



REGULAR MEETING

JEFF GORELL
Supervisor, 2nd District

ISRAEL RODRIGUEZ
Field Representative
Supervisor Jeff Gorell

MEMBERS OF THE COUNCIL

- ROSEMARY ALLISON,
CHAIR
- AMY ELLIOTT, VICE
CHAIR
- MARK BURLEY
- MICHAEL ADAMS
- DEBRA SPAFFORD

AGENDA

January 15, 2026

6:00 PM

**Municipal Advisory Council
Santa Rosa Valley, California**

**Santa Rosa Technology Magnet School
13282 Santa Rosa Road
Santa Rosa Valley, CA 93012**

WEB ACCESS

At: ventura.org/santarosavalley/mac
MAC Calendar, Agenda, and Minutes

Welcome to the meeting of the Santa Rosa Valley Municipal Advisory Council (MAC), an advisory council for the unincorporated area of Santa Rosa Valley to Ventura County Supervisor Jeff Gorell.

LEGAL NOTICES

Persons who require accommodation for any audio, visual, language, or other disability to review an agenda or to participate in a meeting of the Santa Rosa Valley Municipal Advisory Council per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation by calling (805) 214-2510 or e-mailing israel.rodriquez@ventura.org. Any such request for accommodation should be made at least 48 hours prior to the scheduled meeting for which assistance is requested.

All agenda reports and supporting data, including those filed in accordance with Government Code Section 54957.5 (b) (1) and (2) are available from Ventura County Supervisor Jeff Gorell's office at 2100 E Thousand Oaks Blvd, Suite E, Thousand Oaks, CA 91362. The same materials will be available and attached with each associated agenda item, when received, at the following website: ventura.org/santarosavalleymac

Documents including staff materials, comment emails and letters, photos, etc., distributed to the Santa Rosa Valley Municipal Advisory Council regarding any agenda item during an open session or after the meeting concluded, are posted online and made available for public inspection at ventura.org/santarosavalleymac

PUBLIC COMMENT

Public comments are an opportunity for members of the public to participate in meetings by addressing the Santa Rosa Valley Municipal Advisory Council in connection with one or more agenda or non-agenda items. Public comments by a member of the public at a single meeting are limited to a cumulative total of five minutes at such meeting unless the time allotment is increased or decreased by the Chair depending on the number of speakers. The public comment period during the opening part of the meeting to address non-agenda items is limited to 30 minutes total for all speakers; this 30-minute limit does not apply to items on the agenda.

To maintain a public meeting environment conducive and welcoming to receiving public comments from all members of the public, the audience is discouraged from engaging in displays of support or opposition to staff reports or public comments, including clapping, yelling, booing, hissing or cheering, that may create a disruptive environment for members of the public wishing to participate. Any person who disrupts or impedes the orderly conduct of a meeting will be instructed to cease the disruptive conduct. Failure to do so may result in that person being removed from the meeting.

Members of the public who would like to augment their comments with visual or audio presentations must submit their materials to the israel.rodriquez@ventura.org for review at least 48 hours before the meeting. The review will be conducted to determine only whether the materials are on matters within the jurisdiction of the Municipal Advisory Council, which would be disruptive of the meeting, or would foster illegality, such as

identity theft. If it is determined that materials are about matters not within the Municipal Advisory Council's jurisdiction, or would be disruptive of the meeting, or would foster illegality, use of County-provided equipment will not be allowed.

Email or Mail Public Comment in Advance of the Meeting

If you wish to make a comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Indicate in the Subject Line the Agenda item number (e.g., Item No. 9) on which you are commenting. Your email or written comment will be distributed to the Municipal Advisory Council and placed on the item's record for the minutes of the meeting. Public Comments submitted in writing are public records and subject to disclosure. An unredacted version is made available when records are requested by a Public Records Act request. Please do not submit personal contact information if you do not want it to be made public. Please submit your comment to israel.rodriguez@ventura.org or mail to:

Santa Rosa Valley Municipal Advisory Council
Ventura County Supervisor Jeff Gorell
2100 E Thousand Oaks Blvd Suite E
Thousand Oaks, CA 91362

In-Person Public Comment

If you would like to provide a verbal comment **in person** during the meeting, upon arrival at the meeting location, check in with staff and complete a comment card. When your name is called for public comment, please proceed to the podium. If you do not wish to pre-register but would like to provide in-person comments at the meeting, you must check in with the staff prior to the agenda item being called.

