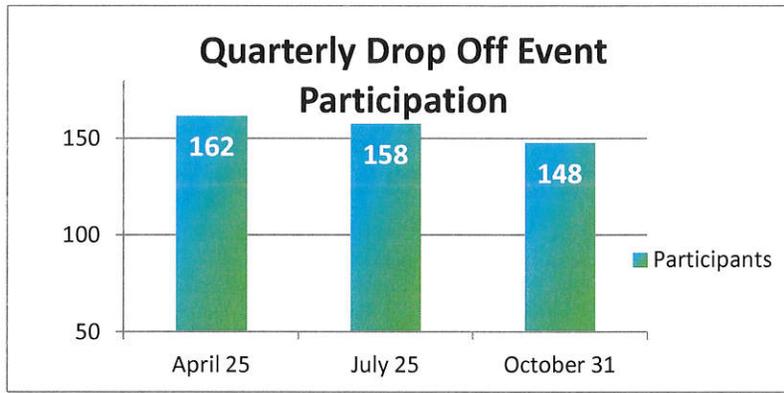
**9.08 BULKY ITEM COLLECTIONS: 2 FREE ANNUALLY, EXCESS CAN BE BILLED. QUANTITY OR TONNAGE STATISTICS, ADVERTISING?**

Recology Ventura provided bulky item collection to residents on an on-call basis. For the year 2015, no excess charges were assessed to customers. Bulky item collections were scheduled weekly on Thursdays. On average approximately 11 homes are serviced per week with a total of over 500 collections annually. In the year 2016, Recology Ventura implemented a weekly data collection log shown below to document detailed information on collections that could be reported back to the City and assist with public outreach efforts on waste reduction.

**9.09 QUARTERLY COMMUNITY DROP-OFFS. FRANCHISEE TO PROMOTE, CONDUCT AND COLLECT BULKY ITEMS, C&D, E-WASTE. DATA ON THESE EVENTS. STATISTICS ON THE TONNAGE?**

Recology Ventura conducted three of the four Drop-Off Events; the first quarterly Drop-Off event was conducted by Crown Disposal. During the event, Recology staff greeted and verified residency of participants, logged their home address, and directed them to the appropriate area for drop-off area. In addition to Recology staff, the Santa Paula High School Baseball team volunteered their time to assist with the events in exchange for Recology's sponsorship of their team. A chart of participation levels at the three collection events held by Recology is shown on the following page.





### Public Outreach

Drop-Off Events were advertised on magnetized calendars to customers upon the acquisition on March 5<sup>th</sup>. The events were also advertised in four issues leading up to the event day in the Santa Paula Times.

### Halloween Event



Recology Ventura partnered with the Boys and Girls Club for the October 31<sup>st</sup> drop-off event this year as a means to provide public outreach to Santa Paula youth. We encouraged residents to bring their children dressed in Halloween costumes for a treat. Children were quizzed on their recycling knowledge and rewarded with a treat. The ads that were placed in the Santa Paula Times and posted at the Boys and Girls Club are shown below.

#### SANTA PAULA COMMUNITY DROP-OFF EVENT

**TEAGUE PARK**  
484 West Harvard Boulevard

**Saturday, April 25, 2015. 8:00am to 1:00pm**  
\$10.00 fee per vehicle. \$10.00 fee per trailer

Santa Paula Residents can bring their large items for proper disposal. Bring a copy of a current utility bill and driver's license. Payments may be made with cash or checks.

<b>ACCEPTABLE ITEMS</b>	<b>UNACCEPTABLE ITEMS</b>
<ul style="list-style-type: none"> <li>✓ Large Items</li> <li>✓ Appliances</li> <li>✓ Furniture</li> <li>✓ Televisions</li> <li>✓ Computers</li> <li>✓ Monitors</li> <li>✓ Printers</li> <li>✓ Yard Waste</li> <li>✓ Construction &amp; Demolition Waste</li> </ul>	<ul style="list-style-type: none"> <li>✗ Tires</li> <li>✗ Household Hazardous Waste</li> <li>✗ Paint</li> <li>✗ Oil</li> <li>✗ Batteries</li> <li>✗ Pesticides</li> <li>✗ Explosives</li> <li>✗ Loose Trash</li> <li>✗ Dirt</li> <li>✗ Concrete</li> <li>✗ Asphalt</li> </ul>

Questions? 805.933.0100  
(Open to City of Santa Paula Residents Only—Identification Required)

#### EVENTO DE DESECHO DE OBJETOS VOLUMINOSOS PARA LA COMUNIDAD DE SANTA PAULA

**TEAGUE PARK . 484 West Harvard Boulevard**  
**Sábado 25 de Abril, 2015 . 8:00am to 1:00pm**  
\$10.00 de cuota por vehículo. \$10.00 de cuota por trailer

Los residentes de la Ciudad de Santa Paula pueden traer y desechar apropiadamente sus objetos voluminosos. Traiga una copia de su más reciente factura de agua o electricidad y su identificación. Se aceptan los pagos en forma de cheque o efectivo.

<b>ARTICULOS ACEPTABLES</b>	<b>ARTICULOS INACEPTABLES</b>
<ul style="list-style-type: none"> <li>✓ Objetos Grandes</li> <li>✓ Electrodomésticos</li> <li>✓ Muebles</li> <li>✓ Televisores</li> <li>✓ Computadores</li> <li>✓ Monitores</li> <li>✓ Impresoras</li> <li>✓ Jardinería</li> <li>✓ Material de construcción y demolición</li> </ul>	<ul style="list-style-type: none"> <li>✗ Lantas</li> <li>✗ Material de casa dañino</li> <li>✗ Pintura</li> <li>✗ Aceite</li> <li>✗ Baterías</li> <li>✗ Pesticidas</li> <li>✗ Basura suelta</li> <li>✗ Explosivos</li> <li>✗ Concreto</li> <li>✗ Asfalto</li> <li>✗ Ladrillo o bloques</li> </ul>

Preguntas? 805.933.0100  
(Solo para residentes de la Ciudad de Santa Paula—se requiere identificación)

#### SANTA PAULA COMMUNITY DROP-OFF EVENT

**TEAGUE PARK**  
484 West Harvard Boulevard

**Saturday, July 25, 2015. 8:00am to 1:00pm**  
\$10.00 fee per vehicle. \$10.00 fee per trailer

Santa Paula Residents can bring their large items for proper disposal. Bring a copy of a current utility bill and driver's license. Payments may be made with cash or checks.

