

# CITY OF BUELLTON

**CITY COUNCIL MEETING MINUTES**  
**Regular Meeting of December 12, 2013**  
**City Council Chambers, 140 West Highway 246**  
**Buellton, California**

## **CALL TO ORDER**

Mayor Judith Dale called the meeting to order at 6:00 p.m.

## **PLEDGE OF ALLEGIANCE**

Council Member Leo Elovitz led the Pledge of Allegiance

## **ROLL CALL**

**Present:** Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly, and Mayor Judith Dale

**Staff:** City Manager Marc Bierdzinski, City Attorney Ralph Hanson, Public Works Director Rose Hess, Finance Director Carolyn Galloway-Cooper, Fiscal Consultant John Herrera Via Telephone, Recreation Coordinator Abello, Station Commander Lt. Shawn O'Grady, and City Clerk Linda Reid

## **REORDERING OF AGENDA**

None

## **PUBLIC COMMENTS**

Kyle Abello, Buellton Recreation Coordinator, thanked everyone for helping with Buellton's Winter Fest last Sunday and stated that it was a great success.

City Manager Bierdzinski introduced Carolyn Galloway-Cooper as the City's new Finance Director and welcomed her.

## **CONSENT CALENDAR**

- 1. Minutes of November 14, 2013 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2013-14**

3. **Year 2014 Proposed Calendar of City Council Meetings**
4. **Approval of the 2013 Buellton Sewer System Management Plan (SSMP) Update**
5. **Growth Mitigation Annual Compliance Report**
6. **Resolution No. 13-18 – “A Resolution of the City Council of the City of Buellton, California, Approving Revised Dental and Vision Benefits for all Regular Full-Time Employees and Council Members, Effective February 1, 2014”**
7. **Award of Contract for the Flying Flags Sewer Line Improvement Project**

**MOTION:**

Motion by Council Member Sierra, seconded by Council Member Andrisek, approving the Consent Calendar as listed.

**VOTE:**

Motion passed by a roll call vote of 5-0.

**PRESENTATIONS**

None

**PUBLIC HEARINGS**

None

**COUNCIL MEMBER COMMENTS**

Council Member Elovitz requested that staff agendaize establishing an architectural review board and new design guidelines in January 2014. City Manager Bierdzinski stated that these issues will be addressed through discussions on the Vision Plan. The Council agreed by consensus to place the discussion of an architectural review board on the agenda in February.

Council Member Sierra thanked the Buellton Chamber of Commerce and Visitors Bureau for hosting their annual Installation Luncheon at the Santa Ynez Valley Marriott.

Council Member Andrisek announced that he and Mayor Dale toured Oxnard's Advance Water Purification Facility and provided the Council with information regarding the facility.

Council Member Andrisek requested that staff address vehicle speeding on Menlo Drive by adding speed limit signs and through traffic enforcement.

Mayor Dale announced that she attended the Economic Development Task Force meeting and provided an oral report for the record.

Council Member Sierra thanked staff for their letter to Caltrans regarding the installation of sidewalks on Highway 246.

Council Member Elovitz requested that staff obtain the sound test results from the recent event at Figueroa Mountain Brewing and advise the Council of the results.

Mayor Dale announced that the fund raising golf tournament at Zaca Creek Golf Course supporting the Library was very successful and raised over \$2,000 for the Buellton and Solvang Libraries.

## **COUNCIL ITEMS**

- 8. Council Reorganization**
  - A. Election of Mayor**
  - B. Election of Vice Mayor**
  - C. Presentation to Outgoing Mayor**

### **NOMINATION:**

Council Member Andrisek nominated Vice Mayor Connolly as Mayor for 2014; Council Member Sierra seconded the nomination.

### **VOTE:**

Nomination passed by a voice vote of 5-0.

### **NOMINATION:**

Council Member Sierra nominated Council Member Elovitz as Vice Mayor for 2014; Council Member Andrisek seconded the nomination.

