

MINUTES
CITY OF CAMARILLO CITY COUNCIL
SPECIAL MEETING
WEDNESDAY, APRIL 22, 2015

CALL TO ORDER/ROLL CALL

Mayor Little called the meeting to order at 5:02 p.m.

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

Staff Present: Bruce Feng, City Manager
 Ronnie Campbell, Finance Director
 Tom Fox, Public Works Director
 Jeffrie Madland, City Clerk
 Monica McGrath, Police Department Commander
 Dave Norman, Assistant City Manager
 Richard Petropulos, General Services Director
 Brian Pierik, City Attorney
 Joe Vacca, Interim Community Development Director

I. AMENDMENTS TO THE AGENDA – NONE

II. PRESENTATIONS

A. Proclamation Declaring Camarillo as a Purple Heart City

The Mayor presented a proclamation to Hugh Claybaugh, Ventura County Purple Heart Chapter, declaring Camarillo as a Purple Heart city.

III. CONSENT CALENDAR

Councilmember Craven moved, seconded by Vice Mayor Morgan, to approve Consent Calendar Items A through T.

A. Minutes

Approved the minutes of the City Council meeting held April 8, 2015, as presented.

B. Resolution – Approval of Disbursements

Adopted Resolution No. 2015-36 approving disbursements dated on or before April 15, 2015.

C. Youth Employment Service (YES) Quarterly Activity Report – January, February, and March 2015

Received and filed the activity report.

D. Solicit Bids - Water Testing and Analysis, Emergency Generator Maintenance

Contract, and Purchase of Water Meters and Chemicals

Authorized staff to invite bids.

- E. Professional Services Agreement - Parsons Transportation Group, Inc. (Parsons) - CC-11-01 Conference Center Drain

Authorized the City Manager to sign Professional Services Agreement No. 2015-17 with Parsons in the amount of \$190,815.

- F. On-Call Consultant Task Order - GPA Consulting - Camarillo Hills Drain - Proposed Conference Center

Authorized the Public Works Director to sign an On-Call Consultant Task Order No. 2015-14-EV in the amount of \$60,257.75.

- G. On-Call Consultant Task Order - NV5 West, Inc.- Camarillo Hills Drain - Proposed Conference Center

Authorized the Public Works Director to sign an On-Call Consultant Task Order No. 2015-13-MT in the amount of \$25,400.

- H. Resolution Exonerating Warranty Securities - ER-15-01 Camarillo Springs Debris Flow Phases 1 and 2

Adopted Resolution No. 2015-37 exonerating warranty securities.

- I. Resolution Preliminarily Approving the Engineer's Report; Declaring the City's Intention to Order the Levy and Collection of Assessments for Fiscal Year 2015-16 within Camarillo Landscape Maintenance District Zones 1 through 10; and Fixing Time and Place for a Public Hearing on the Levy of the Proposed Assessments

Adopted Resolution No. 2015-38 preliminarily approving the Engineer's Report; declaring the city's intent to levy and collect assessments for fiscal year 2015-16 in Camarillo Lighting and Landscape Maintenance District Zones 1 through 10; and fixing the time and place for a public hearing.

- J. Resolution Exonerating Warranty Securities - ST-13-02 Lewis Road Landscaping, Wall, and Monument RPSTPLE-5393 (032)

Adopted Resolution No. 2015-39 exonerating warranty securities.

- K. Request to Sell Alcoholic Beverages - Camarillo Ranch Event

Indicated the Council does not object to the issuance of a one-day beer and wine permit by the Department of Alcoholic Beverages Control.

- L. Request to Sell Alcoholic Beverages – A Taste of Camarillo

Indicated the Council does not object to the issuance of a two-day Alcoholic Beverage Control License.

- M. Award of Vehicle Bids - GS-2014-7, GS-2014, and GS-2014-11

Awarded the bids to Wondries Fleet Group for GS-2014-7 at the total bid amount of \$38,952.36; GS-2014-9 at the total bid amount of \$22,766.09; and GS-2014-11 at

the total bid amount of \$25,213.86.

N. Alcoholic Beverage License – Painting with a Twist, 2298 E. Ventura Boulevard

Indicated the City wishes to protest issuance of the license.