<b>ACCEPTABLE ITEMS</b>	<b>UNACCEPTABLE ITEMS</b>
<ul style="list-style-type: none"> <li>✓ Large Items</li> <li>✓ Appliances</li> <li>✓ Furniture</li> <li>✓ Televisions</li> <li>✓ Computers</li> <li>✓ Monitors</li> <li>✓ Printers</li> <li>✓ Yard Waste</li> <li>✓ Construction &amp; Demolition Waste</li> </ul>	<ul style="list-style-type: none"> <li>✗ Tires</li> <li>✗ Household Hazardous Waste</li> <li>✗ Paint</li> <li>✗ Oil</li> <li>✗ Batteries</li> <li>✗ Pesticides</li> <li>✗ Explosives</li> <li>✗ Loose Trash</li> <li>✗ Dirt</li> <li>✗ Concrete</li> <li>✗ Asphalt</li> </ul>

Questions? 805.933.0100  
(Open to City of Santa Paula Residents Only—Identification Required)

#### EVENTO DE DESECHO DE OBJETOS VOLUMINOSOS PARA LA COMUNIDAD DE SANTA PAULA

**TEAGUE PARK . 484 West Harvard Boulevard**  
**Sábado 25 de julio, 2015 . 8:00am to 1:00pm**  
\$10.00 de cuota por vehículo. \$10.00 de cuota por trailer

Los residentes de la Ciudad de Santa Paula pueden traer y desechar apropiadamente sus objetos voluminosos. Traiga una copia de su más reciente factura de agua o electricidad y su identificación. Se aceptan los pagos en forma de cheque o efectivo.

<b>ARTICULOS ACEPTABLES</b>	<b>ARTICULOS INACEPTABLES</b>
<ul style="list-style-type: none"> <li>✓ Objetos Grandes</li> <li>✓ Electrodomésticos</li> <li>✓ Muebles</li> <li>✓ Televisores</li> <li>✓ Computadoras</li> <li>✓ Monitores</li> <li>✓ Impresoras</li> <li>✓ Jardinería</li> <li>✓ Material de construcción y demolición</li> </ul>	<ul style="list-style-type: none"> <li>✗ Lantas</li> <li>✗ Material de casa dañino</li> <li>✗ Pintura</li> <li>✗ Aceite</li> <li>✗ Baterías</li> <li>✗ Pesticidas</li> <li>✗ Basura suelta</li> <li>✗ Explosivos</li> <li>✗ Concreto</li> <li>✗ Asfalto</li> <li>✗ Ladrillo o bloques</li> </ul>

Preguntas? 805.933.0100  
(Solo para residentes de la Ciudad de Santa Paula—se requiere identificación)

#### SANTA PAULA COMMUNITY HALLOWEEN DROP-OFF EVENT

**HARDING PARK**  
1400 East Harvard Boulevard

**Saturday, October 31, 2015. 8:00am to 1:00pm**  
\$10.00 fee per vehicle. \$10.00 fee per trailer

Santa Paula Residents can bring their large items for proper disposal. Bring a copy of a current utility bill and driver's license. Payments may be made with cash or checks.

<b>ACCEPTABLE ITEMS</b>	<b>UNACCEPTABLE ITEMS</b>
<ul style="list-style-type: none"> <li>✓ Large Items</li> <li>✓ Appliances</li> <li>✓ Furniture</li> <li>✓ Televisions</li> <li>✓ Computers</li> <li>✓ Monitors</li> <li>✓ Printers</li> <li>✓ Yard Waste</li> <li>✓ Construction &amp; Demolition Waste</li> </ul>	<ul style="list-style-type: none"> <li>✗ Tires</li> <li>✗ Household Hazardous Waste</li> <li>✗ Paint</li> <li>✗ Oil</li> <li>✗ Batteries</li> <li>✗ Pesticides</li> <li>✗ Explosives</li> <li>✗ Loose Trash</li> <li>✗ Dirt</li> <li>✗ Concrete</li> <li>✗ Asphalt</li> </ul>

Questions? 805.933.0100  
(Open to City of Santa Paula Residents Only—Identification Required)

#### EVENTO DE DESECHO DE OBJETOS VOLUMINOSOS PARA LA COMUNIDAD DE SANTA PAULA HALLOWEEN

**HARDING PARK . 1400 East Harvard Boulevard**  
**Sábado 31 el octubre, 2015 . 8:00am to 1:00pm**  
\$10.00 de cuota por vehículo. \$10.00 de cuota por trailer

Los residentes de la Ciudad de Santa Paula pueden traer y desechar apropiadamente sus objetos voluminosos. Traiga una copia de su más reciente factura de agua o electricidad y su identificación. Se aceptan los pagos en forma de cheque o efectivo.

<b>ARTICULOS ACEPTABLES</b>	<b>ARTICULOS INACEPTABLES</b>
<ul style="list-style-type: none"> <li>✓ Objetos Grandes</li> <li>✓ Electrodomésticos</li> <li>✓ Muebles</li> <li>✓ Televisores</li> <li>✓ Computadoras</li> <li>✓ Monitores</li> <li>✓ Impresoras</li> <li>✓ Jardinería</li> <li>✓ Material de construcción y demolición</li> </ul>	<ul style="list-style-type: none"> <li>✗ Lantas</li> <li>✗ Material de casa dañino</li> <li>✗ Pintura</li> <li>✗ Aceite</li> <li>✗ Baterías</li> <li>✗ Pesticidas</li> <li>✗ Basura suelta</li> <li>✗ Explosivos</li> <li>✗ Concreto</li> <li>✗ Asfalto</li> <li>✗ Ladrillo o bloques</li> </ul>

Preguntas? 805.933.0100





**9.10 RESIDENTIAL ACCOUNTS TO HAVE FREE UNIVERSAL AND E-WASTE COLLECTION. STATISTICS ON VOLUME/POUNDS/TONS?**

Recology Ventura collects E-waste from both community drop off events and curbside bulk item collection. From March 5<sup>th</sup> 2015 Recology has collected 21,006 pounds of E-waste that was sent to PC Recycle LLC located at 2580 Azurite Circle, Newberry Park, California.