OPENING

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance to the Flag of the United States of America.
4. Nominations and Election of Santa Rosa Valley 2026 MAC Chair and Vice Chair.
5. Approval of the Minutes of the meeting of the Santa Rosa Valley Municipal Advisory Council held on Thursday, November 20, 2025.
6. Agenda Review.

7. Approval of Consent Agenda Items A through C.
 - A. California Highway Patrol: The California Highway Patrol's January safety report is included in the January 15th final agenda packet.
Recommendation to Receive and File.
 - B. Ventura County Fire Department: The VCFD January safety report will be included in the January 15th final agenda packet.
Recommendation to Receive and File.
 - C. Ventura County Sheriff Department: Senior Deputy Sabio was recently assigned to the SRV MAC and will introduce himself and provide a verbal report.
Flyer- Supervisor Jeff Gorell's Bike Rodeo & E-Bike Safety Event at Redwood Middle School, 233 W. Gainsborough Rd., Thousand Oaks California on January 24, 2026. **Recommendation to Receive and File.**
Santa Rosa Valley 2026 Regular Meeting Calendar. **Recommendation to Receive and File.**
8. Public Comments – Citizen presentations regarding Santa Rosa Valley Municipal Advisory Council related matters NOT appearing on this agenda. (See Guidelines above).
9. Office of Ventura County Supervisor Jeff Gorell's Comments – Brief announcements and report on County activities.
10. Council Comments – Comments by Council members on matters they deem appropriate. A Council member may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A Council member may also provide a reference to staff or other resources for information, or request staff to report back to the body at a subsequent meeting concerning any matter. The Council may also direct staff to place a matter of business on a future agenda.

REGULAR AGENDA

Regular Agenda items are heard at the Council's discretion and may be heard at any time during the meeting.

11. Update – Santa Rosa Valley Park Equestrian Riding Arena

MAC Member Debra Spafford to present an Ad-Hoc committee report on the condition of the Santa Rosa Valley Park equestrian arena and plans for upkeep and maintenance going forward.

12. Public Works Agency (PWA) to Provided Reports and Updates on the Following Topics and Programs:

- A. PWA to provide an update on the recent repaving of Streets in Santa Rosa Valley that occurred in late 2025. This project was in response to addressing previous issues that occurred with the original project in 2024.
- B. PWA to provide an update on the implementation of power generators for traffic lights that will be used during PSPS shutdowns and the status of the traffic control command center.
- C. Finally, PWA will introduce the newly proposed Adopt-a-Cabinet program which seeks to utilize local artists to decorate local utility boxes in an effort to beautify our communities and deter graffiti. Public Works is seeking input from the MAC and public on this proposed program.

13. Review of Santa Rosa 2025 Accomplishments and the Establishment of Goals and Objectives for the Santa Rosa Valley MAC in 2026.

MAC members along with Supervisor Gorell's Office to review successes, challenges, and accomplishments for 2025, while looking ahead to setting goals and objectives for this coming calendar year. Community input is encouraged as part of this process.

CLOSING

13. Adjournment of the Santa Rosa Valley Municipal Advisory Council meeting to the next meeting, March 19, 2026, at Santa Rosa Valley Technology Magnet School located at 13282 Santa Rosa Road, Santa Rosa Valley, CA 93012.



JEFF GORELL
Supervisor, 2nd District
ISRAEL RODRIGUEZ
Field Representative
Supervisor Jeff Gorell



MEMBERS OF THE COUNCIL
- Rosemary Allison,
Chair
- Amy Elliott,
Vice Chair
- Mark Burley
- Debra Spafford
- Michael Adams

**REGULAR
MEETING**

MINUTES

November 20, 2025

6:00 PM

**Municipal Advisory Council
Santa Rosa Valley,
California**

**Santa Rosa Technology
Magnet School
13282 Santa Rosa Road
Santa Rosa Valley, CA 93012**

Welcome to the meeting of the Santa Rosa Valley Municipal Advisory Council (MAC), the advisory council for the unincorporated area of the Santa Rosa Valley to Ventura County Supervisor Jeff Gorell.