### **VOTE:**

Nomination passed by a voice vote of 5-0.

Mayor Connolly thanked outgoing Mayor Dale for her service to the City of Buellton and presented her with a gavel plaque.

Outgoing Mayor Dale thanked her fellow Council Members, staff, and the community for providing support over the past year.

- 9. Appointments to Boards, Commissions and Committees**
  - a. Central Coast Water Authority (CCWA)**
  - b. Library Advisory Committee**
  - c. Santa Barbara County Association of Governments (SBCAG)**
  - d. Air Pollution Control District (APCD)**
  - e. California Joint Powers Insurance Authority (CJPIA)**
  - f. League of California Cities (LOCC) – Voting Delegate**
  - g. Buellton Chamber of Commerce Board of Directors (Ex Officio Member)**
  - h. Multi-Jurisdictional Solid Waste Task Group**
  - i. Economic Development Task Force**
  - j. City/School District Joint Use Committee**
  - k. Public Visioning Steering Committee**
  - l. Central Coast Collaborative on Homelessness**

The City Council nominated the following Council Members to the following Boards, Commissions, and Committees for 2014:

- A. Central Coast Water Authority (CCWA)**  
Council Member Ed Andrisek  
Council Member Holly Sierra (Alternate)
  
- B. Library Advisory Committee**  
Council Member Judith Dale  
Council Member Holly Sierra (Alternate)
  
- C. Santa Barbara County Association of Governments (SBCAG)**  
Council Member Holly Sierra  
Council Member Judith Dale (Alternate)
  
- D. Air Pollution Control District (APCD)**  
Council Member Holly Sierra  
Council Member Judith Dale (Alternate)
  
- E. California Joint Powers Insurance Authority (CJPIA)**  
Council Member Ed Andrisek  
Council Member John Connolly (Alternate)
  
- F. League of California Cities (LOCC)**  
Council Member John Connolly (Voting Delegate-Annual Conference)  
Council Member Leo Elovitz (Alternate Voting Delegate-Annual Conference)
  
- G. Chamber of Commerce Board of Directors (Ex Officio Member)**  
Council Member Holly Sierra
  
- H. Multi-Jurisdictional Solid Waste Task Group**  
Council Member Ed Andrisek  
Council Member Judith Dale
  
- I. Economic Development Task Force**  
Council Member Judith Dale  
Council Member Leo Elovitz (Alternate)
  
- J. City/School District Joint Use Committee**  
Council Member John Connolly
  
- K. Public Visioning Steering Committee**  
Council Member Judith Dale  
Council Member Leo Elovitz
  
- L. Central Coast Collaborative on Homelessness**  
Council Member Holly Sierra

**DIRECTION:**

The City Council agreed by consensus to approve the appointments to boards, commissions, and committees A-L as listed above for 2014.

**WRITTEN COMMUNICATIONS**

None

**COMMITTEE REPORTS**

None

**BUSINESS ITEMS**

**10. Consideration of Approval of Draft Master Plan for Neighborhood Park at the Village**

**RECOMMENDATION:**

That the City Council approve the Draft Master Plan for the Neighborhood Park at the Village and allocate \$100,000 to complete the improvements, and direct staff to investigate an assessment on the commercial properties to help pay for maintenance of the Park.

**STAFF REPORT:**

Recreation Coordinator Abello presented the staff report.

**DOCUMENTS:**

Staff Report with attachments (as listed in the staff report)

**SPEAKERS/DISCUSSION:**

Larry Bishop, Buellton, submitted a letter regarding this item, which was distributed to the City Council and made part of the record.

Kathy Vreeland, Executive Director of the Buellton Chamber and Visitors Bureau, submitted a letter regarding this item, which was distributed to the City Council and made part of the record.

David Foote of Firma Consultants discussed the Draft Master Plan for the Neighborhood Park at the Village.

Mike Hendrick, General Manager of the Santa Ynez Valley Marriott, spoke in support of the Park, specifically the Bocce ball courts.