**9.11 FRANCHISEE TO PROVIDE SERVICE AT NO CHARGE TO 12 COMMUNITY EVENTS, LIST CURRENT SERVICED IN 2015.**

Recology Ventura provided service at no charge to the following community events:

- Relay for Life
- America in Bloom
- Citrus Festival
- Moon Light on the Ranch
- Santa Paula Police Department 5K Run
- Summer Festival at Veterans Park
- Grand Opening for the store front at Las Piedras Park



In addition to providing service to these events, Recology presented a check to the Rotary Club to help cover the cost of the 4<sup>th</sup> of July fireworks.

**9.12 PROVIDE THE CITY WITH 4 – 40 YARD CONTAINERS PER YEAR.**

Starting March 5<sup>th</sup> of 2015 Recology Ventura Provided 120 roll-off boxes at no charge to the City. The table below provides details on the counts, material types, and tonnages of the loads:

Material	Load Count	Total Tons
Construction & Demolition	17	73.91
Green Waste	21	105.37
Metal	5	10.29
Street Sweeping	10	103.34
Trash	67	224.21

**9.13 AUTOMATED RECYCLING. ARE THE 95 GAL RECYCLING CONTAINERS AT ALL HOMES? SET OUT RATE?**

Recycle containers are made available and collected from Santa Paula residents. Participation rate among residents is approximately 96%. Let it be noted that diversion reported is not reflective of participation and/or set out rate of containers.

**9.14 BIN RECYCLING PROVIDED, PROVIDE DETAILS.**

Recology Ventura provides recycling and green waste collection to residential customers receiving bin service. The recyclable material is delivered to Del Norte



Regional Recycling and Transfer Station in Oxnard for processing; the green waste is delivered to Agromin's Composting Facility in Oxnard.

#### 9.15 C&D RECYCLING PROVIDED. EXPLAIN C&D.

Recology Ventura provides construction and demolition material collection and recycling to Santa Paula customers. Construction and demolition material is delivered to Recology Los Angeles in Sun Valley for processing and diversion. The facility's certified diversion rate for C&D in 2015 was 88.37% from March through June and 80.68% from July through December. The current diversion rate as of January 1, 2016 is 81.62%.

#### 9.16 NOTIFICATION TO CUSTOMERS WHO HAVE NON-RECYCLABLE MATERIALS IN THEIR RECYCLING CONTAINERS.

Recology's new educational component will consist of random trash audits. Our Waste Zero team will be conducting these audits to ensure that recyclables are being placed into the proper bin. This will help the city's overall diversion goals and help educate customers on living a sustainable life.

#### 9.18 GREEN WASTE COLLECTION: 95 GALLON WEEKLY, GREEN WASTE BINS AVAILABLE AND HOLIDAY TREE COLLECTION. SET OUT RATES/PARTICIPATION.



Green waste containers made available and collected from Santa Paula residents on a weekly basis. A total of 2,839.42 tons of green waste were collected in the City from March – December of 2015.

#### Holiday Schedule and Collection

Recology Ventura advertised in the Santa Paula Times to provide information on its Holiday Schedule and Christmas Tree Collection Program. The Christmas Tree Collection was held from December 26<sup>th</sup> through January 8<sup>th</sup> of 2016 at the Train Depot Parking Lot. The ad is displayed on the right, providing information and encouraging Santa Paula residents to celebrate a "Green" season.





**9.19 COLLECTION FROM CITY FACILITIES: CITY HALL, COMMUNITY CENTER, POLICE DEPARTMENT, FIRE DEPARTMENT, CITY STREET CANS, POLICE STOREFRONT, CORP. YARD (1-3 YARD), WATER YARD (1-3 YARD), CA OIL MUSEUM, CITY OPERATED GYMNASIUMS AND CITY PARKS. NOTE NO GYM/PARKS, ONLY AT HARDING. NO COST THROUGH 6/1/2013. IF CITY BUDGET IS STILL IN A DEFICIT, THE COST WAIVER MAY BE EXTENDED 1 YEAR.**

Recology Ventura provides service at no charge to: City of Santa Paula City Hall, Community Center, Police Department, Fire Department, Main Street City Cans, Police Storefront, Corporation Yard, Water Yard, California Oil Museum, and City-operated Gyms and Parks.

**9.20 END USES FOR GREEN WASTE**

Recology delivers all green waste material collected from both curbside collection and Christmas tree collections to Agromin for composting.

**10.03 CONTAINERS. FRANCHISEE IS RESPONSIBLE FOR CART REPAIR AND MAINTENANCE, GRAFFITI REMOVAL, AND REPLACING LOST, STOLEN OR DAMAGED CARTS WITHIN FIVE (5) BUSINESS DAYS.**

Recology Ventura currently fulfills all request made within the 5 business day period. Bins are replaced on an as needed basis.

**10.06 LITTER ABATEMENT: FRANCHISEE TO TAKE CARE OF LIQUID OR SOLID SPILLS. FRANCHISEE MUST ADEQUATELY CLEAN UP ALL SPILLS.**

All Recology Ventura collection vehicles are equipped with brooms and shovels so that the drivers can clean up trash that has spilled while the container is being serviced. Recology Ventura contracts with CANDO services to clean up any fluid spills from collection vehicles.

**10.07 BILLING DELINQUENCY: NOTICE AT 45 DAYS TO CLIENT, MAY CHARGE \$3/MONTH AND CAN DISCONTINUE SERVICE AFTER 60 DAYS WITH A LETTER FROM FRANCHISEE TO CLIENTS AND APPROVAL OF CITY.**

Recology Ventura waits 90 days to issue delinquency notices and impose finance charges as a customers are on a bimonthly billing cycle. If the customer does not respond within 10 days of the notice, service is interrupted.

**10.13 REPORT OF ACCUMULATION OF SOLID WASTE; UNAUTHORIZED DUMPING**

Recology Ventura truck drivers are aware of their responsibility to report any and all unauthorized dumping they see while servicing the city. Drivers are also aware that they must report accumulation of solid waste on un-serviced containers.