O. Agreement with Pyro Spectaculars North, Inc. - 2015 July 4th Fireworks Display

Authorized the City Manager to execute Agreement No. 2015-19 with Pyro Spectaculars North, Inc., for an amount not-to-exceed \$25,000.

P. Amendment to Agreement for Professional Services - Comprehensive Housing Services, Inc. (CHS)

Authorized the City Manager to execute Amendment No. 2014-58A with Comprehensive Housing Services and authorized an expenditure of \$15,000 from Account 4405.444.70-73, in conjunction with the CDBG Program.

Q. General Plan Annual Report for Year 2014

Approved the 2015 General Plan Annual Report for Year 2014 and directed staff to forward the report to the State of California.

R. Capital Improvement Projects – Camarillo Airport

Authorized staff to forward a letter to the Ventura County Department of Airports informing them that their projects are consistent with the City's General Plan and that a coordinated development plan will not be necessary.

S. Citizen Appointment - Ventura County Area Agency on Aging Advisory Council

Confirmed the appointment of Robert Taylor to the Ventura County Area Agency on Aging Advisory Council for a two-year term expiring June 2017.

T. Financial Reports - March 2015

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

1. Investment Report dated March 31, 2015
2. Chronological Investment Activity Report for the Month Ended March 31, 2015
3. General Fund Comparative Balance Sheet, January 31, 2015 and February 28, 2015, and February 28, 2014
4. Minutes of the March 23, 2015 Investment Committee Meeting

Motion carried 5-0.

IV. CITY COUNCIL

A. Camarillo Ranch Foundation Annual Report

Karen Prough, Board President, presented the Camarillo Ranch Foundation's Annual Report. She reported the Ranch's private events fell during the last fiscal year. The Board and staff are addressing ideas to improve seasonal events. She reviewed current events being held at the Ranch.

The Council thanked the Board for their excellent work managing the property.

Councilmember McDonald stated the Council has received several letters regarding the Foundation's accounting practices. She asked the Finance Director to provide some guidance in reporting revenues and expenditures.

Councilmember Kildee moved, seconded by Councilmember Craven, to receive and file the annual report.

Motion carried 5-0.

V. FINANCE – NONE

VI. PUBLIC WORKS

A. Groundwater Sustainability Agency Formation for Santa Rosa Valley Groundwater Basin

Public Works Director Fox stated a Groundwater Sustainability Agency (GSA) needs to be established to govern the Santa Rosa Valley groundwater basin to comply with the Sustainable Groundwater Management Act (SGMA). He reviewed the process to form the GSA. The Ventura County Board of Supervisors will hear the item on May 5.

Tony Stafford, Camrosa Water District, requested support for the Camrosa Water District to serve as the GSA agent.

Tully Clifford, Watershed Protection District, stated staff is recommending the County declare its intent to become the GSA within the deadline period to allow the discussion to take place. The County could later opt out if appropriate.

Councilmember Kildee moved, seconded by Councilmember Craven, to direct staff to send a letter to the County Board of Supervisors asking that it include the City of Camarillo in the discussion on establishing a GSA for the Santa Rosa Valley groundwater basin.

Motion carried 4-1 (Morgan dissenting).

XII. CLOSED SESSION

The City Council recessed to Closed Session at 5:52 p.m. to consider the following item:

A. Conference with Legal Counsel - Anticipated Litigation

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

RECONVENE/TO THE ADMINISTRATIVE CONFERENCE ROOM

The Council reconvened to a Study Session at 6:23 p.m. The Mayor called the Study Session to order at 6:30 p.m.

XIV. STUDY SESSION

A. User Fee Review

Assistant Finance Director Uribe and Greta Davis from NBS, gave a PowerPoint presentation on the user fee study update.

- B. Ventura County Lodging Association (VCLA) - Marketing Update / Economic Study
Rebekah Evans, Executive Director, Ventura County Lodging Association, gave a PowerPoint presentation on the VCLA marketing update and economic study.
- C. Ventura County West TBID Extension
Gina Trechter, Civitas, gave a PowerPoint presentation on the Ventura County West TBID extension.

RECESS/RECONVENE/CALL TO ORDER/ROLL CALL

The Study Session recessed at 7:24 p.m. The Mayor reconvened the regular meeting of the City Council at 7:30 p.m. with no action to report from Closed Session.