For More Information

<https://supervisorgorell.venturacounty.gov/advisory-councils/santa-rosa-valley-mac/>

OPENING

1. Call to Order

The meeting was called to order by Chair Allison at 6:03 PM.

2. Roll Call

Council Members Present: Rosemary Allison, Amy Elliott, Mark Burley, Michael Adams, Debra Spafford
Quorum present.

3. Pledge of Allegiance to the Flag of the United States of America

Pledge led by Chair Allison.

4. Approval of Minutes – September 18, 2025 Meeting

Motion to approve made by Burley, seconded by Elliott.
Approved unanimously.

5. Agenda Review

No corrections.
Motion to approve made by Burley, seconded by Elliott.
Approved unanimously.

CONSENT AGENDA

Motion to approve Consent Agenda Items A–E made by Mark Burley, seconded by Amy Elliott.
Approved unanimously.

6. Consent Agenda Items (A–E)

A. California Highway Patrol Safety Report

The November safety report is included in the final agenda packet.
Recommendation: Receive and file.

B. Ventura County Fire Department Safety Report

The November safety report is included in the final agenda packet.
Recommendation: Receive and file.

C. Ventura County Sheriff Safety Report – Senior Deputy John Lemar

Senior Deputy Lemar provided the Sheriff's report:

- Serving Santa Rosa Valley has been one of the most rewarding assignments in his 18-year career.
- This was Lemar's final MAC meeting prior to promotion to Sergeant.
- Zero major crimes over the past two months.
- No felonies or burglaries reported.
- Area B Coordinator expected to attend the next meeting.
- Introduced Sergeant Puzy, Deputy Chief of the Moorpark Station, who expressed appreciation for the SRV community.

D. Informational Update – Sunny Land Nursery & Proposed Zoning Change (Robert Aksashi)

The update is included in the final agenda packet.

Recommendation: Receive and file.

E. Santa Rosa Valley MAC 2026 Calendar

The 2026 MAC calendar is included in the final agenda packet.

Recommendation: Receive and file.

PUBLIC COMMENTS

7. Public Comments

Citizen presentations regarding matters not appearing on the agenda.

Geoffrey Eich

- Provided updates on extensive wildfire fuel accumulation in the arroyo.
- Holds a permit from Ventura County Watershed for removal.
- Estimated 10 tons of fuel every 100 feet in some segments.
- Green-waste hauling is arranged at 50% discount.
- Presented printed documentation on cleanup progress.

Stan Ullman

- Despite HOA access restrictions, approximately 150 tons of vegetation has been removed.
- Supervisor's Office assisting with access to a multi-use road.

Council thanked both speakers for their community service.

Kevin Cannon

- Requested assistance from Public Works regarding sign pollution on Santa Rosa Road.
- Shared updates as a FireWise coordinator, working toward certification of SRV neighborhoods.
- Encouraged residents to prioritize fire hardening and community preparedness.

8. Office of Ventura County Supervisor Jeff Gorell's Comments

Field Representative Israel Rodriguez:

- Recognized Geoffrey Eich, Stan Ullman, and Joe Markiewicz for debris removal and wildfire mitigation work in the arroyo.
- Commended the success of the Second Annual Fall Harvest Festival, which supported Stepping Stones and strengthened community ties.
- Recognized councillors and volunteers, Meagan Shaffer and Kristen Fry, for contributions to the festival.

9. Council Comments

Chair Rosemary Allison

Thanked community volunteers and participants for ongoing service.

Vice Chair Amy Elliott

- Praised FireWise programs and other mitigation efforts.
- Emphasized neighborhood-level fire hardening across SRV.
- Announced Janice Parvin will co-chair the upcoming For the Troops Gala and encouraged sponsorships supporting Vietnam veterans.

Mark Burley

- Reported heavy rains stressed the Stepping Stones riding area at the base of the mountains.
- Potential modifications needed to improve corral drainage.
- Thanked Debra Spafford for her leadership efforts.

Michael Adams

- Noted 13% Southern California Edison rate increase effective per October 14 notice.
- Requested update on the Board of Supervisors' public power utility feasibility motion.
- Confirmed official release of the Mountain Fire caused by VCSO and the District Attorney.
- Reported adoption of new post-fire monitoring standards by VCFD and requested departmental briefing.
- Expressed concerns regarding insurance carriers dropping SRV policies while increasing rates.