### 10.14 TRANSPORTATION OF SOLID WASTE

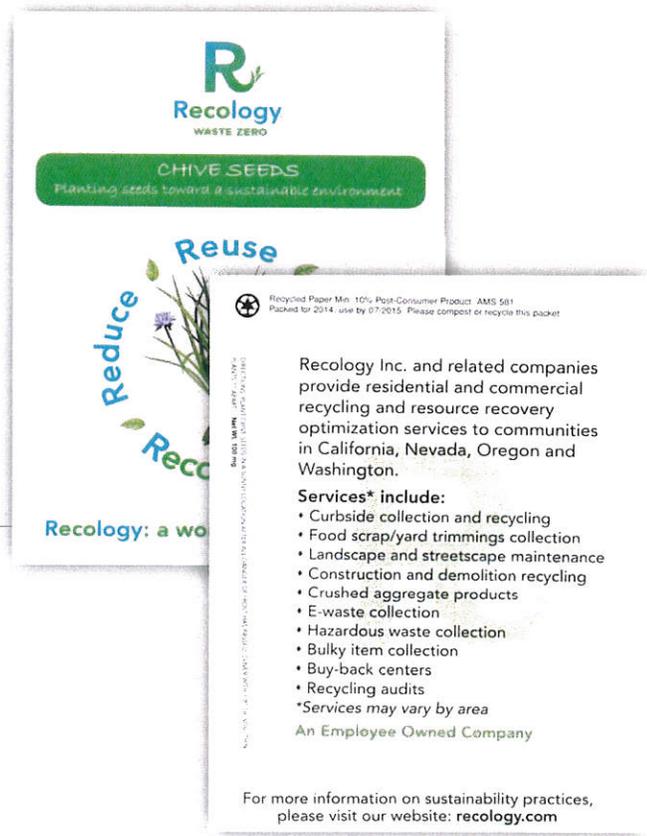
Recology Ventura currently maintains complete, accurate and up-to-date records of the quantities of solid waste transported to the transfer stations. Such numbers are included in the quarterly reports presented to the City.

### 10.17 SERVICES AND CUSTOMER BILLING

Recology Ventura currently offers a 15% Senior Citizens' Discount on residential cart service to customers 62 years of age and older who own or rent in the City of Santa Paula. We currently have 845 customers participating in the discount program.

### 10.21 PUBLIC AWARENESS

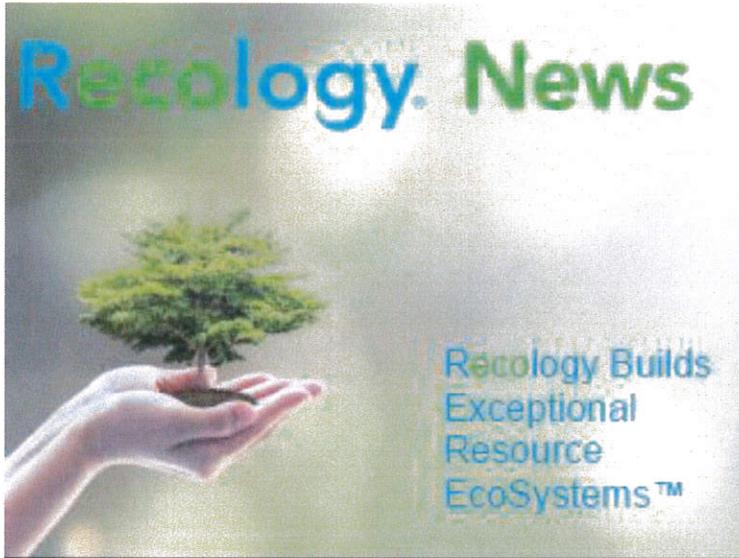
Recology Ventura provided information to customers by distributing a magnetic calendar that listed the drop-off and compost give-away events, the City's household hazardous waste drop-off events and service holidays, as well as other promotional items during various local functions. Recology also handed out chive seed packets with information on Recology and a link to our website where customers can gather valuable information on how to lead a more sustainable life. Our public outreach materials are displayed below. *The following pages display several public outreach materials planned for 2016.*







Quarterly Newsletter



**Recology Ventura Picture Contest**

Are you an artist between the ages of four and seventeen? Tell us, in a drawing, what **Waste Zero** means to you! Your picture could be featured in the next Recology Newsletter and our website.

Draw your picture on an 8.5x11 piece of paper, and drop it off or mail it to the Recology Ventura office on Main Street. Remember to put your name and phone number on the back of the picture so that we can let you know when your picture will be featured!



**Recologize Your Rainy Days**

Help keep stormwater moving and prevent your bins from floating away by placing them a few inches away from the curb to allow water to flow down the street

Ensure the health of our river and ocean by not littering and picking up litter when you see it. Water flows untreated down storm drains and trash hurts our natural resources.

Save water for future use by building rain barrels to catch rainwater. Instructions for how to build rain barrels can be found on our website.



**Have a Construction Project and Want More Diversion?**

Contact our customer service center and ask to speak with an account manager. Account managers can teach you how source separation of building materials can increase your diversion.

Show your commitment to the community by ensuring the best and highest use of all resources!

ISSUE 1 | VOLUME 1 | 2016

**2016 Harding Park Events**

**Drop-Off Event & Free Compost Give-A-Way**

- Friday, January 29, 2016
- Saturday, January 30, 2016
- Friday, April 29, 2016\*
- Saturday, April 30, 2016\*
- Friday, July 29, 2016
- Saturday, July 30, 2016
- Friday, October 28, 2016
- Saturday, October 29, 2016

**City Household Hazardous Waste Drop-Off Event**

- Saturday, April 2, 2016
- Saturday, October 1, 2016

\*Event to be held at Teague Park

Want more recycling tips and information on what Recology is doing in the community?

Follow us on social media for all of the latest information!

[Facebook](http://www.facebook.com/recologyventura) | [Twitter](http://www.twitter.com/recologyLA) | [Instagram](http://www.instagram.com/recologyLA) | [www.recologyLA.com](http://www.recologyLA.com)



Recology Ventura  
866 E. Main Street  
Santa Paula, CA 93060  
(805) 933-0100  
[www.RecologyVentura.com](http://www.RecologyVentura.com)

Attachment: Exhibit A - Performance Review & Annual Report 2015 - March 1\_2016 (1093 : Recology Ventura Performance Evaluation)





### Bulky Item Collection Information



## FREE BULKY ITEM PICK-UP

Recology Ventura customers are allotted two (2) FREE bulky item pickups each year.