FLAG SALUTE

Councilmember Craven led the Pledge of Allegiance to the Flag.

AMENDMENTS TO AGENDA – NONE

XV. PRESENTATIONS

- A. Camarillo Girl's AYSO U-13 - State Tournament Winners
The Mayor presented certificates to Camarillo Girl's AYSO U-13 Team in recognition of winning the Championship Title at the 2014/2015 Western States Games.
- B. DART Member of the Year
The Mayor presented a certificate to Josette Kreeger in recognition of being named Disaster Assistance Response Team member of the year.
- C. California Southern Baptist Convention Disaster Relief - Camarillo Springs Clean-up
The Mayor presented a certificate to Ed Lamb, Disaster Relief Coordinator, recognizing and thanking the California Southern Baptist Convention Disaster Relief for assisting homeowners on San Como Lane and Gitana Avenue in the Camarillo Springs area.
- D. Ventura Regional Sanitation District Update
Mark Lawler, General Manager, Ventura Regional Sanitation District, gave an update on the Toland Landfill. The landfill received additional tonnage through a cooperative effort with the City of Oxnard and E.J. Harrison which eliminates the need to increase rates.

XVI. PUBLIC SAFETY/INFORMATION – NONE

XVII. PUBLIC COMMENTS

Shanna Harper, Performance Picture Vehicles, leases property from the Department of Airports and recently received notice to vacate because her use was no longer conforming under the City's recently adopted temporary use permit regulations. The Council requested staff to provide a report on the item.

Karl Lawson stated an E.J. Harrison driver recently backed into his wife's vehicle on their street. He requested the City investigate E.J. Harrison's collection practices.

Matt Lorimer announced the Policy Committee will meet on May 4 to review changes to the Rent Review Ordinance. He expressed concern about development in the city given the current drought conditions.

XVIII. PUBLIC HEARINGS

A. Resolution Determining Assessment for City's Cost for Compliance with Municipal Stormwater NPDES Management Permit

Public Works Director Fox stated the proposed resolution requests that the County Board of Supervisors continue to levy an assessment of \$5.00 per Benefit Assessment Unit (BAU) equal to a single detached housing unit for fiscal year 2015-2016. The revenue from the assessments partially supports the city's cost of approximately \$1.3 million for compliance with the Municipal Stormwater National Pollutant Discharge Elimination System (NPDES) permit held by Ventura County Watershed Protection District (VCWPD), the County of Ventura, and the ten cities within the county.

PUBLIC HEARING OPENED

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

Councilmember Kildee moved, seconded by Councilmember Craven, to adopt Resolution No. 2015-40 authorizing a \$5.00 assessment per BAU for inclusion into the Benefit Assessment Program of the Ventura County Watershed Protection District.

Motion carried 5-0.

XIX. DEPARTMENTAL

A. Update on Camarillo Springs Debris Flow; Resolution Extending Emergency Proclamation

B. Conclude City Sponsored Debris Mitigation at Camarillo Springs

(XIX A and XIX B were heard concurrently)

City Attorney Pierik stated the Government Code requires review of an emergency proclamation every 30 days.

Public Works Director Fox recommended confirming the City sponsored debris mitigation is complete at Camarillo Springs per the National Resource Conservation Service (NRCS) plans. He provided an update on the debris mitigation projects.

Jim Lingl stated several reports have indicated that dangerous conditions exist on the hills above the Camarillo Springs neighborhood. He felt the City had the power to order the property owners to mitigate the dangerous conditions on their properties to prevent the hillsides from coming down on the Camarillo Springs neighborhoods.

Linda Lawrence read a letter from Eads Family Trust urging the City to continue the emergency declaration until the properties are no longer in danger.

Barbara Williams, Springs HOA, requested the Council extend the emergency proclamation to allow homeowners to resolve issues with their insurance providers, provide homeowners the opportunity to appeal the requirement to sign a release to secure permits, to facilitate negotiation with Caltrans regarding debris flow and drainage from the freeway, and to provide the HOA and its consultant time to review the GeoDynamics report.

Elton Gallegly stated the indemnification language was unnecessary.

City Attorney Pierik indicated staff is reviewing the release to determine what modifications, if any, would be appropriate.

