

**MINUTES**  
**CITY OF CAMARILLO CITY COUNCIL**  
**REGULAR MEETING**  
**WEDNESDAY, JUNE 25, 2014**

CALL TO ORDER/ROLL CALL

Mayor Kildee called the meeting to order at 5:18 p.m.

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

Staff Present:                   Bruce Feng, City Manager  
  Ronnie Campbell, Finance Director  
  Tom Fox, Public Works Director  
  Jeffrie Madland, City Clerk  
  Dave Norman, Community Development Director  
  Dan Paranick, Assistant City Manager  
  Brian Pierik, City Attorney  
  Guy Stewart, Police Department Commander  
  John Thomas, Assistant General Services Director

I.     AMENDMENTS TO THE AGENDA

        Pulled Item III E for discussion.

II.    PRESENTATIONS – NONE

III.   CONSENT CALENDAR

        Councilmember Craven moved, seconded by Councilmember Morgan, to approve Consent Calendar Items A through O, with the exception of Item E.

A.     Minutes

        Approved the minutes of the City Council meetings held June 7 and 11, 2014, as presented.

B.     Resolution – Approval of Disbursements

        Adopted Resolution No. 2014-59 approving disbursements dated on or before June 18, 2014.

C.     Financial Reports – May 2014

        Received and filed the following financial reports pursuant to the City's Investment Policy and State law:

1.     Investment Report dated May 31, 2014
2.     Chronological Investment Activity Report for the Month Ended May 31, 2014

3. General Fund Comparative Balance Sheet, March 31, 2014, and April 30, 2014 and April 30, 2013
4. Minutes of the May 27, 2014 Investment Committee Meeting

D. Resolution Establishing the 2014/2015 Appropriations Limit

Adopted Resolution No. 2014-60 setting the appropriations limit and the ratios used to set the limit.

E. Resolutions Setting Forth Compensation, Classification and Benefits for All Employees and Approving a Statement of Understanding Effective July 1, 2014

Pulled for discussion as Item IX A.

F. Resolution of the West Camarillo Community Facilities District No. 1 Authorizing the Levy of a Special Tax for Fiscal Year 2014/15

Adopted Resolution No. 2014-63 authorizing the levy of a special tax for fiscal year 2014/15.

G. City of Camarillo Reassessment District No. 2001-1 Mission de Camarillo – District Closeout

Adopted Resolution No. 2014-64 authorizing the final closeout of City of Camarillo Reassessment District No. 2001-1.

H. Alcoholic Beverage License – Bella Bistro

Indicated the City does not wish to protest issuance of the license if the license is conditioned to prohibit the off-premise sale of alcohol.

I. Purchase Order – Groundwater Study Peer Review WT-11-01

Authorized a purchase order to Hydrometrics WRI for a technical peer review of the North Pleasant Valley Groundwater Study in the amount of \$60,000.

J. Purchase Order – Taft Electric Company

Authorized a purchase order to Taft Electric Company, in an amount not-to-exceed \$18,900, for the purchase and installation of a replacement traffic signal pole on West Ventura Boulevard, 1,200 feet east of Springville Drive.

K. Sponsor Agreement – California Conservation Corps

Authorized the City Manager to sign Sponsor Agreement CCC-96 (2014-42) and the accompanying Project Evaluation CCC-58.

L. Purchase Order – Furman Group WT-11-01

Authorized a purchase order to Furman Group, in an amount not-to-exceed \$185,000, for governmental relations assistance in accessing federal funds for the North Pleasant Valley Groundwater Desalter project.

M. Resolution Approving Plans and Specifications and Notice to Invite Bids - ST-11-05 Calleguas Creek Bike Trail, Phase 3

Adopted Resolution No. 2014-65 approving the plans and specifications and directing staff to invite bids.

N. Resolution Approving Plans and Specifications and Notice to Invite Bids - ST-11-06 Calleguas Creek Bike Trail, Phase 4

Adopted Resolution No. 2014-66 approving the plans and specifications and directing staff to invite bids.

O. Extension of Residential and Commercial Waste Hauling Agreements -- E.J. Harrison & Sons, Inc.

Authorized the Fourth Amendment (1996-68J) to the solid waste residential franchise agreement and the Fifth Amendment (2000-29J) to the commercial franchise agreement extending the terms of both agreements for one year.

Motion carried 5-0.

IV. CITY COUNCIL

A. Ordinance Adjusting Compensation for City Council Members

City Manager Feng stated the proposed Ordinance would amend the Camarillo Municipal Code to increase City Council compensation by 5% for calendar years 2015 and 2016.

Vice Mayor Little stated he did not support increases for Councilmembers when city employees have not received similar increases.

Councilmember Craven stated the employees operate within salary bands which is a different system and provides movement within the bands.