Debra Spafford

Deferred comments to Regular Agenda items.

Reordering Motion:

Motion by Burley, seconded by Spafford, to hear Item 11 before Item 10.
Approved unanimously.

REGULAR AGENDA

(Items heard out of order by approval of Council motion.)

10. Update – Santa Rosa Valley Park Equestrian Riding Arena

Presenter: Debra Spafford

- Arena has received no major maintenance in approximately 13 years.
- Compacted footing presents injury risks to horses.

- Proper footing depth should be 4–5 inches.
- County pursuing enhanced irrigation access and soil replacement.
- Routine moisture and dragging could extend arena usage another 10 years.
- Park host’s contract does not include dragging services.

Discussion:

- Elliott suggested exploring equipment access or host support.
- Israel Rodriguez clarified contract restrictions and suggested fundraising solutions.
- Spafford proposed forming an ad hoc committee to look at ways to maintain the arena, acquire the right equipment and work out solutions with Stepping Stones and County Parks. Several people came forward to sign up for the ad hoc committee.

Action:

Motion by Spafford, seconded by Allison, to establish an Arena Ad Hoc Committee. Approved unanimously.

Elliott proposed exploring a monthly farmers market to raise funds for arena maintenance.

11. Update – Santa Rosa Valley Equestrian Trail System

County Update – Israel Rodriguez

- County Planning reviewed Tract 4267 (Camelot).
- Determined Camelot equestrian easements are private, not public.
- No County authority to require public access or expend public funds for enforcement.

Trail Overview – Mark Burley

- Trail connecting park, arroyo, and Camelot has been used for over 30 years and is a critical connector.
- Recent burglaries in Camelot reportedly involved trail access.
- HOA plans installation of security gates.

- Burley proposed gated remote-access for vetted equestrians; HOA is evaluating but leaning toward closure.

Public and Council Discussion

- Questions raised regarding gate access and prescriptive easements.
- Rodriguez clarified litigation must be civil; County cannot intervene financially.
- Allison stated courts determine long-term rights.
- Spafford noted potential legal case discussed with counsel but acknowledged MAC limits.
- Adams stated burglars use sophisticated technology including signal jammers.
- No second to a proposed Equestrian Trail Ad Hoc committee; motion failed.

CLOSING

12. Adjournment

The meeting was adjourned by Chair Allison at 7:54 PM.

Next Meeting:

January 15, 2026 at 6:00 PM

Santa Rosa Valley Technology Magnet School, Multipurpose Room

13282 Santa Rosa Road

Santa Rosa Valley, CA 93012



Website: **VCFD.org**
Twitter: **@VCFD**
Facebook: **The @VenturaCountyFire**
Instagram: **@VenturaCountyFire**

Contact: Scott Thomsen
Director of Communications and Public Affairs
Phone: **(805) 914-8502**
Email: **scott.thomsen@ventura.org**

Jan 1, 2026

Attn: Supervisor Jeff Gorell and Municipal Advisory Committees

- The Spark of Love holiday toy drive collected and distributed more than 40,000 toys, stuffed animals, games and sports items to government agencies and nonprofit organizations serving needy children across Ventura County. Those toys supported about 14,000 children, which is equivalent to 68% of the Ventura County children living in poverty.
- The Ventura County Fire Department placed four new rescue ambulances into service in December, replacing older vehicles that now move to reserve status for use when a frontline vehicle needs maintenance or repairs. The new rescue ambulances are based at Fire Stations 26 in Santa Paula, 30 in Thousand Oaks, 41 in Simi Valley and 42 in Moorpark.
- In December, the Ventura County Fire Department and California State University – Northridge cohosted a Wildfire Resiliency Summit. About 60 regional leaders from fire departments and community organizations gathered at VCFD headquarters to share success stories, identify challenges, brainstorm potential solutions and strengthen relationships to further public safety before, during and after wildfires. The results of those discussions are being compiled in a report by CSUN, which plans to present it at their Wildfire Resiliency Convention in March.

