

**MINUTES**  
**CITY OF CAMARILLO CITY COUNCIL**  
**REGULAR MEETING**  
**WEDNESDAY, OCTOBER 23, 2013**

CALL TO ORDER/ROLL CALL

Mayor Craven called the meeting to order at 5:06 p.m.

Councilmembers Present:      Charlotte Craven, Mayor  
   Kevin Kildee, Vice Mayor  
   Bill Little, Councilmember  
   Jeanette McDonald, Councilmember  
   Michael Morgan, Councilmember

Staff Present:                      Bruce Feng, City Manager  
   Ronnie Campbell, Finance Director  
   Jeffrie Madland, City Clerk  
   Dave Norman, Community Development Director  
   Dan Paranick, Assistant City Manager  
   Richard Petropulos, General Services Director  
   Brian Pierik, City Attorney  
   Guy Stewart, Police Department Commander  
   Tali Tucker, Assistant Director of Public Works

I.      AMENDMENTS TO THE AGENDA

Items III C and III H were pulled for discussion.

II.     PRESENTATIONS

A.     Kiwanis "Peanut Day"

The Kiwanis Club of Camarillo announced its annual Peanut Day fundraising event.

III.    CONSENT CALENDAR

Councilmember Morgan moved, seconded by Vice Mayor Kildee, to approve Consent Calendar Items A through G, with the exception of Item C.

A.     Minutes

Approved the minutes of the City Council meeting held October 9, 2013, as presented.

B.     Resolution – Approval of Disbursements

Adopted Resolution No. 2013-111 approving disbursements dated on or before October 16, 2013.

C.     Financial Reports – September 2013

Pulled for discussion as Item V A.

- D. Youth Employment Service Quarterly Report – July, August, and September 2013  
Received and filed the activity report.
- E. Solicit Bids – Grind Concrete or Cut Sidewalk Elevation Changes  
Directed staff to proceed with inviting bids.
- F. Extend Professional Services Agreement No. 2012-63 – Robin Humberstone  
Authorized an 18-month extension of Agreement No. 2012-63 and an appropriation in the amount of \$23,935.
- G. Award of Bid – GS-2013-1 Guard Services  
Authorized the City Manager to enter into Agreement No. 2013-61 for guard services at the library with Prestige International Security, Inc., at the annual cost of \$42,009 for a three-year term with the option for an additional five-year renewal.
- H. Disposition of Surplus Computer Equipment  
Pulled for discussion as Item XI A.  
Motion carried 5-0.
- IV. CITY COUNCIL – NONE
- V. FINANCE
- A. Financial Reports – September 2013 (formerly Item III C)  
Finance Director Campbell reported corrections to the Comparative Balance Sheet.  
Vice Mayor Kildee moved, seconded by Councilmember Morgan, to receive and file the following financial reports pursuant to the City’s Investment Policy and State law:
  1. Investment Report dated September 30, 2013
  2. Chronological Investment Activity Report for the Month Ended September 30, 2013
  3. General Fund Comparative Balance Sheet, July 31, 2013 and August 31, 2013, and August 31, 2012 (as revised)
  4. Minutes of the September 25, 2013 Investment Committee Meeting
 Motion carried 5-0.
- VI. PUBLIC WORKS – NONE
- VII. COMMUNITY DEVELOPMENT – NONE
- VIII. CITY ATTORNEY -- NONE
- IX. CITY MANAGER – NONE
- X. CITY CLERK – NONE
- XI. GENERAL SERVICES
- A. Disposition of Surplus Computer Equipment (formerly Item III H)  
Councilmember McDonald inquired if the Senior Center was contacted about the

surplus computers. General Services Director Petropulos stated the Pleasant Valley Recreation and Park District (PVRPD) was notified twice by email, but the City received no response. The computers may not be desirable to some groups due to the size, outdated software/hardware, and lack of monitors.

The Council requested staff contact the PVRPD to specifically ask if the Senior Center needs any computers and reallocate the distribution of the computers based on their response.

Councilmember McDonald moved, seconded by Councilmember Little, to authorize staff to surplus computer equipment to the local nonprofit agencies.

Motion carried 5-0.

XII. WRITTEN COMMUNICATIONS – NONE

XIII. NEW BUSINESS – ORAL COMMUNICATIONS

A. City Manager – None

B. City Attorney – None

C. Members of City Council

AB 1234 – Reports on Meetings Attended – The Councilmembers reported on attendance at outside agency and Council committee meetings.

F Canyon Maintenance - Councilmember McDonald noted there were areas of F Canyon that needed maintenance.

LED Lights - Councilmember Little requested reviewing the implementation of LED lighting in the City for energy savings.

XII. CLOSED SESSION

Closed Session

The City Council recessed to Closed Session at 5:34 p.m. to consider the following item:

A. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)  
Number of Cases: One

RECESS/RECONVENE TO THE ADMINISTRATIVE CONFERENCE ROOM

The Mayor called the Study Session to order at 6:28 p.m.