Councilmember Morgan recommended reducing the increase to 2% to be comparable to the City employees' increase.

Vice Mayor Little stated he did not support tying the increase to employees because the City Council has had increases in years the employees had not.

Councilmember McDonald inquired about the percentage of employees who have reached the top of their salary bands. City Manager Feng noted that the percentage has increased over the years and that approximately 60% of employees were at the top of their bands.

Councilmember Morgan moved, seconded by Councilmember Craven, to amend the ordinance by changing the increase in compensation to 2% for 2015 and 2016.

Motion carried 3-2 (Vice Mayor Little and Councilmember McDonald dissented).

City Attorney Pierik read the title of Ordinance No. 1091.

Councilmember Craven moved, seconded by Councilmember Morgan, to introduce Ordinance No. 1091 amending section 2.08.040 relating to councilmember

compensation increasing 2% in years 2015 and 2016.

Motion carried 3-2 (Vice Mayor Little and Councilmember McDonald dissented).

B. Resolution Appointing a Trustee to the Camarillo Library Board

City Clerk Madland stated that one Camarillo Library Board Trustee position expires June 30, 2014. Trustees are appointed by the Mayor with concurrence of the City Council.

Councilmember Craven moved, seconded by Mayor Kildee, to adopt Resolution No. 2014-67 reappointing Jan McDonald as Trustee to the Camarillo Library Board.

Motion carried 5-0.

V. FINANCE – NONE

VI. PUBLIC WORKS

A. Reject Bids - WT-10-03 Airport Waterline Improvements

Public Works Director Fox stated six bids were opened on April 17, 2014. The city received two bid protests. Staff recommends rejecting all bids and re-bidding the project to avoid a dispute between bidders and its potential impact to the project moving forward.

Councilmember Craven moved, seconded by Vice Mayor Little, to reject all bids received and authorize staff to re-bid the project.

Motion carried 5-0.

B. Requests for Qualifications/Requests for Proposals - Stormwater Compliance Related Services

Public Works Director Fox stated NPDES activities have significantly increased. He recommended soliciting services by consulting firms to perform full-time inspection, technical assistance, and administrative support. He stated consultant services for one position is anticipated to be temporary, while the second position may become permanent. The cost at this time is an estimate based on a projected hourly rate for the number of hours required. The final contract will come forward for approval and staff will continue to evaluate the required services and associated costs.

Councilmember Craven moved, seconded by Councilmember Morgan, to authorize solicitation of requests for qualifications/proposals.

Motion carried 5-0.

VII. COMMUNITY DEVELOPMENT – NONE

VIII. CITY ATTORNEY

A. Extension of Moratorium on Issuance of Permits or Entitlements for the Establishment or Operation of New Electronic Smoking Businesses

City Attorney Pierik stated in order to allow for additional time to study the potential health impacts of electronic smoking devices, he recommended approving an urgency ordinance to extend the moratorium on the issuance of permits or

entitlements for the establishment and operation of new electronic cigarette businesses in the City. The extension would be for an additional period of ten and a half months. He is working with Community Development to develop an ordinance that would regulate the sale of e-cigarettes in the same manner as the current smoking regulations. Once that ordinance has been adopted, the moratorium could be repealed.

Vice Mayor Little asked if the Ordinance would allow existing e-cigarette retailers to continue in their current location. City Attorney Pierik confirmed that the existing businesses would be grandfathered.

City Attorney Pierik read the title of Ordinance No. 1092.

Councilmember Craven moved, seconded by Councilmember Morgan, to adopt Urgency Ordinance No. 1092 extending a moratorium on the issuance of permits or entitlements for the establishment and operation of new electronic cigarette businesses with a correction to expiration date to May 14, 2015.

Motion carried 5-0.

IX. CITY MANAGER

A. Resolutions Setting Forth Compensation, Classification and Benefits for All Employees and Approving a Statement of Understanding Effective July 1, 2014 (formerly III E)

City Manager Feng stated as a result of the meet and discuss process and budget meetings the proposed resolution sets forth the Compensation, Classification and Benefits Program for Sanitary District employees and certain related terms and conditions of employment by a Statement of Understanding, effective July 1, 2014. Salary bands are proposed to be increased by an average of 2% on July 1, 2014. Employee benefits are being maintained with no recommended changes.

Councilmember McDonald stated the maintenance of benefits is very beneficial for the employees and she appreciated all the hard work the employees do for the City.

Vice Mayor Little moved, seconded by Councilmember Morgan, adopt Resolution Nos. 2014-61 and 2014-62 setting the Compensation, Classification, and Benefits for employees and approving a Statement of Understanding for the terms and conditions of employment effective July 1, 2014.

Motion carried 5-0.