Sincerely,

Scott Thomsen
Director of Communications and Public Affairs
Ventura County Fire Department



To: The Santa Rosa Valley MAC c/o Supervisor Gorell's office

CHP MOORPARK'S SANTA ROSA VALLEY MAC TALKING POINTS: (1.8.26)

- CHP Moorpark and the California Highway Patrol concluded another successful year of our annual CHiP's for Kids Toy Drive event, which ran through December. With the help from our community, we were able to distribute thousands of new toys to underserved kids throughout Ventura County. THANK YOU for helping us give back to our community.
- The California Highway Patrol conducted a Holiday Enforcement Period (HEP) over the New Year's holiday which ran from 6 p.m. Wednesday, December 31st through Thursday, January 1st. The focus for this HEP was impaired driving violations. The CHP wrapped up its New Year's HEP with 379 DUI arrests statewide during the 30-hour campaign, averaging one arrest every 12 minutes. CHP officers also issued over 5,400 citations for speeding, seatbelt violations, and other traffic infractions. Speeding, impaired driving, and failure to wear seatbelts continue to be leading factors in serious and fatal crashes.
- CHP Moorpark's fatal crash statistics for 2025 showed a 50% reduction from 2024. In 2024, the Moorpark Area investigated 12 fatal crashes which resulted in 15 deaths. In 2025, this number decreased to 6 fatal crashes resulting in 7 deaths.
- As we recover from a series of major storms in Ventura County, please remember to drive with caution. These storms bring hazards and changing roadway conditions that prevent us from driving like we are used to daily. Especially during times of darkness or low visibility, it is important to drive at slow enough speeds for you to fully assess the roadway ahead and safely navigate them.
- The California Highway Patrol is still hiring officers to help make California's roadways safer. If you or someone you know would like to join the CHP, visit www.betheCHP1000.com for more information and to speak with a local recruiter. Also, the CHP is hiring more than just officers. For more details and applications please visit www.chp.ca.gov.
- Follow CHP Moorpark on social media for traffic updates, sig alerts, evacuation notices, roadway closures, and general information on what the CHP is doing in your area.

Twitter: @CHPMoorpark
Facebook: @CHP-Moorpark
Instagram: @CHPMoorpark

Contact: **Officer Ryan Ayers**
Public Information Officer
Phone: **(805) 553-0800**
Email: **rayers@chp.ca.gov**



Ventura County
Supervisor Jeff Gorell
& Community Partners invite you to attend a

BIKE RODEO & E-BIKE SAFETY EVENT

Redwood Middle School,
233 W Gainsborough Rd, Thousand Oaks, CA 91360

JANUARY 24, 2026, 10 AM - 1 PM

★ ★ ★
**LET'S COME TOGETHER TO KEEP EVERYONE
SAFE ON BIKES IN OUR COMMUNITY!**

- » Free, family-friendly event for all ages
- » Bike skills course for pedal bikes
- » Bring your pedal bike and helmet
- » Safe riding tips and trail awareness
- » E-bike safety covering what's legal, safe riding, and battery storage

★ ★
Questions? Email: District2@venturacounty.gov





Santa Rosa Valley MAC 2026 Meeting Calendar

- Meets Every Other Month.
- Meets on the third Thursday of the month at Santa Rosa Technology Magnet School at 13282, Santa Rosa Road, Santa Rosa Valley, CA.
- Meetings begin at 6:00 PM.

JANUARY

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2026

ADOPT-A-CABINET PROGRAM

The Adopt-a-Cabinet Program is a public art effort designed to transform common utility boxes in unincorporated Ventura County into new public artworks. The program aims to celebrate local arts and culture, act as a deterrent to graffiti and increase community beautification.

Please read through the Artwork Guidelines and requirements carefully.

