



# CITY OF SIMI VALLEY

*Home of The Ronald Reagan Presidential Library*

## CITIZENS' ELECTION ADVISORY COMMISSION (CEAC)

Monday, August 3, 2020

5:00 p.m.

Zoom Online Meeting

<https://simivalley.zoom.us/j/94566727313>

Or by Telephone: Dial US: +1 669 900 9128 Webinar ID: 945 6672 7313

## AGENDA

**IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND LOCAL ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE CITY IS NOT CONDUCTING IN-PERSON MEETINGS. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE CEAC MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO AGENDA ITEM 3.**

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS

Time allotted for public statements on all items on the agenda, as well as matters not on the agenda but within the subject matter jurisdiction of the CEAC. The following information is provided to help you understand, follow, and participate in the CEAC meeting.

### **NEW COMMENT PROCEDURE DUE TO THE COVID-19 PANDEMIC**

Public comment is the opportunity for members of the public to participate in meetings by addressing the CEAC in connection with one or more agenda or non-agenda items.

The following options allow for public comment:

- a. Watch the CEAC meeting live online at Zoom:  
<https://simivalley.zoom.us/j/94566727313>  
Or by Telephone: Dial US: +1 669 900 9128 Webinar ID: 945 6672 7313

- b. If you wish to make a comment on the specific agenda item, please submit your comment via email by 12:00 p.m. on the Monday of the CEAC meeting to City Clerk, Lucy Blanco at [lblanco@simivalley.org](mailto:lblanco@simivalley.org) and include the agenda topic on the subject line. These comments will be provided to the CEAC prior to the meeting and will be made part of the record.
  - c. Before and during the meeting (beginning at 12:00 p.m. (noon) the day of the meeting), comments will also be accepted up until the Public Comments portion on Agenda Item 3 and will be read for a maximum of 30 minutes; emails not read due to time constraints or received before the end of the meeting will be entered into the record.
4. APPROVAL OF MINUTES OF THE FEBRUARY 4, 2020 AND JULY 10, 2020 CEAC MEETINGS
  5. REVIEW OF SEMI-ANNUAL FINANCIAL CAMPAIGN STATEMENTS
  6. CANDIDATES' ORIENTATION ZOOM MEETING – TENTATIVE AUGUST 29, 2020
  7. ADJOURNMENT

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Lucy Blanco  
City Clerk

If any interested individual has a disability which may require accommodation to participate in this meeting, please contact the City Clerk's Office at (805) 583-6748. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

**MINUTES OF THE CITIZENS' ELECTION ADVISORY COMMISSION**  
**FEBRUARY 4, 2020**

1. CALL TO ORDER: 6:30 p.m.

2. ROLL CALL:

Present: Gary King, Thom McLean, Jan Smith, Don Diamond (alternate), and Mike Shires arrived at 6:40 p.m.

Absent: Richard Grossman, Wendy Morley (alternate)

Staff: Lucy Blanco

3. PUBLIC COMMENTS: None

4. APPROVAL OF MINUTES OF AUGUST 5, 2019 CEAC MEETING

Commissioner McLean moved to approve the minutes of the August 5, 2019 CEAC meeting **with the corrections as noted**. Commissioner Diamond seconded the motion. There being no objections, the motion was passed unanimously by the Commissioners present (4-0 vote).

5. REVIEW OF SEMI ANNUAL CAMPAIGN FINANCE STATEMENTS

Ruth Luevanos for City Council 2018 - Form 460 (7/1/19 - 12/31/19)

Page 3	Item 1 – Column B missing amount from previous statement – please amend
Page 3	Item's 2, 3 & 4 – Columns A & B missing amounts – please amend
Page 3	Item 5 – Column B – please amend
Page 3	Item 6 – Column B total missing amount from previous statement – please amend
Page 3	Items 7 – 19 missing amounts – please amend
Page 4	2 <sup>nd</sup> entry; Phil Loos terminated committee 8/21/2019 – Contributor name, contributor code and occupation/employer missing – please amend

Dee Dee Cavanaugh for City Council 2018 - Form 460 (7/1/19 - 12/31/19)

Page 3	Item's 1, 3 & 5 – Column B missing
Page 3	Item 6 – Column B – missing amount from previous statement – please amend
Page 3	Item's 7 – 11 – Column B missing

Mike Judge for City Council 2018 Form 460 (7/1/19 - 12/31/19)

Page 2	No. 5 – residential address missing
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Keith Mashburn for Mayor 2018 Form 460 (7/1/19 - 12/31/19)

No reported corrections.