- Large furniture items
- Appliances
- Mattresses
- Textiles



To schedule a bulky item pick-up or for more information,  
please contact us:

[www.RecologyVentura.com](http://www.RecologyVentura.com)

(805) 933-0100





### Household Hazardous Waste Information

**Recology Ventura WASTE ZERO**

**RECOLOGY VENTURA DOES NOT ACCEPT HOUSEHOLD HAZARDOUS WASTE**

**For the safety of our staff and the environment, please do not place any of the following materials in your Recology Ventura bins.**

<ul style="list-style-type: none"> <li>• Aerosol Cans</li> <li>• Adhesives</li> <li>• Batteries (Auto &amp; Household)</li> <li>• Fluorescent Tubes and Bulbs (CFL's)</li> <li>• Fuel Additives</li> <li>• Gasoline</li> <li>• Household Cleaners</li> </ul>	<ul style="list-style-type: none"> <li>• Medical Sharps</li> <li>• Medications</li> <li>• Mercury Products</li> <li>• Motor Oil &amp; Filters</li> <li>• Paint, Polishes, Varnish</li> <li>• Paint-related materials</li> <li>• Pool Chemicals</li> </ul>	<ul style="list-style-type: none"> <li>• Turpentine</li> <li>• Transmission Fluid</li> <li>• Thermometers</li> </ul>
--	---	--



The County of Ventura provides FREE household hazardous waste pickups by appointment.

For more information on pick-ups, or to schedule an appointment, please contact Ventura County at:

(805) 658-4321

**Recology Ventura WASTE ZERO**

Recology Ventura does not collect Household Hazardous Waste (HHW). This includes batteries, Tvs, Fluorescent bulbs, needles, oil, paints, tires, etc. Please see the City and County's collection schedule below:

City/County	Collection Schedule	Accepted Materials	Notes
County of Ventura Pollution Center HHW Collection Events	4th Saturday of each month (except May, November and December)	Cities of Fillmore, Ojai, Santa Paula, and Unincorporated Areas	Most types of household hazardous wastes. Electronics accepted
City of Santa Paula HHW Collection Events	Bi-Annually, events held on the first Saturday during the months of April & October	City of Santa Paula	Most types of household hazardous wastes. Electronics accepted
			By appointment: (805) 658-4356
			No appointment needed



### AB 341 Compliance

**Recology Ventura WASTE ZERO**

**Mandatory Commercial Recycling**  
Businesses & Multi-Family Dwellings

State Law, **Assembly Bill 341**, requires the following properties to recycle:

Businesses generating four cubic yards of waste or more per week AND multi-family dwellings (5 units or more).



To educate your tenants, employees, contractors and visitors on what goes in each container, please contact us:

[www.RecologyVentura.com](http://www.RecologyVentura.com)  
(805) 933-0100

### Roll-Off Container Rental

**Roll-Off Container Rental**



We deliver different types and sizes of roll-off containers to meet your needs. We will place them in the locations you specify, then pick them up and recycle the contents.

We're your hauler and sorter for construction debris recycling.

**Recology Ventura WASTE ZERO**

[RecologyVentura.com](http://RecologyVentura.com)  
Call 805-933-0100



Material Separation Information

**COMPOST**  
ABONO | 堆肥

Recology  
Ventura  
WASTE 2300  
Questions? Call (805) 933-0100  
RecologyVentura.com

**GARBAGE**  
BASURA | 垃圾

Recology  
Ventura  
WASTE 2300  
Questions? Call (805) 933-0100  
RecologyVentura.com

**RECYCLE**  
RECICLE | 回收

Recology  
Ventura  
WASTE 2300  
Questions? Call (805) 933-0100  
RecologyVentura.com

Attachment: Exhibit A - Performance Review & Annual Report 2015 - March 1\_2016 (1093 : Recology Ventura Performance Evaluation)





**10.23 CLEANING/PAINTING OF CONTAINERS. TO BE KEPT IN GOOD ORDER AND GRAFFITI FREE.**

Recology Ventura contracts with CMG (Container Maintenance Group) to clean, repair and exchange all containers that have been identified by customers or route drivers that need repair or cleaning. This includes graffiti abatement within 24 hours of notification.

**11.01 IF NOISE COMPLAINTS ON VEHICLES, PROVIDE A NOISE LEVEL TEST IF REQUESTED.**

Recology Ventura has not been notified of any noise complaints in regard to collection vehicles.

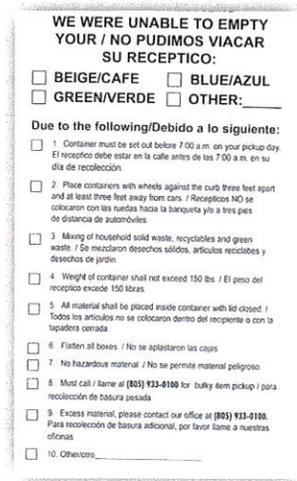
**11.02 PROVIDE A COPY OF VEHICLE NOISE LEVEL TESTING TO THE CITY.**

Not applicable.

**15.03-.06 SERVICE COMPLAINTS: PROVIDE WITH QUARTERLY REPORTS THE DETAILED COMPLAINT LOG INCLUDING RESOLUTION.**

Complaints are received by phone or mail. Complaints are recorded on a log and are resolved within 24 hours. Resolution is included on the log. Complaint log is sent with quarterly reports and are kept for 24 months.

In the event of a missed pick up, the driver is sent back to provide service on the same day. If the missed pick up is called in after hours, the bin will be picked up the following day. Recology notifies customers about their missed pick up using the a door hanger (pictured right)



**15.09 GOVERNMENT LIAISON**

Recology Ventura recently hired two employees who will be responsible for working with the city's designated representatives to resolve customer complaints. Operations Supervisor, Jason Branch will oversee the day-to-day operations locally; and Community and Governmental Relations Manager, Ruben Zaragoza will oversee contract obligations and inter reporting to city officials, including the City Council.

**19.01 RATES SUBJECT TO ESCALATION (CPI) THIS CAN BEGIN 7/1/2013, AS LONG AS IN COMPLIANCE WITH CONTRACT.**

Recology Ventura requested a rate adjustment of 0.73% based on the Consumer Price Index (CPI). The rate increase took effect August 1, 2015 upon customer notification and approval by the City.





**19.03 RATE ADJUSTMENT- MUST BE SUBMITTED TO CITY BY 3/1 AND MUST INDICATE COMPLIANCE WITH CONTRACT AND ALL REQUIRED BACK UP DOCUMENTS. REQUIRES 15 DAY PRIOR NOTICE TO THE RESIDENTS.**

Recology Ventura did not request any additional rate adjustments besides the escalation based on CPI noted in Section 19.01.