- I. Applicant Eligibility
 - a. 501(c)(3) Nonprofit organizations
- II. Artwork Guidelines
 - a. All artwork must be original and created by the applying Artist(s) for this project.
 - b. Whenever possible, the artist should be from the neighborhood in which the cabinet is located.
 - c. Artwork must be suitable for viewing by all ages.
 - d. Artwork should cover all exposed sides of the utility box using the attached template.
 - e. The art may include the name of the Artist(s) (no larger than 3" x 5") at the bottom of the cabinet .
 - f. Artwork must not contain:
 - i. Political statements or names of politicians.
 - ii. Religious reference, symbols or numbers.
 - iii. Copyrighted or trademarked material.
 - iv. Corporate or organizational branding, including nonprofit organizations.
 - v. Profanity or inappropriate language.
 - vi. Sexual content.
 - vii. Advertising.
 - viii. Depictions or references to alcohol, tobacco, and/or illicit/prescription narcotics, and any associated paraphernalia.
 - g. Artwork may be painted or wrapped in vinyl or similar material.
 - h. If artwork is painted, only acrylic enamel paints may be used.
 - i. Use of insulating or restrictive coatings, such as plaster, mortar, roofing tar, or any other materials that may affect ventilation or heat transfer are not permitted.
- III. Applicant Responsibilities
 - a. Applicant shall perform all the work and absorb all the costs incurred with the painting or installation of the artwork.

- b. Applicant must perform all work during daylight hours.
- c. Applicant must complete the work within the permitted time frame.
- d. Applicant may not store any equipment, materials or painting supplies in the road right-of-way.
- e. Applicant may not have vehicles parked or stopped in the right-of-way in a manner that interferes with the free flow of traffic, bicyclists or pedestrians. Parking on road shoulders or parking lanes is permitted.
- f. Applicant shall place anti-graffiti coating on all painted surfaces.
- g. Applicant shall repaint any cabinets tagged with graffiti in a timely manner.
- h. Applicant must obtain approval from owner of cabinet to paint or place artwork.
- i. Applicant is responsible for proper maintenance of the cabinet and restoration of faded surfaces.
- j. Applicant is responsible for monitoring cabinet conditions and making any necessary repairs.
- k. Applicant retains full ownership and all rights to their artwork and intellectual property.
- l. Applicant agrees the art installation is temporary in nature and permit is valid for 5 years from initial installation. At 5 years the art may be removed and replaced with a new installation, if deemed appropriate by the cabinet owner.

IV. County Responsibilities

- a. VCPWA-RT retains the right to recover the full cost of restoring equipment to an acceptable condition when such equipment is painted in non-compliance with the guidelines outlined in this program.
- b. Determine the owner of non-county owned cabinets.
- c. County can remove artwork at any time if there is a safety or non-compliance issue within 30-day notice.
- d. County reserves the right to photograph, display and utilize the artwork to promote the program for noncommercial use. Artist will be credited in all photographs, materials, social media posts, etc.

V. Application Requirements

- a. Complete and sign the Application Form.
- b. Create full color, detailed concept drawing using the template provided.
- c. Read and sign the Adopt-a-Cabinet Program Participant Release of Liability Form.
- d. Provide a map of the location and a street view or photo of the cabinet being selected.

- e. Submit the application, template, signed liability form and photo to PWA.transpermits@venturacounty.gov
 - f. Pay a permit miscellaneous fee of \$380.00.
- VI. Insurance Requirements
- a. Certificates of insurance and endorsements with the County of Ventura as a certificate holder. The applicant shall maintain in full force and effect throughout the term of the permit, an adequate insurance policy or policies, including motor vehicle insurance, which fully protects the County from claims and suits for personal injury, death, and property damage. The applicant shall retain an insurance and amount as determined by County Risk Management. The insurance shall afford coverage for the applicant and in the amount or amounts as determined by Risk Management. Risk Management will approve a Volunteer Waiver in lieu of the low-risk minimum amount of insurance of \$500,000.
- VII. Selection Process and Criteria
- a. Applications will be reviewed and approved by the Public Works Agency Road & Transportation (PWA-RT).
 - b. Designs will be reviewed and approved by the Ventura County Arts Council and the County of Ventura Arts and Culture Division.
 - c. Designs will be reviewed by the local neighborhood council for endorsement for areas served by MAC or local neighborhood council.
- VIII. Questions
- a. Contact the Permits Section by email at PWA.transpermits@venturacounty.gov or by calling (805) 654-2055.

