



**CITY OF CAMARILLO
POLICY COMMITTEE
AGENDA**

**Wednesday, December 19, 2018 – 9:45 a.m.
Administrative Conference Room
601 Carmen Drive, Camarillo, CA 93010**

ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, Please contact the City Clerk's office at (805) 388-5316. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations to ensure your access to this meeting. (28 CFR 3.102.35.104 ADA Title II)

1. Call to Order
2. Approval of Minutes of December 3, 2018
3. Public Comments
4. Policy 2.02 – Legislation and Legislative Matters
5. New Sidewalk Vending Ordinance
6. Committee Comments
7. Adjournment

Written materials related to these agenda items are available for public inspection in the Office of the City Clerk at 601 Carmen Drive, Camarillo during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. Questions may be referred to Tully Clifford, Assistant City Manager, at (805) 388-5312.

DISTRIBUTION:

PACKET: <u>Committee Members</u> Charlotte Craven Tony Trembley Dave Norman Tully Clifford	Dave Klotzle Jeffrie Madland Dave Murray Carmen Nichols Roger Pichardo	Brian Pierik/Don Davis Genie Rocha Joe Vacca Counter Copy	AGENDA & MINUTES: City Council AGENDA: Jill Gordon Kathy Talley City Clerk/Posting
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**CITY OF CAMARILLO
POLICY COMMITTEE**

MINUTES

**Monday, December 3, 2018 at 9:00 a.m.
Administrative Conference Room**

1. **Call to Order:** The meeting was called to order at 9:00 a.m.

Committee Present: Mayor Charlotte Craven and Councilmember Tony Trembley.

Staff Present: City Manager Dave Norman, Assistant City Manager Tully Clifford, Assistant City Attorney Don Davis, Public Works Director Dave Klotzle, Finance Director Genie Rocha, Community Development Director Joe Vacca, Assistant Public Works Director Tali Tucker, Assistant Finance Director Mark Uribe, Community Development Principal Planner Jaclyn Lee, and Executive Assistant Jill Gordon.

2. **Approval of Minutes of October 30, 2018:** Approved as presented.

3. **Public Comments:** None.

4. **Taxicab Ordinance**

In the past two years, the Legislature adopted two bills which made changes to the manner in which the City is required to regulate taxicabs. The proposed amendments to Chapter 5.36, Taxicab Permits, addresses these changes, and makes other revisions to update the chapter to reflect appropriate regulations for taxicab operations in the City. The Committee and staff suggested various grammatical revisions, discussed insurance policy limits, and questioned the lengthy time period (60 days) for the investigatory phase if a company is operating without a permit. Mr. Davis stated that the time period is to try to receive compliance, then institute proceedings only if necessary.

Recommendation: Forward to City Council on 12/12/18 for introduction.

5. **New Sidewalk Vending Ordinance**

The Committee suggested various grammatical revisions to the new Sidewalk Vending Ordinance, and discussed and/or requested the following:

- Vending license required section: define license.
- Cart permit required section: define permit.
- Add definitions of what the individual will need to meet the requirements.
- Define environmental health certificate.
- Define fee wording. (Mr. Davis stated this information will be in the Reso.)
- Item vii: Change “business license” to “City of Camarillo business tax certificate”
- Item viii: List limits for liability insurance.
- Item xii. references rules and regulations (which will be posted online per Mr. Clifford).
- Include information that a seller’s permit is also required, and define seller’s permit.

- Mr. Norman asked that the rules and regulations be seen by the City Council prior to ordinance adoption. Mr. Clifford stated the rules and regulations will be included as an attachment.
- RE: Operational Requirements
 - Item D: Add “including table and trash receptacle” wording.
 - Item L., Carts must be self-contained, add “including any power sources” wording.
 - Item N: Move item to the check list.
- RE: Prohibitions on placement of stationary or roaming carts
 - Combine vi. and vii., and change “transit shelter” to “bench or shelter utilized for public transit”
 - Item ix: Change “4” feet to “20” feet.
 - Item xii: Move to Operational, page 4, A-N; and delete “Where placement impedes” and add, “The placement of a cart shall not impede” wording.
- RE: Sidewalk vending related to parks and special events
 - Item A: Mr. Clifford to rewrite.
 - Change the word “during” to “for one hour before, during, and one hour after”
 - delete “swap meets”
 - Item B: Delete.
- RE: Fines
 - Item E: Delete

Mr. Trembley stated he would like to know what the taxes and fees are before the insurance requirements. Mr. Norman stated that staff will ask CJPIA if they have a recommendation.

Mr. Trembley asked where the information is for contesting a citation. Mr. Davis said the adjudication process wording should be on the citation but will review this with Mr. Clifford.

Recommendation: Bring Ordinance back to Committee.

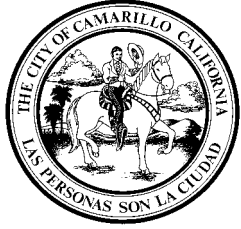
6. Annual Review of Policy 3.09, Other Post-Employment Benefits (OPEB) Trust Investment Policy

Ms. Rocha provided a policy redline to the Committee for review. Staff’s recommended changes include adding “Funding” and “Disbursements” sections. In addition, the Reporting section was revised to add City Council to the monthly and quarterly statement deliveries, and to change the annual performance review to a semi-annual review.

RECOMMENDATION: Forward to City Council.

7. Committee Comments: None.

8. Adjournment: Meeting was adjourned at 10:30 a.m.



City of Camarillo

CITY COUNCIL POLICY

Section: General Administration

Date Adopted: June 1975

Last Amended: December 11, 2013

Subject: **Legislation and Legislative Matters**

Number: 2.02

Page 1 of 1

PURPOSE

To establish a policy on legislation and legislative matters.

POLICY

It is the policy of the City Council to participate in the legislative process when legislative matters have the potential to impact the City or its citizens. Such participation will include intergovernmental relations, legislative advocacy and, when appropriate, legislative proposals.

Actions to support or oppose legislative proposals, or to develop new legislative proposals, are considered statements of policy and as such will be carried out upon authority of the City Council. The Council Legislative Committee will review legislation and related matters and make recommendations to the full City Council regarding positions and actions.

Legislative Platform. The Legislative Platform (Platform) will be developed by the Legislative Committee and adopted by the City Council annually and will promote the City's interest on legislative matters. The Platform will guide the Council and staff in considering appropriate action on legislative proposals introduced at both the state and federal levels.

Correspondence will be designated with action as follows:

<u>Position</u>	<u>Action</u>
Support or Oppose	Letters, facsimiles, telegrams, phone calls, electronic mail and/or meetings with local representatives, bill authors and legislative committee members, with copies of correspondence to governmental agencies, representatives and officials, as appropriate.
Strongly Support or Strongly Oppose	In addition to the above, further action if warranted may involve travel to out-of-area meetings by Councilmembers or staff.
Watch or No Action	Monitor legislation.

The City Manager or designee is the legislative coordinator for the City. When, due to time constraints, it is not possible to follow normal procedure, and an issue important to the City is brought to the City Manager's attention and it is easy to discern the City's interest, he/she may write a letter expressing the City's position and then provide copies of the correspondence to Councilmembers.

Interim Reporting. The City Manager or designee will prepare and issue reports to the City Council on legislative matters and/or positions taken.

Legislative Liaison. The City Manager or designee will serve as the legislative coordinator for all legislation and legislative matters.



City of Camarillo

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The development of new legislative proposals will require the review and recommendation of the Policy Committee to the City Council for approval.

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