XIV. STUDY SESSION

A. 50th Anniversary Celebration

General Services Director Petropulos presented the proposals from the 50<sup>th</sup> Anniversary Ad Hoc Committee including administrative preparations, an anniversary logo/seal, tentative events, and participation letters.

Joe Ortiz, representing St. Mary Magdalen, indicated the Chapel is celebrating its 100<sup>th</sup> anniversary and welcomed an opportunity to celebrate with the City.

Franklin Roth, Pleasant Valley Historical Society, indicated they would also be celebrating an anniversary and were beginning discussions about possible events. They would be open to suggestions.

Councilmember Little suggested the Council consider establishing a citizen committee to assist with planning the celebration.

The Council provided input on dates, events, community involvement, and logo design, and requested another study session when the draft logo was ready for review.

#### RECESS/RECONVENE/CALL TO ORDER/ROLL CALL

The Study Session recessed at 7:26 p.m. The Mayor reconvened the regular meeting of the City Council at 7:30 p.m. with no reportable action from the Closed Session.

#### FLAG SALUTE

Councilmember McDonald led the Pledge of Allegiance to the Flag.

#### AMENDMENTS TO AGENDA – NONE

#### XV. PRESENTATIONS – NONE

#### XVI. PUBLIC COMMENTS

Anthony McDemas, Tourism Marketing Director, gave an update on his activities.

Matthew Lorimer thanked City Manager Feng for contacting the owners of Lamplighter Mobile Home Park regarding the lack of management/maintenance at the park. There has been some positive changes on the part of the park owner. Additionally, the residents have established a Neighborhood Watch Program and the park owner has agreed to support that endeavor.

#### XVII. PUBLIC INFORMATION ITEMS – NONE

#### XVIII. PUBLIC HEARINGS

##### A. Resolution Establishing New User Fee Schedule

Finance Director Campbell stated NBS Consultants conducted a comprehensive study for the annual review and update of the user fees to ensure that existing fees reflect the current cost of service. The study resulted in three new fees and some reductions in existing fees. The fees will be reviewed annually by staff, with a comprehensive study performed by an consultant every 5 years. The fees would become effective immediately with the exception of the developer fees which would become effective in 60 days. He noted an error to Community Development fee #26 which should be \$100.

#### PUBLIC HEARING OPENED

Matt Lorimer did not support the City's policy of 100% cost recovery because he felt

it was the City's job to provide services. He was pleased to see some fees were reduced, but still felt they were too high.

Hearing no further requests to speak, either for or against the item, the Mayor declared the PUBLIC HEARING CLOSED.

Councilmember Little stated he supported the reduced proposed fees, but did not support the policy of 100% cost recovery. He felt almost all services produced some public benefit and the increased fees may increase instances of non-compliance with city regulations.

Councilmember McDonald supported 100% cost recovery because the services are provided on an individual basis. However, she felt the appeal fees restricted citizens from exercising their rights to have a decision reviewed and supported a reduction in appeal fees.

Councilmember Morgan supported the proposed fees, but noted there were some fees he did not support as they may decrease compliance.

Vice Mayor Kildee commended staff for their review and agreed it is hard to set fees fairly and judicially when considering inflation, wages, and state regulations. Future reviews may indicate further reductions.

Mayor Craven supported the proposed fees and was pleased that many of the fees had been reduced. She supported 100% cost recovery where possible.

Councilmember McDonald moved, seconded by Councilmember Little, to reduce the fees regarding appeals (Community Development fees #30 and #30.5 and City Clerk fees #1.2a and #1.2b) by 50%.

Motion failed 2-3 (Craven, Kildee, and Morgan dissenting).

Vice Mayor Kildee moved, seconded by Councilmember Morgan, to adopt Resolution No. 2013-112 establishing a User Fee Schedule.

Motion carried 4-1 (McDonald dissenting).

#### XIX. DEPARTMENTAL

##### A. Transfer Real Property from City of Camarillo to Camarillo Successor Agency

City Attorney Pierik stated the City is the title owner to five real properties that were formerly owned by the Camarillo Community Development Commission. Pursuant to AB 26 and AB 1484, the State Controller's Office has requested the City transfer title to these properties to the Camarillo Successor Agency.

Councilmember Morgan moved, seconded by Vice Mayor Kildee, to approve the transfer title of real properties from the City of Camarillo to the Camarillo Successor Agency.

Motion carried 5-0.

#### XX. CLOSED SESSION

The City Council recessed to Closed Session at 8:23 p.m. to consider the following item:

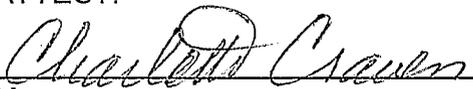
A. Public Employee Performance Evaluations

1. Authority - Government Code Section 54957
2. Titles - City Manager and City Attorney

XXI. ADJOURN

The meeting adjourned at 12:00 a.m. to November 6, 2013, at 5 p.m. with no reportable action from the Closed Session.

ATTEST:

  
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Mayor

  
\_\_\_\_\_  
City Clerk