

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the Library, 251 South "A" Street and the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Any materials to be presented at this meeting will be made available electronically 24 hours prior to the meeting, at the end of this agenda. The agenda reports are on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY
Council Chambers, 305 West Third Street
June 13, 2017
Regular Meeting - 6:00 PM
Study Session - 4:30 PM

A. ROLL CALL/POSTING OF AGENDA

THE FOLLOWING LEGISLATIVE BODIES ARE MEETING: City Council and Housing Authority.

B. OPENING CEREMONIES

Pledge of allegiance to the flag of the United States.

C. STUDY SESSION (4:30 PM)

City Manager Department

1. SUBJECT: Fiscal Year 2017-18 Operating Budget – City Council Budget Workshop.
RECOMMENDATION: Conduct the final budget workshop with the primary intent of: a) understanding the City's financial position; b) understanding departmental accomplishments, goals and performance measures; and c) providing input on priority based budget recommendations related to the Council strategic priorities and other departmental augmentation recommendations.

Legislative Body: CC

Contact: Greg Nyhoff

Phone: 385-7430

D. PUBLIC COMMENTS ON STUDY SESSION

At this time, a person may address the legislative body only on matters appearing on the study session agenda. The presiding officer shall permit a person to address the legislative body after the staff presentation on the item and before the consideration of the item by the legislative body. The presiding officer shall limit public comments to three minutes.

E. CEREMONIAL CALENDAR (6:00 PM)

1. SUBJECT: Presentation of a Proclamation Designating June 17th as the "27th Annual Juneteenth Celebration."

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

City of Oxnard internet address: www.oxnard.org.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker cards will not be accepted after the beginning of the general public comment period. Based on the number of speaker cards submitted, the presiding officer may impose time limits per speaker. Typically, speakers are limited to three minutes, but shorter time may be established as deemed necessary. A person not able to address the legislative body at this time because the thirty minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/ Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

G. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager/Executive Director/Secretary shall report on items of interest to the legislative body occurring since the last meeting. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion.

H. CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTS

At this time, a member of the legislative body may make a brief announcement, or make a brief report on his or her activities. Further, members of the legislative body may request to schedule consideration of whether to place an item on a future agenda. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. The member's report shall not exceed three minutes, unless additional time is granted by the presiding officer.

I. REVIEW OF INFORMATION/CONSENT AGENDA

The members of the legislative body will consider whether to remove Information/Consent Agenda items for discussion later during the meeting.

J. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

At this time, a person may address the legislative body only on matters appearing on the information/consent agenda. The presiding officer shall limit public comments to three minutes.

K. INFORMATION CONSENT AGENDA

City Manager Department

1. SUBJECT: Agreements for City Council Review

RECOMMENDATION: That City Council, pursuant to Ordinance No. 2835, and Resolution No. 13,932, approve and authorize the City Manager to execute the following agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000:

- A. Precision K-9 (A-7962) for K-9 training services for the Oxnard Police Department K-9 Unit (\$60,000).
 - B. PenLink (7908-17-PO) for the purchase of additional licenses to supplement the Ventura County Sheriff's PLX Title III system (\$92,813).
 - C. County of Ventura (6252-13-CM) for graffiti abatement services (\$46,399).
 - D. Socrata (7058-15-FN) for financial software (\$36,548).
- Legislative Body: CC Contact: Greg Nyhoff Phone: 385-7430

Information Technology Department

- 2. SUBJECT: Tyler Technologies Software Agreement Amendment
RECOMMENDATION: That City Council adopt the Third Amendment to the Standard Software License and Services Agreement with Tyler Technologies for the public safety 911 system. The annual maintenance for the 911 system is \$335,041 for 2017-2018.
Legislative Body: CC Contact: Keith Brooks Phone: 385-7597

Public Works Department

- 3. SUBJECT: Approve Contract (A-7973) for River Ridge Golf Clubhouse Fire Damage Restoration
RECOMMENDATION: That City Council:
 - 1. Approve and authorize the Mayor to execute a contract with Hansons and Son Construction, Inc., in the amount of \$312,000 for the River Ridge Golf Clubhouse Fire Damage Restoration Project PW 17-15;
 - 2. Recognize and appropriate an additional \$13,319 from remaining insurance proceeds and \$50,000 deductible amount from Golf Course Operating to Golf Clubhouse Fire Repair Project 176901.Legislative Body: CC Contact: Daniel Rydberg Phone: 385-8055

L. PUBLIC HEARING (6:15 PM)

Finance Department

- 1. SUBJECT: Fiscal Year 2017-18 Operating & Capital Budget Public Hearing (30/45/30)
RECOMMENDATION: That City Council and the Housing Authority conduct a public hearing on the Fiscal Year 2017-18 operating and capital budgets for the City of Oxnard and the Oxnard Housing Authority; and provide staff direction regarding any adjustments to the proposed budgets, in preparation for final budget adoption on June 20, 2017.
Legislative Body: CC, HA Contact: Jim Throop Phone: 385-7475

M. REPORTS

Housing Department

1. SUBJECT: Low Rent Public Housing Budget for Fiscal Year 2018 (5/10/10)

RECOMMENDATION: That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$7,427,140 operating budget for the Low Rent Public Housing program ("LRPH") for fiscal year 2018, as presented for each project area and (2) approve and authorize the use of \$211,835 of unrestricted cash/investments to fund the projected deficit.

Legislative Body: HA

Contact: Arturo Casillas

Phone: 385-8094

2. SUBJECT: Section 8 Housing Choice Voucher Program Budget for Fiscal Year 2018 (5/10/10)

RECOMMENDATION: That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$20,414,903 operating budget for the Section 8 Housing Choice Voucher Program ("Section 8") for fiscal year 2018 and (2) approve and authorize the use of \$172,887 of unrestricted cash/investments to fund the projected deficit.

Legislative Body: HA

Contact: Arturo Casillas

Phone: 385-8094

City Attorney Department

3. SUBJECT: Updated Code Compliance and Nuisance Abatement Provisions (5/10/15)

RECOMMENDATION: That City Council approve the introduction and first reading by title only and waive further reading of an ordinance adding Article XIX to Chapter 7 of the Oxnard City Code relating to recording of notices of violation for property related violations and section 7-160 relating to authorizing judicial remedies and attorney's fees for nuisance actions.

Legislative Body: CC

Contact: Stephen M. Fischer

Phone: 385-7483

N. PUBLIC COMMENTS ON REPORTS

At this time, a person may address the legislative body only on matters appearing on the reports. The presiding officer shall permit a person to address the legislative body after the staff presentation on the report and before the consideration of the report by the legislative body. The presiding officer shall limit public comments to three minutes.

O. ADJOURNMENT



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: 1

DATE: June 13, 2017

TO: City Council

FROM: Greg Nyhoff
City Manager

SUBJECT: Fiscal Year 2017-18 Operating Budget – City Council Budget Workshop.

CONTACT: Greg Nyhoff, City Manager
Greg.Nyhoff@oxnard.org, 385-7430

RECOMMENDATION:

Conduct the final budget workshop with the primary intent of: a) understanding the City's financial position; b) understanding departmental accomplishments, goals and performance measures; and c) providing input on priority based budget recommendations related to the Council strategic priorities and other departmental augmentation recommendations.



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 1

DATE: June 13, 2017

TO: City Council

FROM: Greg Nyhoff
City Manager

A handwritten signature in blue ink that reads "Greg Nyhoff".

SUBJECT: Agreements for City Council Review

CONTACT: Greg Nyhoff, City Manager
Greg.Nyhoff@oxnard.org, 385-7430

RECOMMENDATION:

That City Council, pursuant to Ordinance No. 2835, and Resolution No. 13,932, approve and authorize the City Manager to execute the following agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000:

- A. Precision K-9 (A-7962) for K-9 training services for the Oxnard Police Department K-9 Unit (\$60,000).
- B. PenLink (7908-17-PO) for the purchase of additional licenses to supplement the Ventura County Sheriff's PLX Title III system (\$92,813).
- C. County of Ventura (6252-13-CM) for graffiti abatement services (\$46,399).
- D. Socrata (7058-15-FN) for financial software (\$36,548).

BACKGROUND

On November 16, 2010, the City Council approved changes to the City's Purchasing Procedures reducing the threshold for City agreements/contracts and change orders/amendments requiring City Council approval to \$25,000. The agreements/contract and change orders/amendments described on the attached list involve amounts above \$25,000 and up to \$250,000.

FINANCIAL IMPACT

Funding information is included on the attached list.

Agreements for City Council Review

June 13, 2017

Page 2

NOTE: Copies of the agreement/contracts and change orders/amendments on the list are available in the City Clerk's Office prior to the Council meeting.

ATTACHMENTS:

Attachment A: City Manager Contract List for June 13, 2017

City Manager Contract List for 06/13/2017

Contracts from \$25,000 to \$250,000

A Agreement for K-9 Training Services

Vendor: Precision K-9
Type: Original Agreement
Agreement No.: A-7962
Amendment No.: N/A
Purchase Order No.: 3177
Begin Date: 06/01/2017
End Date: 05/31/2020
Term: 3 years

Amount to be Approved: \$60,000
Current FY Amount: \$1,500
Total Contract Amount: \$60,000
Funding Source: 101 - General Fund
Vendor Selection Process: Negotiated Contract
of Bids/Proposals/Quotes: 1
Project Manager: Commander Christopher Williams
Department: Police Department
Telephone: 805-207-7234
Email: christopher.williams@oxnardpd.org

Purpose: Staff is requesting authorization to enter into an Agreement with Precision K-9 (A-7962) in the amount of \$60,000 for K-9 handler training for the Oxnard Police Department K-9 Unit. Precision K-9 will provide training in obedience, protection and other specialized K-9 services at the K-9 training field in Oxnard, CA. The K-9 Unit has utilized all three law enforcement K-9 trainers within Ventura County over the past several years. Precision K-9 has demonstrated that it meets the needs and expectations of the K-9 Unit, while being the only service to conduct training within the City of Oxnard, and solely for our K-9 Unit.

B Purchase of Additional Licenses to Supplement Ventura County Sheriff's PLX Title III system

Vendor: PenLink
Type: Original Agreement
Agreement No.: 7908-17-PO
Amendment No.: N/A
Purchase Order No.: 3242
Begin Date: 06/06/2017
End Date: 06/06/2020
Term: 3 Years

Amount to be Approved: \$92,813
Current FY Amount: \$61,875
Total Contract Amount: \$92,813
Funding Source: Gang Violence Suppression (GVS) Grant
Vendor Selection Process: Joint Purchase
of Bids/Proposals/Quotes: 1
Project Manager: Commander Christopher Williams
Department: Police
Telephone: 805-207-7234
Email: christopher.williams@oxnardpd.org

Purpose: Staff is requesting authorization to enter into an Agreement with PenLink in the amount of \$92,813 for the purchase of additional licenses to supplement the Ventura County Sheriff's PLX Title III system. The Oxnard Police Department and the Ventura County Sheriff's Department have had a joint agreement to share the operating cost to operate a State compliant Title III system. This PLX Title III system is an investigative tool that the Police Department uses on some of the most complex cases.

This purchase would increase the PLX Title III system capacity from a 10 call content channel/12 user system to a 15 call content channel/15 user system. Included with the purchase is any necessary maintenance, 24 hour emergency technical support and licensing. The initial purchase price and first year's maintenance cost is \$61,875.00. The subsequent years (year two and three) cost for maintenance is \$15,469.00 per year.

City Manager Contract List for 06/13/2017

Contracts from \$25,000 to \$250,000

C Graffiti Abatement Services

Vendor: County of Ventura
Type: Amendment
Agreement No.: 6252-13-CM
Amendment No.: Four
Purchase Order No.: N/A
Begin Date: 10/29/2013
End Date: 06/30/2018
Term: 5 years

Amount to be Approved: \$46,399
Current FY Amount: \$185,595
Total Contract Amount: \$231,994
Funding Source: 101-5703-554-7319
Vendor Selection Process: Government Entity
of Bids/Proposals/Quotes: N/A
Project Manager: Art Gutierrez
Department: Public Works Department
Telephone: 805-385-8082
Email: art.gutierrez@oxnard.org

Purpose: Staff is requesting authorization to enter into a Fourth Amendment with the County of Ventura (6252-13-CM) in the amount of \$46,399 for graffiti abatement services provided by the City of Oxnard's Graffiti Action Program, which includes the cost for two personnel to perform the services, paint, miscellaneous supplies and equipment.

There is no negative financial impact to the City's General Fund. The fees collected from this agreement generate revenue to the Graffiti Action Program. This Fourth Amendment is to extend the Agreement for one year to June 30, 2018, and increase the value from \$185,595.36 by \$46,398.84 for a total amount not-to-exceed \$231,994.20.

On October 29, 2013, the City entered into an agreement in partnership with the Ventura County Sheriff's Department to address graffiti and vandalism issues in the unincorporated areas of El Rio and Nyeland Acres. These services include the removal of graffiti to walls, fences, light poles, curbs, sidewalks, garage doors, structures, trees, bridges and any signage that the County of Ventura owns. The program also tracks acts of graffiti vandalism and sharing of information regarding graffiti related crimes in an effort to address vandalism and graffiti concerns. Measurement and photography of graffiti is taken as evidence for future prosecution and restitution recovery.

D Financial Software with Socrata

Vendor: Socrata
Type: Amendment
Agreement No.: 7058-15-FN
Amendment No.: 1
Purchase Order No.: 3019
Begin Date: 07/01/2016
End Date: 03/31/2018
Term:

Amount to be Approved: \$36,548
Current FY Amount: \$17,840
Total Contract Amount: \$59,761
Funding Source: 731 - Information Service
Vendor Selection Process: Negotiated Contract
of Bids/Proposals/Quotes: N/A
Project Manager: Gary Krumian
Department: Information Technology
Telephone: 805-385-7558
Email: gary.krumian@oxnard.org

Purpose: Staff is requesting authorization to enter into a First Amendment with Socrata in the amount of 36,548 for financial software. The City uses Socrata's software solution to enable the publishing of financial information on its website for use by the public. This First Amendment is through March 31, 2018.



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 2

DATE: June 13, 2017

TO: City Council

THROUGH: Greg Nyhoff
City Manager

A handwritten signature in blue ink, appearing to read "Greg Nyhoff".

FROM: Keith Brooks
IT Director

A handwritten signature in blue ink, appearing to read "Keith Brooks".

SUBJECT: Tyler Technologies Software Agreement Amendment

CONTACT: Keith Brooks, IT Director
Keith.Brooks@Oxnard.org, 385-7597

RECOMMENDATION:

That City Council adopt the Third Amendment to the Standard Software License and Services Agreement with Tyler Technologies for the public safety 911 system. The annual maintenance for the 911 system is \$335,041 for 2017-2018.

BACKGROUND

The City uses Tyler's suite of applications for the Public Safety 911 emergency system. Council approved the initial system installation and implementation through New World Systems' AEGIS software on June 28, 2011. The initial service agreement period was for five years. Tyler acquired New World in 2015 and executed an amendment with the City on May 25, 2016 to automatically renew the licenses and maintenance agreement

STRATEGIC PRIORITIES

This agenda item is a routine operational item and it also supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 1. Improve community safety and quality of life through a combination of prevention, intervention, and suppression efforts that address crime and underlying issues.

Objective 1d. Examine options for long term sustainability of public safety services to ensure an efficient and effective public safety service delivery model.