**23.02 QUARTERLY REPORTS. DUE 30 DAYS AFTER END OF QUARTER. INCLUDES TONNAGES DIVERTED AND DISPOSED, COMPLAINT LOGS, AND NARRATIVE ON ANY IMPORTANT ISSUES FOR THE QUARTER, REPORT ON PROMOTIONAL ACTIVITIES, HHW INFO.**

Quarterly reports have been submitted to the City on or before their due date.

**23.03 ANNUAL REPORT DUE MARCH 1 FOR THE PRIOR 12 MONTHS. CITY TO REVIEW THE REPORT FOR ACCEPTANCE WITHIN 90 DAYS.**

Recology Ventura assumed service in the City of Santa Paula as of March 5, 2015; any information for 2014 made available by Crown Disposal was provided by Recology at the City's request.

**RECOLOGY'S LIST OF OFFICERS AND BOARD OF DIRECTORS.**

Please find the list of Officers and Board of Directors organizational chart at the end of this report.

**RECOLOGY'S OVERVIEW**

Recology understands the importance of diversion. Going forward, we are committed to working with the City to further reduce the number of tons destined for landfill. Over the past year, we have implemented several new or upgraded initiatives which we plan to expand. These initiatives mark a significant step forward in the City's diversion efforts and have been commended by CalRecycle. They include:

- Consistently educating customers through biannual residential and commercial newsletters, welcome packets and informational materials. All these materials have been newly redesigned and are now bilingual (English/Spanish).
- Organizing community events including quarterly bulky item and E-waste drop-off events, compost giveaways, and an Earth Day celebration for families, all with a heightened emphasis on diverting collected material. We have also proposed a green waste drop-off event for businesses.
- Launching a new food waste route aimed at restaurants and accompanied by specialized outreach. The previous route mixed customers producing food waste with customers producing garbage, yielding a waste stream too contaminated to process.
- Conducting waste audits for commercial customers to identify businesses out of compliance with state standards (AB 1826 and AB 341) and ensure they have the recycling and composting containers they need.





- Promoting our new Junior Recologist Program, a comprehensive school program for grades 3-12 to promote environmental awareness and the “Reduce, Reuse, Recycle” ethic.

*Recology is privileged to serve the City of Santa Paula and its residents and businesses. We look forward to a continued partnership with the City in working towards a world without waste.*





# Junior Recologist Program

*Reshaping the way in which students approach waste.*



## Mission

Recology Ventura recently created the Junior Recologists Program to help teachers plan and teach ecology-related curriculum to area students.

## Goal

The goal of the Junior Recologist Program is to teach students how to be environmental stewards in school, at home and in their communities.

## Vision

Recology Ventura envisions a world without waste. As our environmental stewards, we see our students making substantial, unwavering contributions to ensuring the natural resources of our planet are protected for future generations.

**Recology: a world without waste™**

# Program Overview

## Presentation

Recology Ventura will provide a presentation to students on various eco-related topics including:

- Learning about the life of trash and recycling: Where does it go once you put it in the bin?
- Incorporating the practice of reduce, reuse, and recycle into their daily life.
- How they can be an environmental steward in their community.
- Recology can tailor the presentation to include topics that the teacher has already introduced to the students or that the teacher is interested in having the students learn.

## Activities

Students will be engaged in problem solving and fun activities to provide them with a better understanding of proper recycling and alternatives to throwing products away. These activities include:

- Recycling Interviews
- Creating a Zero Waste Plan
- What's In Our Trash?
- Use it Again!
- Compost O' Ball
- Tailored Activities Aligned with Presentation

## Films

Recology Ventura has a host of short, educational films on eco topics that can be incorporated into our visit.

## The Junior Recologist Pledge

Students are invited to take a pledge to become a Junior Recologist and commit to being a life-long environmental steward.

## Field Trips

Recology Ventura can facilitate field trips to material recovery facilities, composting facilities, landfills and even eco-related service events.



# Activities

## Recycling Interviews

**Objective:** The students will become acquainted with how people view and practice recycling.

**Introduction:** In 2015, 31.2 million tons of waste were landfilled in California. Landfills are large pits in the ground where waste is disposed of and covered with soil. These landfills create environmental hazards such as methane pollution and groundwater contamination.

A way of reducing the amount of waste you send to the landfill is by practicing recycling. Recyclables include plastic, paper, glass, and metal products such as plastic bottles, paper bags, newspapers, and glass bottles.

**Procedure:**

1. Write the following questions on the board. Inform the students that you would like each student to partner with the person next to them. Each set of partners will ask each other the questions and share their answers with each other. Let the students know to be honest with their answers.
  - Do you know what it means to recycle
  - Do you recycle? Why?
  - What types of products do you recycle?
  - Where do you take the products to be recycled?
  - Do you reuse old stuff in your house instead of throwing it away?
  - What type of things do you reuse?
2. Discuss the results of their findings with the class. Direct the questions on the board to the class as a whole to gather student's recycling habits.
3. Inform students of easy ways they can incorporate recycling habits in their home. For example, these habits may include dedicating a bag for recyclables, or setting up a battery collection box in their home.
4. Inform the class that they reduced the waste they create simply by going paperless for this lesson.

**Duration:** 15 minutes

## Waste Zero Plan

**Objective:** The students will understand the philosophy of being waste zero and learn how they can create waste zero measures for their home and classrooms.

**Materials:** Canvas Board

**Introduction:** Being waste zero means the best and highest use of all resources. A person who has a waste zero mindset makes environmentally conscious purchasing decisions and actively practices the three R's – Reduce, Reuse, and Recycle.

**Procedure:**

2. Inform the students that they will be creating a waste zero plan to make for their classroom. Discuss with the students how they are currently dealing with waste. Is the waste being disposed of into one bin? Are they using a lot of paper? etc.
3. Discuss different ways the class can be waste zero (ex. Reducing paper use, recycle bins, more group work). Allow students to raise their hands and suggest waste zero actions the students can take.
4. Write the best waste zero suggestions on the board
5. Ask the students ways that the classroom can be green. Examples of being green can include, using class supplies made from recycled materials, using mini whiteboards for group discussions instead of paper, etc. Write the best green suggestions on the board
6. On a large presentation board write the waste zero and green measures that will be implemented in the classroom and hang it in a highly visible place.

**Duration:** 10 minutes



## What's In Our Trash

Students will be placed into groups and provided with bags of waste. Each group will go through the waste and categorize it into the following categories recyclable, plastic, glass, food waste, green waste, non-recyclables, and aluminum.