Simi Valley Police Officers Association Political Action Committee (Form 460)  
(7/1/19 - 12/31/19)

No reported corrections.

Taxpayers Against Recalling Ruth Luevanos (Form 460) (7/1/19 - 12/31/19)

Page 2	Item 5 - should be blank – please amend
Page 3	Items 13 & 16 – amount do not match totals from subtotal on page 4, please amend
Page 3	Items 17 – 19 – amounts missing, please amend
Page 4	Monetary contributions subtotal does not match total contributions from page 4 & 5 Items 1 & 3 amounts do not match, please amend

It was the unanimous direction of the Commissioners present (5-0) to direct staff to request campaign statement amendments based on the corrections identified through the review of the Semi Annual Campaign financial reports submitted.

6. The meeting was adjourned at 7:10 p.m.

**MINUTES OF THE CITIZENS ELECTION ADVISORY COMMISSION**  
**JULY 10, 2020**

1. CALL TO ORDER: 2:10 p.m.

2. ROLL CALL:

Present: Gary King, Thom McLean, Jan Smith, Shawne Brooks-Zwiep and Raine Wiseman

Absent: Don Diamond (alternate) and Wendy Morley (alternate)

Staff: Lucy Blanco

3. PUBLIC COMMENTS: None

4. INTRODUCTION OF MEMBERS

Chair Gary King introduced the new and re-appointed members of the Commission noting that Commissioner McLean was re-appointed to a third four-year term.

5. SELECTION OF OFFICERS

The floor was opened for nominations for Chair. Commissioner Smith nominated Commissioner King as Chair. Commissioner McLean seconded the motion. There being no further nominations for Chair, nominations were closed. The motion to elect Commissioner King as Chair was carried by a vote of 5-0.

The floor was opened for nominations for Vice-Chair. Commissioners Smith and Wiseman both expressed interest in a nomination as Vice-Chair. Commissioner Wiseman stated that since Commissioner Smith showed interest she would instead accept a nomination as Secretary. By consensus of the Commission, Commissioner Smith was elected as Vice-Chair and Commissioner Wiseman was elected as Secretary.

6. OVERVIEW AND ORIENTATION REGARDING CAMPAIGN FINANCE FILINGS

Chair Gary King provided a brief orientation, utilizing the documents provided by City Clerk Lucy Blanco, regarding the roles and responsibilities of the CEAC members, he commented on candidate campaign disclosure filing requirements, and led an exercise for CEAC members to become familiar campaign statement review process. The City Clerk also provided a Quiz developed by the Fair Political Practices Commission (FPPC) depicting a Form 460 campaign disclosure which included "missing" information submitted by a hypothetical candidate, and Commission King led an exercise with answer sheets to explain what information was required to correctly complete the filing. Returning Commissioners provided recommendations and input from their experiences reviewing the campaign disclosures.

City Clerk Lucy Blanco also provided the Commissioners with electronic version of the FPPC Manual 2 for Local Candidates, the FPPC Filing Schedule for campaign statements, and full copies of the Form 460 and Form 470 for reference purposes.

City Clerk Blanco informed the Commissioners that the Candidate Manual for the 2020 Election was still being updated and would provide them an electronic version once complete.

7. SETTING OF CEAC MEETING SCHEDULE FOR THE 2020 ELECTION CYCLE

The Commission reviewed the meeting schedule presented for the 2020 Election cycle. The schedule is based upon the Municipal Code requirement for the Commission to meet within five days of campaign finance filing deadlines.

8. ADJOURNMENT

The meeting was adjourned at 2:42 p.m.