FINANCIAL IMPACT

The initial cost of implementing the City's 911 system under this agreement with Tyler Technologies was \$3.9 million. This included hardware cost and consulting fees for the installation of the system. The licensing and maintenance agreement over the past five years has cost approximately \$1.6 million. The agreement covered under this Third Amendment will cost \$335,041 for the 2017-18 year. The annual maintenance cost is funded from Measure O CAD/RMS (Project MO2102) and is included in the Proposed FY17-18 Budget.

ATTACHMENTS:

Attachment A - Tyler 3rd Amendment

Agreement No. 5463-11-PD**THIRD AMENDMENT TO STANDARD SOFTWARE LICENSE AND SERVICES
AGREEMENT**

This Third Amendment (“**Third Amendment**”) to the Standard Software License and Services Agreement is made and entered into in the County of Ventura, State of California, this 22nd day of May 2017, by and between the City of Oxnard, a municipal corporation (“**City**”), and Tyler Technologies, a Delaware Corporation with offices at One Tyler Drive, Yarmouth, ME 04096, (“**Tyler**”). This Third Amendment amends the Agreement entered into on June 28, 2011, between City and New World Systems (“**Agreement**”). The Agreement was previously amended on June 19, 2012 by a first amendment and on July 28, 2016 by a second amendment.

WHEREAS, City and Tyler wish to amend the Agreement to document the annual maintenance costs for year 6; and

WHEREAS, City and Tyler agree that payments for annual maintenance costs for year 6 shall not exceed \$335,041.00.

Now, Therefore, City and Tyler agree as follows:

1. In Exhibit C of the Agreement the following is added to the end of Section 7 “Annual Maintenance Cost”:

“Year 6 Total Maintenance Cost \$335,041.00”

2. The not to exceed value is \$5,841,149.
3. As so amended, the Agreement remains in full force and effect.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on the date first written above.

CITY OF OXNARD

TYLER

Tim Flynn, Mayor

Date

Greg Sebastian, Public Safety President

Date

ATTEST:

Bryan Proctor, Senior Vice President

Date

Michelle Ascencion, City Clerk

Date

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

Date

APPROVED AS TO CONTENT:

Raja Bamrungpong, Project Manager

Date

Keith Brooks, Department Head

Date

APPROVED AS TO AMOUNT:

Greg Nyhoff, City Manager

Date

APPROVED AS TO INSURANCE:

Mike More, Risk Manager

Date



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent
AGENDA ITEM NO.: 3

DATE: June 13, 2017

TO: City Council

THROUGH: Greg Nyhoff
City Manager

FROM: Daniel Rydberg
Public Works Director

SUBJECT: Approve Contract (A-7973) for River Ridge Golf Clubhouse Fire Damage Restoration

CONTACT: Daniel Rydberg, Public Works Director
Daniel.Rydberg@oxnard.org, 385-8055

RECOMMENDATION:

That City Council:

1. Approve and authorize the Mayor to execute a contract with Hansons and Son Construction, Inc., in the amount of \$312,000 for the River Ridge Golf Clubhouse Fire Damage Restoration Project PW 17-15;
2. Recognize and appropriate an additional \$13,319 from remaining insurance proceeds and \$50,000 deductible amount from Golf Course Operating to Golf Clubhouse Fire Repair Project 176901.

BACKGROUND

On October 27, 2015, a fire occurred in the early morning at the River Ridge Golf Clubhouse. The areas affected by the fire included the roof structure above the reception ballroom, the West exterior balcony, a portion of the kitchen and upstairs meeting room. Emergency clean up measures were completed but portions of the affected areas required significant structural repairs.

On February 14, 2017, the City Council approved project plans and specifications and authorized

Approve Contract A-7973 for River Ridge Golf Clubhouse Fire Damage Restoration

June 13, 2017

Page 2

staff to solicit bids for the River Ridge Golf Clubhouse Fire Damage Restoration Project PW 17-15. The scope of the restoration work will include removing and replacing burnt out members of the exterior balcony, removing and replacing damaged structural members above the ballroom, replacing the ceiling drywall, and painting in all the affected areas.

The first advertisement of the notice inviting formal bids (NIFB) on the project was on April 6, 2017, and all bids were due on May 10, 2017. Bidders were required to attend a meeting at the River Ridge Golf Clubhouse on April 20, 2017, to review the site and scope of the project. The City received the bids listed below:

Hansons and Son Construction, Inc.	\$312,000.00
A. Bates GC, Inc.	\$394,000.00
C.S. Legacy Construction, Inc.	\$948,476.00

The lowest bidder is Hansons and Son Construction, Inc. Its bid was responsive to the City's NIFB. Following this determination, procurement staff reviewed all documentation received from Hansons and Son Construction, Inc. and its subcontractors. For the Contractor and all subcontractors, staff verified possession of required current California Contractor licenses, reviewed the Federal Occupational Safety and Health Administration (OSHA) website for safety violations and verified registration with the State of California Department of Industrial Relations (DIR). Staff has no reason to believe this company is not responsible. Therefore, staff recommends that the City Council award the contract for this project to Hansons and Son Construction, Inc.

Total estimated cost of the project is \$374,400 which included \$312,000 of repairs, \$31,200 of project inspections, and another \$31,200 to cover ten percent project contingency. Of the estimated repair cost of \$374,400, the City's property insurance will cover \$324,400 with \$50,000 as the City's deductible amount.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the four strategic plans adopted by City Council on May 17, 2016.

FINANCIAL IMPACT

A partial payment of \$311,081 has been received from the insurer and previously appropriated to Golf Clubhouse Fire Repair Project 176901. This item will recognize the remaining insurance proceed of \$13,319 and transfer \$50,000 of available balance from Golf General Admin. Misc. Other Account 651-6401-846-8377 to provide the total estimate of \$374,400 needed to complete the repair of the Golf Clubhouse Fire Repair Project 176901.

Approve Contract A-7973 for River Ridge Golf Clubhouse Fire Damage Restoration

June 13, 2017

Page 3

ATTACHMENTS:

Attachment A: PW 17-15 Bid Tabulation

Attachment B: PW 17-15 Hansons bid package

Attachment C: PW 17-15 Hansons back up documents

Attachment D: PW 17-15 Staff Report Authorize to Solicit Bids

Golf Clubhouse Fire Repair - 6.13.17

PW 17-15 River Ridge Golf Clubhouse Fire Damage Restoration Project						
Bid Opening 5/10/17				Bid Tabulation		
Owner: City of Oxnard						
				Hansons and Son Construction, Inc. 4708 E. Vineyard Avenue, Oxnard, CA 93036 USA Bidder Status: Valid Comment: #1 -Low Bidder	A Bates GC Inc. 4685 Runway Unit G Simi Valley, CA 93063 USA Bidder Status: Valid	C.S. Legacy Construction, Inc. 1461S. East End Avenue Pomona, CA 91766 USA Bidder Status: Valid
				#1	#2	#3
ITEM NO.	DESCRIPTION	PAYMENT REF	UNIT OF MEASURE	<i>Item Total</i>	<i>Item Total</i>	<i>Item Total</i>
1	Mobilization Complete		Lump Sum	\$6,000.00	\$25,000.00	\$26,200.00
2	General Requirements	1000	Lump Sum	\$35,000.00	\$40,000.00	\$193,320.00
3	SWPPP		Lump Sum	\$3,700.00	\$5,000.00	\$5,564.00
4	Selective Building Demolition	1100	Lump Sum	\$22,000.00	\$40,000.00	\$109,450.00
5	Carpentry	1200	Lump Sum	\$80,000.00	\$80,000.00	\$161,996.00
6	Roof Repair	1300	Lump Sum	\$8,400.00	\$20,000.00	\$33,620.00
7	Metal Doors and Frames	1400	Lump Sum	\$8,400.00	\$10,000.00	\$36,351.00
8	Window Repair	1500	Lump Sum	\$5,200.00	\$20,000.00	\$21,950.00
9	Gypsum Wallboard System	1600	Lump Sum	\$8,500.00	\$15,000.00	\$25,006.00
10	Acoustical Ceilings	1700	Lump Sum	\$10,500.00	\$10,000.00	\$59,805.00
11	Hardwood Flooring	1800	Lump Sum	\$6,000.00	\$10,000.00	\$17,731.00
12	Carpeting (Glue Down)	1900	Lump Sum	\$13,000.00	\$15,000.00	\$17,652.00
13	Paints and Coatings	2000	Lump Sum	\$45,000.00	\$30,000.00	\$32,398.00
14	Drapery	2100	Lump Sum	\$5,000.00	\$6,000.00	\$9,194.00
15	Asphalt Seal Coating	2200	Lump Sum	\$0.00	\$3,000.00	\$36,775.00
16	Concrete Deck	2300	Lump Sum	\$10,600.00	\$25,000.00	\$11,768.00
17	Signage and Striping	2400	Lump Sum	\$600.00	\$5,000.00	\$6,865.00
18	Accessibility Work	2500	Lump Sum	\$27,200.00	\$10,000.00	\$75,857.00
19	Metal Work	2600	Lump Sum	\$10,400.00	\$10,000.00	\$50,565.00
20	ADA Updates Work Complete		Lump Sum	\$6,500.00	\$15,000.00	\$16,409.00
BID LIST TOTAL SUBMITTED				\$312,000.00	\$394,000.00	\$948,476.00
TOTAL BID AMOUNT VERIFIED				\$312,000.00	\$394,000.00	\$948,476.00

Listed Subcontractors			
	Vital Coatings, Inc. 2131 Anthony Drive Ventura, Ca 93003 Toro Enterprises P.O. Box 6285 Oxnard, CA 93031 Falcon Roofing 425 Constitution Avenue Camarillo, CA 93010 Insensee Floor Covering, Inc. 1532 E. Main Street Ventura, CA 93001	None Listed	Electro Construction Corp 3021 Rowena avenue Los Angeles, CA 90039 Allied Mechanical Air Systems 1311 Brooks Drive Baldwin Park CA 91706 Kinetic Sawing & Coring, Inc. 695 W. La Cadena Drive Riverside, CA 92501

BID PACKET

CITY OF

OXNARD

CALIFORNIA

FOR

RIVER RIDGE GOLF CLUBHOUSE FIRE DAMAGE RESTORATION

PROJECT NO. PW 17-15

Submitted by:

Contractor's Name: HANSONS AND SON CONSTRUCTION INCAddress: 4708 E. Vineyard Ave., Suite DCity: Oxnard State: CA Zip Code: 93036Contact Person: Jon Hanson Phone: 805 368-7215Email: hansonsandson@aol.com Date: 5/10/2017

BID FOR RIVER RIDGE GOLF CLUBHOUSE FIRE DAMAGE RESTORATION
Project No. PW 17-15

The undersigned, as Bidder, declares that:

1. The Bidder has carefully examined the Contract Documents, all Addenda, and the River Ridge Golf Clubhouse Fire Damage Restoration ("Project") site and is satisfied as to the conditions, character, quality and quantities of Work to be performed, and the materials to be furnished.
2. The Bid includes all taxes, fees and costs, and as such is the total amount required for the Bidder to complete this Project in accordance with the Contract Documents.
3. The Bidder is properly licensed by the State as a contractor to perform this type of Work.

The undersigned, as Bidder, agrees to the following:

1. The submission of this Bid shall be conclusive evidence that the Bidder has examined and investigated the surface, subsurface and other conditions affecting the work, including also the groundwater conditions, transportation, the disposal, handling and storage of materials, and the availability of labor, water, electric power, roads and the equipment and facilities needed for the work. No information derived from an inspection of records or investigation will relieve the Bidder from its obligations under the Contract Documents nor entitle the Bidder to any additional compensation. The Bidder shall not make any claim, including for additional compensation, against the City based upon ignorance or misunderstanding of any condition of the Project site or of the Contract Documents' or any Addendum's requirements.
2. Accompanying this Bid is a permissible form of Bid security in an amount equal to at least ten percent (10%) of the total Bid price submitted. The Bid security is given as a guarantee that, if selected, the Bidder will execute the Contract in conformity with the Contract Documents, provide evidence of all required insurance, provide a copy of its City business license and furnish the Performance and Payment Bonds (as well as a photocopy of each Bond)—each in the amount of one hundred percent (100%) of the Contract Price—within fourteen (14) Calendar Days of the date of delivery of the Contract to the Bidder. If the Bidder refuses or fails to do so, the City may award the Contract to the next lowest responsible Bidder, and this Bid security may be forfeited to the City as permitted by law.
3. In the event the Contract is awarded to the Bidder, the Bidder shall execute the Contract to perform the Project in accordance with the Contract Documents and all Addenda. Should the undersigned be awarded the Contract and thereafter fail or refuse to execute the Contract and provide the required evidence of insurance and Bonds (plus photocopies) within fourteen (14) Calendar Days after the Contract award, then the cashier's check or Bid Bond shall be forfeited to the City to the extent permitted by law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 5/19/2017 [date], at Oxnard [city], California [state].

Bidder's Name: HANSONS AND SON CONSTRUCTION INC

Signature: Jon Hanson

Title: President/CEO Date: 5/19/17

CITY OF OXNARD

**BID SHEETS FOR RIVER RIDGE GOLF CLUBHOUSE FIRE DAMAGE RESTORATION
PROJECT NO. PW 17-15**

Bidder's Name: HANSONS AND SON CONSTRUCTION INC

To the Honorable Mayor and Members of the City Council:

In compliance with the Notice Inviting Bids, the undersigned hereby agrees to execute the Contract to furnish all labor, materials, equipment and supplies for the Project in accordance with the Contract Documents to the satisfaction and under the direction of the Project Manager at the following prices:

ITEM NO.	DESCRIPTION	PAYMENT REF	UNIT OF MEASURE	TOTAL
1	Mobilization – Complete		Lump Sum	\$ 6,000 ⁰⁰ / ₁₀₀
				\$
2	General Requirements	1000	Lump Sum	\$ 35,000 ⁰⁰ / ₁₀₀
3	SWPPP		Lump Sum	\$ 3,700 ⁰⁰ / ₁₀₀
4	Selective Building Demolition	1100	Lump Sum	\$ 22,000 ⁰⁰ / ₁₀₀
5	Carpentry	1200	Lump Sum	\$ 80,000 ⁰⁰ / ₁₀₀
6	Roof Repair	1300	Lump Sum	\$ 8,400 ⁰⁰ / ₁₀₀
7	Metal Doors and Frames	1400	Lump Sum	\$ 8,400 ⁰⁰ / ₁₀₀
8	Window Repair	1500	Lump Sum	\$ 5,200 ⁰⁰ / ₁₀₀
9	Gypsum Wallboard System	1600	Lump Sum	\$ 8,500 ⁰⁰ / ₁₀₀
10	Acoustical Ceilings	1700	Lump Sum	\$ 10,500 ⁰⁰ / ₁₀₀
11	Hardwood Flooring	1800	Lump Sum	\$ 6,000 ⁰⁰ / ₁₀₀
12	Carpeting (Glue Down)	1900	Lump Sum	\$ 13,000 ⁰⁰ / ₁₀₀
13	Paints and Coatings	2000	Lump Sum	\$ 45,000 ⁰⁰ / ₁₀₀
14	Drapery	2100	Lump Sum	\$ 5,000 ⁰⁰ / ₁₀₀
15	Asphalt Seal Coating	2200	Lump Sum	\$ 0
16	Concrete Deck	2300	Lump Sum	\$ 10,600 ⁰⁰ / ₁₀₀

ITEM NO.	DESCRIPTION	PAYMENT REF	UNIT OF MEASURE	TOTAL
17	Signage and Striping	2400	Lump Sum	\$ 600 ⁰⁰ / ₁₀₀
18	Accessibility Work	2500	Lump Sum	\$ 27,200 ⁰⁰ / ₁₀₀
19	Metal Work	2600	Lump Sum	\$ 10,400 ⁰⁰ / ₁₀₀
20	ADA Updates Work Complete		Lump Sum	\$ 6,500 ⁰⁰ / ₁₀₀
TOTAL AMOUNT				\$ 312,000 ⁰⁰ / ₁₀₀

J21

Note: Several items may be adjusted or deleted. Any changes to the quantities for these items shall not classify as a substantial change as stipulated in Greenbook Section 3-2.2.1. So, regardless of total actual volume compared to estimated quantities, the unit prices provided above shall be applied to the final quantity when payment is calculated for these items. No adjustment in the unit prices will be allowed. The City reserves the right to not use any of the estimated quantities, and if this right is exercised, the Contractor will not be entitled to any additional compensation. Cost of all export of material shall be included in the above unit costs; no additional compensation will be granted for such expenses.