ATTACHMENTS:

- Adopt-a-Cabinet Application Form
- Design Template
- Adopt-a-Cabinet Participant Release of Liability Form



County of Ventura - Public Works Agency
 ROADS & TRANSPORTATION
ENCROACHMENT PERMIT APPLICATION
 800 South Victoria Avenue L#1620, Ventura, CA 93009
 (805) 654-2055 / Fax (805) 654-7681

Permit No: _____
 Date Applied: _____
 Project No: _____

Email pwa.transpermits@venturacounty.gov

An incomplete application will not be processed. If fields are not applicable, please insert N/A.

"The undersigned hereby applies for permission to encroach on the following described County Right of Way or other property"

LOCATION OF CABINET:

Street No: _____ Street Name: _____ City: _____ Zip code: _____
 Cabinet GPS Coordinates Latitude: _____ Longitude: _____ Click here for [Google Maps](#)
 Nearest Cross Street: _____ Distance from nearest Cross Street (FT): _____

DESCRIPTION OF WORK:

APPLICANT INFORMATION:

Permittee: _____ Phone: _____ Email: _____
 Address Street No.: _____ Street Name: _____ City: _____ Zip code: _____
 Primary Contact: _____ Phone: _____ Email: _____

ACKNOWLEDGEMENT

I understand that any permit that may be granted as a result of this request may be revoked by County at any time. In consideration for issuance of this permit, I agree, and by use hereof, my agents, employees, contractors and invitees agree to be bound by all of the provisions of California Vehicle Code Sections 35780, 35782, Division 12 of the Ventura County Ordinance Code, the Standard Conditions included with this permit and any special conditions hereupon, or attached hereto.

I agree to hold the County, its officials, officers, employees and agents harmless from any claims, defense and legal costs, judgments for damages, or other relief against the County as a result of acts, or omissions, by me or my representatives, in the performance of any activities permitted hereunder, whether the condition giving rise to the claim or judgment was created in whole, or in part, by me or my representatives.

I understand that a violation of the conditions would constitute a violation of the encroachment ordinance which is a misdemeanor per section 12301 and is guilty of separate offenses for every day and part thereof which such violation remains. I agree to comply with all conditions of approval for the permit. I further agree to continually maintain all encroachments authorized by this permit in a condition acceptable to the County.