Vice Mayor Morgan moved, seconded by Councilmember Craven, to adopt Resolution No. 2015-41 extending the Proclamation of Emergency.

Motion carried 5-0.

Councilmember Craven moved, seconded by Vice Mayor Morgan, to confirm the City sponsored NRCS project is complete at Camarillo Springs and any further work will be the responsibility of the HOA.

Motion carried 5-0.

C. Update on Massage Business and Practitioner Licensing, Operational Regulations, and Code Compliance

Assistant City Attorney Davis provided a review of the City's massage establishment and practitioner regulations in light of the Legislature's recent amendments to the State's Massage Therapy Act pursuant to Assembly Bill 1147, and of the state of massage establishments within the City.

Councilmember Kildee questioned whether there are any cities that limit the amount of massage businesses. Assistant City Attorney Davis indicated cities that have significant over-concentration are looking into separational requirements to address the issue. Currently, the City does not appear to have over-concentration issues either by number of establishments or location.

Mayor Little recommended establishing a closing time. Community Development Director Vacca indicated 10:00 p.m. is consistent with other service-oriented businesses. The Council concurred.

Debra Updike thanked City staff for the attention given to this issue and was happy with the modest changes.

Councilmember McDonald thanked staff for being proactive on the issue.

VII. COMMUNITY DEVELOPMENT – NONE

VIII. CITY ATTORNEY – NONE

IX. CITY MANAGER

A. Animal Services Agreement with the County of Ventura

Management Analyst Pichardo presented a PowerPoint on the new Animal Services Agreement with the County of Ventura. The agreement is for a 5-year term and

provides a new billing methodology and an “à la carte” menu of service options.

Councilmember Craven moved, seconded by Councilmember Kildee, to authorize the City Manager to execute Animal Services Agreement No. 2015-18 with the County of Ventura.

Motion carried 5-0.

- X. CITY CLERK – NONE
- XI. GENERAL SERVICES – NONE
- XIII. NEW BUSINESS – ORAL COMMUNICATIONS

A. City Manager

Update – City Manager Feng stated staff had a business visit to Sani-Tech West. He attended the Camarillo Tourism Business Improvement District meeting; they had received their first revenue check.

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.

Newspaper Article – Councilmember Craven provided a newspaper article on Descanso Gardens showcasing its new low-water Center Circle Garden.

Water Tiers – Councilmember Craven requested an accounting of the number of customers in each water tier.

Conserve Water Cards – Councilmember Craven asked whether local hotels have conserve water cards. The Metropolitan Water District provides cards at no cost.

Ponderosa Drive – Councilmember Kildee stated there is a lot of debris on Ponderosa Drive. He requested information on the cost of removing and replacing pine trees.

Mud Run – Councilmember Kildee stated he received a call expressing concern about the use of water for the PVRPD Mud Run.

St. John's Pleasant Valley Hospital – Councilmember McDonald requested a representative of the hospital provide an update on the expansion project.

Online Bingo – Councilmember McDonald asked for an update on online bingo. City Attorney Pierik indicated staff is reviewing and would report back to the Council.

Dawson On-Street Parking – Councilmember McDonald asked about the parking along Dawson Drive and whether red curbs would be an appropriate solution. Community Development Director Vacca indicated staff is investigating through the code compliance division.

Roll Off Trash Containers – Councilmember McDonald asked about the rules for trash dumpsters. Community Development Director Vacca indicated staff would look into it.

Tiered Water Rate – Councilmember McDonald requested a report on the court ruling which found San Juan Capistrano's tiered water rates unconstitutional.

Institution Ale – Councilmember McDonald asked if Institution Ale plans to expand in Camarillo. Community Development Director Vacca indicated their application would be going to the Planning Commission on May 19.

XII. CLOSED SESSION (continued)

The City Council recessed to Closed Session at 10:14 p.m. to consider the following item:

B. Threat to Public Services or Facilities

Authority – Government Code Section 54957(a); Consultation with representatives of the Camarillo Police Department; City representatives include City Attorney, City Manager, Assistant City Manager, General Services Director, and Finance Director.

XX. ADJOURN

The meeting adjourned at 11:05 p.m. with no reportable action from the Closed Session.

ATTEST:



Mayor



City Clerk