TOTAL BID PRICE IN DIGITS: \$ 312,000⁰⁰/₁₀₀

TOTAL BID PRICE IN WORDS: Three Hundred Twelve Thousand Dollars

Signature: Jon Hanson

Title: President/CEO Date: 5/9/17

QUESTIONNAIRE FORM

Fill out all of the following information. Attach additional sheets if necessary. Do not leave any question blank. If the question does not apply, write "N/A."

- (1) Bidder's Name: HANSONS AND SON CONSTRUCTION INC
- (2) If the Bidder's name is a fictitious name, what is the full name of the registered owner?

* If you are doing business under a fictitious name, provide a copy of the filed valid Fictitious Business Name Statement with your submitted Bid.

- (3) Business Address: 4708 E. Vineyard Ave., Suite D
Oxnard, CA 93036

Phone 1: 805 368-7215 Phone 2: _____

Email: hansonsandson@aol.com

- (4) Type of Firm (Partnership, LLC, Corporation, S-Corp, etc.): S-Corp
Corporation or S-Corp organized under the laws of the State of: California

- (5) California State Contractor's License Number and Class: 617918 B & A
Original Date Issued: 4/30/1991 Expiration Date: 4/30/2019

- (6) DIR Contractor Registration Number: 1000021086

- (7) Does the Bidder have a minimum of three (3) consecutive years of current experience in the type of Work related to the Project, and is this experience in actual operation of the Bidder with permanent employees performing a part of the Work as distinct from a firm operating entirely by subcontracting all phases of the Work? Circle one: YES NO

- (8) List the names, titles, addresses and phone numbers of all individuals, members, partners, joint venturers and company officers having a principal interest in this Bid:

Jon Hanson, President/CEO, 11009 N. Ventura Ave., Oak View, CA 805 368-7215
Fred W Hanson, Secretary, 3651 Glen Abbey Ln, Oxnard, CA 805 368-1238

- (9) List all current and prior D.B.A.'s, aliases, and fictitious business names for any principal having interest in this Bid:

Hanson Construction

- (10) List the dates of any voluntary or involuntary bankruptcy judgments against any principal having an interest in this Bid:

None

- (11) For all arbitrations, lawsuits, settlements and the like (in/out of court) that the Bidder or any principal with an interest in this Bid has been involved with in the past five (5) years:

- a. List the names, addresses and phone numbers of contact persons for the parties:

None

- b. Briefly summarize the parties' claims and defenses:

- c. State the tribunal (e.g., Superior Court, American Arbitration Association, etc.), the matter number, and the outcome:

- (12) If the Bidder or any principal having an interest in this Bid has ever had a contract terminated by the owner or agency, explain below:

Never

- (13) If the Bidder or any principal having an interest in this Bid ever failed to complete a project, explain below:

Never

- (14) If the Bidder or any principal having an interest in this Bid has ever been terminated for cause, even if it was converted to a "termination of convenience," explain below:

Never

- (15) List the dates of any voluntary or involuntary bankruptcy judgments against any principal having an interest in this Bid:

None

For the final questions, the word "you" and "your" shall refer to the Bidder and all individuals, members, partners, joint venturers and company officers having a principal interest in this Bid.

- (16) For projects that the company or any principal having an interest in this Bid has been involved with in the last five (5) years, did you have any claims or actions:

- | | |
|--|---|
| a. By you against the owner? | Circle one: Yes ☐ No ☒ |
| b. By the owner against you? | Circle one: Yes ☐ No ☒ |
| c. By any agency or individual for labor compliance? | Circle one: Yes ☐ No ☒ |
| d. By Subcontractors? | Circle one: Yes ☐ No ☒ |
| e. Are any such claims/actions unresolved/outstanding? | Circle one: Yes ☐ No ☒ |

If your answer is "yes" to any part or parts of this question, explain.

- (17) List the last five (5) projects, if any, you have worked on or are currently working on for the City of Oxnard:

1. Thompson Park, Construct Restroom and Site Improvements
2. Durley Park Concessions Building
3. Community Center West Structural Retrofit
4. Peninsula Park Playground Equipment Replacement
5. Southbank Park Playground Improvements

- (18) Bidder acknowledges receipt of all addenda

Addendum:	Date Received:
#01	<u>4/18/17</u>
#02	<u>4/18/17</u>
#03	<u>4/28/17</u>
#04	_____

Addendum:	Date Received:
#05	_____
#06	_____
#07	_____
#08	_____

Upon request of the City, the Bidder shall furnish evidence showing a notarized financial statement, financial data, construction experience or other additional information.

The Bidder certifies under penalty of perjury under the laws of the State of California that the information provided in this Questionnaire Form is true and correct.

Signature: Jon Hanson

Title: President/CEO Date: 5/9/17

This Questionnaire Form must be notarized below.

State of California)

County of Ventura) ss

City of Oxnard)

On 05-09-2017 before me, _____

(insert name and title of the officer) personally appeared Jon Hanson, President/CEO

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s)

is/are subscribed to the within instrument and acknowledged to me that he/she/they executed

the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the

instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the

instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that

the foregoing paragraph is true and correct. WITNESS my hand and official seal.

Signature See Notary Attached

(Seal)

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }

County of Ventura }

On 05-09-2017 before me, Jose Manuel Oliva Notary Public
(Here insert name and title of the officer)

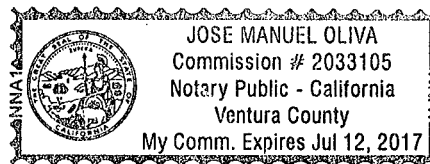
personally appeared Jon Harvey Hanson
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- ☐ Individual (s)
☐ Corporate Officer

(Title)

- ☐ Partner(s)
☐ Attorney-in-Fact
☐ Trustee(s)
☐ Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. he/she/they- is /are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

REFERENCES FORM

For all like work that you are currently working on or have worked on for public agencies in the past two (2) years, provide the information requested below. If all such work does not fit on this page, attach another page listing all information for all other such work. You may, but are not obligated to, attach a separate page to explain why a final contract amount differed from the original contract amount (e.g., change orders, extra work, or other circumstances), or if you or the Agency filed any claims against each other, the substance and outcome of those claims.

Project 1 Description: <u>Thompson Park, Construct Restroom and Site Improvements</u>		
Construction Dates	From: <u>9/21/2015</u>	To: <u>6/26/2016</u>
Agency Name: <u>City of Oxnard</u>		
Project Manager: <u>Ralph Alamillo</u> Telephone: <u>805 385-7821</u>		
Original Contract Amount: \$ <u>217,000</u> Final Contract Amount: \$ <u>240,153</u>		
Did you file any claims against the Agency? Circle one: Yes ☐ No ☒		
Did the Agency file any claims against you? Circle one: Yes ☐ No ☒		

Project 2 Description: _____		
Construction Dates	From: _____	To: _____
Agency Name: _____		
Project Manager: _____ Telephone: _____		
Original Contract Amount: \$ _____ Final Contract Amount: \$ _____		
Did you file any claims against the Agency? Circle one: Yes ☐ No ☐		
Did the Agency file any claims against you? Circle one: Yes ☐ No ☐		

Project 3 Description: _____

Construction Dates From: _____ To: _____

Agency Name: _____

Project Manager: _____ Telephone: _____

Original Contract Amount: \$ _____ Final Contract Amount: \$ _____

Did you file any claims against the Agency? Circle one: Yes No

Did the Agency file any claims against you? Circle one: Yes No

Project 4 Description: _____

Construction Dates From: _____ To: _____

Agency Name: _____

Project Manager: _____ Telephone: _____

Original Contract Amount: \$ _____ Final Contract Amount: \$ _____

Did you file any claims against the Agency? Circle one: Yes No

Did the Agency file any claims against you? Circle one: Yes No

Project 5 Description: _____

Construction Dates From: _____ To: _____

Agency Name: _____

Project Manager: _____ Telephone: _____

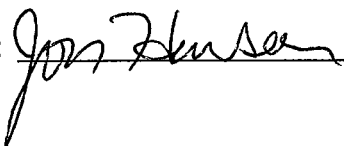
Original Contract Amount: \$ _____ Final Contract Amount: \$ _____

Did you file any claims against the Agency? Circle one: Yes No

Did the Agency file any claims against you? Circle one: Yes No

I hereby give my permission to the City of Oxnard and its employees, representatives and agents to contact references of Contractor and/or its officers, managers, members, general partners, limited partners and other owners (collectively, the "Owners") and/or request information from other agencies in which Contractor and/or its Owners have worked. This permission includes the City reviewing any criminal records of the Owners and obtaining public records regarding the Owners, such as records of arrests, indictments, convictions, civil judicial actions, tax liens, or outstanding judgments. I have authority to waive, and I do waive, any and all rights and claims Contractor and its Owners, employees, representatives and agents may have against the City, its employees, representatives and agents, as well as any agency providing feedback or the mentioned records, and those agencies' employees, representatives and agents, regarding any actions taken pursuant to, related to or incidental to, the authorization given in this paragraph.

Bidder's Name: HANSONS AND SON CONSTRUCTION INC

Signature:  Title: President/CEO Date: 5/9/17

DESIGNATION OF SUBCONTRACTORS

List all Subcontractors who will perform Work or labor or render service to the Contractor in or about the construction of the Work or improvement, or a Subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the Work or improvement according to detailed drawings contained in the Plans and Specifications, in an amount in excess of one-half percent (0.5%) of the Contractor's total Bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half percent (0.5%) of the Contractor's total Bid or \$10,000, whichever is greater. If all Subcontractors do not fit on this page, photocopy it onto blue paper and attach that page or those pages listing all other Subcontractors.

Name under which Subcontractor is Licensed and Registered	CSLB License Number(s) and Class(es)	DIR Contractor Registration Number	Address and Phone Number	Type of Work (e.g., Electrical)	Percentage of Total Bid (e.g., 10%)
Vital Coatings, Inc	1024136	1000048873	2131 Anthony Dr Ventura, CA 93003 805 701-8526	Painting	10%
Toro Enterprises	710580	1000002410	PO Box 6285 Oxnard, CA 93031 805 483-4515	Parking lot Ramps	6%
Falcon Roofing	703286	1000008061	425 Constitution Ave Camarillo, CA 805 484-7400	Roofing	2%
Isensee Floor Covering Inc	443299	10000020872	1532 E. Main St Ventura, CA 93001	Floor Covering	4%

Bidder's Name: HANBOWS AND SON CONSTRUCTION INC Signature: Jon Hanson Title: President/CEO Date: 4/9/17

* The percentage of the total Bid shall represent the "portion of the work" for the purposes of Public Contract Code Section 4104(b).
B 13

INDUSTRIAL SAFETY RECORD FORM

This Safety Record must include all construction work undertaken in California by the undersigned and any partnership, joint venture corporation or s-corporation that any principal of the undersigned participated in as a principal or owner for the listed years. Separate information must be submitted for each such partnership, joint venture, or corporate or individual Bidder. The undersigned may attach any additional information or explanation of data that it would like to be taken into consideration in evaluating the Safety Record. An explanation of the circumstances surrounding any and all fatalities must be attached.

	2016 (so far)	2015	2014	2013	2012	2011	Total
Number of contracts	1	1	1	1	1	1	4
Total dollar amount of contracts (in thousands)	135,303	153,150	126,874	174,201	190,377	214,545	994,650
Number of fatalities	0	0	0	0	0	0	0
Number of lost workday cases	0	0	0	0	0	0	0
Number of lost workday cases involving permanent transfer to another job or termination of employment	0	0	0	0	0	0	0

The above information was compiled from the records that are available to me at this time, and I declare under penalty of perjury that the information is true and accurate within the limitations of those records.

Bidder's Name: HANSON'S AND SON CONSTRUCTION INC

Signature: Jon Hanson Title: President/CEO Date: 5/9/17

STATE OF CALIFORNIA
DEPARTMENT OF INSURANCE
SAN FRANCISCO

Nº 08854

Amended
Certificate of Authority

THIS IS TO CERTIFY THAT, Pursuant to the Insurance Code of the State of California,

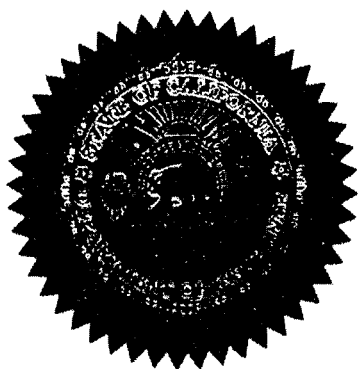
RLI Insurance Company

of Illinois, organized under the
laws of Illinois, subject to its Articles of Incorporation or
other fundamental organizational documents, is hereby authorized to transact within the State, subject to
all provisions of this Certificate, the following classes of insurance:

Fire, Marine, Surety, Disability, Plate Glass, Liability, Workers' Compensation,
Common Carrier Liability, Boiler and Machinery, Burglary, Credit,
Sprinkler, Team and Vehicle, Automobile, Aircraft, and Miscellaneous
as such classes are now or may hereafter be defined in the Insurance Laws of the State of California.

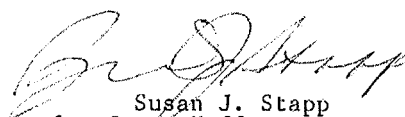
THIS CERTIFICATE is expressly conditioned upon the holder hereof now and hereafter being in
full compliance with all, and not in violation of any, of the applicable laws and lawful requirements made
under authority of the laws of the State of California as long as such laws or requirements are in effect
and applicable, and as such laws and requirements now are, or may hereafter be changed or amended.

IN WITNESS WHEREOF, effective as of the 21st
day of December, 2010, I have hereunto
set my hand and caused my official seal to be affixed this
21st day of December, 2010.



Steve Poizner
Insurance Commissioner

By


Susan J. Stapp
for Jesse Huff, Deputy
Chief Deputy

NOTICE:

Qualification with the Secretary of State must be accomplished as required by the California Corporations Code promptly after issuance of this Certificate of Authority. Failure to do so will be a violation of Insurance Code Section 701 and will be grounds for revoking this Certificate of Authority pursuant to the covenants made in the application therefor and the conditions contained herein.

**NONCOLLUSION DECLARATION
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID**

The undersigned declare(s):

I/we am/are the President/CEO of HANSONS AND SON CONSTRUCTION INC
the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, LLC, corporation or s-corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted its, his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, s-corporation, LLC, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any individual, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person(s) executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

Bidder's Name: HANSONS AND SON CONSTRUCTION INC

Signature: Jon Hanson Title: President/CEO Date: 5/9/2017

This Noncollusion Declaration must be notarized on the following page.

(Continuation of Noncollusion Declaration)

State of California)

County of Ventura) ssCity of Oxnard)On 05-09-2017 before me,_____
(insert name and title of the officer)

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal.