By: _____ Date: _____
 SIGNATURE OF PERMITTEE

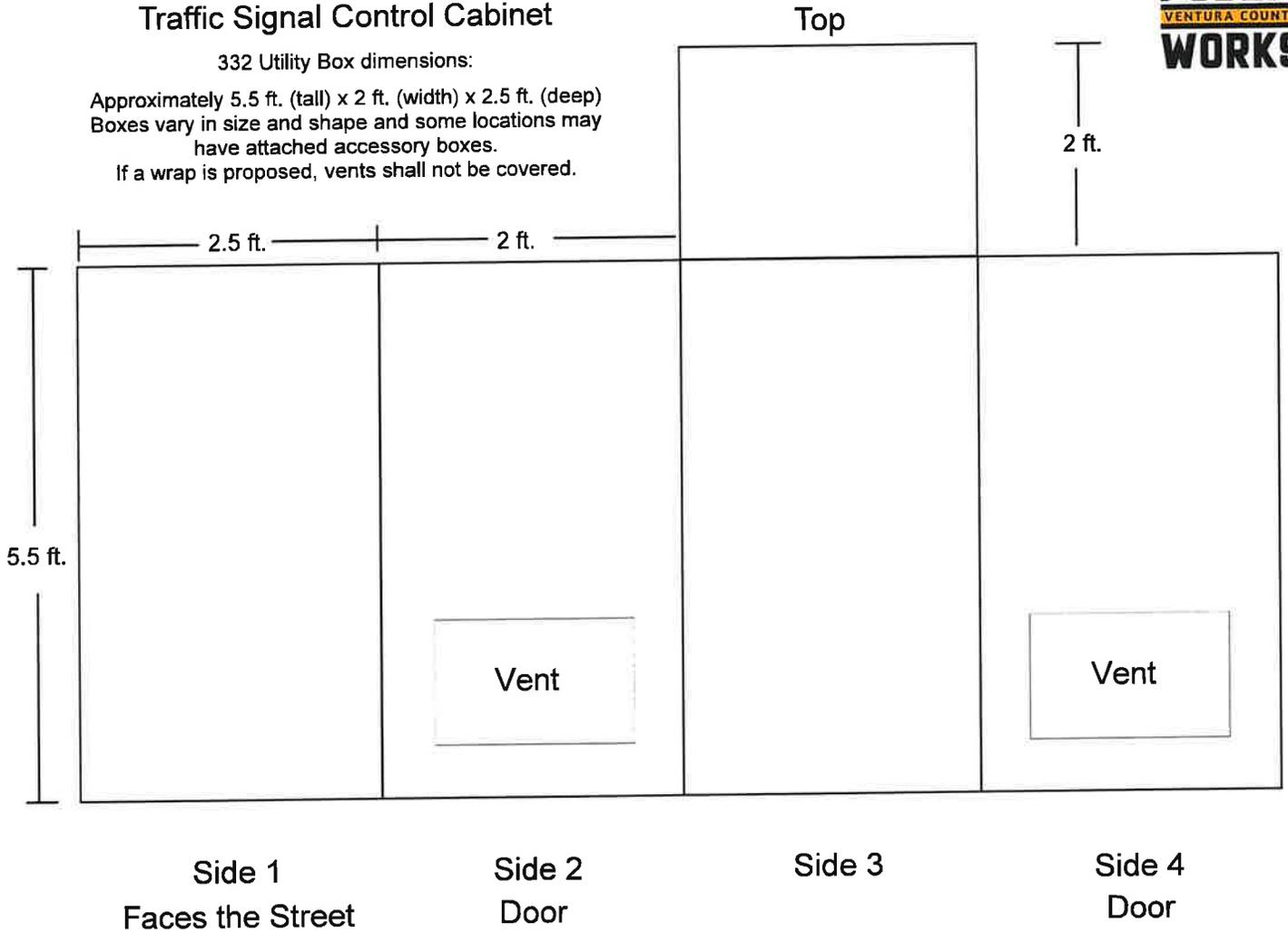
Name: _____ Title: _____
 PRINT NAME

Working on the road right of way without an approved permit is a misdemeanor and may be subject to double fees and other penalties

Traffic Signal Control Cabinet

332 Utility Box dimensions:

Approximately 5.5 ft. (tall) x 2 ft. (width) x 2.5 ft. (deep)
Boxes vary in size and shape and some locations may
have attached accessory boxes.
If a wrap is proposed, vents shall not be covered.





ROADS & TRANSPORTATION

*ADOPT-A-CABINET PROGRAM
PARTICIPANT RELEASE OF LIABILITY FORM*

PLEASE PRINT OR TYPE

NAME: _____ **DATE:** _____

ADDRESS: _____ **CITY/STATE/ZIP** _____

TELEPHONE : _____

Participant does hereby release the Ventura County Public Works Agency Roads and Transportation, henceforth referred to as County, its representatives, employees, volunteers, agents and/or assigns, as well as all other participants, from any and all claims, obligations, causes of action, and liability of any kind, arising from the Participant's involvement in any events conducted as part of the Adopt a Cabinet Program, or in connection with any work, labor, or services performed by the undersigned for and on behalf of any of the participants in events conducted and sponsored by the Adopt a Cabinet Program, County, or otherwise.

This release is intended as a full and complete release covering any possible claims, contingent or otherwise, involving personal injury or property damage which may arise in connection with the Adopt a Cabinet Program. This release includes, although it is not specifically limited to, any claim for any injuries or damages which the undersigned may suffer in connection with the Adopt a Cabinet Program related actions in connection with any work, labor, or services performed by the undersigned for or on behalf of County or the Adopt a Cabinet Program, regardless of whether the undersigned is actually participating in said activities, any injury to the person or damage to property which may be suffered by the undersigned as the result of or arising out of the Adopt a Cabinet Program.

To the extent permitted by law, Participant agrees to protect, defend, hold harmless, and indemnify the County, its directors, officers, employees, volunteers and agents, from and against all claims, injury, liability, loss, cost, and expense, arising out of, occurring by reason of, or in any way connected with Participant's participation in the Adopt a Cabinet Program.

Signature: _____

Print Name: _____ **Date:** _____

Santa Rosa Valley MAC 2026 Goals & Objectives

Major Accomplishments in 2025:

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Key Areas for Goal Setting:

1. Public Safety & Health:

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2. Planning & Public Works:

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3. Community Relations & Welfare:

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