



**MINUTES
CITY OF CAMARILLO CITY COUNCIL
CAMARILLO SANITARY DISTRICT
CAMARILLO LIBRARY BOARD
SPECIAL MEETING
SATURDAY, MAY 18, 2024**

CALL TO ORDER JOINT SPECIAL MEETING – BUDGET WORKSHOP

The Mayor called the special meeting to order at 9:00 a.m. The City Council was also sitting as the Camarillo Sanitary District (CSD) and the Camarillo Library Board (CLB), with all agencies called to order for the joint meeting.

ROLL CALL – CITY COUNCIL, CAMARILLO LIBRARY BOARD, AND CAMARILLO SANITARY DISTRICT

Council Present: Tony Trembley, Mayor
Kevin Kildee, Vice Mayor
Martita Martinez-Bravo, Councilmember
Susan Santangelo, Councilmember
David Tennessen, Councilmember

Staff Present: Greg Ramirez, City Manager
Carmen Nichols, Assistant City Manager
Kristy Buxkemper, City Clerk
Mitchell Cameron, Administrative Services Director
Dave Klotzle, Public Works Director
Rachel Richman, City Attorney
David Sanchez, Community Development Director
Eric Tennessen, Police Department Commander
Mark Uribe, Finance Director

FLAG SALUTE

Councilmember Martinez-Bravo led the flag salute.

APPROVAL OF AGENDA

The agenda was approved.

DISCUSSION ITEMS

A. Fiscal Year 2024/25 Proposed Budget Review

City Manager Greg Ramirez provided an introduction to the special budget workshop.

Director of Finance Mark Uribe, Budget and Purchasing Manager Rena Robertson, and Financial Analyst Bobbie Dame provided a comprehensive and in-depth presentation of the General Fund and proposed budget for Fiscal Year 2024/25; highlighting that the budget is operationally balanced.

Discussion topics for the budget workshop included:

- General Fund Overview - Including Revenues and Expenditures
- 5-year Forecast
- GASB 54
- Water Fund
- Other Funds
- Project Prioritization

Commander Eric Tennesen provided a thorough report on a staffing needs assessment and an update on installation of Opticom Emergency Vehicle Preemptor Devices for the Police Department including:

- A budget request for the addition of a Patrol Deputy Cover Car to help reduce emergency response times, increase proactive policing, and provide resources for greater community engagement.
- An update on the proposed acquisition of Opticom devices and report on being awarded a \$500,000 grant from Ventura County Transportation Commission (VCTC).

Council provided general guidance regarding the request for an additional Deputy cover car and unanimously supported its inclusion for consideration in the upcoming FY 2024/25 budget. Vice Mayor Kildee requested future reports on the effectiveness of the additional cover car.

Oxnard Union Assistant Superintendent for Business Services Richard Urias presented on behalf of Superintendent Thomas McCoy:

- Thanked the City for their collaboration on improving the Adolfo High School drop off lane.
- Highlighted the success of the SRO program to help keep community schools safe and requested a 3-year contract extension and a 10% discount for the continuation of the SRO program which provides SROs for Frontier High School, Rancho Campana High School, and Adolfo Camarillo High School.

Commander Tennesen provided supporting information that SROs greatly help to reduce the calls for service which would otherwise impact the department and take deputies out of the field. Council unanimously supported the request and inclusion for consideration in the Fiscal Year 2024/25 budget.

RECESS - The Mayor called for a recess at 10:27 a.m. Council/Boards resumed at 10:33 a.m.

Director of Administrative Services Mitchell Cameron presented priority areas including technology modernization, space optimization, infrastructure renewal, sustainability, customer service, and project management. Mayor Trembley complimented the new Director's wholistic view.

Financial Analyst Bobbie Dame detailed the need for future project prioritization and the criteria to consider which will help to determine resources, funding, and staffing. Prioritization is important for citywide and Capital Improvement projects, and proposed

criteria will be reviewed by the City Council over the next year to establish order and weight of significance and will be applied to infrastructure, operations, and CIP projects. Councilmember Martinez-Bravo recommended including an element of community input to help measure and prioritize projects based on community feedback and needs.

Principal Management Analyst Alonso Ramirez presented an update on the status of the Infrastructure Strategic Plan and grant management. He reviewed the new Council objective which was established at the City Council's Goal Setting Workshop, and detailed the timeline, upcoming Request for Proposals (RFP) for an Infrastructure Strategic Plan and to assist with grant management.

Financial Analyst Bobbie Dame presented on the Traffic Mitigation Funds and a funding priority for the bridge replacement at Las Posas and Ventura Blvd. Staff proposed consideration of an update to the resolution to include additional funding for the bridge replacement and a nexus study and requested general direction from the City Council. Councilmembers unanimously supported bringing forward for consideration both the resolution update and the nexus study.

Director of Finance Mark Uribe provided closing comments and reviewed the remaining budget timeline, indicating the Fiscal Year 2024/25 Budget would be presented for adoption on June 26, 2024, and the Annual User Fee Update would be in July.

Councilmembers thanked the City Manager, Finance Staff and everyone who contributed to the process for their hard work on the budget.

GENERAL PUBLIC COMMENTS - NONE

ADJOURN

The meeting adjourned at 11:21 a.m.

ATTEST:

Mayor

City Clerk