Signature See Notary Attached

(Seal)

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

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State of California }

County of Ventura }

On 05-09-2017 before me, Jose Manuel Oliva, Notary Public
(Here insert name and title of the officer)

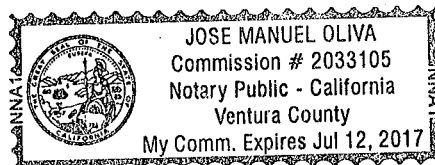
personally appeared Jon Harvey Hanson,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- ☐ Individual (s)
☐ Corporate Officer

(Title)

- ☐ Partner(s)
☐ Attorney-in-Fact
☐ Trustee(s)
☐ Other _____

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 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

**CITY OF OXNARD
RIVER RIDGE GOLF CLUBHOUSE FIRE DAMAGE RESTORATION
PROJECT NO. PW 17-15**

ESCROW BID DOCUMENTS COVER PAGE

ESCROW BID DOCUMENT CERTIFICATION

The undersigned hereby certifies under penalty of perjury that the bid documentation contained herein constitutes the complete, only and all documentary information used in preparation of the bid for the Main Street Slurry Seal Project, and that I have personally examined these contents and have found that this bid documentation is complete.

By: _____

Title: _____

Firm: _____

Date: _____

*IF PROJECT BID IS IN EXCESS OF \$500,000, IT REQUIRES SUBMITTAL OF ESCROW BID DOCUMENTS BY THE THREE LOWEST BIDDERS AND THIS DOCUMENT WILL BE INCLUDED WITH THOSE ESCROW BID DOCUMENTS. THIS DOCUMENT PACKAGE IS DUE WITHIN THREE (3) BUSINESS DAYS FOLLOWING BID OPENING:

THIS DOCUMENT PACKAGE IS TO BE SUBMITTED TO:

Public Works
305 W. 3rd Street, East Wing, 3rd floor
Oxnard, CA 93030
Attn: Renee Hatcher

Public Works Department

305 West Third Street, East Wing, Third Floor
 Oxnard, California 93030
 Tel 805.385.8280

CITY OF

OXNARD

CALIFORNIA

April 18, 2017

ADDENDUM NO. 1

River Ridge Golf Clubhouse Fire Damage Restoration Project
Specification Number: PW 17-15

SCHEDULED BID OPENING DATE: May 10, 2017**TO ALL BIDDERS OF RECORD**

Acknowledge receipt of this addendum by enclosing one signed copy with your bid documents. Failure to do so may subject bidder to disqualification. This addendum consists of one (1) page and the attached two (2) pages of drawings. This addendum forms a part of the bid documents. It modifies them as follows:

1. DELTA 1 Dated 3-17-17. Drawing L-1 and L-2 revised to include plan check corrections and clarifications.
2. DELTA 2 Dated 3-24-17. Drawings L-1 and L-3 revised to include plan check comments and clarifications.
3. DELTA 3 Dated 4-17-17. Drawings L-2-1st Floor Banquet Room and L-3 2nd Floor Sunset Room: additional notes added to the drawings to clarify the scope of work.

Addendum No. 1 Received: Date: 4/18/17

HANSONS AND SON CONSTRUCTION/INC 4708 E. Vineyard Ave, Suite D
 Contractor's Name Address

Jon Hansen
 Authorized Signature

Oxnard, CA 93036
 City State Zip Code

Jon Hanson President/CEO
 Name and Title

805 368-7215
 Telephone Number, Including Area Code

Public Works Department

305 West Third Street, East Wing, Third Floor
 Oxnard, California 93030
 Tel 805.385.8280

CITY OF

OXNARD

April 18, 2017

ADDENDUM NO. 2

River Ridge Golf Clubhouse Fire Damage Restoration Project
Specification Number: PW 17-15

SCHEDULED BID OPENING DATE: May 10, 2017

TO ALL BIDDERS OF RECORD

Acknowledge receipt of this addendum by enclosing one signed copy with your bid documents. Failure to do so may subject bidder to disqualification. This addendum consists of one (1) page.

1. The location of the Mandatory Pre-Bid Meeting has been changed.

The Mandatory Pre-Bid Meeting is will be held on April 20, 2017 at 9:00 a.m. at the Project site, River Ridge Golf Clubhouse at 2401 W. Vineyard Avenue, Oxnard, California. There will not be a meeting at the City Council Chambers at City Hall.

Failure to attend will render the Bidder's bid non-responsive.

Addendum No. 2 Received: Date: 4/18/17

HANSONS AND SON CONSTRUCTION INC 8708 E Vineyard Ave, Suite D
 Contractor's Name Address

Jon Hansen
 Authorized Signature

Oxnard, CA 93036
 City State Zip Code

Jon Hansen, President/CFO
 Name and Title

805 368-7215
 Telephone Number, Including Area Code

Public Works Department

305 West Third Street, East Wing, Third Floor
Oxnard, California 93030
Tel 805.385.8280

CITY OF

OXNARD



K.3.b

April 26, 2017

ADDENDUM NO. 3

**River Ridge Golf Clubhouse Fire Damage Restoration Project
Specification Number: PW 17-15**

SCHEDULED BID OPENING DATE: May 10, 2017

TO ALL BIDDERS OF RECORD

Acknowledge receipt of this addendum by enclosing one signed copy with your bid documents. Failure to do so may subject bidder to disqualification. This addendum consists of two (2) pages and three (3) pages of drawings noted. This addendum forms a part of the bid documents and modifies them as follows:

1.0 SPECIFICATIONS:

A. Section 1300 – Roof Repair is revised to include the following requirements: Contractor shall field review and measure the roof damage caused by the fire department access and penetration. There is roof damage on the north and south side of the sunset room along with the hole cut into the roof. The existing tiles are Boral, Saxony 900 shake, standard weight, brown blend. Submit tile sample for approval.

B. Section 1000 – General Requirements is revised to include the following requirements: Site review- Not all damaged items are indicated on the plans. The Contractor is required to inspect the site and obtain accurate square footage and accurate quantities of all fire damaged items including doors, windows, and all surfaces.

C. Section 1500 – Window Repair is revised to include the following requirements: The Contractor is required to field verify quantities and sizes of fire damaged windows on at the Sunset Room 2nd floor, the first floor Banquet Room, damaged to windows at the Cafeteria, and the glass door on the East end of the building.

D. Section 2300 – Concrete Deck is revised to include the following requirements: The second flood deck outside the Sunset Room shall be finished with a Deck O tex coating over concrete system with a color chip blend. Match existing color and install as per manufacture's specifications. The first floor concrete deck shall be replaced with new concrete exposed aggregate panels and broom finish concrete bands that match the existing. The entire concrete deck around the Banquet Room on the south and west side shall be replaced at the new elevation due to the inside floor leveling. A 4'-0" X 4'-0" mock-up of the concrete finish is required. See original architectural plans for details.

2.0 DRAWINGS (Delta 4 revisions) :

A. Sheet A2 is revised as follows: Delta 4, dated April 24, 2017- Clarification of roof tile note added to Partial West Elevation. Delta 4-Guard rail wood height extension added for deck around the Banquet Room.

B. Sheet A3 is revised as follows: Delta 4, dated April 26, 2017- notes added to clarify scope of work.

C. Sheet L2 is revised as follows: Delta 4, dated April 26, 2017- notes added to clarify to scope of work.

Addendum No. 3 Received: Date: 4/28/2017

HANSONS AND SON CONSTRUCTION INC 4708 E. Vineyard Ave, Suite D
Contractor's Name Address

Jon Hanson
Authorized Signature

Oxnard CA 93036
City State Zip Code

Jon Hanson
Name and Title

805 368-7215
Telephone Number, Including Area Code



Contractor's License Detail for License # 617918

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 5/10/2017 4:13:58 PM

Business Information

HANSONS AND SON CONSTRUCTION INC
4708 D EAST VINEYARD AVENUE
OXNARD, CA 93036
Business Phone Number:(805) 368-7215

Entity Corporation
Issue Date 04/16/1991
Expire Date 04/30/2019

License Status

This license is current and active.

All information below should be reviewed.

Classifications

B - GENERAL BUILDING CONTRACTOR
A - GENERAL ENGINEERING CONTRACTOR

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with SURETEC INDEMNITY COMPANY.

Bond Number: 134480

Bond Amount: \$15,000

Effective Date: 06/24/2016

Contractor's Bond History

Bond of Qualifying Individual

The qualifying individual JON HARVEY HANSON certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

Effective Date: 02/24/2011

Workers' Compensation

This license has workers compensation insurance with the STATE COMPENSATION INSURANCE FUND

Policy Number: 9136455

Effective Date: 07/01/2015

Expire Date: 07/01/2017

Workers' Compensation History

Other

[Labor Law](#)[Cal/OSHA - Safety & Health](#)[Workers' Comp](#)[Self Insurance](#)[Apprenticeship](#)[Director's Office](#)[Boards](#)[Public Works](#) | [Public Works Contractor \(PWC\) Registration Search](#)

Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number: [Contractor License Lookup](#)

County:

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	HANSONS AND SON CONSTRUCTION INC	1000021086	VENTURA	OXNARD	02/27/2017	06/30/2017

v2.20160101

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Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publi

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number:

County:

1000021086 Contractor Details

Contractor Information

Legal Entity Information

Workers' Compensation

Corporation Number

C1681194

President

JON HANSON

Vice President

Treasurer

JON HANSON

Secretary

FRED HANSON

CEO

JON HANON

Agent of Service Name

JON HANSON

Address

11009 N. VENTURA AVE.

OAK VIEW, CA 93022

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details Legal Name

Registration Number

County

City

Registration Date Expiration Date

[View](#) HANSONS AND SON CONSTRUCTION INC

1000021086 VENTURA

OXNARD

02/27/2017 06/30/2017

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Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publi

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number:

County:

1000021086 Contractor Details

[Contractor Information](#)[Legal Entity Information](#)[Workers' Compensation](#)

Do you lease employees through Professional Employer Organization (PEO)?

NO

Please provide your current workers' compensation insurance information below:

INSURED BY CARRIER

Policyholder Name: HANSONS AND SON CONSTRUCTION

Insurance Carrier: STATE COMPENSATION INSURANCE FUND

Policy Number: 9136455-15

Inception Date: **Expiration Date:**

Policy Coverage dates: 2015-07-01

2017-06-30

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

[Details](#) [Legal Name](#)

	Registration Number	County	City	Registration Date	Expiration Date
View	HANSONS AND SON CONSTRUCTION INC	1000021086	VENTURA	OXNARD	02/27/2017 06/30/2017

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A TO Z INDEX

ABOUT OSHA ▾ WORKERS ▾ EMPLOYERS ▾ REGULATIONS ▾ ENFORCEMENT ▾ TOPICS ▾ NEWS & PUBLICATIONS ▾ DATA ▾ TRAINING ▾

Establishment Search

Reflects inspection data through 05/08/2017

This page enables the user to search for OSHA enforcement inspections by the name of the establishment. Information may also be obtained for a specified inspection or inspections within a specified SIC.

Note: Please read important information below regarding interpreting search results before using.

Search By:

Your Establishment search returned 0 results.

Establishment : Hansons and Son Construction

State All States ▾

Fed & State ▾

OSHA Office All Offices ▾

Case Status ☒ All ☐ Closed ☐ OpenViolation Status ☒ All ☐ With Violations ☐ Without Violations

Inspection Date

Start Date May ▾

10 ▾ 2012 ▾

End Date May ▾

10 ▾ 2017 ▾

Submit

Reset

Can't find it?

Wildcard use %

Basic Establishment Search Instructions

Advanced Search Syntax

NOTE TO USERS

The Integrated Management Information System (IMIS) was designed as an information resource for in-house use by OSHA staff and management, and by state agencies which carry out federally-approved OSHA programs. Access to this OSHA work product is being afforded via the Internet for the use of members of the public who wish to track OSHA interventions at particular work sites or to perform statistical analyses of OSHA enforcement activity. It is critical that users of the data understand several aspects of the system in order to accurately use the information.

The source of the information in the IMIS is the local federal or state office in the geographical area where the activity occurred. Information is entered as events occur in the course of agency activities. Until cases are closed, IMIS entries concerning specific OSHA inspections are subject to continuing correction and updating, particularly with regard to citation items, which are subject to modification by amended citations, settlement agreements, or as a result of contest proceedings. THE USER SHOULD ALSO BE AWARE THAT DIFFERENT COMPANIES MAY HAVE SIMILAR NAMES AND CLOSE ATTENTION TO THE ADDRESS MAY BE NECESSARY TO AVOID MISINTERPRETATION.

The Integrated Management Information System (IMIS) is designed and administered as a management tool for OSHA to help it direct its resources. When IMIS is put to new or different uses, the data should be verified by reference to the case file and confirmed by the appropriate federal or state office. Employers or employees who believe a particular IMIS entry to be inaccurate, incomplete or out-of-date are encouraged to contact the OSHA field office or state plan agency which originated the entry.



Contractor's License Detail for License # 1024136

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 5/10/2017 4:23:07 PM

Business Information

VITAL COATINGS INC
2131 ANTHONY DRIVE
VENTURA, CA 93003
Business Phone Number:(805) 701-7526

Entity Corporation
Issue Date 02/28/2017
Expire Date 02/28/2019

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C33 - PAINTING AND DECORATING

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with DEVELOPERS SURETY AND INDEMNITY COMPANY.

Bond Number: 673289C

Bond Amount: \$15,000

Effective Date: 02/14/2017

Bond of Qualifying Individual

The qualifying individual JAMES VERNON WYMAN certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

Effective Date: 02/28/2017

Workers' Compensation

This license is exempt from having workers compensation insurance; they certified that they have no employees at this time.

Effective Date: 02/28/2017

Expire Date: None

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

[Labor Law](#)[Cal/OSHA - Safety & Health](#)[Workers' Comp](#)[Self Insurance](#)[Apprenticeship](#)[Director's Office](#)[Boards](#)[Public Works](#) | [Public Works Contractor \(PWC\) Registration](#)

Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publ

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number:

County:

1000048873 Contractor Details

Contractor Information**Legal Entity Information****Workers' Compensation****Corporation Number**

C3970930

President

JAMES V WYMAN

Vice President**Treasurer****Secretary**

EMBER WYMAN

CEO**Agent of Service Name**

EMBER F. WYMAN

Address

2131 ANTHONY DRIVE

VENTURA, CA 93003

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	VITAL COATINGS, INC.	1000048873	VENTURA	VENTURA	05/04/2017	06/30/2017

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1000048873 Contractor Details

[Contractor Information](#)[Legal Entity Information](#)[Workers' Compensation](#)**Do you lease employees through Professional Employer Organization (PEO)?**

NO

Please provide your current workers' compensation insurance information below:

INSURED BY CARRIER

Policyholder Name: VITAL COATINGS, INC.**Insurance Carrier:** STATE FARM FIRE AND CASUALTY COMPANY**Policy Number:** 92-EX-D030-7

	Inception Date:	Expiration Date:
Policy Coverage dates:	2017-04-26	2018-04-26

[Public Works](#) | [Public Works Contractor \(PWC\) Registration](#)

Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publ**Registration Year:** Current Fiscal Year: 2016/**PWC Registration Number:** 1000048873**Contractor Legal Name:** example: ABC COMPANY**License Number:** example: 123456**County:** Select County ▼

Search

Reset

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Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	VITAL COATINGS, INC.	1000048873	VENTURA	VENTURA	05/04/2017	06/30/2017

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A TO Z INDEX

[ABOUT OSHA](#) ▾ [WORKERS](#) ▾ [EMPLOYERS](#) ▾ [REGULATIONS](#) ▾ [ENFORCEMENT](#) ▾ [TOPICS](#) ▾ [NEWS & PUBLICATIONS](#) ▾ [DATA](#) ▾ [TRAINING](#) ▾

Establishment Search

Reflects inspection data through 05/08/2017

This page enables the user to search for OSHA enforcement inspections by the name of the establishment. Information may also be obtained for a specified inspection or inspections within a specified SIC.