*What's in Our Trash* teaches students to evaluate the waste they generate, be mindful of throwing products away and instead choose alternatives such as reusing or recycling an item.

**Duration:** 15 minutes

## Use it Again!

Students are placed in groups and given three items. Each group must come up with as many ways they can think of on how each of the three items could be reused. The team that comes up with the most uses for the items will win.

*Use it Again!* uses critical thinking skills and teaches students that many products can have multiple uses prior to being recycled or disposed of.

**Duration:** 15 minutes

## Compost O' Ball

Students will sit in a circle with a pile of "waste" in the middle and toss a ball to other students. The student tossing the ball will call out another students name and an item in the pile. The student catching the ball will then have to say if it is compostable or not.

*Compost O' Ball* teaches students about what everyday products are compostable and what compost is composed of.

**Duration:** 15 minutes

## Films

### Junior Recologist Video

A video that gives kids suggestions on what they can do to be the best Junior Recologist they can be!

**Duration:** 5 minutes

### What Happens to Recycling

An insider's look at what happens to our recycling once we put it in our bin. The footage was filmed at Recology's San Francisco material recovery facility.

**Duration:** 5 minutes

# More Coming Soon!



# The Junior Recologist Pledge

*A Junior Recologist is a person who protects the environment by recycling, reusing items, and reducing the waste he/she creates. By taking the pledge below, you are making a commitment to be a Junior Recologist and protect your planet.*

I pledge to be a Jr. Recologist and protect the environment by:

**Reducing:** I, \_\_\_\_\_, will reduce the amount of trash I create by not using things that I don't really need.

**Reusing:** I, \_\_\_\_\_, will reuse items as many times as I can before throwing them away.

**Recycling:** I, \_\_\_\_\_, will recycle all bottles and jars that are plastic or glass, aluminum cans, and paper items.

**Educating:** I, \_\_\_\_\_, will protect the environment by teaching others how to reduce, reuse, and recycle.

# Teacher Interest Form

Please check the box next to the items that you are interested in for your class.

<input type="checkbox"/>	Junior Recologist PowerPoint Presentation
<input type="checkbox"/>	Junior Recologist Pledge
<input type="checkbox"/>	Activity: Recycling Interviews
<input type="checkbox"/>	Activity: Zero Waste Plan
<input type="checkbox"/>	Activity: What's In Our Trash
<input type="checkbox"/>	Activity: Use It Again
<input type="checkbox"/>	Activity: Compost O' Ball
<input type="checkbox"/>	Film: Junior Recologist's Video
<input type="checkbox"/>	Film: What Happens to Our Recycling
<input type="checkbox"/>	Field Trip: Material Recovery Facility (Recycling Facility)
<input type="checkbox"/>	Field Trip: Landfill
<input type="checkbox"/>	Field Trip: Compost Facility
<input type="checkbox"/>	Field Trip: Community Service Project

Teacher's Name: \_\_\_\_\_

Teacher's School & Grade: \_\_\_\_\_

Contact Information: \_\_\_\_\_

Please tell us about any other topics you are interested in having your class learn:

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If your school is interested in Recology Ventura providing the  
Junior Recologist Program  
or if you have any questions regarding the program,  
please contact  
Simone Blackwell  
by e-mail at [sblackwell@recology.com](mailto:sblackwell@recology.com) or  
by phone at (818) 640-2502.



**Recology: a world without waste™**

For the City Council Regular Meeting of March 21, 2016

Agenda Item # 2.11.C

**CITY OF SANTA PAULA  
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: Jaime Fontes, City Manager

Subject: Update on Application for Certification for the Mission Rock Energy Center (15-AFC-02)

Date: March 21, 2016

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**Recommendation:** It is recommended that the City Council: (1) receive and file attached report; and (2) take such additional, related action that may be desirable.

**Report by:** Jaime M. Fontes, City Manager

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**Fiscal Impacts:** None

**Personnel Impacts:** None

**General Discussion:** On December 30, 2015, Mission Rock Energy Center, LLC (Applicant), filed an Application for Certification (AFC) to construct and operate an electrical generating facility in Ventura County, California, approximately 2 miles west of Santa Paula, near State Highway 126. The facility, Mission Rock Energy Center (Mission Rock), would be a natural gas-fired, simple-cycle power plant comprising five combustion turbine generators (CTGs), with a nominal generating capacity of 255 megawatts (MW). Additionally, Mission Rock would house twenty (20) on-site ion battery units for the storage of electricity, providing an additional 25 MW/100 MWh (25MW for up to 4 hours) of nominal capacity. The plant would also be fitted with a clutch system enabling synchronized condenser operation to provide voltage (VAR) support to the grid.

The procedure for addressing these applications is outlined in Attachment "A" attached hereto. We are currently in the Data adequacy phase. Please note that in the months to follow there will be substantial opportunities for public participation as outlined in the Discovery, Analysis, and Hearings Phases. A detailed presentation of the process will be given on April 4, 2016, by Mitch Weinberg, Director, Origination and Development. A letter further discussing this issue was sent to the Ventura County Star on March 16, 2016 by Mayor Martin Hernandez, a copy of which is attached as Attachment "B."

**For the City Council Regular Meeting of March 21, 2016****Agenda Item # 2.11.C**

Lastly, we were recently notified by Mike Monasmith, Energy Commission Representative, that the April 1, agency comment deadline is a suggested deadline versus a hard deadline (typically required by statute) so they will appreciate receipt of our comments by May 1, 2016.

**Alternatives:**

- A. Receive and File as recommended.
- B. Provide further direction.