X. CITY CLERK – NONE

XI. GENERAL SERVICES – NONE

RECESS/RECONVENE TO THE ADMINISTRATIVE CONFERENCE ROOM

The Council recessed to a Study Session at 6:00 p.m. The Mayor called the Study Session to order at 6:10 p.m.

XIV. STUDY SESSION

A. Reclaimed Water Plan

Public Works Director Fox and Public Works Deputy Director McGovern gave a

presentation on the City's Reclaimed Water Plan.

The Study Session recessed at 6:55 p.m. to the Closed Session.

## XII. CLOSED SESSION

### A. Conference with Legal Counsel – Anticipated Litigation

1. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9; Number of Cases: One.
2. Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) Number of Cases: One.

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

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 SAFETY/INFORMATION – NONE

## XVII. PUBLIC COMMENTS

Donald Birkimer praised the Council and Police Department for implementing the Project H.O.P.E. program to assist the homeless population. He encouraged the Council to work with other agencies to provide additional services such as creating areas for the homeless to safely congregate, provide bathrooms, giveaway toiletries and sleeping bags, and to assure there is a winter warming shelter.

Dayane Zuniga, with CAUSE (Central Coast Alliance United for a Sustainable Economy), requested the Council consider creating a direct bus line between the cities of Oxnard and Camarillo and splitting the cost between the cities. She noted the difficulties of arranging transfers to reach the Camarillo Outlets and believed a new line would be beneficial to employees and shoppers.

Jill Ingram encouraged the City to make the 50<sup>th</sup> anniversary events green and have recycling receptacles for bottles and cans. She also expressed concern about the legitimacy of a recent door-to-door solicitor in her neighborhood.

Matt Lorimer reported the owners of Lamplighter Mobilehome Park have yet to address the resident's list of maintenance issues, revise their long-term lease, and the new on-site managers have quit. He also requested the City increase water conservation education efforts.

Eric Bergh, resource manager for Calleguas Municipal Water District, stated their highest priority is to address water supply reliability. The Bay Delta Conservation Plan would build a new water delivery infrastructure and he requested the Council's support.

Steve Blois, Calleguas Municipal Water District Board Member, asked for the city's support for the Bay Delta Conservation Plan's conveyance tunnels. Councilmember Craven requested the issue be placed on a future agenda.

## XVIII. PUBLIC HEARINGS

### A. Introduction of an Ordinance Amending Chapter 17.04 Signs - Window Signage Definitions and Standards

Community Development Director Norman reviewed a PowerPoint on the proposed Ordinance that would amend Chapter 17.04 of Title 17 of the Camarillo Municipal Code to revise the definition of "window sign" and to amend window sign regulations.

#### PUBLIC HEARING OPENED

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

Councilmember Craven and Vice Mayor Little believed the proposal to wait six-months prior to issuing citations was excessive and requested reducing it to 90 days from the date of adoption.

City Attorney Pierik read the title of Ordinance No. 1093.

Councilmember Craven moved, seconded by Vice Mayor Little, to waive further reading and introduce an Ordinance amending Title 17, Signs, of the Municipal Code and making other conforming amendments.

Motion carried 5-0.

### B. Resolution Adopting the Five-Year Capital Improvement Program (Joint with the Camarillo Sanitary District)

Public Works Director Fox reviewed a PowerPoint on the proposed Five-Year comprehensive Capital Improvement Program which sets forth projects for buildings and grounds, storm drainage, transportation, water, sanitary, and redevelopment. The Program indicates the location, size, and estimates of cost for all facilities and improvements to be financed from various fund sources. The Planning Commission determined the Program is consistent with the City's General Plan. Due to the recently completed draft reclaimed water master plan identifying the need to expand the reclaimed water distribution, it was recommended adding the Reclaimed Water Storage Reservoir (WT-14-03) project with a total project budget of \$2.5M.

#### PUBLIC HEARING OPENED

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

Councilmember Craven requested the Council be involved in the design of the new library patio project.

Vice Mayor Little requested a future discussion on possible reuse of the lawn area behind the library.

Councilmember Craven moved, seconded by Mayor Kildee, to add project WT-14-03 to the 2014-2019 Capital Improvement Program.

Motion carried 5-0.

Councilmember Craven moved, seconded by Mayor Kildee, to adopt Resolution No. 2014-68 adopting the Five-Year Capital Improvement Program.

Motion carried 5-0.

XIX. DEPARTMENTAL

A. Resolution Committing Fund Balance – GASB 54

Finance Director Campbell stated the City implemented the Governmental Accounting Standards Board (GASB) Statement No. 54, in 2011 which allows the City to report the unreserved fund balance by categories and classifications. He recommended the Council commit a portion of the General Fund unreserved fund balance for Council Reserve Goal, Economic Development, Planned CIP, and GF Operating Transfers.