Jody Knoell, representing the Buellton Chamber and Visitors Bureau, read their letter into the record regarding the Park.

Larry Rankin, Buellton, stated he supports the initial Park design.

Peggy Brierton, Buellton, discussed how the Park will be used with regard to events.

The City Council discussed the following issues:

- Support for the initial Park design
- Events at the Park

**MOTION:**

Motion by Council Member Sierra, seconded by Council Member Andrisek, approving the Planning Commission and Parks & Recreation Commission Draft Master Plan for the Neighborhood Park at the Village with allocation of \$56,000 to complete the improvements.

**VOTE:**

Motion passed by a roll call vote of 4-1, with Council Member Dale voting no.

**11. Review of Comprehensive Annual Financial Report (CAFR) for June 30, 2013**

**RECOMMENDATION:**

That the City Council receive and file the CAFR for Fiscal Year ending June 30, 2013.

**STAFF REPORT:**

Contract Fiscal Consultant Herrera presented the staff report.

**DOCUMENTS:**

Staff Report with attachments (CAFR)

**SPEAKERS/DISCUSSION:**

Mark Preston, Buellton, provided a handout for the record and discussed his findings regarding the CAFR.

The City Council discussed the CAFR and the City's financial status.

**MOTION:**

Motion by Council Member Sierra, seconded by Council Member Andrisek, directing staff to receive and file the CAFR for Fiscal Year ending June 30, 2013.

**VOTE:**

Motion passed by a voice vote of 5-0.

**12. Quarterly Financial Report – 4<sup>th</sup> Quarter Ending June 30, 2013**

**RECOMMENDATION:**

That the City Council receive and file the Quarterly Financial Report for the 4th quarter of Fiscal Year 2012/13 and for the year ending June 30, 2013.

**STAFF REPORT:**

Contract Fiscal Consultant Herrera presented the staff report.

**DOCUMENTS:**

Staff Report with attachments (Quarterly Financial Report for the 4<sup>th</sup> Quarter ending June 30, 2013)

**SPEAKERS/DISCUSSION:**

Mark Preston, Buellton, discussed the quarterly report format.

Finance Director Galloway-Cooper discussed how she will prepare quarterly and monthly reports moving forward.

**MOTION:**

Motion by Council Member Dale, seconded by Council Member Sierra, directing staff to receive and file the Quarterly Financial Report for the 4th quarter of Fiscal Year 2012/13 and for the year ending June 30, 2013.

**VOTE:**

Motion passed by a voice vote of 5-0.

**13. Discussion and Proposed Budget Adjustment for Full-Time Facilities Maintenance Position**

**RECOMMENDATION:**

That the City Council approve the full-time Facilities Maintenance position and the budget amendment to be reflected in the Mid-Year Budget Review in January 2014, and direct the Human Resources Director to complete the recruitment process.

**STAFF REPORT:**

Public Works Director Hess presented the staff report.

**DOCUMENTS:**

Staff Report with attachments (Facilities Maintenance Worker Job Description)

**SPEAKERS/DISCUSSION:**

The City Council discussed the following issues:

- Capital improvement projects
- Saving money by adding the new position

**MOTION:**

Motion by Vice Mayor Elovitz, seconded by Council Member Dale, approving the full-time Facilities Maintenance position and the budget amendment to be reflected in the Mid-Year Budget Review in January 2014, and directing the Human Resources Director to complete the recruitment process.

**VOTE:**

Motion passed by a roll call vote of 5-0.

## **CITY MANAGER'S REPORT**

City Manager Bierdzinski provided an informational report for the record.

## **ADJOURNMENT**

Mayor Connolly adjourned the regular meeting at 8:10 p.m. The next regular meeting of the City Council will be held on Thursday, January 9, 2014 at 6:00 p.m.

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John Connolly  
Mayor

ATTEST:

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Linda Reid  
City Clerk