Note: Please read important information below regarding interpreting search results before using.

Search By:

*Your Establishment search returned 0 results.*Establishment State OSHA Office Case Status ☒ All ☐ Closed ☐ OpenViolation Status ☒ All ☐ With Violations ☐ Without Violations

Inspection Date

Start Date End Date

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The source of the information in the IMIS is the local federal or state office in the geographical area where the activity occurred. Information is entered as events occur in the course of agency activities. Until cases are closed, IMIS entries concerning specific OSHA inspections are subject to continuing correction and updating, particularly with regard to citation items, which are subject to modification by amended citations, settlement agreements, or as a result of contest proceedings. THE USER SHOULD ALSO BE AWARE THAT DIFFERENT COMPANIES MAY HAVE SIMILAR NAMES AND CLOSE ATTENTION TO THE ADDRESS MAY BE NECESSARY TO AVOID MISINTERPRETATION.

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White House
Affordable Care Act
Disaster Recovery Assistance
USA.gov
Disability.gov
Plain Writing Act
Recovery Act
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U.S. Office of Special Counsel

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Frequently Asked Questions
A - Z Index
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CONTRACTORS STATE LICENSE BOARD



K.3.c

Contractor's License Detail for License # 710580

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 5/10/2017 4:25:01 PM

Business Information

TORO ENTERPRISES INC
P O BOX 6285
OXNARD, CA 93031
Business Phone Number:(805) 483-4515

Entity Corporation
Issue Date 08/01/1995
Expire Date **08/31/2017**

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING CONTRACTOR

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.

Bond Number: 187599

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Bond of Qualifying Individual

The qualifying individual SEAN ALEJANDRO CASTILLO certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

Effective Date: 08/26/2003

Workers' Compensation

This license has workers compensation insurance with the ZURICH AMERICAN INSURANCE COMPANY

Policy Number: WC0158240

Effective Date: 10/01/2016

Expire Date: 10/01/2017

Workers' Compensation History

[Labor Law](#)[Cal/OSHA - Safety & Health](#)[Workers' Comp](#)[Self Insurance](#)[Apprenticeship](#)[Director's Office](#)[Boards](#)[Public Works](#) | [Public Works Contractor \(PWC\) Registration Search](#)

Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publiRegistration Year: PWC Registration Number: Contractor Legal Name: License Number: County:

1000002410 Contractor Details

Contractor Information

Legal Entity Information

Workers' Compensation

Corporation Number

C 1755521

President

SEAN CASTILLO

Vice President

Treasurer

Secretary

JERRY HANNIGAN

CEO

Agent of Service Name

SEAN CASTILLO

Address

2101 E. VENTURA BLVD.

OXNARD, CA 93036

Search Results

One registered contractor found. 1

Details: Legal Name

Registration
Number

County

City

Registration
DateExpiration
Date[View](#) TORO ENTERPRISES, INC.

1000002410 VENTURA

OXNARD

06/06/2016

06/30/2017

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Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to

Enter at least one search criteria to display active registered public works contractors.

Registration Year:	Current Fiscal Year: 2016/2017
PWC Registration Number:	1000002410
Contractor Legal Name:	example: ABC COMPANY
License Number:	example: 123456
County:	Select County
Search	

1000002410 Contractor Details

Contractor Information**Legal Entity Information****Workers' Compensation****Do you lease employees through Professional Employer Organization (PEO)?**

NO

Please provide your current workers' compensation insurance information below:

INSURED BY CARRIER

Policyholder Name: TORO ENTERPRISES, INC.**Insurance Carrier:** STARR INDEMNITY & LIABILITY COMPANY**Policy Number:** 100 0001860

Inception Date:	Expiration Date:
2015-10-01	2016-10-01

Policy Coverage dates:

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	TORO ENTERPRISES, INC.	1000002410	VENTURA	OXNARD	06/06/2016	06/30/2017

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Establishment Search Results

Establishment	Date Range	Office	State
Toro Enterprises inc	05/10/2012 to 05/10/2017	all	all

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Sort By: **Date** | Name | Office | State

Return to Search

Results 1 - 4 of 4

By Date

Get Detail Select All Reset

	#	Activity	Opened	RID	St	Type	Sc	SIC	NAICS	Vio	Establishment Name
☐	1	<i>1197645.015</i>	12/15/2016	0950643	CA	Accident	Partial		238110		Toro Enterprises Inc.
☐	2	<i>1192671.015</i>	11/17/2016	0950643	CA	Accident	Partial		238110		Toro Enterprises Inc.
☐	3	316671114	09/06/2013	0950643	CA	Accident	Complete	1611	237310	1	Toro Enterprises Inc.
☐	4	314830472	06/11/2012	0950643	CA	Complaint	Partial	1611	237310	2	Toro Enterprises Inc

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Contractor's License Detail for License # 703286

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CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 5/10/2017 4:26:41 PM

Business Information

FALCON & RENTERIA ROOFING CONTRACTOR INC
DBA FALCON ROOFING

13088 POTTS DRIVE
SAN JOSE, CA 95111
Business Phone Number:(408) 225-1705

Entity Corporation
Issue Date 03/02/1995
Reissue Date 01/23/2006
Expire Date 01/31/2018

License Status

This license is current and active.

All information below should be reviewed.

Classifications

B - GENERAL BUILDING CONTRACTOR
C39 - ROOFING

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.

Bond Number: 100323624

Bond Amount: \$15,000

Effective Date: 11/01/2016

Contractor's Bond History

Bond of Qualifying Individual

The qualifying individual MARIANO FALCON RENTERIA certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

Effective Date: 01/23/2006

Workers' Compensation

This license has workers compensation insurance with the CALIFORNIA INSURANCE COMPANY

Policy Number: 4630982701

Effective Date: 10/01/2015

Expire Date: 10/01/2017

Workers' Compensation History

[Labor Law](#)[Cal/OSHA - Safety & Health](#)[Workers' Comp](#)[Self Insurance](#)[Apprenticeship](#)[Director's Office](#)[Boards](#)[Public Works](#) | [Public Works Contractor \(PWC\) Registration](#)

Public Works Contractor (PWC) Reg

This is a listing of current and active PWC registrations pursuant

Enter at least one search criteria to display active registered publ

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number:

County:

Search Results

One registered contractor found. 1

Details Legal Name

Registration
Number

Date

Date

View FALCON ROOFING COMPANY

1000008061 VENTURA

CAMARILLO

05/10/2016

06/30/2017

1000008061 Contractor Details

Contractor Information

Legal Entity Information

Workers' Compensation

Legal Name

FALCON ROOFING COMPANY

Legal Entity Type

SOLE PROPRIETOR

Trade Name

FALCON ROOFING COMPANY

License Number(s)

CSLB :715753

Mailing Address

425 CONSTITUTION AVE SUITE D

CAMARILLO, CA 93012

Physical Address

425 CONSTITUTION AVE SUITE D

CAMARILLO, CA 93012

Email Address

CINDY@FALCONROOFINGCOMPANY.COM

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A TO Z INDEX

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Establishment Search Results

Establishment	Date Range	Office	State
Falcon Roofing	05/10/2012 to 05/10/2017	all	all

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Sort By: Date | Name | Office | State

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By Date

Results 1 - 5 of 5

Get Detail Select All Reset

#	Activity	Opened	RID	St	Type	Sc	SIC	NAICS	Vio	Establishment Name
☐	1	<i>1131742.015</i>	03/08/2016	0953220	NV	Referral	Partial	238160	1	Falcon Roofing Company
☐	2	<i>1116705.015</i>	01/08/2016	0950615	CA	Planned	Partial	238160	3	Falcon Roofing Company
☐	3	317723963	06/05/2014	0953210	NV	Referral	Partial	1761 238160	1	Falcon Roofing
☐	4	<i>316820430</i>	04/10/2014	0950622	CA	Referral	Partial	1761 238160	3	Falcon Roofing Company
☐	5	317448173	03/18/2014	0950612	CA	Complaint	Partial	1522 236118	2	Falcon And Renteria Roofing Contractor, Inc.

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Contractor's License Detail for License # 443299

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Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.
Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.
Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 5/10/2017 4:28:23 PM

Business Information

ISENSEE FLOORCOVERING INC
1532 E MAIN STREET
VENTURA, CA 93001
Business Phone Number:(805) 648-5333

Entity Corporation
Issue Date 07/25/1983
Expire Date 07/31/2017

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C15 - FLOORING AND FLOOR COVERING

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with PLATTE RIVER INSURANCE COMPANY.

Bond Number: CLB2713154

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Bond of Qualifying Individual

The qualifying individual STEPHAN THOMAS LEE certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

Effective Date: 09/19/2011

Workers' Compensation

This license has workers compensation insurance with the HARTFORD CASUALTY INSURANCE COMPANY

Policy Number: 72WECZQ4510

Effective Date: 07/01/2016

Expire Date: 07/01/2017

Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

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Enter at least one search criteria to display active registered publ

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number:

County:

1000020872 Contractor Details

Contractor Information

Legal Entity Information

Workers' Compensation

Legal Name

ISENSEE FLOORCOVERING, INC

Legal Entity Type

CORPORATION

Trade Name**License Number(s)**

CSLB :443299

Mailing Address1532 E MAIN ST
VENTURA, CA 93001**Physical Address**1532 E MAIN ST
VENTURA, CA 93001**Email Address**

KATHY@ISENSEEFLOORCOVERING.COM

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	ISENSEE FLOORCOVERING, INC	1000020872	VENTURA	VENTURA	07/08/2016	06/30/2017

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Public Works Contractor (PWC) Reg

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Enter at least one search criteria to display active registered publi

Registration Year:

Current Fiscal Year: 2016/17

PWC Registration Number:

1000020872

Contractor Legal Name:

example: ABC COMPANY

License Number:

example: 123456

[Contractor License Lookup](#)

County:

Select County ▼

Search

Reset

1000020872 Contractor Details

[Contractor Information](#)[Legal Entity Information](#)[Workers' Compensation](#)**Do you lease employees through Professional Employer Organization (PEO)?**

NO

Please provide your current workers' compensation insurance information below:

INSURED BY CARRIER

Policyholder Name:

ISENSEE FLOORCOVERING, INC

Insurance Carrier:

HARTFORD CASUALTY INSURANCE COMPANY

Policy Number:

72 WEC ZQ4510

Inception Date:**Expiration Date:****Policy Coverage dates:**

2016-07-01

2017-07-01

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	ISENSEE FLOORCOVERING, INC	1000020872	VENTURA	VENTURA	07/08/2016	06/30/2017

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A TO Z INDEX

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Reflects inspection data through 05/08/2017

This page enables the user to search for OSHA enforcement inspections by the name of the establishment. Information may also be obtained for a specified inspection or inspections within a specified SIC.

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Search By:

Your Establishment search returned 0 results.

Establishment Isensee Floor Covering

State All States ▾

Fed & State ▾

OSHA Office All Offices ▾

Case Status ☒ All ☐ Closed ☐ OpenViolation Status ☒ All ☐ With Violations ☐ Without Violations

Inspection Date

Start Date May ▾

10 ▾

2012 ▾

End Date May ▾

10 ▾

2017 ▾

Submit

Reset

Can't find it?

Wildcard use %

Basic Establishment Search Instructions

Advanced Search Syntax

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The Integrated Management Information System (IMIS) was designed as an information resource for in-house use by OSHA staff and management, and by state agencies which carry out federally-approved OSHA programs. Access to this OSHA work product is being afforded via the Internet for the use of members of the public who wish to track OSHA interventions at particular work sites or to perform statistical analyses of OSHA enforcement activity. It is critical that users of the data understand several aspects of the system in order to accurately use the information.

The source of the information in the IMIS is the local federal or state office in the geographical area where the activity occurred. Information is entered as events occur in the course of agency activities. Until cases are closed, IMIS entries concerning specific OSHA inspections are subject to continuing correction and updating, particularly with regard to citation items, which are subject to modification by amended citations, settlement agreements, or as a result of contest proceedings. THE USER SHOULD ALSO BE AWARE THAT DIFFERENT COMPANIES MAY HAVE SIMILAR NAMES AND CLOSE ATTENTION TO THE ADDRESS MAY BE NECESSARY TO AVOID MISINTERPRETATION.

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**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: 6

DATE: February 14, 2017

TO: City Council

THROUGH: Greg Nyhoff
City Manager

A handwritten signature in black ink, appearing to read "Greg Nyhoff".

FROM: Daniel Rydberg
Public Works Director

SUBJECT: River Ridge Golf Clubhouse Fire Damage Restoration PW 17-15 (5/10/10)

CONTACT: Daniel Rydberg, Public Works Director
Daniel.Rydberg@oxnard.org, 385-8055

RECOMMENDATION:

That City Council:

1. Approve project plans and specifications and authorize staff to solicit bids for the River Ridge Golf Clubhouse Fire Damage Restoration Project PW 17-15.
2. Approve a budget appropriation in the amount of \$311,081, representing a partial payment of insurance proceeds, toward the Project.

BACKGROUND

On October 27, 2016, a fire occurred in the early morning at the River Ridge Golf Clubhouse. The areas affected by the fire include the roof structure above the reception ball room, the west exterior balcony, a portion of the kitchen and the upstairs meeting room. Pursuant to the City Manager's emergency resolution, emergency clean up measures were completed. However, portions of the affected areas still require significant structural repairs. The Golf Course Operator has relocated its catering operations temporarily within the building and is having to cancel or relocate scheduled events that were to be held in the ballroom. Thus, soliciting bids for this work is pressing.

The scope of the work will include removing and replacing burnt out members of the exterior balcony, removing and replacing damaged structural members above the ballroom, replacing the ceiling drywall, and painting in all the affected areas.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the four strategic plans adopted by City Council on May 17, 2016.

FINANCIAL IMPACT

The majority of the funding for this project will be provided by proceeds from the City's property insurance policy. The General Fund's future contribution to the project will be \$50,000, representing the City's deductible for property claims. A partial payment of \$311,081 has been received from the insurer, which would be appropriated to the project at this time for damage repairs.

After the project bids are received and evaluated, staff will return to City Council to recommend awarding the contract to the lowest bidder for the project and to request the appropriation of the General Fund's share of the costs (\$50,000 deductible) along with the remaining insurance proceeds.

Note: Specifications for PW 17-15 River Ridge Golf Clubhouse Fire Damage Restoration Project will be available for review at the Public Works Administration offices at 305 W. 5th Street, 3rd floor after 8:00 a.m. on the Thursday prior to the City Council Meeting.

