

**MINUTES**  
OXNARD CITY COUNCIL  
FINANCE AND GOVERNANCE COMMITTEE  
Regular Meeting  
December 9, 2025

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:01 p.m., Committee Member Gabriela Rodriguez called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. Committee Members Gabriela Rodriguez and Aaron Starr were present. Chair Luis A. Mc Arthur was absent. The City Clerk stated that the agenda was posted on Tuesday, December 2, 2025 at the Library, City Hall kiosk, City Administrative Offices and on the website. Saluted the flag.

Staff members present were Eric Sonstegard, Assistant City Manager; Stephen Fischer, City Attorney; Javier Chagoyen-Lázaro, Chief Financial Officer; Beth Vo, Assistant Chief Financial Officer; Michael Wolfe, Public Works Director and Lourdes A. López, City Clerk.

*It was moved by Member Starr, seconded by Member Rodriguez, to appoint Gabriela Rodriguez as Chair Pro Tem in the absence of Chair Mc Arthur. VOTE: Starr and Rodriguez voted in favor. The motion carried 2-0. Chair Mc Arthur was absent.*

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

No public comments were received.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the minutes of the October 28 and November 25, 2025, regular meetings as presented.

No public comments were received.

*It was moved by Member Starr, seconded by Chair Pro Tem Rodriguez, to approve the Information/Consent item as presented. VOTE: Starr and Rodriguez voted in favor. The motion carried 2-0. Chair Mc Arthur was absent.*

D. REPORTS

1. Finance Department

SUBJECT: Update on Financial Corrective Action Plan (FCAP).

RECOMMENDATION: That the Finance and Governance Committee receive an update on the Financial Corrective Action Plan (FCAP) for closing past audit findings and recommend staff forward the presentation to City Council.

No public comments were received.

*It was moved by Member Starr, seconded by Chair Pro Tem Rodriguez, to approve the recommended action as presented. VOTE: Starr and Rodriguez voted in favor. The motion carried 2-0. Chair Mc Arthur was absent.*

2. Finance Department

SUBJECT: Annual Developer Fee Report (AB1600).

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council receive and file the AB1600 Annual Report for Development Impact and In-Lieu Fees for the fiscal year ending June 30, 2025.

(Presentation will be live upon consultant's request).

The Chief Financial Officer presented the AB 1600 report, an annual financial document required by the Mitigation Fee Act for local governments. This report details the collection and expenditures of development impact fees, providing transparency and accountability to ensure the funds collected from new development projects are appropriately used for necessary public facilities and infrastructure.

Megan Quinn with Harrison and Associates summarized the findings and noted that while the report is an annual requirement, a comprehensive review must be filed every five years. She was available to address the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

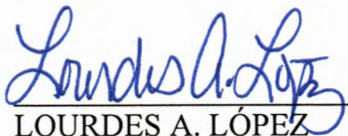
*It was moved by Member Starr, seconded by Chair Pro Tem Rodriguez, to approve the recommended action as presented. VOTE: Starr and Rodriguez voted in favor. The motion carried 2-0. Chair Mc Arthur was absent.*

E. ITEMS FOR FUTURE AGENDAS

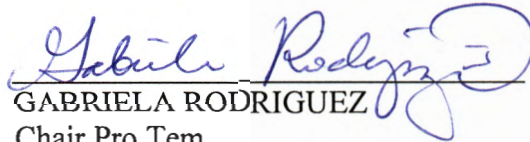
Member Starr stated that he has received complaints regarding compliance with the California Public Records Act (CPRA). He proposed holding a workshop to discuss potential service improvements for fulfilling CPRA requests.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Pro Tem Rodriguez adjourned the meeting at 5:45 p.m.



LOURDES A. LÓPEZ  
City Clerk



GABRIELA RODRIGUEZ  
Chair Pro Tem