## Attachments:

Attachment A Phases

Attachment B Letter to the Editor



CALIFORNIA  
ENERGY COMMISSION

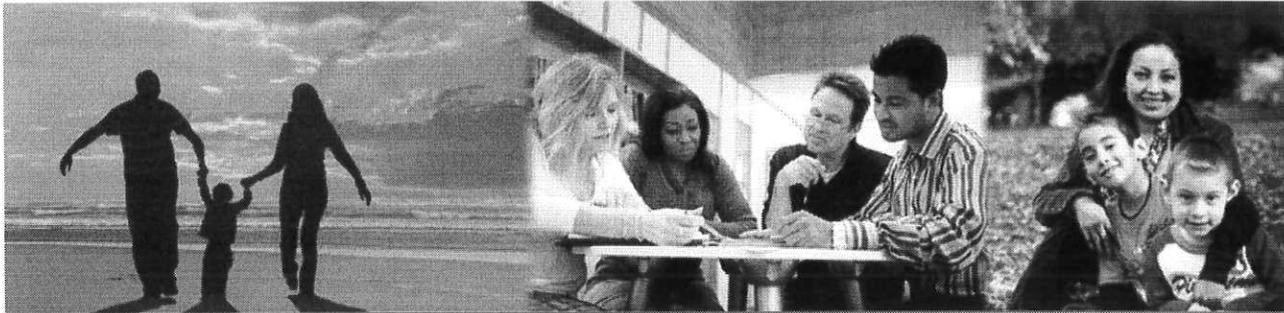
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California



Home About Us Analysis & Stats Efficiency Funding Power Plants Renewables Research Transportation



Home public adviser

## Six Phases of the Power Plant Siting Process

### Related Pages

- Site Certification Process General Overview
- Six Phases of the Power Plant Siting Process
- Power Plant Siting Proceedings FAQs
- Public Participation in the Siting Process: Practice and Procedure Guide (PDF File, 3.3 mb)

The siting process determines if a project complies with applicable laws, ordinances, regulations, and standards, if significant impacts can be mitigated, and what conditions of certification are required to ensure compliance. The process is centered on an applicant's *Application for Certification* (AFC) and consists of six phases, followed by a compliance process, if a license is granted. Those six phases consist of:

- **Prefiling Review Phase:** An informal period of planning and preparation before an applicant submits a formal AFC to the California Energy Commission.
- **Data Adequacy Phase:** The Energy Commission staff<sup>1</sup> review process used to determine if the AFC is sufficiently complete based on the information required in the Energy Commission's regulations. When the Application for Certification is accepted as "data adequate", the statutory review begins.
- **Discovery Phase:** A period of data gathering, public information hearings, workshops and site visits by the Energy Commission staff, agencies, and "Intervenors." Also, period when the staff prepared Issue Identification report is developed and made available.
- **Analysis Phase:** Energy Commission staff, agencies and participants hold workshops during this phase to analyze the project and its various issues. Staff prepares a Preliminary Staff Assessment, and later, the Final Staff Assessment. A pre-hearing conference is held to set the schedule and organize information and witnesses for formal hearings. Of note, the deadline to become an "intervenor" or formal party to the process is in this phase (30-days before the first evidentiary hearing).
- **Hearings Phase:** Formal evidentiary hearings are held by the Energy Commission Committee (comprised of two commissioners that are assigned to each Siting Case) to hear the findings and conclusions of the applicant, staff, intervenors, and other agencies through written, oral and documentary testimony in order to make a decision based on evidence. The public is encouraged to present oral and written comments.
- **Decision Phase:** The Energy Commission Committee prepares and issues a Presiding Member's Proposed Decision (PMPD), followed by a public hearing. Subsequently, the full Energy Commission considers whether to approve or deny an Application for Certification at a regularly scheduled bi-monthly business meeting.

Full details of this process can be found on the website and through Energy Commission publications referenced on the website ([www.energy.ca.gov/siting](http://www.energy.ca.gov/siting)).

**NOTICE:** Distributed by the Public Adviser's Office. This is for informational purposes only. It is designed to assist you in understanding the process. It is, therefore, general in nature and does not discuss all exceptions and variations.

1. In the Energy Commission Siting Process, the term "staff" refers to the technical staff assigned to a project, including the Project Manager and staff counsel (need Chief Counsel advice) for the project. It does not include the Commissioners, their advisers, the Hearing Adviser or the Public Adviser.

### More Information

#### Public Adviser's Office

- Public Adviser Main Page
- How to Contact Us
- Site Map

#### Power Plant Siting Information

- Site Certification Process General Overview
- Public Information & Comments in Siting Cases
- Intervening in Siting Cases
- More Siting Information

#### Reference Material

- Reference Materials
- Public Comments at Any Proceeding
- Definitions and Acronyms

#### Energy Commission Links

- Dockets
- List Server
- Siting Cases
- CEC Glossary
- Warren Alquist Act
- Title 20, Division 2

**Attachment B**

Letter to the Editor

This past weekend I got several urgent emails and phone calls about an application that has been filed with the California Energy Commission for a peaker-type power plant in the Mission Rock Road area. The email circulating refers to A NOTICE OF RECEIPT OF AN APPLICATION FOR CERTIFICATION FOR THE MISSION ROCK ENERGY CENTER BY THE CALIFORNIA ENERGY COMMISSION (CEC), and it lists an April 1 deadline for responses. This has caused a great deal of concern and confusion within the community. Some people felt as if the CEC was trying to do an end run around our city and City Council. I quickly did some research to find out the status of that application, and what this actually means.

I want everyone to be clear, no project application has been submitted to either the County or the City for their action. I contacted both the Ventura County Resource Management Agency, and Public Works Agency to see if they had received such this notice. I spoke to the Directors of both agencies and they assured me that they received no such document and that no staff was currently reviewing the application for certification.

Since we do not deal with a lot of applications that go through the CEC, at either the County or City, I thought it would be prudent to contact the CEC directly. The first thing Monday morning I called and spoke at length to the CEC Project Manager in charge of this application. He was glad I called both as Chief of Staff to Supervisor Kathy Long and as Mayor of Santa Paula, for he had heard that the application which was intended for "Agency Only" distribution had been spread around town. He went on to explain that this Notice of Application for Certification was for distribution to agencies like CalTrans etc. and the April 1 deadline was to determine if application was "Data Adequate" in order to begin the 12- month long review process. The first 6 months of the process are called the "Discovery" phase, where all stakeholders, elected officials at county and city levels, schools, and public at large learn about the project, including site tours with Commission staff. This will be the first opportunity for the public and municipalities to provide input and comments. The Project Manager has assured me that his Executive Director is sending a letter to the City and to Supervisor Long, outlining the review process and offering meetings to answer questions and or do presentations.

I also called the principal at CalPine, which is the applicant to the CEC. I requested that he come and present before our City Council. He agreed to attend our April 4th meeting to give an update on their proposed project.

Due to the level of community concern, the city manager has set this item for brief discussion at our March 21 meeting, so that the community can hear what we know so far. Additionally, you have my personal commitment to keeping Santa Paula residents informed on this application, and doing my very best to protect the interests of Santa Paula residents and the Valley we all love.

Sincerely,  
Martin Hernandez  
Mayor, Santa Paula

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Attachment: Attachment B Letter to the Editor (1102 : Mission Rock)