ATTACHMENTS:

Attachment No. 1 Budget Appropriation - Insurance Proceeds

REQUEST FOR BUDGET APPROPRIATION

Department: Public Works
Project/Program
Manager: Dan Rydberg

Date: June 13, 2017
Phone: 385-8055

Reason for Appropriation:

1) Appropriate additional insurance proceeds per total estimated cost of Golf Course Clubhouse Fire Repair and 2) transfer \$50k of existing appropriation to provide funding to the project

Accounts and Descriptions

AMOUNT

Fund: **Golf Course Operating (651)**

Revenues/Transfers In

Golf Course Operating (6401)

651-6401-691-7518 DAMAGE REIMBURSEMENTS 13,319

Expenditures/Transfers Out

Golf Course Operating (6401)

651-6401-846.83-77 MISCELLANEOUS-OTHER (50,000)

Golf Clubhouse Fire Repair (Project 176901)

651-6905-824.83-01 BUILDINGS AND IMPROVEMENT 63,319

Sub-total Expenditures 13,319

Net Change to Fund Balance 0

Net Appropriation Change 13,319

Approvals

Department Director _____

Chief Financial Officer _____

City Manager _____



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Public Hearing

AGENDA ITEM NO.: 1

DATE: June 13, 2017

TO: City Council
Housing Authority

THROUGH: Greg Nyhoff
City Manager

A handwritten signature in blue ink, appearing to read "Greg Nyhoff".

FROM: Jim Throop
Chief Financial Officer

Jim Throop

SUBJECT: Fiscal Year 2017-18 Operating & Capital Budget Public Hearing (30/45/30)

CONTACT: Jim Throop, Chief Financial Officer
Jim.Throop@oxnard.org, 385-7475

RECOMMENDATION:

That City Council and the Housing Authority conduct a public hearing on the Fiscal Year 2017-18 operating and capital budgets for the City of Oxnard and the Oxnard Housing Authority; and provide staff direction regarding any adjustments to the proposed budgets, in preparation for final budget adoption on June 20, 2017.

BACKGROUND

On June 5th and 7th, the City Council conducted study sessions on the budget for FY2017-18, including receiving the City Manager's budget recommendations. At the meetings, City Council discussed many aspects of the budget, including understanding requested City program augmentations that tie into the Council Priorities as well as the discussion of the projected Fund Operating Reserve. The budget adoption is scheduled for June 20th.

The citywide FY2017-18 proposed budget is \$414 million and attached is the City Manager's message.

FINANCIAL IMPACT

Fiscal Year 2017-18 Preliminary Operating & Capital Budget Public Hearing (30/45/30)

June 13, 2017

Page 2

Conducting this public hearing on the budget does not have a financial impact until such time as the City Council adopts the budget.



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: 1

DATE: June 13, 2017

TO: Housing Authority

THROUGH: Greg Nyhoff
City Manager

A handwritten signature in blue ink, appearing to read "Greg Nyhoff".

FROM: Arturo Casillas
Housing Director

A handwritten signature in black ink, appearing to read "Arturo Casillas".

SUBJECT: Low Rent Public Housing Budget for Fiscal Year 2018 (5/10/10)

CONTACT: Arturo Casillas, Housing Director
Arturo.Casillas@oxnard.org, 385-8094

RECOMMENDATION:

That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$7,427,140 operating budget for the Low Rent Public Housing program ("LRPH") for fiscal year 2018, as presented for each project area and (2) approve and authorize the use of \$211,835 of unrestricted cash/investments to fund the projected deficit.

BACKGROUND

This recommended budget pertains exclusively to the 664 units of LRPH owned and operated by the City of Oxnard Housing Authority ("OHA"). The recommended operating budget for all projects and the Central Office Cost Center ("COCC") is \$7,427,140. The operating budgets, if adopted as recommended, would result in a collective \$256,586 residual receipt.

The public housing program continues to be subject to asset management regulations in fiscal year 2017 and therefore each public housing project, as determined in previous years (i.e. 31-1 Colonia Village, 31-4 Pleasant Valley Village, etc.), is funded and budgeted for independently, as is the Central Office Cost Center ("COCC").

The Low Rent Public Housing program (“LRPH”) is funded primarily with two sources of income: tenant rental income and operating subsidy from the U.S. Department of Housing and Urban Development (“HUD”). The amount of operating subsidy received is based upon a HUD determined formula, which considers the estimated costs to run each Public Housing development and reduces that by the amount of tenant rental income received by each development. So, as tenant rental income goes up, operating subsidy decreases and vice versa. An additional consideration in estimating the amount of operating subsidy each development may receive is based on the level of funding appropriated by Congress each year for the overall program. Operating subsidy for each year is appropriated on a calendar year basis. HUD subsidy for 2017 is estimated to be prorated at 92.9% of eligibility. Subsidy for 2018 is unknown as no federal budget has been adopted, so for purposes of the budgets, the proration of funding is estimated to be 90%; and we are projecting a decrease of approximately \$319,000 in operating subsidies, offset by an increase in tenant rent of \$517,000. Staff continues to work extremely hard to maximize tenant rent through rent ranging and placing tenants in properly sized units.

The COCC operates on HUD determined fee revenue generated from the projects including a management fee, a bookkeeping fee, and an asset management fee. Also included in the fee revenue to the COCC is a concept termed “fee-for-service” which is guided by HUD regulation. Under this arrangement, for certain specialized services where providing dedicated staff to each project is not practical, a centralized service is available to the projects, charged only as they are used (i.e. higher level carpentry, electrical, plumbing, etc.). Since these fees are classified as expenses to the projects and income to the COCC, on audited financial statements the income and expense for these items would be zeroed out so as not to be double counted. On this budget document, however, they are shown both places to clearly present the entire budget for each project and the COCC.

On the expense side, the majority of line items have decreased from prior year’s budget, adjusted to bring the budget closer to anticipated actual expenses and based upon actual experience over the past three years. Expenses have decreased due to lower than expected expenses for Colonia Village. Staff will continue to closely monitor the budgets of all project areas and the COCC to try to achieve additional cost savings.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 2. Address homelessness through the development and implementation of a multi-tiered strategy.

Goal 3. Strengthen neighborhood development, and connect City, community and

Low Rent Public Housing Budget for FY 2018 (5/10/10)

June 13, 2017

Page 3

culture.

FINANCIAL IMPACT

In project areas that are expected to result in a deficit position, residual receipts from other project areas can be transferred to cover those losses at year end. However, residual receipts from project areas cannot be used to fund COCC deficits. Therefore, it is anticipated that the Housing Authority will require the use of approximately \$212,000 in COCC cash reserves in fiscal year 2018. As of April 30, 2017, the Authority's COCC Unrestricted Cash and Investments are approximately \$1,385,000 or 75% of annual operating costs.

ATTACHMENTS:

Attachment A: LRPH FY 18 Budget Resolution

Attachment B: LRPH Budget

RESOLUTION NO. _____

RESOLUTION OF THE HOUSING AUTHORITY OF THE
CITY OF OXNARD APPROVING AND ADOPTING THE LOW
RENT PUBLIC HOUSING PROGRAM OPERATING BUDGET
FOR FISCAL YEAR 2018

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared the Low Rent Public Housing Program Operating Budgets now totaling \$7,427,140 for the fiscal year 2018; and

WHEREAS, the budgeted expenditures are necessary for the efficient and economical operation of the Authority for the purpose of serving low-income families; and

WHEREAS, the budget for the fiscal year 2018 indicates a source of funding adequate to cover all proposed expenditures; and

WHEREAS, the budgeted rental charges and expenditures will be consistent with the provisions of law and the Annual Contribution Contract; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires the Authority to certify that no Authority employee is serving in a variety of positions which will exceed a 100% allocation of his/her time.

NOW THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard hereby resolves:

1. That the Low Rent Public Housing Program Operating Budgets (Operating Budgets) for the fiscal year 2018 totaling \$7,427,140 available on file at the Housing Department and incorporated in full herein by this reference is approved and adopted.
2. That no Authority employee reflected in the Operating Budgets is serving in a variety of positions which will exceed 100% allocation of his/her time.

APPROVED AND ADOPTED this 13th day of June 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Chairman

ATTEST:

APPROVED AS TO FORM:

Michelle Ascencion, Secretary Designate

Stephen M. Fischer, General Counsel

ALL PUBLIC HOUSING AND COCC (.allpham)

Property Comparison

Period = Jul 2017-Jun 2018

PROPOSED BUDGET 2017-2018

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3101-00-000 Rental Income									
3111-00-000 Tenant Rent	1,067,920	876,000	694,104	783,120	178,308	989,436	392,808	0	4,981,696
3119-00-000 Total Rental Income	1,067,920	876,000	694,104	783,120	178,308	989,436	392,808	0	4,981,696
3120-00-000 Other Tenant Income									
3120-01-000 Laundry and Vending	0	0	0	0	2,397	0	6,819	0	9,216
3120-02-000 Maintenance Charge	5,031	5,133	2,263	3,550	1,427	3,808	2,431	0	23,643
3120-04-000 Late Charges	250	100	100	350	75	150	100	0	1,125
3120-08-000 Cable Charges	15,000	10,120	7,129	9,911	4,995	10,135	10,088	0	67,378
3129-00-000 Total Other Tenant Income	20,281	15,353	9,492	13,811	8,894	14,093	19,438	0	101,362
3199-00-000 NET TENANT INCOME	1,088,201	891,353	703,596	796,931	187,202	1,003,529	412,246	0	5,083,058
3400-00-000 GRANT INCOME									
3401-00-000 HUD PHA Operating Grants/Subsidy	217,063	20,093	1,044	91,499	111,206	1,492	165,451	0	607,848
3499-00-000 TOTAL GRANT INCOME	217,063	20,093	1,044	91,499	111,206	1,492	165,451	0	607,848
3600-00-000 OTHER INCOME									
3610-00-000 Investment Income-Unrestricted	9,385	6,093	5,889	3,006	1,583	4,538	3,202	4,499	38,195
3620-00-000 Management Fee Income	0	0	0	0	0	0	0	780,440	780,440
3621-00-000 Asset Mgmt Fee Income	0	0	0	0	0	0	0	79,680	79,680
3622-00-000 Bookkeeping Fee Income	0	0	0	0	0	0	0	59,325	59,325
3623-00-000 Fee for Service Income	0	0	0	0	0	0	0	611,503	611,503
3624-00-000 IT Fees	0	0	0	0	0	0	0	9,096	9,096
3625-00-000 FFS income - outside party	0	0	0	0	0	0	0	38,549	38,549
3640-00-000 Fraud Recovery-Adm Fee	2,400	775	0	1,180	0	0	0	0	4,355
3650-00-000 Non-Dwelling Rental Income	0	0	0	53,681	0	0	0	42,467	96,148
3660-00-000 Operating Transfers IN	0	0	0	0	81,500	0	194,029	0	275,529
3699-00-000 TOTAL OTHER INCOME	11,785	6,868	5,889	57,867	83,083	4,538	197,231	1,625,559	1,992,820
3999-00-000 TOTAL INCOME	1,317,049	918,314	710,529	946,297	381,491	1,009,559	774,928	1,625,559	7,683,726
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE									
4100-99-000 Administrative Salaries									
4110-00-000 Administrative Salaries	150,291	110,732	73,058	92,195	56,134	105,577	108,103	713,286	1,409,376

ALL PUBLIC HOUSING AND COCC (.allpham)

Property Comparison

Period = Jul 2017-Jun 2018

PROPOSED BUDGET 2017-2018

		311	312	313	314	315	317	318	cocc	Total
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
4110-01-000	Administrative Temp Help	0	0	0	24,799	0	16,864	0	0	41,663
4110-04-000	Employee Benefit Contribution-Admin	90,809	71,509	44,143	56,556	37,242	66,251	74,293	399,885	840,688
4110-99-000	Total Administrative Salaries	241,100	182,241	117,201	173,550	93,376	188,692	182,396	1,113,171	2,291,727
4130-00-000	Legal Expense									
4130-01-000	Court Costs	0	673	0	95	42	0	42	0	852
4130-03-000	Tenant Screening	933	368	258	368	184	369	368	0	2,848
4130-04-000	General Legal Expense	275	832	0	0	0	0	0	0	1,107
4131-00-000	Total Legal Expense	1,208	1,873	258	463	226	369	410	0	4,807
4139-00-000	Other Admin Expenses									
4140-00-000	Staff Training	0	0	0	0	0	0	0	3,115	3,115
4150-00-000	Travel	0	0	0	0	0	0	0	2,532	2,532
4171-00-000	Auditing Fees	3,879	1,514	1,060	1,514	757	1,515	1,514	1,260	13,013
4173-01-000	Management Fee	130,090	89,860	63,478	90,163	44,981	90,523	90,062	0	599,157
4173-02-000	Asset Management Fees	17,280	12,000	8,400	12,000	6,000	12,000	12,000	0	79,680
4173-03-000	Bookkeeping Fees	12,870	8,910	6,285	8,920	4,450	8,980	8,910	0	59,325
4182-00-000	Consultants	0	0	0	0	0	0	0	271	271
4189-00-000	Total Other Admin Expenses	164,119	112,284	79,223	112,597	56,188	113,018	112,486	7,178	757,093
4190-00-000	Miscellaneous Admin Expenses									
4190-01-000	Membership and Fees	150	90	63	90	45	90	90	1,313	1,931
4190-02-000	Publications	84	45	32	45	22	44	45	273	590
4190-03-000	Advertising	1,041	722	506	722	447	722	894	0	5,054
4190-04-000	Office Supplies	833	582	390	421	165	537	338	2,091	5,357
4190-05-000	Fuel-Administrative	297	116	123	230	147	403	238	1,554	3,108
4190-06-000	City Overhead	7,301	5,708	4,081	6,064	2,600	8,523	5,102	34,598	73,977
4190-07-000	Telephone	4,519	2,411	1,836	4,006	5,935	4,051	7,324	16,280	46,362
4190-08-000	Postage	2,468	1,498	951	1,575	271	1,664	452	3,651	12,530
4190-09-000	Paper	585	302	211	255	83	265	165	1,283	3,149
4190-10-000	Copiers	1,749	1,089	-2,859	178	460	183	928	412	2,140
4190-11-000	Printer Supplies/Services	1,231	858	535	536	388	621	820	2,788	7,777
4190-12-000	Misc Computer Equipment	123	103	71	56	52	56	72	8,742	9,275
4190-13-000	Internet	949	553	387	1,410	1,487	1,409	1,489	3,197	10,881
4190-14-000	Software/Maintenance Fees	4,630	2,322	2,227	2,504	1,554	3,198	3,015	13,531	32,981
4190-15-000	Cell Phones/Pagers	663	423	349	259	129	533	261	5,220	7,837
4190-18-000	Small Office Equipment	276	715	105	401	329	362	328	273	2,789
4190-20-000	Bank Fees	0	0	0	0	0	0	0	3,861	3,861
4190-21-000	Cable Charges	15,207	10,560	7,392	10,560	5,280	10,560	10,560	0	70,119
4190-22-000	Other Misc Admin Expenses	186	100	76	141	27	133	55	746	1,464
4190-23-000	Storage	334	164	116	243	39	196	49	536	1,677
4191-00-000	Total Miscellaneous Admin Expenses	42,626	28,361	16,592	29,696	19,460	33,550	32,225	100,349	302,859
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	449,053	324,759	213,274	316,306	169,250	335,629	327,517	1,220,698	3,356,486

ALL PUBLIC HOUSING AND COCC (.allpham)