Councilmember McDonald inquired about the reasoning for leaving a portion of the excess revenue as unassigned. Finance Director Campbell stated GASB standards recommends leaving a portion of the funds as unassigned to allow flexibility in the use of the funds for unforeseen or unplanned needs.

Councilmember Craven moved, seconded by Councilmember Morgan, to adopt Resolution No. 2014-69 committing \$41,500,000 of General Fund unreserved fund balance for Council Reserve Goal, Economic Development, Planned CIP, and GF Operating Transfers for fiscal year ending June 30, 2014.

Motion carried 5-0.

B. Resolution Adopting the 2014-2016 Budget, including 2014/2015 Appropriations and Authorizing Certain Amendments to the 2013/2014 Budget (Joint with the Camarillo Sanitary District)

Finance Director Campbell reviewed a PowerPoint on the proposed budget stating the City Council and Camarillo Sanitary District conducted a detailed review of the proposed 2014-2016 and amendments to the 2013/2014 Budget on June 7, 2014. Staff recommends adoption of the 2014-2016 Budget, authorization of appropriations for 2014/2015, and approval of the amendments to the 2013/2014 Budget as presented.

Councilmember Morgan moved, seconded by Councilmember Craven, to adopt Resolution No. 2014-70 approving the 2014-2016 Budget, authorizing appropriations for 2014/2015 and amending the 2013/2014 Budget, along with supplemental changes to the proposed budget.

Motion carried 5-0.

C. Requests for Qualifications/Proposals – Reclaimed Water Storage Reservoir WT-14-03

Public Works Director Fox stated the City recently completed a reclaimed water master plan that recommended capital improvements to reliably supply future customers. One of the improvements recommended was the construction of a 1.2

million gallon capacity water storage reservoir. The water reservoir would store water when production exceeds demand.

Councilmember Craven moved, seconded by Councilmember Morgan, to authorize requests for qualifications/proposals.

Motion carried 5-0.

D. Resolution Declaring Stage 2 Water Supply Alert; Request for Qualifications/Proposals for Water Conservation Public Outreach/Enforcement Efforts

Public Works Deputy Director McGovern reviewed a PowerPoint presentation giving a background on the City's water master plans, history of the water supply, and recent actions by the Fox Canyon Groundwater Management Agency to reduce the City's groundwater pumping by 29%. She recommended declaring a Stage 2 Water Supply Alert and reviewed the proposed actions to provide public outreach and enforcement to help reduce water consumption and avoid significant cost increases from imported water. She noted the location of the water conservation signs would include an additional location at the Camarillo Library.

Eric Bergh, resource manager for Calleguas Municipal Water District, stated Metropolitan Water District of Southern California's [bewaterwise.com](http://bewaterwise.com) website is a great resource for public outreach and provides a lot of information on water conservation.

Councilmember Craven moved, seconded by Vice Mayor Little, to adopt Resolution No. 2014-71 declaring a Stage 2 Water Supply Alert.

Motion carried 5-0.

Councilmember Craven moved, seconded by Vice Mayor Little, to solicit requests for qualifications/proposals for water conservation public outreach/enforcement efforts.

Motion carried 5-0.

Councilmember Craven moved, seconded by Councilmember Morgan, to approve water conservation signs as proposed and placed at various locations.

Motion carried 5-0.

E. Sole Source Purchase of Equipment – Reclaimed Water Pumps

Public Works Director Fox stated a recent inspection of the reclaimed water pump station by the engineering consultant found the equipment would not be able to deliver reclaimed water to the users at the quantities and pressures needed and were damaged due to corrosion and electrolysis. Staff is recommending purchasing the Hydro-flo vertical turbine pumps as they are manufactured with stainless steel material and are used industry-wide with great success and efficiency. This is part of the City's response to assist the Pleasant Valley Recreation and Park district to reduce costs in irrigating the Pleasant Valley Sports Park.

Councilmember Craven moved, seconded by Vice Mayor Little, to authorize the issuance of a purchase order to General Pump Company in the amount of \$280,000.

Motion carried 5-0.

XIII. NEW BUSINESS – ORAL COMMUNICATIONS

A. City Manager

50<sup>th</sup> Anniversary Events – City Manager Feng noted the Arts Council has kicked off their summer concerts featuring music of 1964, the July 4<sup>th</sup> Fireworks will include an additional ground display, and the Fiesta Street fair will acknowledge the anniversary at the event and potentially have vendors selling souvenirs.

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.

City's Website – In response to Councilmember McDonald's inquiry, Assistant General Services Director Thomas indicated the project to update the website will begin at the start of the new Fiscal Year.

XX. ADJOURN

The meeting adjourned at 10:29 p.m. to Wednesday, July 9, 2014, at 3:00 p.m. for a tour of California State University Channel Islands.

ATTEST:

  
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Mayor

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