Property Comparison

Period = Jul 2017-Jun 2018

PROPOSED BUDGET 2017-2018

		311	312	313	314	315	317	318	cocc	Total
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
4200-00-000	TENANT SERVICES									
4220-00-000	Resident Council	1,634	1,336	945	1,310	661	1,323	1,323	0	8,532
4220-01-000	Other Tenant Svcs.-OHA	1,089	891	630	873	441	882	882	0	5,688
4230-00-000	Tenant Services Contract Costs	1,200	706	494	3,600	2,400	3,600	2,400	0	14,400
4299-00-000	TOTAL TENANT SERVICES EXPENSES	3,923	2,933	2,069	5,783	3,502	5,805	4,605	0	28,620
4300-00-000	UTILITIES									
4310-00-000	Water	78,696	48,175	42,459	51,347	9,754	71,082	24,301	1,723	327,537
4320-00-000	Electricity	12,468	9,176	5,680	17,530	30,498	20,266	53,097	18,560	167,275
4320-01-000	Electricity-Vacant Units	544	56	69	76	0	113	0	0	858
4330-00-000	Gas	372	151	106	1,407	11,589	640	24,212	569	39,046
4330-01-000	Gas-Vacant Units	1,236	138	47	131	0	103	0	0	1,655
4340-00-000	Garbage/Trash Removal	70,643	36,122	44,511	48,240	5,588	53,671	11,841	2,374	272,990
4340-01-000	Dump Expense	1,582	1,013	1,250	737	102	1,606	214	0	6,504
4390-00-000	Sewer	77,141	40,907	33,554	37,560	9,545	46,571	20,709	646	266,633
4399-00-000	TOTAL UTILITY EXPENSES	242,682	135,738	127,676	157,028	67,076	194,052	134,374	23,872	1,082,498
4400-00-000	MAINTENANCE AND OPERATIONS									
4400-99-000	General Maint Expense									
4410-00-000	Maintenance Salaries	37,986	37,986	33,461	40,664	11,724	42,310	23,448	170,119	397,698
4410-01-000	Maintenance Labor-Grounds	17,420	12,098	8,468	37,986	5,386	50,128	12,209	6,217	149,912
4410-02-000	Maint-On Call Service	0	0	0	0	0	0	0	4,906	4,906
4410-03-000	Maintenance - Temporary Labor	0	0	0	0	0	0	0	47,112	47,112
4410-04-000	Maintenance OT	0	0	0	0	0	0	0	48,000	48,000
4410-05-000	Grounds - OT	5,475	5,296	4,630	9,861	0	16,676	8,979	3,077	53,994
4410-06-000	Employee Benefits Contribution-Maint.	35,160	31,782	26,038	48,713	10,857	57,664	22,627	107,732	340,573
4411-00-000	Maintenance Uniforms	535	325	217	363	113	354	251	2,381	4,539
4413-00-000	Vehicle Gas, Oil, Grease	2,853	1,731	1,529	1,692	439	2,501	1,014	8,381	20,140
4419-00-000	Total General Maint Expense	99,429	89,218	74,343	139,279	28,519	169,633	68,528	397,925	1,066,874
4420-00-000	Materials									
4420-01-000	Supplies-Paint	6,759	3,055	567	2,189	617	2,948	609	422	17,166
4420-02-000	Supplies-Grounds	1,840	888	321	1,839	73	2,986	338	1,333	9,618
4420-03-000	Supplies-Appliance	3,415	3,232	2,804	3,954	1,489	2,033	1,756	46	18,729
4420-04-000	Supplies-Plumbing	11,191	7,148	6,587	9,901	1,982	6,019	6,236	70	49,134
4420-05-000	Supplies-Electrical	3,384	3,462	3,606	7,516	455	3,220	2,350	482	24,475
4420-06-000	Supplies-Building Repairs	9,349	10,031	5,313	3,382	1,538	2,719	2,485	341	35,158
4420-07-000	Supplies-Windows	1,309	777	384	4,013	1,448	1,835	70	473	10,309
4420-08-000	Supplies-Locks	1,373	991	3,429	665	964	231	337	324	8,314
4420-09-000	Supplies-Janitorial/Cleaning	2,995	1,435	782	3,399	1,797	1,294	2,452	5,331	19,485

ALL PUBLIC HOUSING AND COCC (.allpham)

Property Comparison

Period = Jul 2017-Jun 2018

PROPOSED BUDGET 2017-2018

		311	312	313	314	315	317	318	cocc	Total
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
4420-10-000	Supplies-Safety	1,268	672	624	1,209	752	588	1,167	2,495	8,775
4420-11-000	Tools and Equipment	1,068	711	899	629	373	341	1,113	4,641	9,775
4420-12-000	Grounds Tools and Equipment	992	255	235	632	24	1,053	99	47	3,337
4429-00-000	Total Materials	44,943	32,657	25,551	39,328	11,512	25,267	19,012	16,005	214,275
4430-00-000	Contract Costs									
4430-01-000	Contract-Fire Alarm/Extinguisher	892	1,552	295	4,660	2,067	942	5,503	251	16,162
4430-02-000	Contract-Appliance Repair	3,919	1,828	1,377	1,865	1,330	2,138	3,077	24	15,558
4430-03-000	Contract-Building Repairs-Misc	13,691	5,564	3,438	6,148	3,056	8,263	5,658	9,182	55,000
4430-04-000	Contract-Unit Turnaround	128,341	46,009	23,712	35,633	16,468	39,266	21,815	0	311,244
4430-05-000	Contract-Painting	5,380	7,478	4,640	4,320	603	7,777	4,130	142	34,470
4430-06-000	Contract-Electrical	7,155	4,815	1,823	5,550	1,435	5,706	3,848	649	30,981
4430-07-000	Contract-Pest Control	1,121	1,315	104	1,906	13,035	5,485	56,567	2,567	82,100
4430-08-000	Contract-Floor Covering	530	2,011	1,488	2,205	917	1,523	1,697	0	10,371
4430-09-000	Contract-Grounds	2,195	94	424	2,585	0	4,914	22	0	10,234
4430-10-000	Contract-Janitorial/Cleaning	3,257	1,416	991	2,868	11,182	925	14,322	29,086	64,047
4430-11-000	Contract-Plumbing	60,413	28,977	13,217	22,262	12,113	50,215	22,992	705	210,894
4430-12-000	Contract-Window Covering	0	0	0	2	1,768	0	1,942	197	3,909
4430-13-000	Contract-HVAC	1,184	562	393	957	5,630	593	4,877	3,889	18,085
4430-14-000	Contract-Vehicle Maintenance	1,897	1,083	703	879	484	1,440	1,043	5,521	13,050
4430-15-000	Contract-Equipment Rental	752	156	122	140	35	211	75	0	1,491
4430-16-000	Contract-Equipment Repair	639	246	284	965	2,581	1,141	2,693	166	8,715
4430-17-000	Contract-Elevator Maintenance	0	0	0	0	2,918	0	4,693	1,920	9,531
4430-18-000	Contract-Alarm Monitoring	3,841	2,131	1,492	2,839	3,139	1,629	2,455	6,201	23,727
4430-19-000	Contract-Tree Trimming	633	50	2,433	5,500	0	1,067	0	0	9,683
4430-22-000	Contract-IT Contracts	1,706	775	492	1,246	1,568	978	2,331	0	9,096
4430-23-000	Contract-Lock Outs	54	135	39	90	540	65	1,485	0	2,408
4430-24-000	Contract-Inspections	4,350	3,484	2,320	3,331	2,000	5,989	2,569	0	24,043
4430-99-000	Contract Costs-Other	2,544	1,762	1,233	1,762	881	1,762	1,762	0	11,706
4439-00-000	Total Contract Costs	244,494	111,443	61,020	107,713	83,750	142,029	165,556	60,500	976,505
4499-00-000	TOTAL MAINTENANCE EXPENSE	388,866	233,318	160,914	286,320	123,781	336,929	253,096	474,430	2,257,654
4500-00-000	GENERAL EXPENSES									
4510-00-000	WC Insurance	15,694	13,773	11,225	20,344	4,992	23,848	10,268	91,934	192,078
4510-10-000	Auto Insurance	2,988	2,253	1,616	2,825	1,369	2,616	2,784	11,617	28,068
4510-11-000	Property Insurance	25,128	13,424	24,400	24,949	3,189	27,233	5,919	3,102	127,344
4510-12-000	General Liability Insurance	6,642	3,899	2,726	4,453	1,488	3,974	2,980	757	26,919
4510-13-000	Fidelity Insurance	374	259	182	259	130	259	259	96	1,818
4510-14-000	City-Umbrella Policy	15,882	9,321	6,518	10,644	3,565	9,550	7,139	1,805	64,424
4510-15-000	Broker Fees	3,573	2,017	2,942	3,304	628	3,469	1,215	1,584	18,732
4510-16-000	Cyber Liability Insurance	338	231	162	231	116	231	231	0	1,540

ALL PUBLIC HOUSING AND COCC (.allpham)

Property Comparison

Period = Jul 2017-Jun 2018

PROPOSED BUDGET 2017-2018

		311	312	313	314	315	317	318	cocc	Total
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
4520-00-000	Payments in Lieu of Taxes	21,048	8,953	7,350	11,084	3,376	7,073	26,951	0	85,835
4570-00-000	Bad Debt-Tenant Rents	15,000	8,350	500	1,700	500	500	1,000	0	27,550
4590-00-000	Other General Expense	2,840	1,186	914	1,174	516	1,480	825	7,499	16,434
4599-00-000	TOTAL GENERAL EXPENSES	109,507	63,666	58,535	80,967	19,869	80,233	59,571	118,394	590,742
4700-00-000	HOUSING ASSISTANCE PAYMENTS									
4715-04-000	PH Tenant URP	60	96	0	72	0	216	0	0	444
4715-06-000	PH FSS Escrow Payments	40,040	22,800	23,316	11,292	0	13,248	0	0	110,696
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	40,100	22,896	23,316	11,364	0	13,464	0	0	111,140
8000-00-000	TOTAL EXPENSES	1,234,131	783,310	585,784	857,768	383,478	966,112	779,163	1,837,394	7,427,140
9000-00-000	NET INCOME	82,918	135,004	124,745	88,529	-1,987	43,447	-4,235	-211,835	256,586



CITY COUNCIL
AGENDA REPORT

TYPE OF ITEM: Report

AGENDA ITEM NO.: 2

DATE: June 13, 2017

TO: Housing Authority

THROUGH: Greg Nyhoff
City Manager

A handwritten signature in blue ink, appearing to read "Greg Nyhoff".

FROM: Arturo Casillas
Housing Director

A handwritten signature in black ink, appearing to read "Arturo Casillas".

SUBJECT: Section 8 Housing Choice Voucher Program Budget for Fiscal Year 2018
(5/10/10)

CONTACT: Arturo Casillas, Housing Director
Arturo.Casillas@oxnard.org, 385-8094

RECOMMENDATION:

That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$20,414,903 operating budget for the Section 8 Housing Choice Voucher Program ("Section 8") for fiscal year 2018 and (2) approve and authorize the use of \$172,887 of unrestricted cash/investments to fund the projected deficit.

BACKGROUND

This recommended budget pertains exclusively to the 1,825 Housing Choice Vouchers administered by the City of Oxnard Housing Authority ("OHA"). The recommended operating budget of \$20,414,903 is comprised of two parts, the housing assistance payments ("HAP") paid to landlords for subsidy of rental income and the administrative fees used to operate the administration of the Section 8 program. The HAP portion of the program is anticipated to be approximately \$18,437,502 for rental subsidies passed directly through the OHA from the Department of Housing and Urban Development ("HUD") to the private landlords in the community. Rental subsidies are known as housing assistance payments. The administrative operations are estimated to be approximately \$1,977,401, which is anticipated to result in a deficit of \$172,887.

The process of developing the budget is always difficult for several reasons. Congress and HUD allocate funding based upon a calendar year, as opposed to the Housing Authority fiscal year. Since the Congressional process for calendar year 2018 is unknown at this time, the 2017 funding methodology will be used to estimate revenues for the entire fiscal year for budget purposes. Funding in 2017 continues to be at reduced levels. HAP funding was prorated to 97.3% of what the OHA was eligible to receive while administrative funding was prorated to 75.7% of what it was eligible to receive.

The administration of the program will continue to prove difficult during the year with the diminishing resources available to run the program. Even though staff has been diligent over the years in limiting expenditures, with increasing staffing expenses and operational costs, a deficit position remains.

The proposed administrative budget results in a deficit of \$172,887 and the HAP budget shows a breakeven position.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 2. Address homelessness through the development and implementation of a multi-tiered strategy.

Goal 3. Strengthen neighborhood development, and connect City, community and culture.

FINANCIAL IMPACT

As of April 30, 2017, the Housing Authority's Section 8 Unrestricted Cash and Investments are \$923,000, or 47% of annual operating costs. It is anticipated that the Housing Authority will require the use of approximately \$172,887 of these funds in fiscal year 2018. This will leave a balance of \$750,113 in this fund.

There is no impact to the City's General Fund from the proposed action.

Section 8 HCV Program Budget for FY 2018 (5/10/10)

June 13, 2017

Page 3

ATTACHMENTS:

Attachment A: Section 8 FY 2018 Budget Resolution

Attachment B: HCV Budget

RESOLUTION NO. _____

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
OXNARD APPROVING AND ADOPTING THE SECTION 8
HOUSING CHOICE VOUCHER PROGRAM OPERATING BUDGET
FOR FISCAL YEAR 2018

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared a Section 8 Housing Choice Voucher Program Operating Budget of \$20,414,903 for the fiscal year 2018; and

WHEREAS, the budgeted expenditures are necessary for the efficient and economical operation of the Authority for the purpose of serving low-income families; and

WHEREAS, the budget for the fiscal year 2018 indicates a source of funding adequate to cover all proposed expenditures; and

WHEREAS, the budgeted expenditures will be consistent with the provisions of law and the Annual Contribution Contract; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires the Authority to certify that no Authority employee is serving in a variety of positions which will exceed a 100% allocation of his/her time.

NOW THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard hereby resolves:

1. That the Section 8 Housing Choice Voucher Program Operating Budget (Operating Budget) for the fiscal year 2018 totaling \$20,414,903 available on file at the Housing Department and incorporated in full herein by this reference is approved and adopted.
2. That no Authority employee reflected in the Operating Budget is serving in a variety of positions which will exceed 100% allocation of his/her time.

APPROVED AND ADOPTED this 13th day of June 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Chairman

ATTEST:

APPROVED AS TO FORM:

Michelle Ascencion, Secretary Designate

Stephen M. Fischer, General Counsel

**OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2018 BUDGET**

M.2.b

	Administrative Budget	Housing Asst Payment Budget	Total Budget
INCOME			
GRANT INCOME			
HAP Income		18,407,382	18,407,382
Admin Fee Income	1,769,994		1,769,994
FSS Grant Income	0		0
TOTAL GRANT INCOME	1,769,994	18,407,382	20,177,376
OTHER INCOME			
Investment Income - Unrestricted	4,400		4,400
Fraud Recovery-Adm Fee	30,120		30,120
Fraud Recovery-HAP		30,120	30,120
Misc Other Income			0
TOTAL OTHER INCOME	34,520	30,120	64,640
TOTAL INCOME	1,804,514	18,437,502	20,242,016
EXPENSES			
ADMINISTRATIVE			
Administrative Salaries			
Administrative Salaries	1,000,403		1,000,403
Administrative Temp Help	0		0
Add'l Compensation - OT	0		0
Employee Benefit Contribution-Admin	622,693		622,693
Total Administrative Salaries	1,623,096		1,623,096
Other Admin Expenses			
General Legal	4,787		4,787
Staff Training	4,815		4,815
Travel	4,403		4,403
Auditing Fees	27,653		27,653
Port Out Admin Fee Paid	21,156		21,156
Consultants	268		268
Total Other Admin Expenses	63,082		63,082
Miscellaneous Admin Expenses			
Membership and Fees	2,946		2,946
Publications	394		394
Advertising	4,798		4,798
Office Supplies	5,667		5,667
Fuel-Administrative	1,317		1,317
City Overhead	36,991		36,991
Telephone	13,352		13,352
Postage	16,618		16,618
Paper	2,981		2,981
Copiers	3,498		3,498
Printer Supplies/Services	4,954		4,954

OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2018 BUDGET

M.2.b

	Administrative Budget	Housing Asst Payment Budget	Total Budget
Misc Computer Equipment	1,943		1,943
Internet	1,739		1,739
Software Fees	28,229		28,229
Cell Phones/Pagers	1,744		1,744
Small Office Equipment	2,855		2,855
Bank Fees	2,934		2,934
Other Misc Admin Expenses	910		910
Storage	8,687		8,687
Total Miscellaneous Admin Expenses	142,557		142,557
TOTAL ADMINISTRATIVE EXPENSES	1,828,735		1,828,735
TENANT SERVICES			
Other Tenant Svcs-OHA	200		200
Tenant Services Contract Costs	2,251		2,251
TOTAL TENANT SERVICES EXPENSES	2,451		2,451
UTILITIES			
Water	516		516
Electricity	11,577		11,577
Gas	825		825
Garbage/Trash Removal	777		777
Dump Expense	41		41
Sewer	227		227
TOTAL UTILITY EXPENSES	13,963		13,963
MAINTENANCE AND OPERATIONS			
General Maint Expense			
Maintenance Salaries	0		0
Maintenance Labor-Grounds	5,386		5,386
Maintenance OT	451		451
Employee Benefits Contribution-Maint.	3,418		3,418
Maintenance Uniforms	282		282
Vehicle Gas, Oil, Grease	41		41
Total General Maint Expense	9,578		9,578
Materials			
Supplies-Paint	43		43
Supplies-Grounds	270		270
Supplies-Appliance	58		58
Supplies-Plumbing	480		480
Supplies-Electrical	261		261
Supplies-Building Repairs	585		585
Supplies-Locks	266		266
Supplies-Janitorial/Cleaning	2,002		2,002
Supplies-Safety	1,141		1,141
Tools & Equipment	46		46

OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2018 BUDGET

M.2.b

	Administrative Budget	Housing Asst Payment Budget	Total Budget
Grounds Tools & Equipment	29		29
Total Materials	5,181		5,181
Contract Costs			
Contract-Fire Alarm/Extinguisher	7		7
Contract-Appliance Repair	37		37
Contract-Building Repairs-Misc FFS	5,572		5,572
Contract-Painting	1,288		1,288
Contract-Electrical	1,052		1,052
Contract-Pest Control	4,680		4,680
Contract-Floor Covering	666		666
Contract-Janitorial/Cleaning	4,883		4,883
Contract-Plumbing	996		996
Contract-HVAC	1,736		1,736
Contract-Vehicle Maintenance	425		425
Contract-Equipment Repair	730		730
Contract-Alarm Monitoring	3,772		3,772
Contract-Tree Trimming	217		217
Contract-Inspections	31,427		31,427
Contract Costs-Other	270		270
Total Contract Costs	57,758		57,758
TOTAL MAINTENANCE EXPENSE	72,517		72,517
GENERAL EXPENSES			
WC Insurance	17,196		17,196
Auto Insurance	1,140		1,140
Property Insurance	1,176		1,176
General Liability Insurance	7,872		7,872
Fidelity	96		96
City-Umbrella Policy	18,834		18,834
Broker Fees	1,044		1,044
Cyber Liability Insurance	5,616		5,616
Other General Expense	6,761		6,761
TOTAL GENERAL EXPENSES	59,735		59,735
Asset Purchases	0		0
HOUSING ASSISTANCE PAYMENTS			
Housing Assistance Payments		17,975,089	17,975,089
Tenant Utility Payments		25,075	25,075
Portable Out HAP Payments		361,744	361,744
FSS Escrow Payments		75,594	75,594
TOTAL HOUSING ASSISTANCE PAYMENTS		18,437,502	18,437,502
TOTAL EXPENSES	1,977,401	18,437,502	20,414,903
NET INCOME	(172,887)	0	(172,887)



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: 3

DATE: June 13, 2017

TO: City Council

FROM: Stephen Fischer
City Attorney

Jefferson Billingsley

SUBJECT: Updated Code Compliance and Nuisance Abatement Provisions (5/10/15)

CONTACT: Stephen Fischer, City Attorney
Stephen.Fischer@oxnard.org, 385-7483

RECOMMENDATION:

That City Council approve the introduction and first reading by title only and waive further reading of an ordinance adding Article XIX to Chapter 7 of the Oxnard City Code relating to recording of notices of violation for property related violations and section 7-160 relating to authorizing judicial remedies and attorney's fees for nuisance actions.

BACKGROUND

In conjunction with the Code Compliance Division, the City Attorney's office is seeking updates to the Oxnard City Code to add additional tools and options for dealing with code compliance and nuisance issues within the City.

First, the proposed ordinance authorizes the recording of notices of violation as permitted by Government Code section 27201. Notices of Violation ("NOV") are used in many jurisdictions to address code compliance situations and serve to put the public on notice of code violations on specific properties. This information is particularly important for prospective purchasers and lenders as the NOV provides notice to future potential owners that a violation continues to exist on a property. The recordation of the NOV would also cause a "cloud" upon the title that would compel a property owner or responsible lender to correct violations prior to the transfer or re-financing of the property in violation. The ordinance will only apply to serious property related violations, defined as those affecting the health and safety of persons upon or near the property and other hazardous conditions related to structures. The NOV portion of the ordinance does not apply to minor non-hazardous violations or property maintenance violations.

Second, the proposed ordinance authorizes the City Attorney's office to initiate civil actions to abate nuisances in addition to the other current remedies. Civil actions would only be pursued in serious nuisance cases in consultation with all involved departments and as resources permit. Lastly, the City may provide for the recovery of attorney's fees in civil actions to abate nuisances under Government Code section 38773.5. This is provided for in the proposed ordinance.

Staff recommends updating the Oxnard City Code to adopt these additional tools and options to deal with code compliance issues in the City.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 1. Improve community safety and quality of life through a combination of prevention, intervention, and suppression efforts that address crime and underlying issues.

Objective 3a. Create a renewed focus on establishing a positive outlook and orientation of our City, neighborhoods and overall community.

FINANCIAL IMPACT

No financial impact at this time; however there is potential future cost recovery of fees as authorized by the ordinance.

ATTACHMENTS:

Attachment A: Code Compliance Ordinance

ORDINANCE OF THE CITY OF OXNARD

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD ADDING
ARTICLE XIX TO CHAPTER 7 OF THE OXNARD CITY CODE RELATING TO
RECORDING OF NOTICES OF VIOLATION FOR PROPERTY RELATED VIOLATIONS
AND SECTION 7-160 RELATING TO AUTHORIZING JUDICIAL REMEDIES AND
ATTORNEYS' FEES FOR NUISANCE ACTIONS

.....

WHEREAS, Article XI, Section 7 of the California Constitution provides that the City may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, pursuant to Government Code section 27201, the City may record notices of violations and other real property notices as authorized by local ordinance; and

WHEREAS, the City wishes to add Article XIX (Recording Notices of Violations) to Chapter 7 (Nuisances) of the Oxnard City Code to authorize the recording of notices of violations related to serious property violations with the County Recorder; and

WHEREAS, pursuant to Government Code section 38773.5, the City may provide by ordinance for the recovery of attorney's fees in nuisance abatement actions.

WHEREAS, the City wishes to add Section 7-160 to Chapter 7 of the Oxnard City Code to authorize the City Attorney's office to initiate civil actions to abate nuisances and allow for attorney's fees to the prevailing party.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES ORDAIN
AS FOLLOWS:

Part 1. Article XIX of Chapter 7 of the Oxnard City Code is hereby added to read as follows:

“ARTICLE XIX. RECORDING NOTICES OF VIOLATIONS

SEC. 7-310. PURPOSE.

(A) The city council finds that there is a need to give notice of pending and open enforcement actions and property-related code violation actions to persons who may subsequently acquire the property as a means to ensure such violations will be corrected. An appropriate method to accomplish this is through the issuance and recordation of notices of violation.

(B) The procedures established in this article shall be in addition to any criminal, civil, or other remedy established by law which may be pursued to address violations of the city code or applicable state or uniform codes.

SEC. 7-311. QUALIFYING VIOLATIONS.

This article shall apply to serious property related violations of the city code, state code or any adopted uniform code. Serious property violations are defined as those affecting the health and safety of persons upon or near the property and other hazardous conditions related to structures. This article does not apply to minor non-hazardous violations or property maintenance violations that do not pose a threat to public health and safety. The code compliance manager (manager) shall make the qualifying violation determination pursuant to this article.

SEC. 7-312. PROCEDURES.

(A) Once the manager has issued a notice of violation to a responsible person for a qualifying violation, if the property remains in violation after the deadline established in the notice, the manager may record the notice of violation with the Ventura County Recorder's office. For purposes of this article, the responsible person shall be as defined in section 7-51(J) of this code.

(B) Before recordation, the manager shall provide the responsible person with the notice of violation which shall state that such notice will be recorded unless a written request to appeal the action is received pursuant to the procedures outlined in this article. The notice of violation shall be served in accordance with the methods set forth in section 7-313.

(C) If a written request for appeal is not received within the time frame specified in the notice of violation, the manager may thereafter cause the notice of violation to be recorded if the violations remain.

(D) The recorded notice of violation shall include the following:

- (1) The name of the responsible person;
- (2) The name of the property owner, if different from the responsible person;
- (3) Street address and parcel number;
- (4) The code section(s) in violation;
- (5) A description of the conditions which violates the applicable codes;
- (6) A list of necessary corrections to bring the property into compliance;
- (7) A deadline or specific date to correct the violations listed in the notice of violation, after which the notice of violation will be recorded;
- (8) A description of the appeal process and a written appeal form.

SEC. 7-313. SERVICE OF NOTICE OF VIOLATION.

The notice of violation shall be served in accordance with either paragraph A, B, or C of this section:

(A) An enforcement officer may personally serve the notice of violation on the responsible person. A declaration of service shall be completed and attached to a copy of the notice of violation mailed to the responsible person via first class mail.

(B) An enforcement officer may post the property in a conspicuous location with a copy of the notice of violation. A copy shall also be mailed via certified mail to the responsible person's last known address. An address shown on the county's last equalized property tax assessment rolls is deemed to be a valid address for service.

(C) If the responsible person is not the property owner; the notice shall also be mailed via certified mail to the property owner.

(D) Service is deemed accomplished on the date the notice of violation is personally served or posted in accordance with this section.

(E) A copy of the notice of violation shall be mailed via first class mail to any mortgage holder, property manager, agent for service, or owner's next of kin as applicable, but failure of one of these parties to receive notice shall not invalidate any action under this article.

SEC. 7-314. APPEAL PROCESS.

(A) An appeal of the manager's notice of violation shall utilize the procedures and timelines set forth in chapter 1, article V of this code.

(B) Upon receiving a written appeal, the manager shall schedule a hearing pursuant to the procedures set forth in section 1-58. The purpose of the hearing is for the responsible person or property owner to state any reasons why the notice of violation should not be recorded.

(C) The failure of any person to file an appeal in accordance with these provisions shall constitute a waiver of the right to an administrative hearing and shall not affect the validity of the recorded notice of violation.

SEC. 7-315. APPEAL HEARING.

(A) At the appeal hearing, the hearing officer shall only consider evidence that is consistent with the city's rules and procedures for administrative hearings, and that is relevant to the following issues:

(1) Whether the conditions listed in the notice of violation violate the city code, state code or any adopted uniform code; and

(2) Whether the manager afforded the responsible person with due process by adhering to the notification procedures specified in this article.

(B) If the hearing officer affirms the manager's decision, the manager may proceed to record the notice of violation.

(C) If the hearing officer determines that recordation is improper, the hearing officer shall invalidate the manager's decision to record the notice of violation.

SEC. 7-316. NOTICE OF COMPLIANCE.

(A) When the violations listed on the notice of violation have been corrected, the responsible person or property owner shall file with the manager a written request for a notice of compliance on a form provided by the city.

(B) Once the manager receives this request, the manager, or designee, shall re-inspect the property within twenty (20) days from receipt of the request to determine whether the violations listed in the notice of violation have been corrected and whether all necessary permits have been issued and final inspections have been performed.

(C) The manager shall provide a notice of compliance to the responsible person or property owner if the manager determines that the following conditions are met:

(1) All violations listed in the recorded notice of violation have been corrected;

(2) All necessary permits have been issued and finalized;

(3) All administrative fines or civil penalties have been paid;

(4) The party requesting the issuance of the notice of compliance shall be responsible for payment of all administrative fees necessary to reimburse the city for all costs involved in the issuance of the notice, including re-inspection.

(D) Administrative costs may include costs incurred in the investigation, inspection, re-inspection, title search, appeal hearing, and any other processing costs associated with the violations specified on the notice of violation.

(E) If the manager denies a request to issue a notice of compliance, the manager shall serve the requesting party, the responsible person and the property owner with a written explanation within five (5) days from the inspection setting forth the reasons for the denial. The written explanation shall be served by any of the methods of service listed in section 7-313 or by certified mail.

(F) The manager's decision denying a request to issue a notice of compliance constitutes the final decision in the matter and is not appealable.

(G) It shall be the responsibility of the responsible person or property owner to record the notice of compliance with the county recorder and this recording shall have the effect of canceling the recorded notice of violation.

SEC. 7-317. PROHIBITION AGAINST ISSUANCE OF CITY PERMITS.

For properties where a notice of violation has been recorded, the city may withhold permits for repair, construction and/or alteration on the affected property until a notice of compliance has been issued by the manager. The city may not withhold permits which are necessary to obtain a notice of compliance or which are necessary to correct serious health and safety violations.”

Part 2. Section 7-160 is added to Article IX of Chapter 7 of the Oxnard City Code to read as follows:

“SEC. 7-160. JUDICIAL REMEDIES.

(A) In addition to the other remedies of this chapter the city attorney is authorized to:

(1) Commence a civil action in the superior court to enforce all or any of the provisions of any abatement order;

(2) Commence a civil action, including seeking a receivership, to abate a public nuisance as an alternative to, or in conjunction with, an administrative proceeding pursuant to this chapter.

(B) In any civil action, administrative or special proceeding brought to abate a public nuisance, the prevailing party will be entitled to recover attorneys’ fees; provided, that attorneys’ fees will only be available in those actions or proceedings in which the city has provided notice at the commencement of such action or proceeding that it intends to seek and recover its own attorneys’ fees. In no action or proceeding shall an award of attorneys’ fees exceed the amount of reasonable attorneys’ fees incurred by the city in the action or proceeding.”

Part 3. If any provision(s) of this ordinance or the application thereof to any person or circumstances is held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any other provision or application, and to this end the provisions of this ordinance are declared to be severable. The City Council hereby declares that they would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, parts or portions thereof be declared invalid or unconstitutional.

Part 4. Exempt from CEQA. The City Council determines and finds that this ordinance is exempt from the California Environmental Quality Act under section 15061(b)(3) because the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

Part 5. Pursuant to Government Code Section 36933(c)(1), the City Attorney was designated to prepare, and the City Clerk published, a summary of this ordinance, and a certified copy of the ordinance was posted in the Office of the City Clerk a minimum of five days before the City Council's adoption of the ordinance.

Part 6. The City Clerk shall certify as to the adoption of this ordinance and shall cause the summary thereof to be published within fifteen calendar (15) days of the adoption and shall post a certified copy of this ordinance, including the vote for and against the same, in the office of the City Clerk, in accordance with Government Code Section 36933. Ordinance No. ____ was first read on _____, 2017 and finally adopted on _____, 2017 to become effective thirty days thereafter.

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Mayor

ATTEST:

Michelle Ascencion, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney