

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, 305 West Third Street 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.ci.oxnard.ca.us.



AGENDA

OXNARD CITY COUNCIL

*OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

*OXNARD FINANCING AUTHORITY

*OXNARD HOUSING AUTHORITY

Regular Meetings

City Council Chambers, 305 West Third Street, Oxnard

March 15, 2016

4:30 P.M. Closed Session

6:00 P.M. Regular Session

A. ROLL CALL/POSTING OF AGENDA

*** The Oxnard Community Development Commission Successor Agency, the Oxnard Financing Authority and the Oxnard Housing Authority will not meet because there are no items requiring consideration on this date.**

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

C. CLOSED SESSION - 4:30 P.M. (See Page 4 for a Description of Closed Session Items).

D. OPENING CEREMONIES – 6:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Resolution Commending Peggy Rivera for Nine-Years of Service as a Homelessness Commissioner for the City of Oxnard. (001)
RECOMMENDATION: Approve.
2. SUBJECT: Introduction of New Public Information Officer.

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.ci.oxnard.ca.us.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (30 Minutes)

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. 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 any 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. The presiding officer shall limit public comments to three minutes.

G. 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.

H. 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.

I. INFORMATION/CONSENT AGENDA (10 Minutes)

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for February 9 and 23, 2016: and Minutes of the Special Meetings of the Oxnard City Council for February 29, 2016. (003)
RECOMMENDATION: Approve.
Legislative Body: CC Contact: Daniel Martinez Phone: 385-7803

City Manager Department

2. SUBJECT: Agreements for City Council Review. (015)
RECOMMENDATION: Pursuant to Ordinance 2835 and Resolution 13,932, approve and authorize the City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, which are described on the attached list.
Legislative Body: CC Contact: Greg Nyhoff Phone: 385-7430

Development Services Department

3. SUBJECT: Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) "The Courts at La Colonia Village". Filed Jointly by the Oxnard Housing Authority (OHA), 435 South D Street, Oxnard, CA 93030 and John Bigley, Urban Housing Communities, LLC, 2000 East Fourth Street, Suite 205, Santa Ana, CA 92705. (017)
RECOMMENDATION: Adopt a resolution approving Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) for property located at the northeast corner of the intersection of East First Street and North Marquita Street, subject to certain findings and conditions.
Legislative Body: CC Contact: Ashley Golden Phone: 385-7868

4. SUBJECT: Second Reading and Adoption of Ordinance No. 2904 Approving PZ No. 15-630-02 (Specific Plan Amendment No. 1 to the Village Specific Plan). (041)
RECOMMENDATION: Adopt Ordinance No. 2904 approving PZ No. 15-630-02 (Specific Plan Amendment No. 1 to the Village Specific Plan) for map and text amendments to the Village Specific Plan.
Legislative Body: CC Contact: Ashley Golden Phone: 385-7868

Finance Department

5. SUBJECT: Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract (A-7860) for DS14-22 Transit Stop Enhancement at Vineyard Ave. (047)
RECOMMENDATION: 1) Award Agreement No. A-7860 to the lowest responsible and responsive bidder, Toro Enterprises, in the amount of \$123,308.00 for Project Specification No. DS14-22 Transit Stop Enhancement at Vineyard Avenue project; and 2) Authorize the Purchasing Agent to issue and execute the Agreement upon receipt of final documents.
Legislative Body: CC Contact: Mike More Phone: 385-7480

J. PUBLIC HEARINGS

K. APPOINTMENT ITEMS

L. REPORTS

Human Resources Department (5/5 Minutes)

1. SUBJECT: Approval of Resolutions Authorizing Full-Time Equivalent Positions and Approving Changes to Section XII of the Personnel Rules and Regulations Setting the Classification and Salary Schedule. (075)
RECOMMENDATION: Adopt Two Resolutions: 1) Repealing Resolution No. 14,873 authorizing full-time equivalent positions and setting the authorized full-time equivalent positions; and 2) Repealing Resolution No. 14,874 setting the classification and salary schedule; and approving changes to Section XII of the Personnel Rules and Regulations setting the classification and salary schedule.
Legislative Body: CC Contact: Tabin Cosio Phone: 385-7590

Development Services (10/60 Minutes)

2. SUBJECT: Possible Amendments to the Oxnard City Urban Restriction Boundary (CURB) and the Save Open Space and Agricultural Resources (SOAR) Ordinance. (103)
RECOMMENDATION: Receive a report and provide direction to staff regarding placing an amendment to CURB and/or SOAR before qualified City of Oxnard voters at a statewide election.
Legislative Body: CC Contact: Ashley Golden Phone: 385-7868

Finance Department (15/40 Minutes)

3. SUBJECT: Review of the City's Financial Management Policies. (121)
RECOMMENDATION: Receive and file the attached update on the City's Financial Management Policies.
Legislative Body: CC Contact: Maria Hurtado Phone: 385-7430

City Manager Department (10/15 Minutes)

4. SUBJECT: Review of City Council Policy Regarding Placement of Items on Future City Council Agendas. (141)
RECOMMENDATION: Consider and provide direction to the City Manager regarding the proposed policy regarding placement of items on future City Council agendas.
Legislative Body: CC Contact: Maria Hurtado Phone: 385-7430

M. 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.

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

O. 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.

P. 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.

Q. STUDY SESSION

C. CLOSED SESSION – Continued from page 1

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- CC On the advice of the Interim City Attorney, pursuant to Government Code section 54956.9(d)(4), based on existing facts and circumstances, the City Council shall decide whether to initiate litigation in one potential case.

The Interim City Attorney requested that this item be discussed in closed session under the Brown Act exception of Conference with Legal Counsel – Anticipated Litigation.

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

CC Title: City Manager

The Interim City Attorney requested that this item be discussed in closed session under the Brown Act exception of Government Code section 54957(b)(1) (public employee performance evaluation).

R. ADJOURNMENT

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
COMMENDING PEGGY RIVERA FOR NINE YEARS OF SERVICE AS A
HOMELESSNESS COMMISSIONER FOR THE CITY OF OXNARD

WHEREAS, Peggy Rivera served as a member of the Commission on Homelessness for the City of Oxnard from February, 2007 to February, 2016; and

WHEREAS, during her tenure, Peggy Rivera served with distinction, and was on multiple occasions elected as the Chair and the Vice-Chair of the Commission on Homelessness; and

WHEREAS, Peggy Rivera consistently reviewed all materials submitted for Commission on Homelessness consideration and carefully weighed the viewpoints of all who appeared before the Commission on Homelessness; and

WHEREAS, as Chair of the Commission on Homelessness, Ms. Rivera ensured that the opinions of all commissioners were carefully considered and respected; and

WHEREAS, during her tenure as a member of the Commission on Homelessness, Ms. Rivera demonstrated great leadership and dedication, and faithfully provided recommendations to City Council in accordance with the mandate of the Commission on Homelessness; and

WHEREAS, as a citizen leader on the Commission on Homelessness, Ms. Rivera participated in deliberations and decisions on many significant projects that have impacted the homeless community and the entire City of Oxnard.

NOW, THEREFORE, the City Council of the City of Oxnard does hereby resolve to commend, recognize and extend its gratitude to Peggy Rivera for nine years of dedicated public service and for her significant leadership role as a member of the Oxnard Commission on Homelessness and offer best wishes for success and in all future endeavors.

PASSED AND ADOPTED this 15th day of March, 2016 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Mayor

ATTEST:

APPROVED AS TO FORM:

Daniel Martinez, City Clerk

Stephen M. Fischer, Interim City Attorney

MINUTES
OXNARD CITY COUNCIL
Regular Meeting
February 09, 2016

A. ROLL CALL/POSTING OF AGENDA

At 5:07 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday at City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Stephen Fischer, Interim City Attorney and Ashley Golden, Development Services Director.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

Development Services Department

1. SUBJECT: Study Session Regarding Possible Amendments to the Oxnard City Urban Restriction Boundary (CURB) and the Save Open Space and Agricultural Resources (SOAR) Ordinance. (001)

RECOMMENDATION: Conduct a study session and provide preliminary comments concerning the Ventura County SOAR organization's request for CURB line and SOAR Ordinance text amendments.

DISCUSSION: The Development Services Director reviewed the history of current SOAR; voting process; current SOAR time schedule to expire in 2020; possible options to change SOAR and projected affordable housing needs.

Richard Francis reviewed the past SOAR Initiative process, suggested changes to the current SOAR and request that the Council place the initiative on the November 8, 2016 ballot.

Public comments was received from: Jurgen Gramckow; Mark Spellman; Tom Cady; Nancy Lindholm; Manuel M. Lopez; Jess Herrera; Shirley Godwin; Nancy Pederson; Pat Brown; Dick Jacquez; Michael Stubblefield; David Valenzuela; Larry Godwin; Barbara Marci-Ortiz; Gwen Vanoni; Janis McCormick; Lynn Jensen; Anthony Mireles; George Miller; Kevin McAree; Kitty Merill; Jeff Douglas; Marta Brown; Linda Parks; Keith Workman; Bob Kerman; Harold Ceja and Aaron Starr.

The City Council discussed: need to analyze SOAR issues; public outreach; following current SOAR guidelines; housing issues; SOAR being concurrent with 2030 General Plan; the initiative process and healthy "public" discussions.

ACTION: Received report and provided comments to staff.

D. OPENING CEREMONIES

At 7:49 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence for Mena Rios. Mayor Flynn presided. Additional staff members present were: Terrel Harrison, Recreation/PAL Director; Arturo Castillo, Housing Director; Jason M. Samonte, Traffic Engineer; Bryan Brice, Fire Chief; David Millican, Special Financial Counsel; Joseph Lillio, Chief Financial Officer; Tabin Cosio, Human Resources Director and Lisa Yoshimura, Assistant Human Resource Director.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Resolution to Vernon Staples for Twenty-Nine Years of Exemplary Service to the City of Oxnard. (017)
RECOMMENDATION: Approve.
DISCUSSION: Mayor Flynn presented a Resolution to Vernon Staples who wished the City well and commented on his enjoyment of retirement.
ACTION: Approve **Resolution No. 14, 895** (Ramirez/Perello) unanimously
2. SUBJECT: Introduction of Sheri Boles, City of Oxnard's Liaison to the California Public Utilities Commission.
ACTION: Removed from agenda.
3. SUBJECT: Presentation and Update by Councilmember Dorina Padilla on upcoming visit by the North American Travel Journalist Association's (NATJA) Annual Conference.
DISCUSSION: Councilmember Padilla announced that North American Travel Journalist Association's Annual conference would be held April 4-8, 2016 in Oxnard. Alyce Bosacki, California Welcome Center, reviewed the activities planned and advertisement value.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: David Maron (presented Region Report); Harold Ceja (recognized work of Dan Rydberg); Steve Huber (Army Band at Oxnard College) and Woodard Thomas (Social Security appeal).

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comments received from: Recreation/PAL Director and Kim Gibas, Strawberry Board (I-1(a)); Interim City Attorney (I-1(b)); Housing Director (I-1(c)); Traffic Engineer (I-2) and Fire Chief (I-3).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

1. SUBJECT: Agreements for City Council Review. (019)
RECOMMENDATION: Approve and authorize the City Manager to execute the agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, which are described on the attached list.

Development Services Department

2. SUBJECT: Cooperative Agreement with CalTrans for the Rice/Fifth Bridge Project Approval and Environmental Document (PA&ED). (023)
RECOMMENDATION: Authorize the City Manager to sign a Cooperative Agreement between the City and CalTrans (A-7845) for the completion of the Rice/Fifth Bridge Project Approval and Environmental Document (PA&ED).

Fire Department

3. SUBJECT: Funding of Three Replacement Vehicles from CUPA Capital Equipment Fund. (055)
RECOMMENDATION: Appropriate \$86,137 from the CUPA Capital Equipment Fund 373 fund balance for the purchase and outfitting of three vehicles for the Certified Unified Program Agency (CUPA) inspectors.

Recreation and Community Services Department

4. SUBJECT: Ventura County Area Agency Aging Senior Nutrition Program. (061)
RECOMMENDATION: Adopt **Resolution No. 14,896** authorizing the City Manager or his designee to submit an application for \$97,056.25 in Ventura County Area Agency on Aging Older Senior Nutrition Program grant funds. to be used for the Senior Nutrition Grant Program.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended (Perello/Ramirez)
Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn.

J. PUBLIC HEARINGSK. APPOINTMENT ITEMSL. REPORTSFinance Department

1. SUBJECT: Fiscal Year 2015-16 Mid-Year Budget Update. (071)
RECOMMENDATION: 1) Receive Fiscal Year 2015-16 Mid-Year General Fund Budget Update; 2) Approve the budget adjustments and appropriations to Fiscal Year 2015-16; and 3) Approve the Staff recommendation for temporary and permanent staffing needs of the Finance Department.
DISCUSSION: The City Manager, Assistant City Manager and Special Financial Counsel reviewed the status of the budget including projected revenues, projected expenditures, franchises fees, business licenses, questions from State Control Office, Finance Department staffing levels and upcoming "audit finding" schedule.

Public comments were received from: Pat Brown, Jim Lavery and George Miller.

The City Council commented on the "budget figures" being presented; completing the City's financial audit; examining "municipal fees" of the community; possible cuts of salaries and possible retirement benefit changes.

ACTION: Approve as recommended (Padilla/Ramirez) Ayes: MacDonald, Padilla, Perello, Flynn and Ramirez.

O. PUBLIC COMMENTS ON REPORTS

ACTION: The City Council voted to act on the remaining agenda item (Flynn/MacDonald) unanimously.

Human Resources Department

2. SUBJECT: Approve the Recommendation by the Director of Human Resources to Select Keenan and Associates to Provide Insurance Broker Services for the City of Oxnard. (091)

RECOMMENDATION: 1) Adopt **Resolution No. 14,897** authorizing the selection of Keenan and Associates to provide Insurance Broker Services; and 2) Authorize the City Manager or his designee to execute an agreement (7369-16-HR) with Keenan and Associates to provide insurance broker services.

DISCUSSION: The Human Resources Director and Assistant Human Resources Director reviewed the hiring process, qualifications of Keenan and services to be provided.

Public comments received from: Woodrow Thomas.

ACTION: Approved as recommended (MacDonald/Perello). Ayes: MacDonald, Padilla, Perello, Flynn and Ramirez.

M. REPORT OF CITY MANAGER

The City Manager commented on the actions of the City Council to deal with the financial issues of the City.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council discussed: creating community partnerships to accomplish community projects (Padilla); North American Travel Journalist Association's Annual Conference (Padilla); meeting with the local (County) military commands to preparation of the annual Washington D.C. trip (MacDonald) and filming of Fiscal Task Force meetings (Perello).

R. ADJOURNMENT

At 11:11 p.m., the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

MINUTES
OXNARD CITY COUNCIL
Regular Meeting

Meeting Location: City Council Chambers, 305 West Third Street, Oxnard

Teleconference Location: The Mayflower Hotel, 1127 Connecticut Avenue NW, Washington DC 20036
(Mezzanine Level)
February 23, 2016

A. ROLL CALL/POSTING OF AGENDA

At 4:35 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Carmen Ramirez, Bryan A. MacDonald and Dorina Padilla were present. Councilmember Bert Perello was present at The Mayflower Hotel, 1127 Connecticut Avenue NW, Washington DC 20036. Mayor Tim Flynn was absent. Mayor Pro Tem Ramirez presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Scott Whitney, Assistant City Manager and Stephen Fischer, Interim City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 4:38 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54957.6 to review the status of labor negotiations and to review its available funds and funding priorities for the purpose of providing instructions to the City's negotiators, J Tabin Cosio, Director of Human Resources, and Jon Holtzman, City's labor attorney, regarding the position titles specified in Unrepresented Employee: City Attorney and Employee organizations: International Association of Firefighters, AFL-CIO (IAFF), Local No. 1684; Oxnard Peace Officers' Association (OPOA); Service Employees International Union CTW, CLC, Local 721 (SEIU Local 721); International Union of Operating Engineers AFL-CIO, Local No. 501 (IUOE Local 501); Oxnard Public Safety Management Employees' Association (Police Unit); Oxnard Public Safety Management Employees' Association (Fire Unit); and Oxnard Mid-Managers' Association (OMMA); **Unrepresented employees:** Assistant City Manager, Chief Financial Officer, City Clerk, City Treasurer, Deputy City Manager, Development Services Director, Fire Chief, Housing Director, Human Resources Director, Economic Development Director, I.T. Director, Library Director, Police Chief, Utilities Director (**Department Directors**); Assistant City Attorney, Assistant Director of Human Resources, Community Relations and Public Affairs Manager, Deputy City Attorney, Law Office Manager, Human Resources Manager, Workers' Compensation Manager, Management Analyst III (C) (**Confidential Mid-Managers**); Accountant II (C80), Accounting Technician (C67), Administrative Assistant (C70), Administrative Legal Assistant (C70), Administrative Legal Secretary I (C25), Administrative Legal Secretary II (C35), Administrative Legal Secretary III (C50), Administrative Secretary I (C15), Administrative Secretary II (C30), Administrative Secretary III (C40), Administrative Services Assistant (C70), Administrative Technician (C60), Employee Relations Coordinator (C67), Executive Assistant I (C80), Executive Assistant II (C85), Human Resources Technician (C70), Office Assistant I (C10), Office Assistant II (C20), Paralegal (C75), Safety Specialist (C72), Senior Administrative Legal Secretary (C65), Senior Administrative Secretary (C55), Senior Benefits Coordinator (C75), Senior Human Resources Coordinator (C75), Workers' Compensation Specialist (C69) (**Confidential Employees**); unrepresented Limited Benefit Employees.

At 4:51p.m., Mayor Flynn was present and presided.

At 6:22 p.m. the City Council reconvened and recessed to the evening session.

D. OPENING CEREMONIES

At 6:23 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: Maria Hurtado, Assistant City Manager; Jeri Williams, Police Chief; Bryan Brice, Fire Chief; Ashley Golden, Development Services Director; Tabin Cosio, Human Resources Director; Keith Brooks, IT Director and David Millican, Special Financial Counsel.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Proclamation Designating February 27, 2016, as "Volunteer Income Tax Assistance Program" Day.

DISCUSSION: Mayor Flynn presented a proclamation to Councilman MacDonald recognizing Income Tax Assistance Program and the volunteers who assist in this program.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Jim Carr (Ed Hunt Rehab Point); Gloria Delgado (low flying aircraft); Ed Ellis (dogs on Ormond Beach (Coastal Commission looking into jurisdiction)); Larry Stein (CAGs & Task Force reports); Steve McNaughten (public safety concerns); Dan Nahmias (public safety concerns); Bob Kerman (public safety concerns); Dan Kalbacher (public safety concerns including life guards); Julie Mills (public safety concerns, red light signal); Woodrow Thomas (medical marijuana); Martin Jones (City finances); Bill Wellman (Grand Jury information); Mike Johnson (public safety concerns); Irene Pinkard (Black History Month); Elma del Aguila & Alexis Juarez (beach mural); Pat Brown (traffic on Oxnard Blvd, signal lights); Michael Gleason (Councilmembers listening to comments of speakers) and Greg Runyon (respecting the rights of community individuals).

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were provided by: the Interim City Attorney (I-1); City Manager and Assistant City Manager (Hurtado) (I-3(e)).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Julie Miller (I-3(e)); Daniel Kalbacher (I-3(e)); Michael Gleason (I-3(e)); Jeff Donabedian (I-3) and Steve Nash (I-3(e)).

At 8:02 p.m., Mayor Flynn left the meeting and Mayor Pro Tem Ramirez presided. At 8:04 p.m., Mayor Flynn returned and presided.

I. INFORMATION/CONSENT AGENDA

City Attorney Department

1. SUBJECT: Conflict of Interest Code Amendment. (001)
RECOMMENDATION: Adopt **Resolution No. 14,898** repealing Resolution No. 14,456 and adopting an amended Conflict of Interest Code pursuant to the Political Reform Act.

City Clerk Department

2. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for January 12, 19, and 26, and February 2, 2016. (028)
RECOMMENDATION: Approve.

City Manager Department

3. SUBJECT: Agreements for City Council Review. (051)
RECOMMENDATION: Approve and authorize the City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, which are described on the attached list.*#

Public Works Department

4. SUBJECT: Department of Resources Recycling and Recovery (CalRecycle) Payment Programs. (056)
RECOMMENDATION: 1) Adopt **Resolution No. 14,899** authorizing the City Manager or designee to submit to CalRecycle applications for various payment programs to encourage and enhance recycling in Oxnard; and 2) Authorize the City Manager or designee to appropriate the funds upon receipt.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended (Ramirez/Padilla) with removal of (I-3 (b)(c)(d)) to after L-1 of the agenda. Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn. *Abstain: Perello I-3(e) only. #Noes: MacDonald I-3(e) only.

RECESS

At 8:09 p.m., the City Council recessed and at 8:21 p.m., the City Council reconvened.

J. PUBLIC HEARINGS

ACTION: Mayor Flynn declared the public hearing open.

DISCUSSION: The City Clerk reported on posting, publication and that there were no written communications received.

Development Services Department

1. SUBJECT: Planning and Zoning Permit No. 15-681-01 (Historical Landmark No. 175) J.A. Swartz Residence, 636 West Fifth Street. Filed by Cynthia Thompson on Behalf of Daryl S. Crusier, Property Owner. (059)
RECOMMENDATION: Adopt a resolution upholding the City of Oxnard Cultural Heritage Board's recommendation to designate property known as J.A. Swartz Residence, located at 636 West Fifth Street, as Ventura County Historical Landmark No. 175.
DISCUSSION: The Development Services Director commented on designation of the Swartz Residence due to its historical significant and the process to establish a historical district.

Cynthia Thompson, Landmark Historic Designation, commented on the accomplishments of Mr. Swartz.

ACTION: Close the public hearing (MacDonald/Ramirez) unanimously. Approved as recommended, **Resolution No. 14,900.** (MacDonald/Ramirez) Ayes: MacDonald, Padilla, Perello, Flynn and Ramirez.

K. APPOINTMENT ITEMS

L. REPORTS

City Manager Department

1. **SUBJECT:** Amendment #2 to Agreement for Accounting Services with Eadie & Payne, LLP. (116)

RECOMMENDATION: 1) Amendment 2 of the Agreement for Accounting Services with Eadie & Payne, LLP (A-7819), based on the scope of services described in Attachment A in the amount of \$194,000; and 2) An appropriation of \$194,000 from the General Fund balance. Audit costs will be distributed to other funds as part of the indirect cost allocation currently being prepared by Revenue and Cost Specialists.

DISCUSSION: The City Manager and Assistant City Manager (Hurtado) reviewed the financial tasks needed including hiring of consults to complete financial reports.

Don Ecker, Enterprise Risk Consultant, and Eden Casareno, Engagement Partner (Eadie & Payne), explained: the process to gather financial information; the questions from the State Controller's Office; the need to establish financial policies and procedures.

The Special Financial Counsel explained that an "audit" needed financial information but that normal municipal financial information was difficult to find and that several financial issues were found.

Public comments received from: Larry Stein; Jeff Donabedian; George Miller, Steve Nash and Sandra Sudac.

The City Council commented on the frustration of not completing financial tasks, need to complete the financial audit and poor financial record keeping.

ACTION: Approved as recommended. (Ramirez/Padilla). Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald.

I. INFORMATION/CONSENT AGENDA

City Manager Department

3. **SUBJECT:** Agreements for City Council Review. (051)

RECOMMENDATION: Approve and authorize the City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, item (b)(c) and (d).

ACTION: Approved as recommended. (Ramirez/Padilla). Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald.

L. REPORTS

Fire Department

2. SUBJECT: Regional Emergency Response Operations Agreement. (125)
RECOMMENDATION: 1) Approve and authorize the Fire Chief to execute a Regional Emergency Response Operations Agreement (A-7863) for countywide emergency response operations between the City of Oxnard, the cities of Ventura, Fillmore, Santa Paula and Ventura County Fire Protection District ; 2) Authorize the Fire Chief to sign any future amendments to Agreement No. A-7863 that may arise from time to time, provided that they do not increase the cost of Agreement to the City of Oxnard; and 3) Authorize the Fire Chief, or designee, to enter into an Operational Plan, referred to in the Agreement, and to update it annually, as needed, pursuant to the terms of the Agreement.
ACTION: The Council concurred to continue to future date.

ACTION: Moved to continue the Council meeting past 10:00 p.m. (Ramirez/Padilla) unanimously.

Development Services Department

3. SUBJECT: Exception to CalPERS 180 Day Wait Period for Appointment of a Retired Annuitant to Perform Limited Term Specialized Project Work. (136)
RECOMMENDATION: Adopt a resolution approving an exception to the CalPERS 180 day wait period for Cynthia Daniels.
DISCUSSION: The City Manager and Human Resources Director reviewed the need to hire a retired individual.

Public comment received from: Steve Nash.

ACTION: Approved as recommended, **Resolution No. 14,901** (Ramirez/MacDonald). Ayes: Perello (requested a report on application form), Flynn, Ramirez, MacDonald and Padilla.

City Manager Department

4. SUBJECT: Summary of 2015 Dallas Cowboys Training Camp and Approval of Lease Agreement A-7866 for 2016 Los Angeles Rams Spring Practice. (141)
RECOMMENDATION: 1) Receive a report summarizing the 2015 Dallas Cowboys Training Camp; and 2) Approve agreement A-7866 with the Los Angeles Rams to hold Spring Practice at River Ridge Fields.
DISCUSSION: The Assistant City Manager (Whitney) outlined the agreement with the Dallas Cowboys and the proposed lease agreement with Los Angeles Rams including parking and spring practice activities.

Public comment received from: Pat Brown.

The City Council discussed condition of the athletic fields, normal community use of the fields and how both teams (Cowboys and Rams) may use the fields.

ACTION: Approved as recommended (MacDonald/Padilla). Ayes: Flynn, Ramirez, MacDonald, Padilla and Perello.

Police Department

5. SUBJECT: Verbal Report on Citywide Gang Violence Prevention Efforts.

RECOMMENDATION: Receive a verbal report on the various enforcement, intervention, and prevention efforts being utilized by the Police Department and Recreation Department to address

ACTION: The Council concurred to continue to future date.

M. REPORT OF CITY MANAGER

The City Manager commented on the effort of the City Council to establish financial standard and future issues to be presented to the City Council.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council discussed having a status report on traffic system (Flynn); newly placed street crossing lights within the City (Padilla); getting truck traffic off Rose Avenue (Perello) and process of reporting problems on City web site (Flynn).

O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 11:53 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

CARMEN RAMIREZ
Mayor Pro Tem

MINUTES
OXNARD CITY COUNCIL
Special Meeting
February 29, 2016

A. ROLL CALL/POSTING OF AGENDA

At 5:08 p.m., the special meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Oxnard Community Development Commission Successor Agency. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Scott Whitney, Assistant City Manager; Stephen Fischer, Interim City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public comments were received from: Larry Stein; Nancy Pedersen; Peggy Rivera and Pat Brown.

C. CLOSED SESSION

At 5:22 p.m. the City Council recessed while the Oxnard Community Development Commission Successor Agency held a closed session, pursuant to Government Code section 54956.9(d)(4), based on existing facts and circumstances, to decide whether to initiate litigation in one potential case.

The Oxnard Community Development Commission Successor Agency also recessed to a closed session, pursuant to Government Code section 54956.8 to give instructions to its negotiators, Greg Nyhoff, Executive Director, and Kymberly Horner, Economic Development Director, concerning negotiations with The Nature Conservancy, regarding the price and terms of payment for the potential sale of APN No. 231-0-092-235, approximately 13.06 acres of land located south of Magellan Avenue and east of Perkins Road.

At 6:51 p.m. the City Council reconvened and recessed to a closed session, pursuant to Government Code section 54956.9(d)(4), based on existing facts and circumstances, to decide whether to initiate litigation in one potential case.

The City Council also recessed to a closed session, pursuant to Government Code section 54957(b)(1), evaluation of public employee, City Manager.

At 8:16 p.m. the Interim City Attorney announced that the City Council unanimously approved initiating an action, and the action, the defendants, and the other particulars shall, once formally commenced, be disclosed to any person upon inquiry.

D. ADJOURNMENT

At 8:17 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: I-2

DATE: March 15, 2016

TO: City Council

FROM: Greg Nyhoff, City Manager
Office of the City Manager

SUBJECT: Agreements for City Council Review

CONTACT: Greg Nyhoff, City Manager
greg.nyhoff@ci.oxnard.ca.us, 385-7430

RECOMMENDATION

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

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.

Attachment - #1 – List of Agreements/Contracts and/or Change Orders/Amendments

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.

City Manager Contract List for 03/15/2016

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

A On-call Soils & Materials Testing:Pleasant Valley Estates Neighborhood Resurfacing Project UD15-07

Vendor: Fugro Consultants, Inc.
Type: Task Order
Agreement No.: 6388-13-CM
Amendment No.: 9
Purchase Order No.: 4794
Begin Date: 11/19/2013
End Date: 11/19/2016
Term: 1 year

Amount to be Approved: \$27,247
Current FY Amount: \$27,247
Total Contract Amount: \$277,247
Funding Source: Lease Revenue Bond Funds
Vendor Selection Process: Request for Qualifications (RFQ)
of Bidders: 12
Project Manager: Raymond Williams
Department: Public Works/CPM
Telephone: 797-8206
Email: raymond.williams@oxnard.org

Purpose: This task order consists of construction material testing for the Pleasant Valley Estates Neighborhood Resurfacing Project. The City issued a Request for Qualifications in August 2013. The City received 12 proposals on the due date of August 29, 2013. A committee reviewed and ranked the proposals. The City entered into on-call agreements with the top four firms, one of which was Fugro Consultants, Inc.

B To purchase gym equipment using grant funding

Vendor: Rx Fitness
Type: Purchase Order
Agreement No.: N/A
Amendment No.: N/A
Purchase Order No.: 5767
Begin Date:
End Date:
Term: N/A

Amount to be Approved: \$36,475
Current FY Amount: \$36,475
Total Contract Amount: \$36,475
Funding Source: Wellness Grant
Vendor Selection Process: Informal Bids
of Bidders: 3
Project Manager: Darwin Base
Department: Fire Department
Telephone: 805-385-7008
Email: darwin.base@oxnard.org

Purpose: The Fire Department received an Assistance to Firefighters Grant in 2013 that has paid for a comprehensive health and wellness program including peer counseling and suicide intervention training. The grant period ended in December 2015; however, the funding agency (FEMA) extended the grant period to April 15, 2016 in order to allow remaining funds to be spent on gym equipment for the Oxnard Firefighters. The weights, stair climbers and elliptical machines will be distributed among the fire stations to allow firefighters to maintain their physical fitness. This purchase must be completed by April 15, 2016 to be reimbursed by FEMA. Pursuant to the Purchasing Policies, three informal bids were obtained for the gym equipment; the vendor with the lowest bid was selected. This purchase is 100% grant funded.

ATTACHMENT
PAGE 1 OF 1



**CITY COUNCIL
AGENDA REPORT**

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

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Ashley Golden, Development Services Director

SUBJECT: Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) "The Courts at La Colonia Village". Filed Jointly by the Oxnard Housing Authority (OHA), 435 South D Street, Oxnard, CA 93030 and John Bigley, Urban Housing Communities, LLC, 2000 East Fourth Street, Suite 205, Santa Ana, CA 92705.

CONTACT: Doug Spondello, Development Services
Doug.Spondello@oxnard.org, 385-3919

RECOMMENDATION

That the City Council adopt a resolution approving Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) for property located at the northeast corner of the intersection of East First Street and North Marquita Street, subject to certain findings and conditions.

BACKGROUND

The existing Oxnard Housing Authority (OHA) public housing community is known as "The Courts at La Colonia Village." These 260 homes were built over 50 years ago by the OHA using U.S. Department of Housing and Urban Development Department (HUD) public housing funds. Due to the age and quality of the original construction, the units are deteriorated, contain asbestos, are poorly insulated, in need of constant repair, and would cost more to modernize than to rebuild. In 2013, OHA retained a new private-sector partner, Urban Housing Communities (UHC) to pursue redevelopment of the site.

On December 9, 2014, the City Council adopted Ordinance No. 2887 and Resolutions Nos. 14707 through 14709. These approvals included a Tentative Subdivision Map for Tract No. 5952 and established development standards and an administrative entitlement procedure to consider replacement of 260 public housing units and development of an additional 41 units in three phases on the 25-acre property bound by Rose Avenue, East First Street, North Marquita Street and Del Sol Park.

On October 6, 2015, the Development Services Director approved Planning and Zoning Permit No. 14-200-10 (Development Design Review Permit) to develop the first phase of the project, consisting of 144 apartments (142 affordable) within 10 buildings, a community center, accessory buildings and associated improvements to the sites and public rights of way.

In February, 2016, the Development Services Department issued a Verification of Status form (Attachment No. 4), which indicates that the Final Subdivision Map complies with the State Subdivision Map Act, Oxnard City Code requirements, and the previously approved Tentative Subdivision Map.

The requested Final Subdivision Map for Tract 5952-1 (Planning and Zoning Permit No. 16-300-01) establishes four lots, vacates existing portions of public rights of way, and dedicates land to create new public rights of way to support development of the Project's first phase, previously approved by City Council and the Development Services Director. This first phase occupies an area of 12.063 gross acres.

City Council approval of the Final Subdivision Map for Tract 5952-1 is a ministerial act pursuant to City Council Resolution No. 10,851 and is therefore exempt from the requirements of the California Environmental Quality Act (CEQA).

FINANCIAL IMPACT

No financial impacts are associated with the proposed final map.

ATTACHMENTS

- 1 – City Council Resolution
- 2 – Reduction of Final Map
- 3 – City Council Resolution Nos. 14,708 through 14,709 and Ordinance No. 2887
- 4 – Verification of Status Form

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 16-300-01 (FINAL SUBDIVISION MAP FOR TRACT NO. 5952-1) FOR THE PROPERTY LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF EAST FIRST STREET AND NORTH MARQUITA STREET, WITHIN THE LA COLONIA NEIGHBORHOOD, SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY THE OXNARD HOUSING AUTHORITY, 435 SOUTH D STREET, OXNARD, CA 93030 AND URBAN HOUSING COMMUNITIES, LLC, 2000 EAST FOURTH STREET, SUITE 205, SANTA ANA, CA 92705.

WHEREAS, the Tentative Subdivision Map for Tract No. 5952 for property located at the northeast corner of the intersection of East First Street and North Marquita Street, filed by the Oxnard Housing Authority and Urban Housing Communities, LLC, was recommended for approval by the Planning Commission Resolution No. 2014-21 and approved by City Council Resolution No. 14,707, subject to certain conditions; and

WHEREAS, the Final Subdivision Map for Tract No. 5952-1 has been submitted, together with the Subdivision Improvement Agreement proposed to be entered into in connection with the subdivision.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

SECTION 1. The City Council, in accordance with the California Environmental Quality Act (CEQA), determines that approval of Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) is a ministerial act pursuant to City Council Resolution No. 10,851 and is therefore exempt from the requirements of CEQA.

SECTION 2. Based on review of the City Council Staff Report, all exhibits attached thereto and all written and oral testimony, the City Council hereby finds that: (i) the Final Subdivision Map for Tract No. 5952-1 conforms to the requirements of the Subdivision Map Act, Oxnard 2030 General Plan as adopted, Chapter 15 of the Oxnard City Code, and every condition of conditional approval previously imposed upon the Tentative Subdivision Map for Tract No. 5952; and (ii) the Final Subdivision Map for Tract No. 5952-1 is in substantial compliance with the previously approved Tentative Subdivision Map for Tract No. 5952. Based on the foregoing, the City Council hereby approves Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) and authorizes its recordation.

SECTION 3. Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) is hereby approved subject to those findings and conditions set forth in City Council Resolution No. 13,886, which are incorporated herein by this reference.

SECTION 4. The City Council hereby approves the Subdivision Improvement Agreement attached hereto as Exhibit A and authorizes the Mayor to execute such Agreement.

SECTION 5. The City Council hereby authorizes the City Clerk to execute a certificate on the Final Subdivision Map for Tract No. 5952-1 stating that the City Council approved the Final Subdivision Map and that all offers of dedication shown on the Final Subdivision Map are accepted subject to improvement.

SECTION 6. The City Council hereby authorizes the City Clerk to execute a certificate on the Final Subdivision Map for Tract No. 5952-1 for abandonment of those portions of easement dedicated for public use for street and public utility purposes shown as Amelia Court and Bernarda Court.

PASSED AND ADOPTED this 15th day of March, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn
Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

GROSS AREA: 12.063 ACRES

OWNER'S STATEMENT

THE UNDERSIGNED HEREBY STATE THAT THEY ARE THE OWNERS OF, OR ARE INTERESTED IN, THE REAL PROPERTY INCLUDED WITHIN THIS SUBDIVISION ENTITLED TRACT NO. 5952-1, SHOWN ON THIS MAP, THAT THEY ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS TITLE TO SAID REAL PROPERTY, THAT THEY CONSENT TO THE MAKING AND RECDORATION OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE EXTERIOR BOUNDARY LINE AND THAT THEY DO HEREBY OFFER TO DEDICATE TO THE CITY OF OXNARD FOR PUBLIC USE, THE RIGHT-OF-WAY FOR ALL STREETS AND HIGHWAYS SHOWN ON THE MAP, THEY DO HEREBY OFFER TO DEDICATE TO THE CITY OF OXNARD FOR PUBLIC USE, THE SIDEWALK EASEMENT AS SHOWN ON THIS MAP, THEY DO HEREBY OFFER TO DEDICATE TO THE CITY OF OXNARD ACCESS RIGHTS ALONG FIRST STREET AND MARQUITA STREET AS SHOWN ON THIS MAP, THAT THEY DO HEREBY OFFER TO DEDICATE TO THE CITY OF OXNARD THE WATER AND SEWER EASEMENTS AS SHOWN ON THIS MAP AND THAT THEY DO HEREBY OFFER TO DEDICATE TO THE CITY OF OXNARD, ALL WATER RIGHTS AND THE RIGHT TO DEVELOP ALL WATER FOUND UNDER SAID LAND BUT WITHOUT, HOWEVER, THE RIGHT OF SURFACE ENTRY.

OWNER:

HOUSING AUTHORITY OF THE CITY OF OXNARD

NAME:
TITLE:

CITY COUNCIL'S CERTIFICATE

THIS MAP ENTITLED "TRACT MAP NO. 5952-1" CONSISTING OF 6 SHEETS IS PRESENTED TO THE CITY COUNCIL OF THE CITY OF OXNARD, VENTURA COUNTY, CALIFORNIA AT A REGULAR MEETING OF SAID CITY COUNCIL HELD ON THE DAY OF _____, 20____, FOR APPROVAL. SAID COUNCIL HEREBY APPROVES SAID MAP AND DOES HEREBY ACCEPT THE WATER RIGHTS AS OFFERED HEREON. DOES HEREBY ACCEPT FOR PUBLIC USE THE RIGHT-OF-WAY FOR ALL STREETS AND HIGHWAYS AS SHOWN ON THIS MAP, SUBJECT TO IMPROVEMENT. ALSO HEREBY ACCEPTS THE SIDEWALK EASEMENT AS SHOWN ON THIS MAP ALSO HEREBY ACCEPTS DEDICATION OF ACCESS RIGHTS AS SHOWN ON THIS MAP AND ALSO HEREBY ACCEPTS THE WATER AND SEWER EASEMENTS SHOWN ON THIS MAP. IN WITNESS WHEREOF SAID CITY COUNCIL HAS CAUSED THIS CERTIFICATE TO BE SIGNED BY THE MAYOR AND ATTESTED TO BY THE CITY CLERK OF SAID CITY AND THE CORPORATE SEAL OF SAID CITY OF OXNARD TO BE AFFIXED HERETO.

THIS ____ DAY OF _____, 20____

DANIEL MARTINEZ
CITY CLERK OF THE CITY OF OXNARD

TIM FLYNN
MAYOR OF THE CITY OF OXNARD

ABANDONMENT CERTIFICATE

THIS IS TO CERTIFY THAT PURSUANT TO SECTION 66499.201/2 OF THE SUBDIVISION MAP ACT, THE FILING OF THIS TRACT MAP CONSTITUTES ABANDONMENT OF THOSE PORTIONS OF EASEMENTS DEDICATED FOR PUBLIC USE FOR STREET AND PUBLIC UTILITY PURPOSES SHOWN AS AMELIA COURT AND BERNARDA COURT AS SHOWN ON COLONIA VILLAGE TRACT, FILED IN BOOK 21, PAGES 49 AND 50 OF MAPS, LYING WITHIN THE EXTERIOR BOUNDARY OF THIS SUBDIVISION, NOT SHOWN ON THIS MAP.

DANIEL MARTINEZ
CITY CLERK
CITY OF OXNARD

DATE

IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA

TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

RICK ENGINEERING COMPANY

JULY 2015

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.

NOTARY ACKNOWLEDGMENT

STATE OF CALIFORNIA
COUNTY OF _____

ON _____ BEFORE ME, _____, A
NOTARY PUBLIC, 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 _____

NAME:
NOTARY PUBLIC

PRINCIPAL COUNTY OF BUSINESS: _____

COMMISSION EXPIRES: _____

COMMISSION * OF NOTARY: _____

CITY TREASURER'S CERTIFICATE

I, DANIELLE M. NAVAS, CITY TREASURER OF THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF MY OFFICE, THERE ARE NO LIENS AGAINST "TRACT MAP NO. 5952-1" OR ANY PART THEREOF FOR UNPAID MUNICIPAL TAXES, OR SPECIAL ASSESSMENTS COLLECTED AS MUNICIPAL TAXES, EXCEPT TAXES OR SPECIAL ASSESSMENTS NOT YET PAYABLE.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY OF OXNARD
THIS ____ DAY OF _____, 20____

DANIELLE M. NAVAS
CITY TREASURER, CITY OF OXNARD

BY: _____

SIGNATURE OMISSIONS

PURSUANT TO SECTION 66436(a)(3)(1) OF THE SUBDIVISION MAP ACT, THE SIGNATURES OF THE FOLLOWING OWNERS OF EASEMENTS AND/OR OTHER INTERESTS HAVE BEEN OMITTED:

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 8-19-1954 IN BOOK 1223, PAGE 289 OR., IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY.

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 6-10-1958 IN BOOK 1625, PAGE 154, OR., IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY.

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 1-23-1979 IN BOOK 5311, PAGE 297 OR., IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY.

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 5-29-1979 IN BOOK 5401, PAGE 336 OR., IN FAVOR OF GENERAL TELEPHONE COMPANY OF CALIFORNIA.

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 8-16-1979 IN BOOK 5465, PAGE 972 OR., IN FAVOR OF GENERAL TELEPHONE COMPANY OF CALIFORNIA.

AN EASEMENT FOR PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 8-28-1979 IN BOOK 5474, PAGE 301, IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY.

AN EASEMENT PUBLIC UTILITY AND INCIDENTAL PURPOSES, RECORDED 5-14-2015 IN INST. NO. 20150514-00073372 OR., IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY.

TERMS AND PROVISIONS OF AN UNRECORDED LEASE DATED DEC. 01, 1996, BY AND BETWEEN CITY OF OXNARD FINANCING AUTHORITY AS LESSOR AND CITY OF OXNARD AS LESSEE, AS DISCLOSED BY A LEASE AGREEMENT RECORDED JAN. 25, 1999 AS INSTRUMENT NO. 99-013382 OF OFFICIAL RECORDS.

COUNTY TAX COLLECTOR'S CERTIFICATE

I HEREBY CERTIFY THAT ALL CERTIFICATES AND SECURITY REQUIRED UNDER THE PROVISIONS OF SECTIONS 66492 AND 66493 OF THE SUBDIVISION MAP ACT HAVE BEEN FILED AND DEPOSITED WITH ME.

STEVEN HINTZ
COUNTY TAX COLLECTOR
COUNTY OF VENTURA

BY: _____
DEPUTY COUNTY TAX COLLECTOR DATE

SHEET 1 OF 6 SHEETS

SURVEYOR'S STATEMENT

I WILLIAM ROHAL, DO HEREBY STATE THAT I AM A LICENSED LAND SURVEYOR OF THE STATE OF CALIFORNIA AND THAT THIS MAP CONSISTING OF SIX (6) SHEETS IS A TRUE AND COMPLETE REPRESENTATION OF A FIELD SURVEY MADE BY ME OR UNDER MY DIRECTION IN JUNE 2015 AT THE REQUEST OF URBAN HOUSING COMMUNITIES AND THAT ALL MONUMENTS SET IN SUCH POSITIONS WITHIN ONE (1) YEAR OF RECDORATION OF THIS MAP, IN COMPLIANCE WITH SECTIONS 66495 AND 66496 OF THE SUBDIVISION MAP ACT AND ARE OR WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY.

DATE: _____

WILLIAM ROHAL, L.S. 6805
EXPIRES 12-31-2016



CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE MAP ENTITLED TRACT MAP NO. 5952-1 AND THAT I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

JAMES P. FALLON
CITY SURVEYOR
PLS 7807

DATE _____

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE FINAL MAP ENTITLED TRACT MAP NO. 5952-1 AND THAT THE SUBDIVISION SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARS ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF, THAT ALL OF THE MAPPING PROVISIONS OF THE SUBDIVISION MAP ACT AND CITY OF OXNARD SUBDIVISION ORDINANCES APPLICABLE AT THE TIME OF THE APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH.

PAUL J. WENDT, RCE 46333
CITY ENGINEER
OF THE CITY OF OXNARD

DATE _____

SOILS REPORT

THE FOLLOWING SOILS REPORT(S) AND OR GEOLOGIC REPORT(S) RELATING TO TRACT NO. 5952-1 HAVE BEEN PREPARED:
DATE OF REPORT: DEC 22, 2005
TITLE OF REPORT: GEOTECHNICAL INVESTIGATION REPORT FOR THE COURTS DEVELOPMENT, CITY OF OXNARD CA.
FIRM NAME: ENVIRONMENTAL EQUALIZERS INC.
ENGINEER (OR GEOLOGIST): JERRY MICHAL
REGISTRATION NO.: GE 2515
LOCATION WHERE ON FILE FOR PUBLIC INSPECTION: CITY OF OXNARD - CITY ENGINEER'S OFFICE.

COUNTY RECORDER'S CERTIFICATE

FILED THIS ____ DAY OF _____, 20____, AT ____ M. IN BOOK ____ OF MISCELLANEOUS RECORDS (MAPS) AT PAGES _____, AT THE REQUEST OF _____.

MARK A LUNN
COUNTY RECORDER
COUNTY OF VENTURA

BY: _____
DEPUTY COUNTY RECORDER

IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA

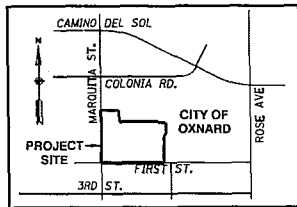
TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

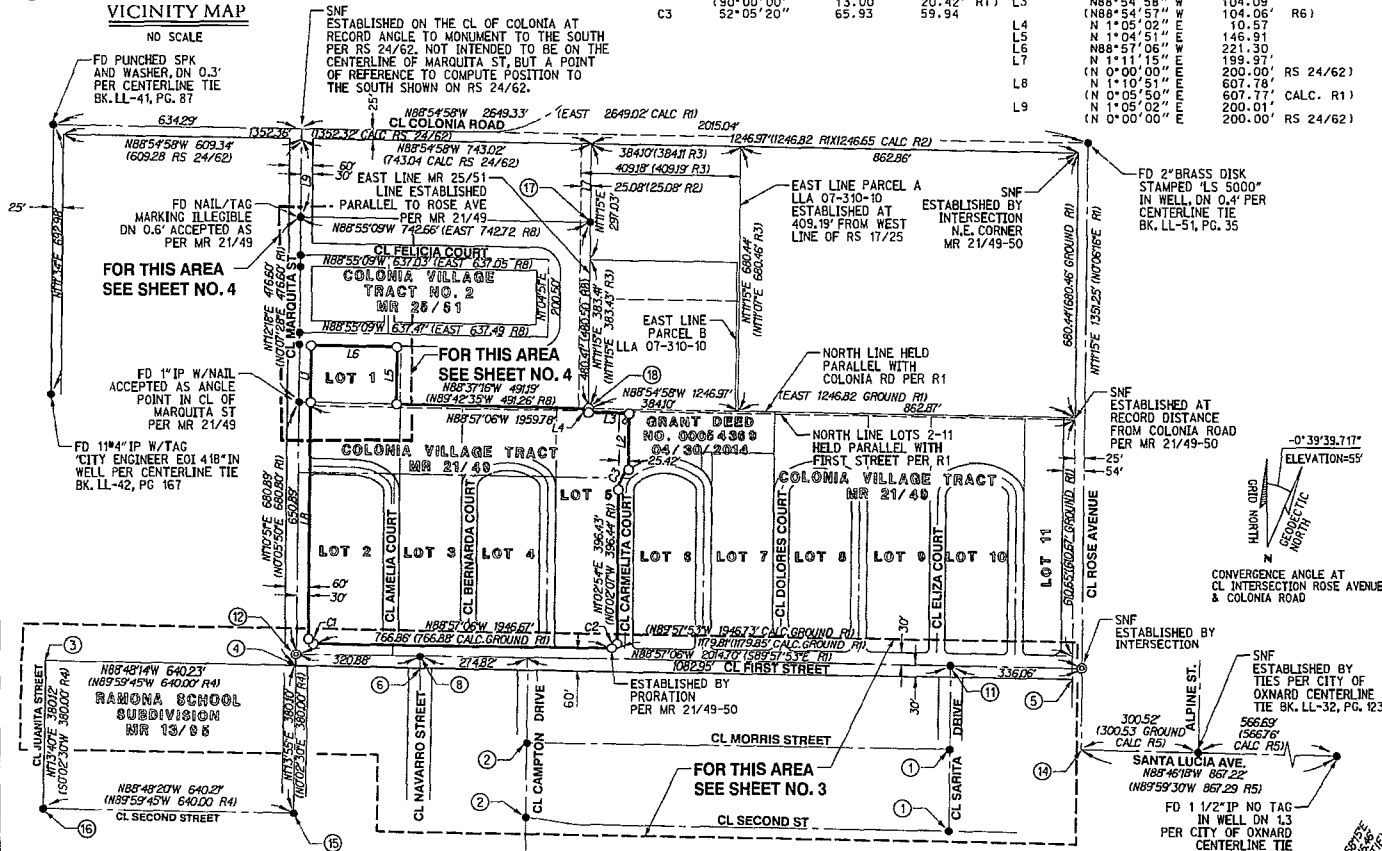
RICK ENGINEERING COMPANY

JULY 2015

NAME	CURVE DELTA	RADIUS	ARC	NAME	LINE TABLE DIRECTION	LENGTH
C1	90°07'57"	13.00	20.45	L1	N 1°12'18" E	145.53
	(90°07'57")	13.00	20.45	R1) L2	N 1°02'54" E	144.51
C2	90°00'00"	13.00	20.42		(N 1°01'53" E	144.77
	(90°00'00")	13.00	20.42	R1) L3	N 88°54'56" W	104.09
C3	52°05'20"	65.93	59.94		(N 88°54'57" W	104.06
				L4	N 1°05'02" E	10.57
				L5	N 1°04'51" E	146.91
				L6	N 88°57'06" W	221.30
				L7	N 1°11'15" E	199.97
				L8	(N 0°00'00" E	200.00
				L9	(N 1°10'51" E	607.78
					(N 1°05'02" E	200.01
					(N 0°00'00" E	200.00

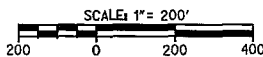


VICINITY MAP



BOUNDARY ESTABLISHMENT PROCEDURE

SEE SHEET NO. 4 FOR BOUNDARY PROCEDURE NARRATIVE.



NOTES

SHEET 2 OF 6 SHEETS

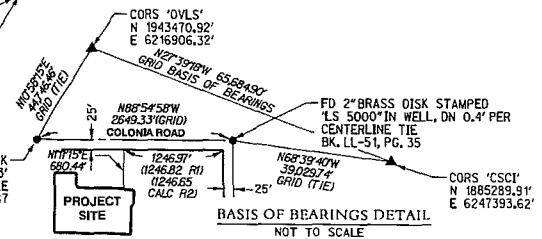
1. SEE SHEETS NO. 3 & 4 FOR BOUNDARY ESTABLISHMENT DETAILS & MONUMENTATION LOG.

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CALIFORNIA COORDINATE SYSTEM, NAD 83 (2007.00 EPOCH), ZONE 5, AS DETERMINED LOCALLY BY A TIE BETWEEN CONTINUOUSLY OPERATING REFERENCE STATIONS (CORS) 'OVL5' AND 'CSCI' AS SHOWN HEREON. (I.E. N27°39'18" W.). DISTANCES SHOWN HEREON ARE GRID DISTANCES. GROUND DISTANCES MAY BE OBTAINED BY MULTIPLYING GRID DISTANCES BY 1.000030085. AVERAGE ELEVATION ABOVE MEAN SEA LEVEL = 55'. RECORD DISTANCES AND BEARINGS ARE AS SHOWN OR NOTED IN THE DOCUMENT BEING REFERENCED. REFER TO THE DOCUMENT ITSELF TO DETERMINE IF THE RECORD DIMENSION IS EXPRESSED IN GROUND OR GRID UNITS. ALL RECORD DISTANCES USED FOR ESTABLISHMENT PURPOSES WERE FIRST CONVERTED TO GRID USING THE ABOVE COMBINATION FACTOR.

LEGEND

- () INDICATES RECORD DATA AS SHOWN.
- INDICATES SET 1 1/2" X 18" IP TAGGED LS 8805. FLUSH, UNLESS OTHERWISE NOTED.
- ⊙ INDICATES SET 1 1/2" X 18" IP TAGGED LS 8805. IN WELL FOR CL MONS.
- INDICATES FOUND AS NOTED.
- ▲ INDICATES CONTINUOUS OPERATING REFERENCE STATIONS (CORS), AS NOTED.
- △ INDICATES ITEM NO. OF EASEMENT NOTES.
- INDICATES BOUNDARY.
- INDICATES LOT LINE.
- - - - - INDICATES EASEMENT LINE.
- INDICATES EASEMENT LINE.
- INDICATES RESTRICTED ACCESS.
- CONC INDICATES CONCRETE.
- CL INDICATES CENTERLINE.
- DN INDICATES DOWN.
- FD INDICATES FOUND.
- IP INDICATES IRON PIPE.
- PP INDICATES PLASTIC PLUG.
- SNF INDICATES SEARCH NOTHING FOUND.
- SPK INDICATES SPIKE.
- R1 INDICATES RECORD DATA PER COLONIA VILLAGE TRACT MR 21/49-50.
- R2 INDICATES RECORD DATA PER RS 17/25.
- R3 INDICATES RECORD DATA PER LLA 07-310-10.
- R4 INDICATES RECORD DATA PER MR 13/95.
- R5 INDICATES RECORD DATA PER MR 31/82-84.
- R6 INDICATES RECORD DATA PER QUITCLIAM DEED RECORDED 3-5-2014, INST. NO. 20140305-00027113-0.
- R7 INDICATES RECORD DATA PER MR 22/29.
- R8 INDICATES RECORD DATA PER MR 25/51.



IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA

TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

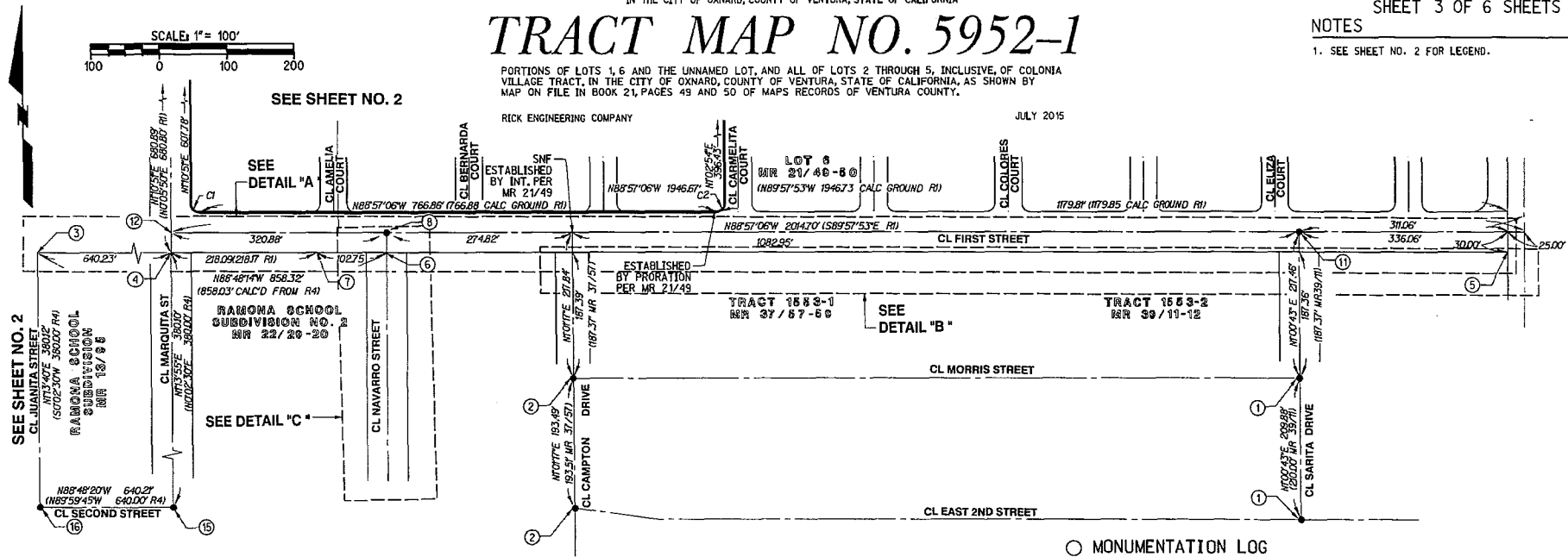
RICK ENGINEERING COMPANY

JULY 2015

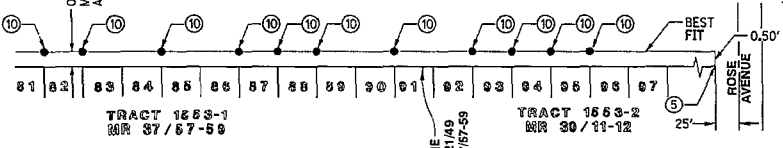
SHEET 3 OF 6 SHEETS

NOTES

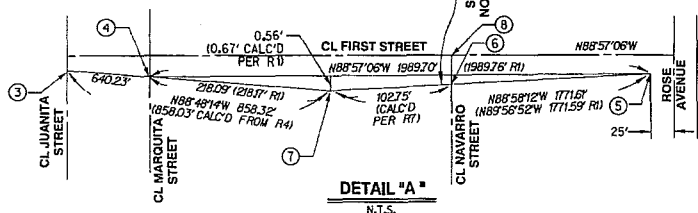
1. SEE SHEET NO. 2 FOR LEGEND.



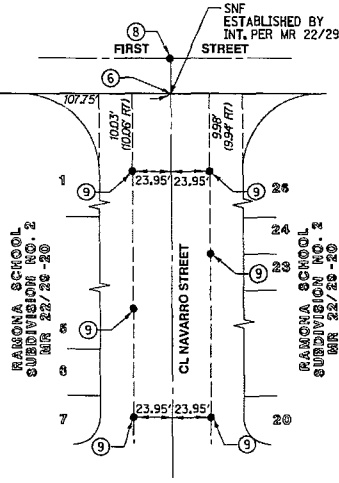
NAME	CURVE TABLE		ARC
	DELTA	RADIUS	
C1	90°07'57"	13.00	20.45' R1
	(90°07'57"	13.00	20.45' R1)
C2	90°00'00"	13.00	20.42' R1
	(90°00'00"	13.00	20.42' R1)



DETAIL "B"
N.T.S.



DETAIL "A"
N.T.S.



DETAIL "C"
N.T.S.

MONUMENTATION LOG

- FD 1.5" IP TAGGED "RCE 11322" IN CITY OF OXNARD MONUMENT WELL PER MR 39/11, DN. 0.3'.
- FD 1.5" IP TAGGED "RCE 11322" IN CITY OF OXNARD MONUMENT WELL PER MR 37/57.
- SEARCHED NOTHING FOUND. ESTABLISHED BY TIES PER CITY OF OXNARD CENTERLINE TIES. BK. LL-34, PG. 66. HELD SOUTHERLY POINT AS NORTH LINE MR 13/95.
- SEARCHED NOTHING FOUND. ESTABLISHED BY INTERSECTION, USING RECORD ANGLE FROM SOUTH ② AND LINE ① TO ③ BEING THE NORTH LINE OF MR 13/95.
- SEARCHED NOTHING FOUND. ESTABLISHED BY INTERSECTION, USING BEST-FIT LINE THROUGH SEVERAL CHISEL 'X' FOUND AT FRONT LOT CORNER PRODS (0.50' FROM TRUE CORNER PER MR 37/57 AND MR 39/11) ALONG SOUTH SIDE OF FIRST STREET. ACCEPTED AS SOUTHEAST CORNER PER MR 21/49-50. SEE DETAIL "A".
- SEARCHED NOTHING FOUND. ESTABLISHED BY INTERSECTION FROM CL OF NAVARRO ST. AND NORTH LINE OF MR 22/29. HELD AT POINT ON SOUTHERLY BOUNDARY PER MR 21/49-50.
- SEARCH FOR 2" IP PER MR 13/95, RS 11/66 AND MR 21/49-50. NOTHING FOUND. ESTABLISHED AT RECORD DISTANCE (CALCED FROM MR 22/29) AND LINE FROM THE EAST. ACCEPTED AS ANGLE POINT IN SOUTH BOUNDARY OF MR 21/49. SEE DETAIL A.
- ESTABLISHED BY INTERSECTION, FOUND (AND REJECTED) CONCRETE NAIL, FLUSH PER CITY OF OXNARD CENTERLINE TIES. BK. LL-42/247, 504°53'23"W 0.46' TO TRUE CORNER.
- FOUND LEAD AND TACK AND TAG "RE 6657" IN SIDEWALK PER MR 22/29.
- FOUND CHISEL 'X' IN SIDEWALK PER MR 37/57.
- SEARCHED FOR NAIL PER CITY FIELD BK. LL-35/90. NOTHING FOUND. ESTABLISHED BY INTERSECTION. (THE INTERSECTION OF FOUND TIES PER CITY FIELD BOOK LL-35/90 FALLS S51°34'01"E 0.03')
- SEARCHED NOTHING FOUND. ESTABLISHED BY INTERSECTION PER MR 13/95. (INTERSECTION OF FOUND TIES PER CITY FIELD BK. LL-35/89 FALLS S45°22'46"E 3.87')
- FOUND 1" IP AND NAIL PER MR 21/49-50.
- SEARCHED NOTHING FOUND. ESTABLISHED AT RECORD DISTANCE PER MR 31/82. POSITION USED TO ESTABLISH BEARING OF ROSE AVE.
- FOUND 2" IP TAGGED "E01 418" IN SURVEY MONUMENT WELL PER CITY CENTERLINE TIE BK. LL-41/70, DN. 0.6'.
- FOUND SPIKE & WASHER STAMPED "CITY OF OXNARD" PER CITY FIELD BOOK LL-41/72, FLUSH.
- FD CONC MON W/PIN FLUSH ACCEPTED AS NE CORNER MR 25/51. HELD AS EAST LINE OF MR 25/51.
- SEARCHED NOTHING FOUND. ESTABLISHED BY INTERSECTION PER MR 21/49-50.

TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

RICK ENGINEERING COMPANY

SHEET 4 OF 6 SHEETS

NOTES

1. SEE SHEET NO. 2 FOR LEGEND.
2. SEE SHEET NO. 3 FOR DETAILS & MONUMENTATION LOG.

BOUNDARY ESTABLISHMENT NOTES:

THE ESTABLISHMENT OF COLONIA ROAD BY S.G. BENNETT IN 1954 PER 17 RS 25 IS IN ERROR. THIS IS EVIDENCED BY THE BEARING OF N89°53'24"E ON THE SOUTH LINE AND THE DISTANCE OF 682.87' (2.41' LONGER THEN RECORD) ALONG THE WEST LINE OF THE 19.90 ACRE PARCEL. MONUMENTS BY THIS SURVEY ARE REJECTED BY SUBSEQUENT SURVEYS SUCH AS NW CORNER ON 21 MR 49 AND THE NORTHEAST CORNER OF 24 RS 62. THOUGH 21 MR 49 REJECTED THE NORTHERLY BENNETT MONUMENT IT ACCEPTED A BENNETT MONUMENT TO THE SOUTH AS AN ANGLE POINT IN THE CL OF MARQUITA STREET AND THEREFORE, ACCEPTED BY THIS SURVEY.

THE COLONIA VILLAGE TRACT MAP 21 MR 49, SHOWS AN ANGLE POINT IN THE SOUTH BOUNDARY. THE BEARING SHOWN AS (S89°52'12"W 218.17') SHOULD BE LABELED AS A NW BEARING (WRONG QUADRANT). 11 RS 66 SHOWS A DEFLECTION OF 0°09'. THE DEFLECTION ANGLE ESTABLISHED ON THIS SURVEY IS 0°09'58".

THE SOUTH BOUNDARY OF 21 MR 49 WAS ESTABLISHED AS FOLLOWS.

- A. SE CORNER ESTABLISHED BY INTERSECTION AS SHOWN ON DETAIL 'A' ON SHEET 3.
- B. POINT ON SOUTH LINE AT THE INTERSECTION WITH THE CL OF NAVARRO STREET ESTABLISHED AS SHOWN ON DETAIL 'C' ON SHEET 3.
- C. ANGLE POINT IN SOUTH LINE ESTABLISHED ON LINE PROLONGED WESTERLY AT RECORD DISTANCE OF 102.75' CALC'D FROM 22 MR 25.
- D. NORTH LINE OF 13 MR 95 ESTABLISHED BY HOLDING TIES PER COFB LL-41/82.

THE CL OF EAST FIRST STREET WAS ESTABLISHED 30.00' NORTH OF AND PARALLEL TO THE LINE SHOWN ON DETAIL 'A' ON SHEET 3.

THE NORTH LINE OF EAST FIRST STREET ESTABLISHED 30.00' NORTH OF THE CL AS DESCRIBED ABOVE.

THE NORTH LINE OF LOTS 2-11 OF 21 MR 49 ESTABLISHED AT RECORD DISTANCE FOR THE NE CORNER OF LOT 11 AND PARALLEL TO THE CL OF EAST FIRST STREET PER 21 MR 49.

PROPORTIONING ALONG THE NORTH RIGHT OF WAY OF EAST FIRST STREET SHOWN ON SHEET 3.

THE BEARINGS OF ALL COURT RIGHT OF WAY LINES AND LOT LINES LOTS 2-11 WERE HELD PERPENDICULAR TO EAST FIRST STREET CENTER LINE PER 21 MR 49.

NORTH LINE OF MR 25/51 ESTABLISHED BY FOUND MONUMENTS.

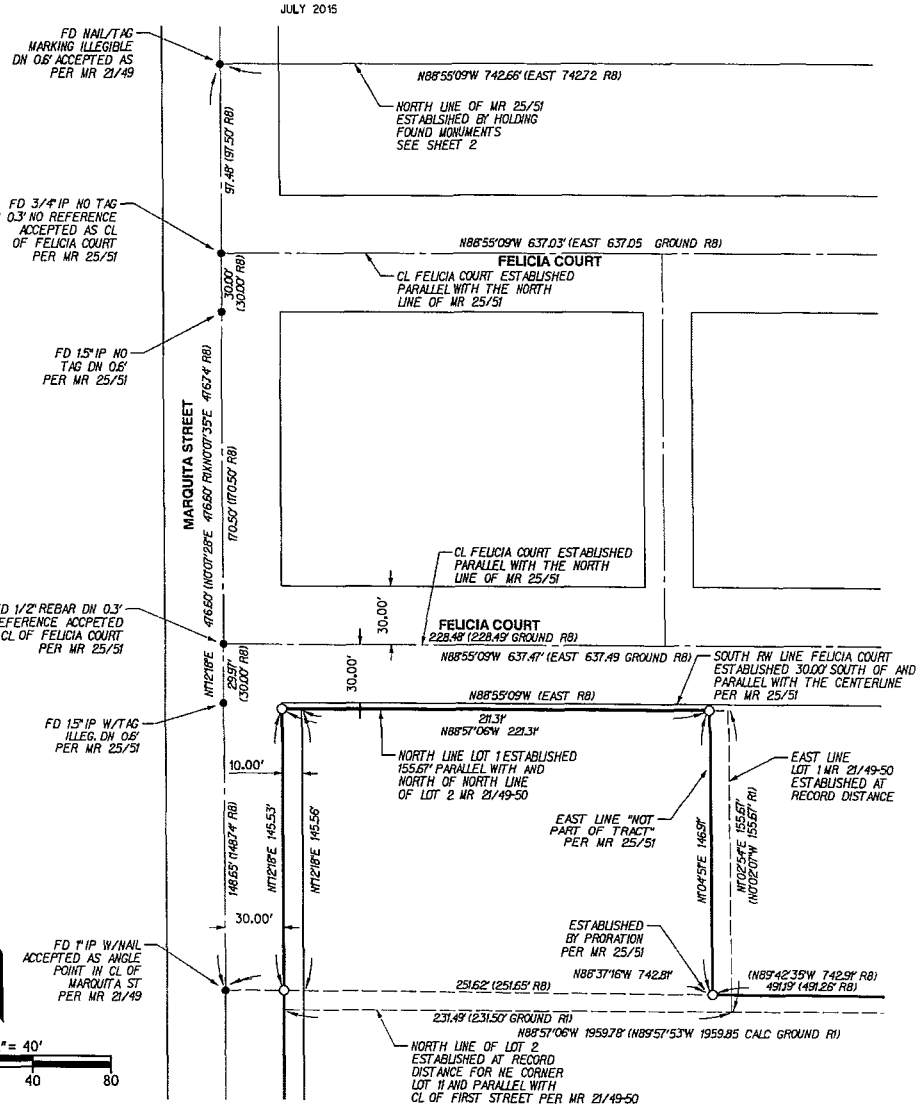
CL OF FELICIA COURT ESTABLISHED PARALLEL TO THE NORTH LINE OF 25 MR 51 HOLDING FOUND MONUMENTS ALONG MARQUITA STREET.

THE SOUTHERLY RIGHT OF WAY LINE OF FELICIA COURT BEING 30.00 FEET SOUTHERLY OF AND PARALLEL WITH THE CL OF FELICIA COURT.

THE NORTH LINE OF LOTS 2-11 OF 21 MR 49 IS ESTABLISHED BY HOLDING THE NORTHEAST CORNER OF LOT 11 AT RECORD DISTANCE AND HOLDING A LINE PARALLEL WITH THE CL OF FIRST STREET PER 21 MR 49.

THE NORTH LINE OF LOT 1, 21 MR 49 ESTABLISHED AT RECORD DISTANCE FROM THE NORTH LINE OF LOT 2 ESTABLISHED ABOVE. THE NORTH LINE OF LOT 1 IS DIFFERENT THEN SOUTH LINE OF FELICIA COURT, THUS THERE IS A GAP BETWEEN THE OWNERSHIP.

CL BEARING FOR ROSE AVENUE ESTABLISHED HOLDING MONUMENT AT COLONIA AND A RECORD DISTANCE PROLONGED ALONG SANTA LUCIA AVENUE.



SEE SHEET NO. 2

IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA

TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

RICK ENGINEERING COMPANY

JULY 2015

SHEET 5 OF 6 SHEETS

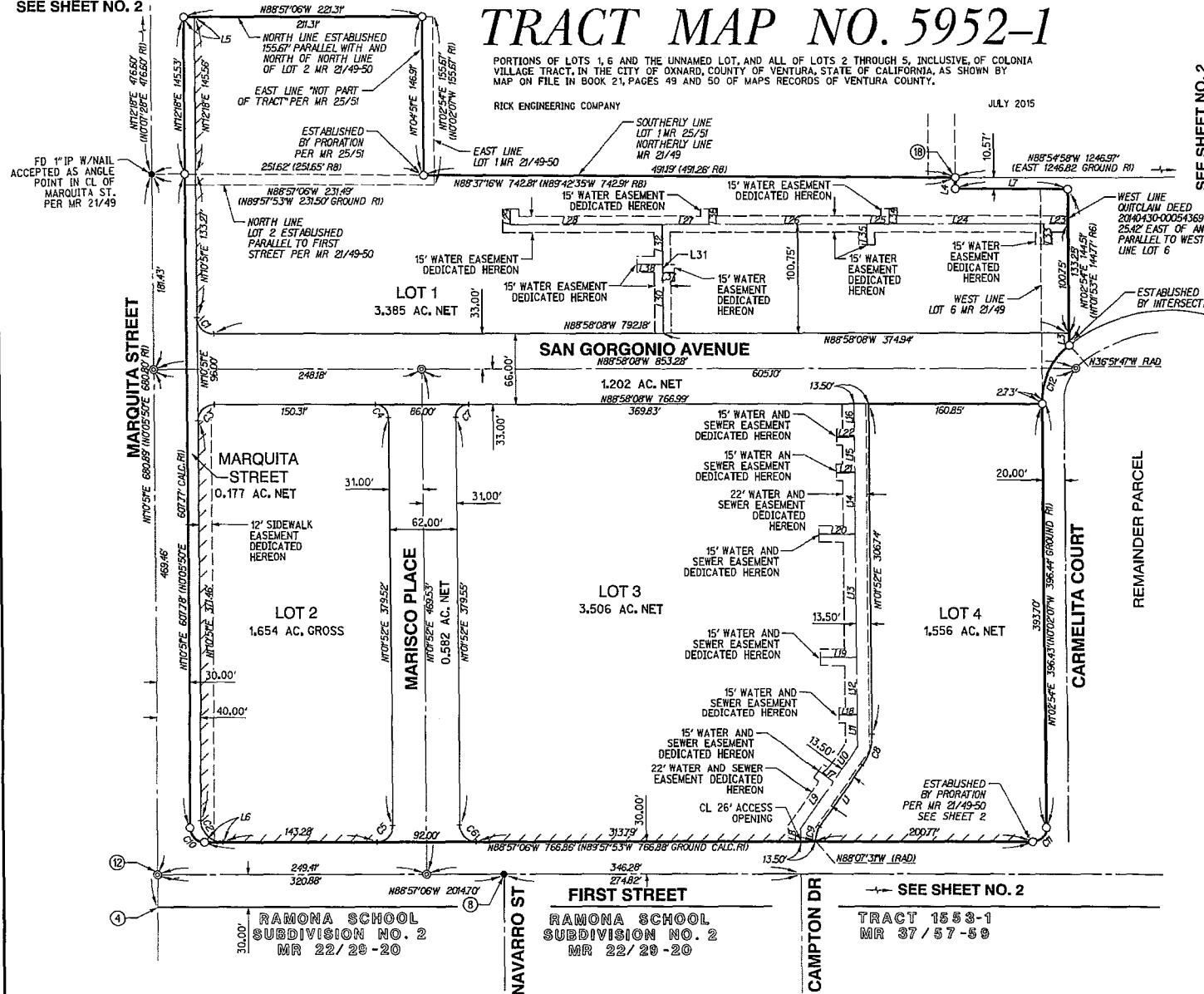
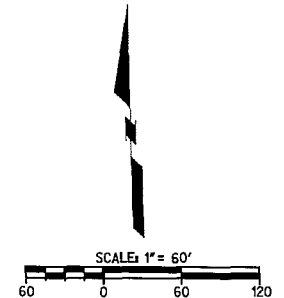
NOTES

1. SEE SHEET NO. 2 FOR LEGEND.
2. SEE SHEET NO. 3 FOR DETAILS & MONUMENTATION LOG.
3. SEE SHEET NO. 6 FOR EXISTING EASEMENTS.

SEE SHEET NO. 2

NAME	LINE TABLE DIRECTION	LENGTH
L1	N 35° 46' 46" E	69.30'
L3	N 1° 02' 54" E	11.25'
L4	N 1° 05' 02" E	10.57'
L5	N 88° 57' 08" W	10.00'
L6	N 88° 57' 08" W	17.02'
L7	N 88° 54' 58" W	104.09'
L8	N 88° 54' 58" W	104.09'
L9	N 35° 46' 46" E	53.68'
L10	N 35° 46' 46" E	39.40'
L11	N 1° 01' 52" E	29.46'
L12	N 1° 01' 52" E	54.63'
L13	N 1° 01' 52" E	113.92'
L14	N 1° 01' 52" E	56.96'
L15	N 1° 01' 52" E	33.08'
L16	N 1° 01' 52" E	30.58'
L17	N 54° 13' 14" E	18.50'
L18	N 88° 58' 08" W	17.00'
L19	N 88° 58' 08" W	33.50'
L20	N 88° 58' 08" W	33.50'
L21	N 88° 58' 08" W	17.00'
L22	N 88° 58' 08" W	16.50'
L23	N 88° 58' 08" W	22.49'
L24	N 88° 58' 08" W	143.16'
L25	N 88° 58' 08" W	20.76'
L26	N 88° 58' 08" W	145.29'
L27	N 88° 58' 08" W	43.27'
L28	N 88° 58' 08" W	140.36'
L29	N 1° 01' 52" E	14.50'
L30	N 1° 01' 52" E	65.56'
L31	N 1° 01' 52" E	8.00'
L32	N 1° 01' 52" E	37.08'
L33	N 1° 01' 52" E	19.00'
L34	N 1° 01' 52" E	14.50'
L35	N 1° 01' 52" E	19.00'
L36	N 1° 01' 52" E	14.50'
L37	N 88° 58' 08" W	11.00'
L38	N 88° 58' 08" W	24.00'

NAME	CURVE TABLE DELTA	RADIUS	ARC
C1	90° 08' 58" E	15.00	23.60'
C2	90° 07' 37" E	20.00	31.46'
C3	89° 51' 58" E	15.00	23.52'
C4	90° 00' 00" E	12.00	18.85'
C5	90° 01' 01" E	15.00	23.57'
C6	89° 58' 59" E	15.00	23.56'
C7	90° 00' 00" E	12.00	18.85'
C8	34° 44' 53" E	51.50	31.23'
C9	33° 54' 14" E	24.50	14.50'
C10	90° 07' 57" E	13.00	20.45'
C11	90° 00' 00" E	13.00	20.42'
C12	90° 00' 00" E	13.00	20.42'
	52° 05' 20" E	65.93	59.94'



SEE SHEET NO. 2

IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA

TRACT MAP NO. 5952-1

PORTIONS OF LOTS 1, 6 AND THE UNNAMED LOT, AND ALL OF LOTS 2 THROUGH 5, INCLUSIVE, OF COLONIA VILLAGE TRACT, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 21, PAGES 49 AND 50 OF MAPS RECORDS OF VENTURA COUNTY.

RICK ENGINEERING COMPANY

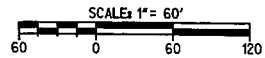
EXISTING EASEMENT DETAIL SHEET

JULY 2015

SHEET 6 OF 6 SHEETS

NOTES

1. SEE SHEET NO. 2 FOR LEGEND
2. SEE SHEET NO. 3 FOR DETAILS & MONUMENTATION LOG.

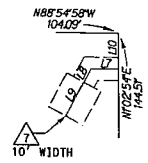


EASEMENT NOTES

1. AN EASEMENT IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY FOR PUBLIC UTILITY PURPOSES RECORDED 8-19-1954 IN BK. 1223, PG. 289.
2. AN EASEMENT IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY FOR PUBLIC UTILITY PURPOSES RECORDED 6-10-1958 IN BK. 1625, PG. 154.
3. AN EASEMENT IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY FOR PUBLIC UTILITY PURPOSES RECORDED 1-23-1979 IN BK. 5311, PG. 297.
4. AN EASEMENT IN FAVOR OF GENERAL TELEPHONE COMPANY OF CALIFORNIA RECORDED 5-29-1979 IN BK. 5401, PG. 336.
5. AN EASEMENT IN FAVOR OF GENERAL TELEPHONE COMPANY OF CALIFORNIA RECORDED 8-16-1979 IN BK. 5465, PG. 972.
6. AN EASEMENT IN FAVOR OF SOUTHERN CALIFORNIA EDISON COMPANY FOR PUBLIC UTILITY PURPOSES RECORDED 8-28-1979 IN BK. 5474, PG. 301.
7. AN EASEMENT IN FAVOR OF SOUTHERN CALIFORNIA EDISON FOR PUBLIC UTILITY PURPOSES RECORDED 5-15-2015 IN INST. NO. 20150514-00073372

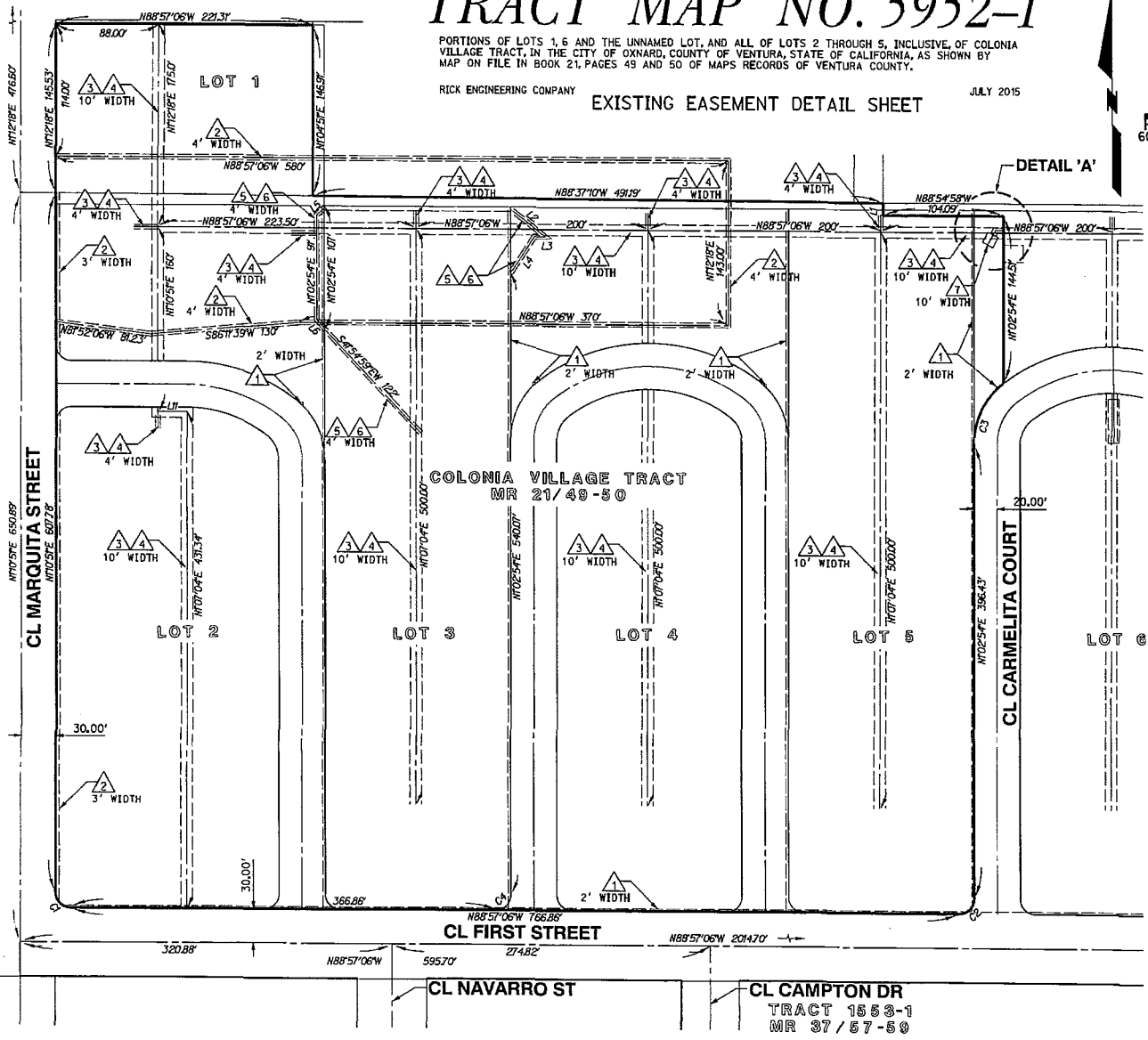
NAME	LINE TABLE		LENGTH
	DIRECTION		
L1	N 1°05'02" E		10.57'
L2	N 50°54'59" W		38.00'
L3	N 88°57'06" W		9.00'
L4	N 34°05'01" W		38.39'
L5	N 49°20'01" E		9.00'
L6	N 41°54'54" W		9.85'
L7	N 88°47'52" W		7.13'
L8	N 29°19'04" E		3.99'
L9	N 29°19'04" E		10.00'
L10	N 1°02'54" E		12.66'
L11	N 88°57'29" W		25.00'

NAME	CURVE TABLE		ARC
	DELTA	RADIUS	
C1	90°07'57"	13.00	20.45'
C2	90°00'00"	13.00	20.42'
C3	92°05'20"	65.93	55.94'
C4	90°00'00"	13.00	20.42'



DETAIL 'A'
N.T.S.

SEE SHEET NO. 2



RESOLUTION NO. 14,707

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 14-300-06 (TENTATIVE SUBDIVISION MAP FOR TRACT NO. 5952), FOR PROPERTY BOUNDED BY ROSE AVENUE, DEL SOL PARK, MARQUITA STREET, AND EAST FIRST STREET. FILED BY THE CITY OF OXNARD HOUSING AUTHORITY, 435 SOUTH D STREET, OXNARD, CA 93030 AND URBAN HOUSING COMMUNITIES, LLC, 2000 EAST FOURTH STREET, SUITE 205, SANTA ANA, CA 92705.

WHEREAS, on November 20, 2014, the Planning Commission recommended approval of an application for Planning and Zoning Permit Nos. 14-620-02 (General Plan Amendment); 14-630-02 (Specific Plan Repeal); 14-300-06 (Tentative Subdivision Map for Tract No. 5952) and approved Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group) (the “**Project**”), filed jointly by the City of Oxnard Housing Authority (OHA) and Urban Housing Communities, LLC (collectively referred to “**Applicant**” or “**Developer**” in the record of proceedings); and

WHEREAS, on December 9, 2014, the City Council conducted a duly noticed public hearing and received all written and oral evidence in favor of and in opposition to the Project, considered an application for Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map For Tract No. 5952), and considered approval of Subsequent Mitigated Negative Declaration (“**MND**”) 2014-02 pursuant to the California Environmental Quality Act (“**CEQA**”); and

WHEREAS, on December 9, 2014, the City Council adopted Subsequent MND 2014-04 pursuant to CEQA for approval of the Project and found that the Subsequent MND was completed in compliance with CEQA and reflects the independent judgment of the City; and

WHEREAS, the documents and other material that constitute the record of proceedings upon which the decision to adopt the Subsequent MND is based is located in the Planning Division, and the custodian of the record is the Planning Manager; and

WHEREAS, Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map for Tract No. 5952) was referred to various public utility companies, City departments and the Development Advisory Committee for recommendations; and

WHEREAS, the City Council finds that Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map for Tract No. 5952) complies with all requirements of the Subdivision Map Act and the Oxnard City Code; and

WHEREAS, the City Council finds that Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map for Tract No. 5952) and the design and improvement of the proposed Project are consistent with the City of Oxnard 2030 General Plan and other adopted standards of the City of Oxnard; and

WHEREAS, the City Council finds that the proposed site is suitable for the type and density of development requested and the development will not cause substantial environmental damage, serious public health problems or conflict with any public utility or service easements; and

WHEREAS, the City Council finds after due study and deliberation that the public interest and general welfare require the approval of Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map); and

WHEREAS, the City Council finds that the Applicant agrees with the necessity of and accepts all elements, requirements, and conditions of this Resolution as being a reasonable manner of preserving, protecting, providing for, and fostering the health, safety, and welfare of the citizenry in general and the persons who work, visit or live in this subdivision in particular.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Oxnard hereby approves Planning and Zoning Permit No. 14-300-06 (Tentative Subdivision Map for Tract No. 5952), subject to those certain conditions as set forth in Planning Commission Resolution 2014-21 on file with the Planning Division.

PASSED AND ADOPTED this 9th day of December, 2014 by the following vote:

AYES: Councilmembers Flynn, Ramirez, MacDonald, Padilla and Perello.

NOES: None.

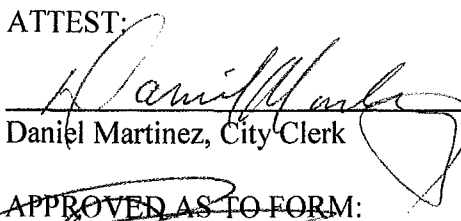
ABSENT: None.

ABSTAIN: None.

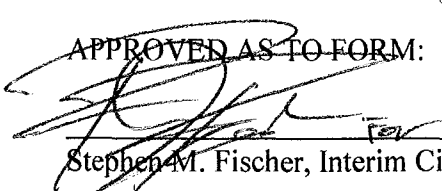


Tim Flynn, Mayor

ATTEST:


Daniel Martinez, City Clerk

APPROVED AS TO FORM:


Stephen M. Fischer, Interim City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 14,708

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 14-620-02 (GENERAL PLAN AMENDMENT) TO MODIFY TABLE 1-3 AND FIGURE 1-3 OF THE 2030 GENERAL PLAN TO REFLECT THE REPEAL OF THE LAS CORTES SPECIFIC PLAN AND ADOPTING SUBSEQUENT MITIGATED NEGATIVE DECLARATION 2014-04. FILED BY THE CITY OF OXNARD HOUSING AUTHORITY, 435 SOUTH D STREET, OXNARD, CA 93030 AND URBAN HOUSING COMMUNITIES, LLC, 2000 EAST FOURTH STREET, SUITE 205, SANTA ANA, CA 92705.

WHEREAS, on November 20, 2014, the Planning Commission recommended approval of an application for Planning and Zoning Permit Nos. 14-620-02 (General Plan Amendment); 14-630-02 (Specific Plan Repeal); 14-300-06 (Tentative Subdivision Map for Tract No. 5952) and approved Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group) (the **“Project”**), filed jointly by the City of Oxnard Housing Authority (OHA) and Urban Housing Communities, LLC (collectively referred to **“Applicant”** or **“Developer”** in the record of proceedings); and

WHEREAS, on December 9, 2014, the City Council conducted a duly noticed public hearing and received all written and oral evidence in favor of and in opposition to the Project, considered an application for Planning and Zoning Permit No. 14-620-02 (General Plan Amendment), and considered approval of Subsequent Mitigated Negative Declaration (**“MND”**) 2014-02 pursuant to the California Environmental Quality Act (**“CEQA”**); and

WHEREAS, on December 9, 2014, the City Council adopted Subsequent MND 2014-04 pursuant to CEQA for approval of the Project and found that the Subsequent MND was completed in compliance with CEQA and reflects the independent judgment of the City; and

WHEREAS, the documents and other material that constitute the record of proceedings upon which the decision to adopt the Subsequent MND is based is located in the Planning Division, and the custodian of the record is the Planning Manager; and

WHEREAS, staff prepared Subsequent MND 2014-04 for the Project pursuant to CEQA and circulated the same for public review between October 17, 2014 and November 5, 2014; and

WHEREAS, the circulation of Subsequent MND 2014-04 satisfies Government Code Section 65352(a), which requires that the City of Oxnard refer the proposed Project to certain affected local public entities and any federal agency whose operations or lands may be affected by the proposed Project; and

WHEREAS, the City of Oxnard published notice of the City Council public hearing on the proposed Project in the Ventura County Star pursuant to Government Code section 65090; and

WHEREAS, the City Council finds, after review of all written and oral evidence presented at the public hearing and review of the Subsequent Draft Initial Study for the Project, that the Project is subject to CEQA; but, that there is no substantial evidence that the Project or any of its aspects may have a significant effect on the environment; and

WHEREAS, the Planning Division Manager provided public notice of the City's intent to adopt Subsequent MND 2014-04 for the proposed Project, and the City Council has considered Subsequent MND 2014-04 prior to its adoption; and

WHEREAS, Government Code section 65358(a) only allows an amendment to an adopted general plan if such amendment is in the public interest; and

WHEREAS, the City Council finds, after review of all written and oral evidence presented at the public hearing, that approval of Planning and Zoning Permit No. 14-620-02 (General Plan Amendment) is in the public interest because approval will correct information within the 2030 General Plan that would otherwise be incorrect absent this amendment; and

WHEREAS, Government Code section 65358(b) precludes the City from amending a mandatory element of the City of Oxnard 2030 General Plan more than four times during any calendar year and this present amendment presents only the second amendment to the City of Oxnard 2030 General Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Oxnard hereby: (i) approves Planning and Zoning Permit No. 14-620-02 (General Plan Amendment) to modify table 1-3 and figure 1-3 of the 2030 General Plan to reflect the repeal of the Las Cortes Specific Plan as shown in Exhibit "A", attached hereto and incorporated herein by reference; and (ii) adopts Subsequent MND No. 2014-02.

[SIGNATURES ON FOLLOWING PAGE]

PASSED AND ADOPTED this 9th day of December 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez, MacDonald, Padilla and Perello.

NOES: None.

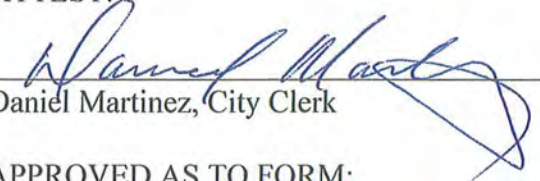
ABSENT: None.

ABSTAIN: None.



Tim Flynn, Mayor

ATTEST:



Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

EXHIBIT A

General Plan Amendment 2014-04

Plans in the City of Oxnard are summarized in Table 1-3 and shown on Figure 1-3.

Table 1-3. Specific Plans as of September 2011

Specific Plan	Acreage	Land Use Mix
Las Brisas	45	Residential and Park
Northfield/ Seagate Business Park	252	Light Industrial, Limited Industrial
Mandalay Bay Phase IV	220	Residential and Coastal Visitor Service
Rose-Santa Clara Corridor	204	Auto Sales and Service, Business Park, Retail Commercial, Commercial/ Manufacturing
Northwest Community	255	Residential, Golf Course
McInnes Ranch Business Park	236	Industrial, Business / Research, Industrial Service Centers
Northwest Golf Course Community	324	Golf course, Institutional, Residential, Public School
Northeast Community	737	Residential, Industrial, Commercial, Schools, Park, and Hospital
Riverpark	701	Residential, Commercial, Parks, Open Space, Schools
Camino Real Business Park	40	Business and Research, Light Industrial
The Village (Wagon Wheel)	56	Residential, Mixed Use, Commercial, Parks
South Shore	323	Residential, Mixed-Use, Parks, Open Space
Teal Club (Proposed)	175	Residential, Commercial, Public Use, Park
Sakioka Farms Business Park (Proposed)	430	Business and Research, Light Industrial
S. Ormond Beach (Proposed)	595	Industrial, Open Space, Wetlands Preserve
TOTAL	4,593	

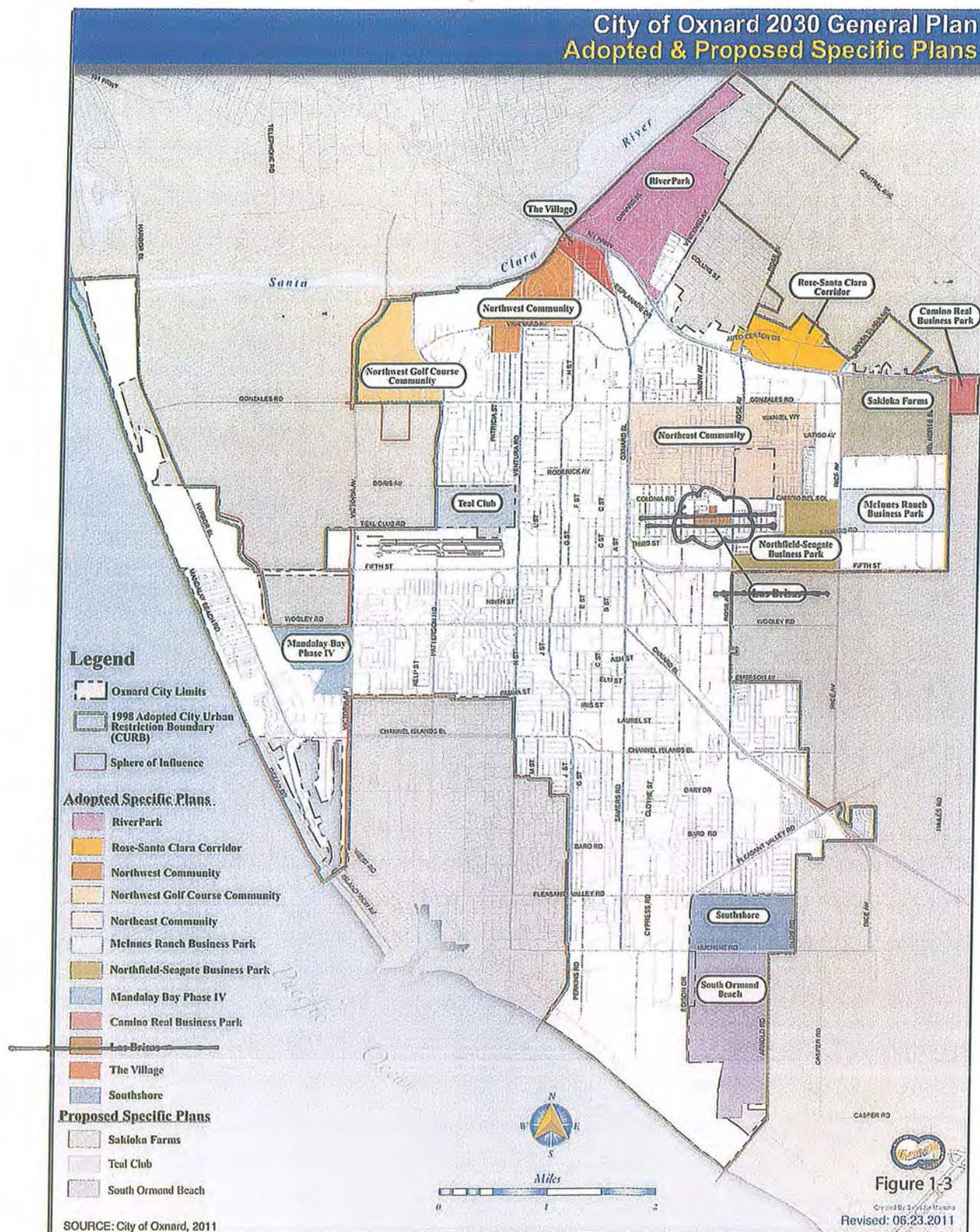


Figure 1-3 Adopted & Proposed Specific Plans (September 2011)

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 14,709

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD UPHOLDING THE DECISION OF THE PLANNING COMMISSION APPROVING PLANNING AND ZONING PERMIT NO. 14-500-07 (SPECIAL USE PERMIT – PLANNED RESIDENTIAL GROUP) TO ESTABLISH DEVELOPMENT STANDARDS AND FUTURE ADMINISTRATIVE ENTITLEMENT PROCEDURES THROUGH A PLANNED RESIDENTIAL GROUP PROGRAM WHICH WILL ALLOW UP TO 305 AFFORDABLE HOUSING UNITS, ANCILLARY PARKS, AND COMMUNITY BUILDINGS WITHIN THREE PHASES ON APPROXIMATELY 25 ACRES OF PROPERTY BOUNDED BY ROSE AVENUE, DEL SOL PARK, MARQUITA STREET, AND EAST FIRST STREET (APNS: 201-0-090-115, 201-0-080-020, AND 201-0-100-025), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY THE CITY OF OXNARD HOUSING AUTHORITY, 435 SOUTH D STREET, OXNARD, CA 93030 AND URBAN HOUSING COMMUNITIES, LLC, 2000 EAST FOURTH STREET, SUITE 205, SANTA ANA, CA 92705.

WHEREAS, on November 20, 2014, the Planning Commission recommended approval of an application for Planning and Zoning Permit Nos. 14-620-02 (General Plan Amendment); 14-630-02 (Specific Plan Repeal); 14-300-06 (Tentative Subdivision Map for Tract No. 5952) and approved Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group) (the “**Project**”), filed jointly by the City of Oxnard Housing Authority (OHA) and Urban Housing Communities, LLC (collectively referred to “**Applicant**” or “**Developer**” in the record of proceedings); and

WHEREAS, on December 9, 2014, the City Council conducted a duly noticed public hearing and received all written and oral evidence in favor of and in opposition to the Project, considered the Planning Division’s appeal of the Planning Commission’s decision on Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group), carefully reviewed the Planning Commission’s decision and all written and oral evidence the Planning Commission relied upon to make its decision, and considered approval of Subsequent Mitigated Negative Declaration (“**MND**”) 2014-02 pursuant to the California Environmental Quality Act (“**CEQA**”); and

WHEREAS, on December 9, 2014, the City Council adopted Subsequent MND 2014-04 pursuant to CEQA for approval of the Project and found that the Subsequent MND was completed in compliance with CEQA and reflects the independent judgment of the City; and

WHEREAS, the documents and other material that constitute the record of proceedings upon which the decision to adopt the Subsequent MND is based is located in the Planning Division, and the custodian of the record is the Planning Manager.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Oxnard hereby upholds the decision of the Planning Commission and approves Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group), subject to the conditions set forth in Planning Commission Resolution No. 2014-22.

PASSED AND ADOPTED this 9th day of December, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez, MacDonald, Padilla and Perello.

NOES: None.

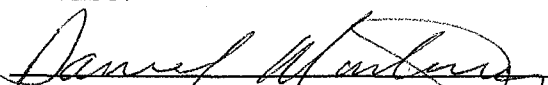
ABSENT: None.

ABSTAIN: None.



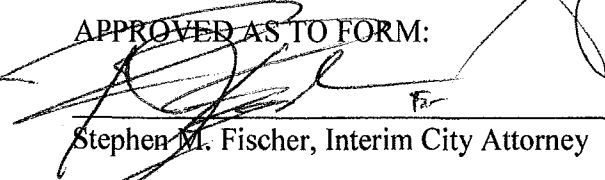
Tim Flynn, Mayor

ATTEST:



Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO. 2887

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 14-630-02 (SPECIFIC PLAN REPEAL) TO REPEAL THE LAS CORTES SPECIFIC PLAN APPLICABLE TO PROPERTY BOUNDED BY ROSE AVENUE, DEL SOL PARK, MARQUITA STREET, AND EAST FIRST STREET. FILED BY THE CITY OF OXNARD HOUSING AUTHORITY, 435 SOUTH D STREET, OXNARD, CA 93030 AND URBAN HOUSING COMMUNITIES, LLC, 2000 EAST FOURTH STREET, SUITE 205, SANTA ANA, CA 92705.

WHEREAS, on November 20, 2014, the Planning Commission recommended approval of an application for Planning and Zoning Permit Nos. 14-620-02 (General Plan Amendment); 14-630-02 (Specific Plan Repeal); 14-300-06 (Tentative Subdivision Map for Tract No. 5952) and approved Planning and Zoning Permit No. 14-500-07 (Special Use Permit – Planned Residential Group) (the “**Project**”), filed jointly by the City of Oxnard Housing Authority (OHA) and Urban Housing Communities, LLC (collectively referred to “**Applicant**” or “**Developer**” in the record of proceedings); and

WHEREAS, on December 9, 2014, the City Council conducted a duly noticed public hearing and received all written and oral evidence in favor of and in opposition to the Project, considered an application for Planning and Zoning Permit No. 14-630-02 (Specific Plan Repeal), and considered approval of Subsequent Mitigated Negative Declaration (“**MND**”) 2014-02 pursuant to the California Environmental Quality Act (“**CEQA**”); and

WHEREAS, on December 9, 2014, the City Council adopted Subsequent MND 2014-04 pursuant to CEQA for approval of the Project and found that the Subsequent MND was completed in compliance with CEQA and reflects the independent judgment of the City; and

WHEREAS, the documents and other material that constitute the record of proceedings upon which the decision to adopt the Subsequent MND is based is located in the Planning Division, and the custodian of the record is the Planning Manager; and

WHEREAS, the City Council finds after due study and deliberation that the public interest and general welfare require approval of Planning and Zoning Permit No. 14-630-02 (Specific Plan Repeal); and

WHEREAS, the City Council finds after due study and deliberation and public hearings that approval of Planning and Zoning Permit No. 14-630-02 (Specific Plan Repeal) is consistent with the 2030 General Plan as amended by Planning and Zoning Permit No. 14-620-02 (General Plan Amendment).

NOW, THEREFORE, the City Council of the City of Oxnard does ordain as follows:

SECTION 1. Planning and Zoning Permit No. 14-630-02 (Specific Plan Repeal) to repeal the Las Cortes Specific Plan applicable to property bounded by Rose Avenue, Del Sol Park, Marquita Street, and East First Street is hereby approved; and

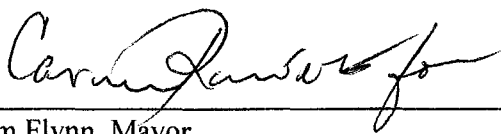
SECTION 2. Within 15 days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation published and circulated in the City. Ordinance No. 2887 was first read on December 9, 2014, and finally adopted on 12/16/14 to become effective thirty (30) days thereafter.

AYES: Councilmembers Ramirez, MacDonald, Padilla and Perello.

NOES: None.

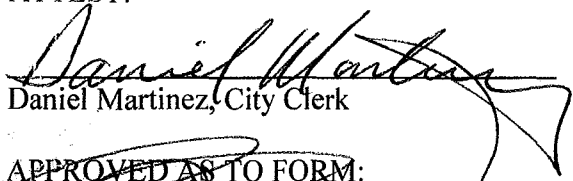
ABSENT: Mayor Flynn.

ABSTAIN: None.

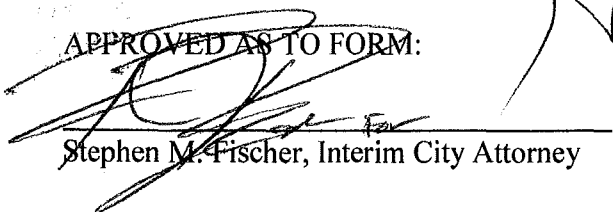


Tim Flynn, Mayor

ATTEST:


Daniel Martinez, City Clerk

APPROVED AS TO FORM:


Stephen M. Fischer, Interim City Attorney

Verification of Status

For Maps and Improvement Plans

Development Services - Engineering



Final Map for Tract 5952-1

Project Location:

Northeast of the intersection of First St. & Marquita St.

- ☒ Map requires subdivision improvement agreement.
- ☐ The Development Services Program does not require improvement plans for this development.
- ☒ This Program has reviewed the improvement plans and found them acceptable. Based on our review, we believe these plans comply with the resolution of the Planning Commission and the City Council approving the tentative map for this development.
- ☒ This Program has reviewed the Final Map and Title Sheet and found them acceptable. Based on our review, we believe the map complies with the resolution of the Planning Commission and the City Council approving the tentative map for this development and also with the Subdivision Map Act of the State of California.
- ☒ The Final Map has been signed.

DATE: 3-10-16


Paul J. Wendt, City Engineer
Development Services

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO. 2904

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 15-630-02 (SPECIFIC PLAN AMENDMENT NO. 1 TO THE VILLAGE SPECIFIC PLAN) TO AMEND THE VILLAGE SPECIFIC PLAN BY ADDING A TRANSIT CENTER OVERLAY ZONE TO PLANNING AREAS 19, 20, AND 21, REVISION TO THE UNDERLYING LAND USE FOR PA 19, AND MODIFICATION OF EXISTING TRANSIT CENTER DESIGN STANDARDS AND ALLOWABLE USES WITHIN THE PROJECT AREA OF THE VILLAGE SPECIFIC PLAN LOCATED NEAR THE NORTHWESTERN EDGE OF THE CITY OF OXNARD, AND BOUNDED BY HIGHWAY 101 TO THE NORTH, OXNARD BOULEVARD TO THE EAST, THE UNION PACIFIC RAILROAD AND EL RIO DRAIN TO THE SOUTH, AND NORTH VENTURA ROAD TO THE WEST (APN'S 139-0-022-015; 139-0-022-030; 139-0-022-040; 139-0-022-060; 139-0-022-140; 139-0-022-165; 139-0-022-175; 139-0-022-185; 139-0-022-190; 139-0-022-200; 139-0-022-215; 139-0-022-225; 139-0-022-235; 139-0-022-245; 139-0-022-255; 139-0-022-265; 139-0-022-275; 139-0-170-015; 139-0-170-025; 139-0-170-030; 139-0-170-045; 139-0-170-055; 139-0-170-095; 139-0-161-025; 139-0-161-035; 139-0-162-040; 139-0-162-075; 139-0-162-085; 139-0-150-110; AND 139-0-150-135). FILED BY TONY TALAMANTE, OXNARD CRFL PARTNERS, LLC, 64 MAXWELL, IRVINE, CALIFORNIA, 92618.

WHEREAS, on January 21, 2016, the Planning Commission voted 6:0 (one Commissioner absent) to approve Resolution No. 2016-01 recommending that the City Council adopt an ordinance approving Planning and Zoning Permit No. 15-630-02 (Specific Plan Amendment No. 1) for map and text amendments to Sections 2.2.1, 2.2.2, 2.3.1, 2.5.3, 3.1.1, 3.1.3, 3.2.1, 3.2.2, 3.3, 3.4, 3.4.3, 3.5, 4.2.3, 4.2.5, 4.3.2, 6.9.1, 6.9.2, 6.10.2, and 7.2.3.5; Tables 2.2, 2.3 and 2.4; and Figures 2.1, 2.5, 2.6, 3.3, 3.5, 4.2, 6.5, and 7.1 of the Village Specific Plan ("Specific Plan") to create a Transit Center Overlay (TCO) Zone over Planning Areas (PA) 19, 20, & 21 within The Village Specific Plan Land Use Plan which will allow transit-oriented uses in PA's 19, 20, & 21, revise the underlying land use for PA 19 from Transit Center (TC) to Mixed Use (MU), and modify existing transit center design standards and allowable uses within the project area (herein referred to as the "Project area"); and

WHEREAS, in September 2008 the City Council certified Final Environmental Impact Report (FEIR) No. 06-03 (State Clearinghouse No. 2006101099) for development of the 62-acre Village Specific Plan; and

WHEREAS, in July 2015 the City Council certified Supplemental Environmental Impact Report (SEIR) No. 14-01 for the Tentative Subdivision Map for Tract No. 5745 of the Village Specific Plan, to address changes in environmental conditions which were not known and could not have been known at the time the City certified FEIR No. 06-03; and

WHEREAS, the Planning Division has determined that the proposed Specific Plan Amendment is consistent with the FEIR No. 06-03 and SEIR No. 14-01 for the Village Specific Plan and is exempt from environmental review in accordance with CEQA Section 15162 CEQA because no substantial changes are proposed which will require major revisions of the previous EIR due to involvement of new significant environmental effects or substantial increase in the severity of previously identified significant effect; and

WHEREAS, the City Council carefully reviewed Planning Commission Resolution No. 2016-01 recommending approval of Planning and Zoning Permit No. 15-630-02 (Specific Plan Amendment No. 1); and

WHEREAS, the City Council held a public hearing and received and reviewed written and oral comments related to the proposed Planning and Zoning Permit No. 15-630-02 (Specific Plan Amendment No. 1); and

WHEREAS, the City Council finds, after due study, deliberation and public hearing that the following circumstances exist:

1. As outlined in Section 6b of the Planning Commission Staff report, the proposed Specific Plan Text and Map Amendment is in conformance with the 2030 General Plan and other adopted policies of the City of Oxnard;
2. As outlined in Section 6c of the Planning Commission Staff report, the proposed Specific Plan Text and Map Amendment is a logical refinement and internally consistent with the adopted Village Specific Plan; and
3. As outlined in Section 6d of the Planning Commission staff report, the proposed Specific Plan Text and Map Amendments support transit circulation, a robust transit center, and clustering of transit support parking spaces in one area. Section 6.10.2 of the Specific Plan is further revised to state (underline language new):
 - 50 designated ~~Park-n-Ride~~ transit parking spaces (expandable if necessary); or a substantial number of transit parking spaces in one location approved by the Development Services Director, with consensus from Ventura County Transportation Commission and Gold Coast Transit.

NOW, THEREFORE, the City Council of the City of Oxnard does ordain as follows:

Part 1. Planning and Zoning Permit No. 15-630-02 (Specific Plan Amendment No. 1 to Village Specific Plan) is hereby adopted to amend Sections 2.2.1, 2.2.2, 2.3.1, 2.5.3, 3.1.1, 3.1.3, 3.2.1, 3.2.2, 3.3, 3.4, 3.4.3, 3.5, 4.2.3, 4.2.5, 4.3.2, 6.9.1, 6.9.2, 6.10.2, and 7.2.3.5; Tables 2.2, 2.3 and 2.4; and Figures 2.1, 2.5, 2.6, 3.3, 3.5, 4.2, 6.5, and 7.1 of the Village Specific Plan by adding a TCO Zone over PAs 19, 20, & 21 within The Village Specific Plan Land Use plan which will allow transit-oriented uses in PA's 19, 20, & 21; revision to the underlying land use for PA 19 from Transit Center to Mixed Use; and modification of existing transit center design standards and allowable uses within the Project area (see Attachment A); and

Part 2. The Specific Plan Amendment is consistent with the FEIR No. 06-03 and SEIR No. 2014-01 and is exempt from environmental review in accordance with State CEQA Guidelines Section 15162 California Environmental Quality Act (CEQA). With imposition of mitigation measures from the certified 2008 FEIR and the 2015 SEIR, impacts are fully mitigated. Mitigation measures identified in FEIR No. 06-03 and SEIR No. 2014-01 that are relevant to this Project site have been incorporated into the project and compliance with the MMRP is a requirement for approval of this SPA; and

Part 3. Pursuant to Government Code Section 65863.5, the City Clerk shall mail a copy of this ordinance to the Assessor of Ventura County within thirty (30) days from the adoption of this ordinance; and

Part 4. 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 5. 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. 2904 was first read on 03/01/2016, finally adopted on _____, 2016, to become effective thirty (30) days thereafter.

SIGNATURES ON FOLLOWING PAGE

Ordinance No. 2904
PZ 15-630-02
Village Specific Plan Amendment
Page 4 of 5

PASSED and ADOPTED this 15th day of March, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM

Stephen M. Fischer, Interim City Attorney

Ordinance No. 2904
PZ 15-630-02
Village Specific Plan Amendment
Page 5 of 5

ATTACHMENT A

SPECIFIC PLAN AMENDMENT PAGES

(See Attachment B of Planning Commission staff report dated January 16, 2016
For January 21, 2016 Planning Commission meeting – Item H.I)

ATTACHMENT A is found in the
City Clerk Ordinance File Folder and WebExtender



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: I-5

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Maria Hurtado
Assistant City Manager

SUBJECT: Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract (A-7860) for DS14-22 Transit Stop Enhancement at Vineyard Ave.

CONTACT: Mike More, Financial Services Manager
Mike.more@oxnard.org, 385-7480

RECOMMENDATION

That City Council:

1. Award Agreement No. A-7860 to the lowest responsible and responsive bidder, Toro Enterprises, in the amount of \$123,308.00 for Project Specification No. DS14-22 Transit Stop Enhancement at Vineyard Avenue project, and
2. Authorize the Purchasing Agent to issue and execute the Agreement upon receipt of final documents.

BACKGROUND

The project will construct one improved transit stop for Gold Coast Transit District at Vineyard Avenue south of Esplanade Drive. The transit stop is on the southbound side of Vineyard Avenue near the corner of Esplanade Drive. The stop will retain the existing Clear Channel passenger shelter, bus bench, trash can, and two bicycle racks. The bus stop will be modified to accommodate a turn-out area to move the bus out of the traffic lanes when loading and unloading passengers. This work will be coordinated with the reconstruction of the Food 4Less shopping center at the southwest corner of Vineyard Avenue and Esplanade Drive.

On September 22, 2015, City Council approved project plans and specifications and authorized staff to conduct a public bid. The first advertisement for the public bid was on November 12, 2015. The public bid process started on November 9, 2015 and closed with a public bid opening on December 9, 2015. City Procurement received three bids as follows:

Toro Enterprises, Inc.	\$123,308.00
Berry General Engineering Contractors, Inc.	\$143,758.00
A. Bates GC, Inc.	\$202,000.00

The department staff has agreed with the award of this contract following receipt of staff review of all documentation received including checks of required license and registration with State Department of Industrial Relations (DIR) per SB854; Occupational Safety & Health Administration (OSHA) web site; records for debarment; and any labor compliance issues. The bid received from Toro Enterprises, Inc. has been found to be the lowest responsible and responsive bid.

Engineer's Estimate of Total Project Cost:

Contract	\$123,308.00
Contingencies	\$ 12,331.00
Services from other programs	\$ 27,041.00
Outside Services	<u>\$ 1,000.00</u>
	\$163,680.00

Cost other than the contract price includes contingencies, services from other programs (city staff time for contract administration, construction management, survey needs, and inspection) and outside construction services (soil testing, materials testing, and permits).

FINANCIAL IMPACT

The transit stop will be funded by "Transit Stops 2012-15" Project No. 133110. Funding in the amount of \$163,680 for work under this contract will be from a Federal Transit Administration (FTA) grant through the Ventura County Transportation Commission (VCTC) for 88.53% of the cost, and State Transportation Development Act (TDA) Article 4 funds for 11.47% of the cost. No city funds are proposed for this project's construction. FTA grants are reimbursements to the City after it incurs the expenses.

Approval of Lowest Responsible Responsive Bid and Authorization to Issue and
Execute a Contract (A-7860) for DS14-22 Transit Stop Enhancement at Vineyard Avenue
March 15, 2016
Page 3

ATTACHMENTS

- #1 - TABULATION OF BIDS
- #2 - REGISTRATION NO. CA DIR
- #3 - BID PACKAGE - TORO ENTERPRISES, INC.
- #4 - OSHA REPORT
- #5 - SUBCONTRACTORS
- #6 - REFERENCES
- #7 - CERTIFICATE OF PUBLICATION - PUBLIC NOTICE
- #8 - STAFF REPORT - COUNCIL APPROVAL TO BID

DS14-22 - Transit Stop Enhancement - Vineyard Avenue										
Owner: City of Oxnard										
BID OPENING DATE: December 9, 2015										
					Toro Enterprises		Berry General Engineering Contractors, Inc.		A. Bates GC Inc.	
					2101 E. Ventura Blvd		350 W. Lewis Street		4685 Runway Street, Unit G	
					Oxnard, CA 93036		Ventura, CA 93002		Simi Valley, CA 93063	
					US		US		US	
					Bidder Status: Valid		Bidder Status: Valid		Bidder Status: Valid	
					#1		#2		#3	
Item #	Item Code	ITEM DESCRIPTION	Quantity	Unit of Measure	Unit Price	Unit Total	Unit Price	Unit Total	Unit Price	Unit Total
1	1103-3	Clearing & Grubbing	1	LS	\$22,000.00	\$22,000.00	\$29,225.00	\$29,225.00		\$5,000.00
2	1180-6	8" reinforced concrete bus pull-out	25	CY	\$495.00	\$12,375.00	\$419.40	\$10,485.00		\$25,000.00
3	1180-6	AC Pavement C2 (2" minimum)	25	TON	\$155.00	\$3,875.00	\$142.00	\$3,550.00		\$16,000.00
4	1150-10	AC Pavement B2 (4" minimum)	50	TON	\$180.00	\$9,000.00	\$142.00	\$7,100.00		\$19,000.00
5	1130-4	Aggregate Base (8" minimum)	77	CY	\$102.00	\$7,854.00	\$119.00	\$9,163.00		\$11,000.00
6	1120-4	Unclassified Excavation	134	CY	\$100.00	\$13,400.00	\$70.00	\$9,380.00		\$14,000.00
7	n/a	8'-wide, 4"-thick concrete sidewalk	1,120	CY	\$7.95	\$8,904.00	\$5.00	\$5,600.00		\$27,000.00
8	1303-3	Local Depression	1	CY	\$1,200.00	\$1,200.00	\$1,905.00	\$1,905.00		\$8,000.00
9	1192-3	Remove & dispose catch basin	1	CY	\$2,500.00	\$2,500.00	\$6,245.00	\$6,245.00		\$4,000.00
10	1192-3	Remove and relocate existing pull box to finish grade	1	CY	\$1,100.00	\$1,100.00	\$1,710.00	\$1,710.00		\$7,000.00
11	1303-3	Install concrete collar	1	CY	\$1,500.00	\$1,500.00	\$1,260.00	\$1,260.00		\$4,000.00
12	1303-3	Catch basin	1	CY	\$12,000.00	\$12,000.00	\$12,600.00	\$12,600.00		\$5,000.00
13	1302-5	Install 24" RCP 2000-D storm drain pipe and connect to existing pipe	20	CY	\$330.00	\$6,600.00	\$168.00	\$3,360.00		\$9,000.00
14	1550-4	Bike rack	2	CY	\$850.00	\$1,700.00	\$695.00	\$1,390.00		\$5,000.00
15	1192-3	Relocate bus shelter, metal bench, trash receptacle and electrical meter	1 set	CY	\$10,500.00	\$10,500.00	\$14,725.00	\$14,725.00		\$18,000.00
16	1505-4	Relocate bus stop sign & guide sign	1	CY	\$2,000.00	\$2,000.00	\$1,445.00	\$1,445.00		\$8,000.00
17	1192-3	Remove/relocate chain link fence	1	CY	\$800.00	\$800.00	\$2,625.00	\$2,625.00		\$3,000.00
18	1530-3	Traffic control	1	CY	\$6,000.00	\$6,000.00	\$21,900.00	\$21,990.00		\$14,000.00
GRAND TOTAL SUBMITTED						\$123,308.00		\$143,758.00		\$202,000.00
GRAND TOTAL VERIFIED						\$123,308.00		\$143,758.00		\$202,000.00

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ATTACHMENT
PAGE 1 OF 1


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Public Works

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:	Current Fiscal Year: 2015/16	v
PWC Registration Number:	example: 1234567890	
Contractor Legal Name:	example: ABC COMPANY	Contractor License Lookup
License Number:	710580	
County:	Select County	v
Search		Reset

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

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	06/17/2015	06/30/2016

v2.20160101

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 ATTACHMENT 2
 PAGE 1 OF 2

State of California
Department of Industrial Relations
 Home Labor Law Cal/OSHA Safety & Health Workers' Comp Self Insurance Apprenticeship Director's Office Boards

Public Works

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:

County:

1000002410 Contractor Details

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

Legal Name
 TORO ENTERPRISES, INC.

Legal Entity Type
 CORPORATION

Trade Name

License Number(s)
 CSLB :710580

Mailing Address
 P.O. BOX 6285
 OXNARD, CA 93031

Physical Address
 2101 E. VENTURA BLVD.
 OXNARD, CA 93036

Email Address
 JERRY@TOROENTERPRISES.COM

Legal Name	Registration Number	County	City	Registration Date	Expiration Date
TORO ENTERPRISES, INC.	1000002410	VENTURA	OXNARD	06/17/2015	06/30/2016

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

**BID DOCUMENTS (BLUE SHEETS)
FOR**

PROJECT TITLE: - DS14-22-Transit Stop Enhancement-Vineyard Avenue

BRIEF DESCRIPTION OF PROJECT: Transit Stop Enhancement-Vineyard Avenue- Installation of concrete sidewalk, concrete bus pull-out, bicycle rack; relocation of existing bus shelter, electrical meter, metal bench and trash receptacle; placement & compaction of asphalt concrete, relocation of utilities, relocation of signs and guide panels, relocation and adjustment of pull box to finished grade; traffic signs at bus stop located at the southwest corner of Vineyard Avenue and Esplanade Drive intersection.

Specification Number DS14-22 includes 17 pages of bid documents. Drawing No. 14-22A includes 3 sheets of plans.

Work must begin within 7 calendar days after the Notice to Proceed is issued. Work is to be complete in 21 calendar days. Liquidated damages will be assessed at \$1,000.00 per calendar day.

Payment shall be in accordance with the provisions of Section 9-3 of the Standard Specifications for Public Works Construction.

**CONTRACTOR'S FAILURE TO COMPLETE THIS SECTION
MAY CAUSE REJECTION OF THE BID**

Name TORO ENTERPRISES, INC.
Physical Address 2101 E. VENTURA BLVD.
Mailing Address PO Box 6285
City OXNARD State CA Zip Code 93036
Telephone No. (805) 483-4515 Fax No. (805) 483-2001

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

B-1

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

PROJECT OVERVIEW

The following description of the amount of work to be done and materials to be furnished by the contractor is an approximation provided for your use in preparing a bid. The City of Oxnard does not expressly or by implication warrant that the actual amount of work or materials awarded will correspond therewith. The City reserves the right to increase or decrease the amount of any class or portion of the work or materials or to delete any of the work or materials, as the City deems necessary or expedient. If the description includes more than one job, the City may decide to award a contract for only one or less than all of the jobs included in the bid submitted.

DESCRIPTION

The project consists of installation of concrete sidewalk, concrete bus pull-out, bicycle rack; relocation of existing bus shelter, electrical meter, metal bench and trash receptacle; placement & compaction of asphalt concrete, relocation of utilities, relocation of signs and guide panels, relocation and adjustment of pull box to finished grade; traffic signs at bus stop located at the southwest corner of Vineyard Avenue and Esplanade Drive intersection.

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

B-2

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

BID SCHEDULE OF WORK AND PRICES

BIDDER'S NAME

TORO ENTERPRISES, INC.

Unit Total
\$22,000 \$22,000

ITEM NO.	DESCRIPTION	PAYMENT REF.	UNIT OF MEASURE	EVALUATION QTY*	UNIT COST	TOTAL
1	Clearing & Grubbing	1103-3	LS	1	\$13,300.-	\$13,300.-
2	8" reinforced concrete bus pull-out	1180-6	CY	25	\$495.-	\$12,375.-
3	AC Pavement C2 (2" minimum)	1180-6	Ton	25	\$155.-	\$3,875.-
4	AC Pavement B2 (4" minimum)	1150-10	Ton	50	\$180.-	\$9,000.-
5	Aggregate Base (8" minimum)	1130-4	CY	77	\$102.-	\$7,854.-
6	Unclassified Excavation	1120-4	CY	134	\$100.-	\$13,400.-
7	8'-wide, 4"-thick concrete sidewalk	n/a	SQ. FT.	1,120	\$7.95	\$8,904.-
8	Local Depression	1303-3	LS	1	\$1,200.-	\$1,200.-
9	Remove & dispose catch basin	1192-3	LS	1	\$2,500.-	\$2,500.-
10	Remove and relocate existing pull box to finish grade	1192-3	EA	1	\$1,100.-	\$1,100.-
11	Install concrete collar	1303-3	EA	1	\$1,500.-	\$1,500.-
12	Catch basin	1303-3	EA	1	\$12,000.-	\$12,000.-
13	Install 24" RCP 2000-D storm drain pipe and connect to existing pipe	1302-5	LF	20	\$330.-	\$6,600.-
14	Bike rack	1550-4	EA	2	\$850.-	\$1,700.-
15	Relocate bus shelter, metal bench, trash receptacle and electrical meter	1192-3	LS	1 set	\$10,500.-	\$10,500.-
16	Relocate bus stop sign & guide sign	1505-4	SET	1	\$2,000.-	\$2,000.-
17	Remove/relocate chain link fence	1192-3	LS	1	\$800.-	\$800.-
18	Traffic control	1530-3	LS	1	\$6,000.-	\$6,000.-
GRAND TOTAL					\$114,100.-	\$123,308

(SC)

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

CITY OF OXNARD
SPECIFICATION NUMBER DS14-22

BID SCHEDULE OF WORK AND PRICES

GRAND TOTAL SUBMITTED - \$ ~~114,008~~ ^(SC) - \$123,308

The grand total submitted is subject to verification. Item total will be verified by multiplying the unit cost with the approximate quantity. If any discrepancy is found, the unit prices will be the basis of award.

Bidder must fill in number and date of *all* addenda or enter the word "none" if appropriate.

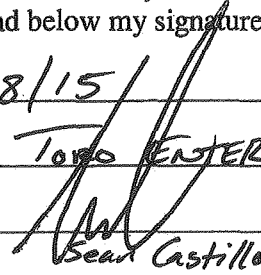
The following addenda are
acknowledged and attached:

NO.	DATED	NO.	DATED

I make the above bid and certify or declare under penalty of perjury that the statements made in this bid, and below my signature, are true and correct.

DATED 12/8/15 AT OXNARD, CA

COMPANY NAME Toro ENTERPRISES, INC.

SIGNATURE  TITLE PRESIDENT
(Sole Owner, Partner, Corporate Officer)*

*Person signing must be listed on records of Contractors State License Board or authorized company signatory.

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

LOCAL AGENCY BIDDER - DBE - INFORMATION

This information may be submitted with your bid proposal. If it is not, and you are the apparent low bidder or the second or third low bidder, it must be submitted and received within 3 business days. Failure to submit the required DBE information will be grounds for finding the proposal nonresponsive.

CO.-RTE.-K.P.: VEN-O-OXN

CONTRACT NO.: DS14-22

BID AMOUNT: \$ 123,368.-

BID OPENING DATE: 12-9-2015

BIDDER'S NAME: TORO ENTERPRISES, INC.

DBE GOAL FROM CONTRACT: 4%

DBE PRIME CONTRACTOR CERTIFICATION: N/A.

CONTRACT ITEM NO.	ITEM OF WORK AND DESCRIPTION OR SERVICES TO BE SUBCONTRACTED OR MATERIALS TO BE PROVIDED ²	DBE CERT. NO.	NAME OF DBEs (Must be certified on the date bids are opened - include DBE address and phone number)	DOLLAR AMOUNT DBE ³
10, portion of #15	Relocate Pull Box Relocate Electrical meter	35670	Los Angeles Signal Construction, Inc. 155 N EUCLIA SAN DIMAS, CA. 91773 909-599-2201	\$7,850. ⁰⁰
IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Copies of the DBE quotes are required. Names of the First Tier DBE Subcontractors and their respective item(s) of work listed above shall be consistent, where applicable, with the names and items of work in the "List of Subcontractors" submitted with your bid pursuant to the Subcontractors Listing Law. 1. DBE prime contractors shall enter their DBE certification number. DBE prime contractors shall indicate all work to be performed by DBEs including work performed by its own forces. 2. If 100% of item is not to be performed or furnished by DBE, describe exact portion of item to be performed or furnished by DBE.			Total Claimed Participation \$ <u>7,850.-</u> <u>6.4</u> %	
			Signature of Bidder <u>Sean Castillo, Pres.</u> Date <u>12/8/15</u> (805) <u>483-4515</u> (Area Code) Tel. No. <u>Craig Thompson</u> Person to Contact (Please Type or Print)	

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ATTACHMENT 3
PAGE 5 OF 10

LOS ANGELES SIGNAL CONSTRUCTION, INC.**QUOTE**

155 N EUCLA SAN DIMAS, CALIF. 91773

Phone: (909) 599-2201 Fax: (909) 599-2722

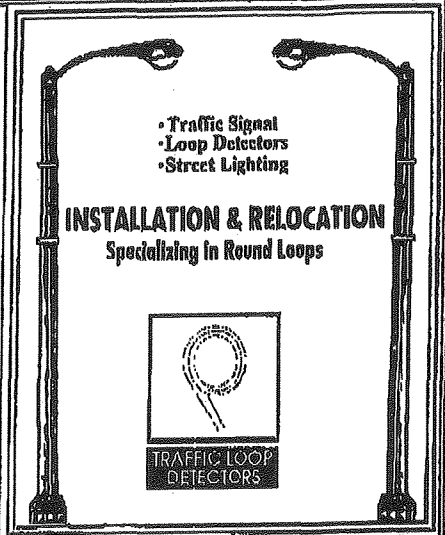
License #: 858974 C10, Exp. 5-31-17... Federal I.D # 42-1657517

MTA Certification-MBE, DBE, SBE. Metro File # 4838 Exp. 3/3/2020

IBEW, LABORS INTL., SIGNATORY DIR#1000005664

Date: 12/9/2015**To:** PROSPECTIVE BIDDER**Attention:** PROJECT ESTIMATOR**From:** CHRIS MORALES**Regarding:** CITY OF OXNARD
TRANSIT STOP ENHANCEMENT-VINEYARD AVE.**Bid Date:** December 9, 2015**Bid Time:** 2:00 PM

****PRICE GOOD FOR 60 DAYS



BID ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	AMOUNT
10	REMOVE AND RELOCATE EXISTING PULL BOX TO FINISH GRADE	1	EA	\$1,000.00	\$1,000.00
15	RELOCATE BUS SHELTER, METAL BENCH, TRASH RECEPTACLE AND ELECTRICAL METER	1	LS	\$6,850.00	\$6,850.00

Exclusions and Conditions 1-20	ANY QUESTIONS, PLEASE CALL	Total	\$7,850.00
--------------------------------	----------------------------	-------	------------

1. Permit, Testing, Inspection, High Voltage Fees & Utility Fees.
2. Bond.
3. All Striping And Signing.
4. Insurance Over One Million Limit.
5. Traffic Control (for our work only included).
6. Wavier Of Subrogation For Workers Compensation Insurance.
7. Purchase of long lead items is subject to baseline schedule.
material on hand will be subject to billing and payment.
8. T & M work to be performed per the std specs for P/W construction.
mark-ups A)Material-15%, b)Equipment-15% C)Labor-20% D)Subs-10%
9. Temporary traffic signal, street lighting/"K" rail installation
10. We reserve the right to review your contract for mutual acceptance
11. As-builts drawings provided by QC if required

12. Contractor is to prepare all work areas so as to be acceptable for our work under the subcontract. Los Angeles Signal will not be called upon to start work until sufficient areas are ready to insure continued work.
13. Maintaining the temporary electrical systems, does not include temporary relocation of lighting, signal, and equipment
14. Payment & Retention Same As General Contractor.
15. Temp Poles & Wiring.
16. Excludes Survey
17. Engineered Traffic Control Plans.
18. Weekend and Night work
19. High Voltage overhead line and fees.
20. UGND utility locating, pot holing & restoration not shown on plans

ATTACHMENT 3
PAGE 6 OF 10

"THANKS FOR CALLING L.A. SIGNAL"

[Back To Query Form](#)

Search Returned 1 Records

Thu Dec 10 09:36:56 PST 2015

Query Criteria

Firm/DBA Name: LOS ANGELES SIGNAL CONSTRUCTION

Firm Type: DBE

Firm ID	35670
Firm/DBA Name	LOS ANGELES SIGNAL CONSTRUCTION, INC.
Address Line1	155 N. EUCLA
Address Line2	
City	SAN DIMAS
State	CA
Zip Code1	91773
Zip Code2	
Mailing Address Line1	
Mailing Address Line2	
Mailing City	
Mailing State	
Mailing Zip Code1	
Mailing Zip Code2	
Certification Type	DBE
EMail	raymor60@aol.com
Contact Name	CHRISTOPHER MORALES
Area Code	(909)
Phone Number	599-2201
Alt Area Code	()
Alt Phone Number	
Fax Area Code	(909)
Fax Phone Number	599-2722
Agency Name	LOS ANGELES COUNTY METRO TRANSPORTATION AUTHORITY (MTA)
Counties	00;
Districts	00;
DBE NAICS	238210;
ACDBE NAICS	
Work Codes	C0686 ELECTRICAL & SIGNALS SUPPLIER;
Licenses	C10 Electrical Contractor;
Trucks	
Gender	M
Ethnicity	HISPANIC
Firm Type	DBE

ATTACHMENT 3
PAGE 7 OF 10

CITY OF OXNARD
SPECIFICATION NUMBER DS14-22

DBE INFORMATION—GOOD FAITH EFFORTS

Federal-aid Project No. DS14-22 Bid Opening Date 12/9/15

The City of Oxnard established a Disadvantaged Business Enterprise (DBE) goal of 4% for this project. The information provided herein shows that adequate good faith efforts were made.

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

<u>Publications</u>	<u>Dates of Advertisement</u>
<u>NONE</u>	

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

<u>Names of DBEs Solicited</u>	<u>Date of Initial Solicitation</u>	<u>Follow Up Methods and Dates</u>
<u>NONE</u>		

- C. The items of work which the bidder made available to DBE firms, including, where appropriate, any breaking down of the contract work items (including those items normally performed by the bidder with its own forces) into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation was made available to DBE firms.

<u>Items of Work</u>	<u>Breakdown of Items</u>
<u>10) Remove & Relocate Existing Poll Box</u>	
<u>15) PORTION - Relocate ELECTRICAL METER</u>	

B-6B

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

- D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, and the firms selected for that work (please attach copies of quotes from the firms involved):

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

CALIFORNIA PROFESSIONAL ENGINEERING, INC.
929 OTTERBEIN AVE. LA PUENTE, CA. 91748.
Note: Their price was higher than the low Bidder
was for this work. (See Attached Quote)

Names, addresses and phone numbers of firms selected for the work above:

LOS ANGELES SIGNAL CONSTRUCTION, INC.
155 N. EUCALYPTUS, SAN DIMAS, CA. 91773.

- E. Efforts made to assist interested DBEs in obtaining bonding, lines of credit or insurance, and any technical assistance or information related to the plans, specifications and requirements for the work which was provided to DBEs:

NONE

- F. Efforts made to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate.

NONE

- G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.).

Name of Agency/Organization	Method/Date of Contact	Results
<u>NONE</u>		

- H. Any additional data to support a demonstration of good faith efforts (use additional sheets if necessary):

NONE

California Professional Engineering, Inc.

Estimate Number**15-607**

929 Otterbein Avenue Unit E

La Puente, CA 91748

License # 793907 Exp: 04/30/2017

Classifications: A C-10 C-20; 8A Certified

LSBE Certified LA County #54567 Exp: 10/31/2016

SBE Certified DGS #54567 Exp: 10/31/2016

SBMBE/DBE/UDBE Certified Caltrans #31277 Exp: -

DIR #1000001980 Exp: 06/30/2016

Union Signatory

Project Name: TRANSIT STOP ENHANCEMENT**Project #: DS14-22****Agency: OXNARD****Bid Due Date: 12/9/2015****Bid Due Time: 2:00PM**

Conditions Set Forth:

1. Estimate Based On One (1) Mobilization Only Unless Otherwise Noted. Each Extra Move-In: \$1,500.00.

2. If Loop Work Quoted, Loop Stub-Out Must Be Existing & Marked If Not Called Out To Replace Per Plans.

3. 2-Weeks Notification Required For Any Loop Work.

4. If You Are The Lowest Bidder & Listed CPE, Please Inform Us Within 48 Hours. Electrical Material May Also Contain Long-Lead Items.

5. Quote Valid For: 30 Days.

CPE is pleased to provide this estimate for the intended use of the Contractor to furnish labor and/or material in strict accordance with the plans and specifications as follows:

Item #	Description:	UOM:	Qty:	Unit Price:	Subtotal:
10	REMOVE AND RELOCATE EXISTING PULL BOX TO FINISH GRADE	EA	1	2,500.00	2,500.00
15	RELOCATE BUS SHELTER, METAL BENCH, TRASH RECEPTACLE AND ELECTRICAL METER (PARTIAL - RELOCATE ELECTRICAL METER ONLY)	LS	1	8,000.00	8,000.00
	EXCLUDES ANY PERMITS AND INSPECTIONS				

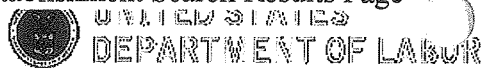
Exclusions: Bond Premium; All Permits; Signage; Lane Closure Request, Traffic Control, and Traffic Control Plan; Water; Sidewalk Concrete; Regulatory Signs; Pedestrian Barricade; Hauling Dirt, Debris, & Concrete Foundation Away; All Concrete Work; Handicap Ramps; Repaving Street; Repaving Potholes; USA Marking Removals; Irrigation Work, Striping; Cold Mix; Any Inspection Fees; Detector Cards; Temporary Loops; And/Or High Voltage Line Conflicts, Unless Otherwise Noted. Certificates of Insurance will be provided upon award of subcontract - any change in company standard verbiage may or may not be available depending on our current carrier.

Terms: Due & payable in 30 days upon completion; 1.5% monthly interest will apply thereafter. Bid based on entire bill of material and services and is inseparable unless written authorization is provided by CPE.

Acceptance _____

TOTAL:**\$10,500.00 3**

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Establishment Search Results

Establishment	Date Range	Office	State
Toro Enterprises	12/11/2010 to 12/11/2015	all	all

Please note that inspections which are known to be incomplete will have the identifying Activity Nr shown in *italic*. Information for these open cases is especially dynamic, e.g., violations may be added or deleted.

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Results 1 - 3 of 3

By Date

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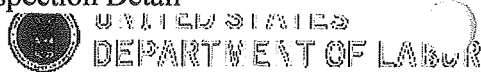
	#	Activity	Opened	RID	St	Type	Sc	SIC	NAICS	Vio	Establishment Name
☐	1	316671114	09/06/2013	0950643	CA	Accident	Complete	1611	237310	1	Toro Enterprises Inc.
☐	2	314830472	06/11/2012	0950643	CA	Complaint	Partial	1611	237310	2	Toro Enterprises Inc
☒	3	314826553	09/09/2011	0950643	CA	Complaint	Partial	1611	237310	3	Toro Enterprises Inc.

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Inspection Detail

Inspection: 316671114 - Toro Enterprises Inc.

Inspection Information - Office: Ca Van Nuys

Nr: 316671114 Report ID: 0950643 Open Date: 09/06/2013

Toro Enterprises Inc.

Avenue K & 7th Street

Lancaster, CA 93534

Union Status: Union

SIC: 1611/Highway and Street Construction, Except Elevated Highways

NAICS: 237310/ Highway, Street, and Bridge Construction

Mailing: P. O. Box 6285, Oxnard, CA 93031

Inspection Type:	Accident		
Scope:	Complete	Advanced Notice:	N
Ownership:	Private		
Safety/Health:	Safety	Close Conference:	12/19/2013
Planning Guide:	Safety-Construction	Close Case:	01/03/2014
Related Activity:	Type	ID	Safety Health
	Accident	102787769	

Violation Summary

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations			1			1
Current Violations			1			1
Initial Penalty			\$750			\$750
Current Penalty			\$750			\$750
FTA Amount						

Violation Items

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
1.	01001	Other	1541 E	12/26/2013	12/31/2013	\$750	\$750	\$0		-

Accident Investigation Summary

Summary Nr: 202658167

Event: 09/03/2013

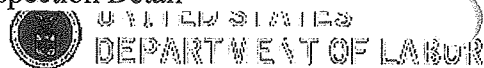
Employee Fractures Feet When Caught Between Box And Pipe

On September 03, 2013, Employee #1 was installing a main pipe in a 15 ft deep trench on the street. The pipe lifted catching the employee's feet between the shoring box and the pipe. Coworkers came to his assistance and lifted the pipe off the employee's foot. Employee #1 was taken to Antelope Valley Hospital, where he was treated for fractures to both feet. The employee was hospitalized for two days.

Keywords: installing, pipe, trench, foot, caught between, fracture

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Inspection	Degree	Nature	Occupation
1 316671114	Hospitalized injury	Fracture	Construction laborers



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Inspection Detail

Note: The following inspection has not been indicated as closed. Please be aware that the information shown may change, e.g. violations may be added or deleted. For open cases, in which a citation has been issued, the citation information may not be available for 5 days following receipt by the employer for Federal inspections or for 30 days following receipt by the employer for State inspections.

Inspection: 314830472 - Toro Enterprises Inc

Inspection Information - Office: Ca Van Nuys

Nr: 314830472 Report ID: 0950643 Open Date: 06/11/2012

Toro Enterprises Inc

Hwy. 138 In Downtown Little Rock

Palmdale, CA 93535

Union Status: Union

SIC: 1611/Highway and Street Construction, Except Elevated Highways

NAICS: 237310/ Highway, Street, and Bridge Construction

Mailing: Po Box 6285, Oxnard, CA 93031

Inspection Type:	Complaint			
Scope:	Partial	Advanced Notice:	N	
Ownership:	Private			
Safety/Health:	Safety	Close Conference:	11/28/2012	
Planning Guide:	Safety-Construction	Close Case:		
Related Activity:	Type	ID	Safety	Health
	Complaint	208547430	Yes	

Violation Summary

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations	1			1		2
Current Violations	1			1		2
Initial Penalty	\$5,850			\$485		\$6,335
Current Penalty	\$2,250			\$250		\$2,500
FTA Amount						

Violation Items

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
1.	01001	Other	1541 C01	11/29/2012	12/18/2012	\$250	\$485	\$0	12/21/2012	J - ALJ Decision
2.	02001	Serious	15410001 A01	11/29/2012	12/11/2012	\$2,250	\$5,850	\$0	12/21/2012	J - ALJ Decision

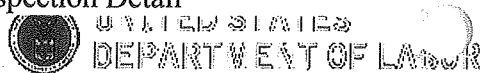
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Inspection Detail

Inspection: 314826553 - Toro Enterprises Inc.

Inspection Information - Office: Ca Van Nuys

Nr: 314826553 Report ID: 0950643 Open Date: 09/09/2011

Toro Enterprises Inc.

147 N. Brent Rd.

Ventura, CA 93003

Union Status: Union

SIC: 1611/Highway and Street Construction, Except Elevated Highways

NAICS: 237310/ Highway, Street, and Bridge Construction

Mailing: P.O. Box 6285, Oxnard, CA 93031

Inspection Type: Complaint

Scope: Partial

Advanced Notice: N

Ownership: Private

Safety/Health: Safety

Close Conference: 02/03/2012

Close Case: 08/07/2012

Related Activity:

Type

ID

Safety

Health

Complaint

207985425

Yes

Violation Summary

Serious Willful Repeat Other Unclass Total

Initial Violations	3	3			
Current Violations	3	3			
Initial Penalty	\$1,100	\$1,100			
Current Penalty	\$1,100	\$1,100			
FTA Amount					

Violation Items

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
1.	01001	Other	14300029 A	02/08/2012	02/27/2012	\$275	\$275	\$0		-
2.	01002	Other	3395 F03	02/08/2012	02/27/2012	\$275	\$275	\$0		-
3.	01003	Other	3395 C	02/08/2012	02/27/2012	\$550	\$550	\$0		-

[Freedom of Information Act](#) | [Privacy & Security Statement](#) | [Disclaimers](#) | [Important Web Site Notices](#) | [International](#) | [Contact Us](#)

U.S. Department of Labor | Occupational Safety & Health Administration | 200 Constitution Ave., NW, Washington, DC 20210

Telephone: 800-321-OSHA (6742) | TTY

www.OSHA.gov

ATTACHMENT 4
PAGE 4 OF 4

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

SUBCONTRACTORS INFORMATION

BIDDER'S NAME TORO ENTERPRISES, INC.

Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code Sections 4104 et seq., each bidder submitting bids for the construction of any public work or improvement shall set forth:

- A. The name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, in an amount in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or, in the case of bids for the construction of streets or highways, including bridges, in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.
- B. The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in his or her bid.

The information requested below must be filled out completely.			This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening-	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE & CA DIR Registration Number	
			NUMBERS	CLASS
1. Los Angeles Signal Construction	155 N. Eucla St. San Dimas, CA 91773	Relocate Pull Box + Electrical Meter.	858974 10000051664	C-10
2. Case Land Surveying	614 N. Echhoff St. Orange, CA 92868	Surveying & Staking	L5411 1000001533	LS
3.				
4.				

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

Subcontractors Registration:

Legal Name	Registration Number	County	City	Registration Date	Expiration Date
LOS ANGELES SIGNAL CONSTRUCTION, INC.	1000005664	LOS ANGELES	SAN DIMAS	08/18/2015	06/30/2016

Legal Name	Registration Number	County	City	Registration Date	Expiration Date
CASE LAND SURVEYING, INC.	1000001533	ORANGE	ORANGE	06/05/2015	06/30/2016

**CITY OF OXNARD
SPECIFICATION NUMBER DS14-22**

REFERENCES

BIDDER'S NAME Toro Enterprises, Inc.

Bidders are required to list at least three references for similar work as described in these specifications. This information will enable the City to evaluate the bidder's responsibility, experience, skill and business and financial position.

Project Description		
Rehabilitation of Existing Rd, AC Paving, Curb & Gutter Improvement		
Owner	Project Location	
City of Simi Valley	Simi Valley, Ca	
Project Cost	Project Manager	Telephone
\$766,501. -	Sarah Sheshebor	(805) 583-6792

Project Description		
R+R Curb & Gutter, R+R Sidewalk, Cold Milling, AC Overlay		
Owner	Project Location	
City of Burbank	Burbank, CA	
Project Cost	Project Manager	Telephone
\$799,407. -	Mark Scott	(818) 238-5800

Project Description		
R+R Concrete Sidewalk, Curb & Gutter, Cross Gutter, Spandrel, Curb Ramps		
Owner	Project Location	
City of Santa Barbara	Santa Barbara, CA	
Project Cost	Project Manager	Telephone
\$265,963. -	William Hornung	(805) 564-5377

SIGNATURE OF BIDDER

Sean Castillo, Pres.

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

I agree this ad is accurate and as ordered.

NOTICE TO BIDDERS

The Oxnard City Council has authorized the invitation to bid on Project Specification Number DS14-22 for the Transit Stops Enhancement-Vineyard Avenue Project. The work will consist of installation of concrete sidewalk, concrete bus pullout; relocation of existing bus shelter, electrical meter, metal bench, trash receptacle, relocation of utilities and all related work. The work designated in this specification will require the Contractor to possess a State of California General Engineering Contractor's License, Class A to be considered as a prime contractor qualified for award of this project. New Public Works Contractor Registration Law (SB 854) requires that all Contractors and Subcontractors be registered with the DIR. Per City policy no engineer's construction estimate is provided for public bid projects.

Plans and Specifications will ONLY be available to review or for purchase directly from the City's online Plan Room, CyberCopy-USA - www.cybercopyreprographics.com, or phone (805) 432-6738; fax (805) 715-1535 for a non-refundable fee of \$75.00 plus \$20.00 shipping and handling starting on MONDAY, NOVEMBER 9, 2015. The Plans and Specifications may be obtained in electronic medium format-CD's for a non-refundable fee of \$35.00 including shipping and handling. For further bid information you may contact General Services Contract Procurement Office, Phone (805) 385-7821.

A non-mandatory Pre-Bid Conference will be held in the City Council Chambers, Civic Center, 305 W. Third St., Oxnard at 10:30 A.M. on WEDNESDAY, NOVEMBER 18, 2015. All prospective bidders are urged to attend.

Some, or all, of this project is funded with Federal Grant funds and proper solicitation of Subcontractors is required with a Good Faith Effort required to prove this was done in accordance with federal requirements in the Code of Federal Regulations 49 CFR 23. The successful Contractor shall cooperate with the Ventura County Transportation Commission (VCTC) in meeting VCTC's race neutral commitments and goals for maximum utilization of Disadvantaged Business Enterprises (DBEs) and contractor will use its best efforts to ensure DBEs shall have the maximum practicable opportunity to compete for subcontract work under this contract. All contractors, Prime and Subs, will pay prevailing wages for each classification and type of worker under the California State Department of Industrial Wage Determination or Davis-Bacon. The HIGHER of the State or Federal Wage Rate shall be used. These current determinations are included in the specifications. All pertinent wage determinations must be posted on the job site. A 10% Bid Bond is required for all bids submitted and the successful Bidder will be required to provide a Payment & Performance Bond equal to 100% of the contract price. Successful Bidder may request that the City enter into an Escrow Agreement for security deposits in lieu of retention.

Each bid shall be submitted on the bid documents (BLUE BID SHEETS) provided by the on-line Plan Room for the City and the bidder MUST be a PLAN HOLDER OF RECORD. All bids must be received at the Office of the City Clerk, Administration Building, 305 West Third Street (East Wing), Oxnard, CA 93030 before 2:00 P.M. on WEDNESDAY, DECEMBER 9, 2015. Immediately thereafter all bids shall be publicly opened by the City Clerk and Purchasing Agent in the Council Chambers, 305 West Third Street, Oxnard, CA 93030.

FOR INFORMATION REGARDING THIS PROJECT PLEASE DIRECT ALL QUESTIONS TO GENERAL SERVICES - 805-385-7821.

Ad Dates 11/13/15, 11/20/15 Ad No.785657

ATTACHMENT 7
PAGE 1 OF 2

In the Superior Court of the State of California

IN AND FOR THE COUNTY OF VENTURA

CERTIFICATE OF PUBLICATION

TYPE OF NOTICE

NOTICE TO BIDDERS

PROJECT SPECIFICATION NUMBER

DS14-22

STATE OF CALIFORNIA

COUNTY OF VENTURA

I Luis Ayala

hereby certify that Ventura County VIDA Newspaper, is a newspaper of general circulation within the provision of the Government Code of the State of California, printed and published in the County of Ventura, State of California; that I am the Principal Clerk of said newspaper; that the annexed clipping is a true printed copy and published in said newspaper on the following dates, to wit.

Nov 12, 19, 2015

I certify under penalty of perjury that the foregoing is true and correct, at Oxnard, County of Ventura, State of California, on the

19th day of November 2015


(Signature)

NOTICE TO BIDDERS

The Oxnard City Council has authorized the invitation to bid on Project Specification Number DS14-22 for the Transit Stops Enhancement-Vineyard Avenue Project. The work will consist of installation of concrete sidewalks, concrete bus pullout, relocation of existing bus shelter, electrical meter, metal bench, trash receptacle, relocation of utilities and all related work. The work designated in this specification will require the Contractor to possess a State of California General Engineering Contractor's License, Class A to be considered as a prime contractor qualified for award of this project. New Public Works Contractor Registration Law (SB 854) requires that all Contractors and Subcontractors be registered with the DIR. Per City policy no engineer's construction estimate is provided for public bid projects.

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FOR INFORMATION REGARDING THIS PROJECT PLEASE DIRECT ALL QUESTIONS TO GENERAL SERVICES - 805-385-7821.

Published VCVN Dates: 11/12/15 and 11/19/15



Meeting Date: 9/22/2015

ACTION	TYPE OF ITEM
☐ Approved Recommendation	☒ Info/Consent
☐ Ord. No(s). _____	☐ Report
☐ Res. No(s). _____	☐ Public Hearing (Info/consent)
☐ Other _____	☐ Other _____

Prepared By: Cynthia DanielsAgenda Item No. I-3Reviewed By: City Manager MM City Attorney SAF Finance mm Other _____

DATE: September 22, 2015

TO: City Council

FROM: Ashley Golden, Director Ashley Golden
Development Services Department

SUBJECT: Project Specification No. DS14-22 for Bus Pullout At Vineyard

RECOMMENDATION

That City Council adopt plans, specifications, and working details for Project Specification No. DS14-22 to construct one improved transit stop for Gold Coast Transit District at Vineyard Avenue south of Esplanade Drive.

DISCUSSION

On July 8, 2014, the City Council adopted plans, specifications, and working details for Project Specification No. DS14-21 to construct three improved transit stops for Gold Coast Transit District at Esplanade Drive and Vineyard Avenue. Staff subsequently removed the Vineyard Avenue transit stop from the project specification because Food 4 Less had not secured the necessary right of way for the Vineyard Avenue transit stop. The reconstructed transit stops at eastbound Esplanade Drive will be finished by the end of September. Gold Coast Transit began using the new transit stops on September 1. Staff created a new project specification for the Vineyard Avenue transit stop.

The capital improvement project for Project Specification No. DS14-22 reconstructs the existing transit stop at Vineyard Avenue to provide a longer pullout area for Gold Coast Transit. The transit stop is on the southbound side of Vineyard Avenue near the corner of Esplanade Drive. The stop will retain the existing Clear Channel passenger shelter, bus bench, trash can, and two bicycle racks. The bus stop will be modified to accommodate a turn-out area to move the bus out of the traffic lanes when loading and unloading passengers. This work will be coordinated with the reconstruction of the shopping center at the southwest corner of Vineyard Avenue and Esplanade Drive.

ATTACHMENT 8
PAGE 1 OF 2

FINANCIAL IMPACT

On July 2, 2012, the City Council authorized recognition of a federal grant award from the Ventura County Transportation Commission (VCTC) and Federal Transit Administration (FTA) to Transit Stops 2012-2015 Project No. 133110. The federal grant award is \$271,768 and the State Transportation Development Act (TDA / LTF4) local match is \$315,210. The transit stops will be funded by Project No. 133110. After the project bids are received and evaluated, staff will return to City Council to recommend award to the lowest responsive bidder and appropriate additional funding if necessary.

CD



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: L-1

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: J. Tabin Cosio, Director of Human Resources

SUBJECT: Approval of Resolutions Authorizing Full-Time Equivalent Positions and Approving Changes to Section XII of the Personnel Rules and Regulations Setting the Classification and Salary Schedule

CONTACT: J. Tabin Cosio, Human Resources
Tabin.Cosio@oxnard.org, 385-7947

RECOMMENDATION

That City Council Adopt Two Resolutions:

1. Repealing Resolution No. 14,873 authorizing full-time equivalent positions and setting the authorized full-time equivalent positions; and
2. Repealing Resolution No. 14,874 setting the classification and salary schedule; and approving changes to Section XII of the Personnel Rules and Regulations setting the classification and salary schedule.

BACKGROUND

Council previously adopted Resolutions No. 14,836 and 14,837 on June 23, 2015 authorizing the number of full-time equivalent positions and setting the classification and salary schedule for the City of Oxnard. Those resolutions were subsequently revised on November 17, 2015 with Resolutions No. 14,873 and 14,874. The two resolutions presented to your Council today for adoption would repeal and supersede all previously adopted resolutions.

At the March 17, 2015 Council meeting, Council received a report on the Organizational Assessment completed by Management Partners and Renne Sloan Holtzman Sakai. On July 21,

Approval of Resolutions Authorizing Full-Time Equivalent Positions and Approving Changes to
Section XII of the Personnel Rules and Regulations

March 15, 2016

Page 2

2015, a three phased implementation action plan was presented to Council to delineate the timing of how the 128 recommendations would be implemented over the course of the next two years. Subsequently, an interdepartmental team made up of representatives from the City Manager's office, the City Attorney's office, and departments of Human Resources and Finance was convened to prioritize, track and ensure timely implementation of the 128 recommendations. An array of recommendations has come before Council over the course of the last several months. And on January 5, 2016, City Council received an update on the Organizational Assessment and the implementation of the 128 recommendations. This report addresses recommendations related to the Finance Department's organizational structure and alignment of divisions and programs in order to improve organizational support, efficiencies and management and obtain better span of control of operations.

The mid-year budget update presented to Council on February 9, 2016 outlined the need for increased staffing levels within the Finance Department to help address critical accounting functions that are not being presently performed. Council approved a budget appropriation to fund an addition of six (6) full-time equivalent (FTEs) positions for the Finance Department, which are listed below.

Job Title	FTE	Salary	Salary Range		Civil Service	FLSA Exempt	Union Representation
		Code	Minimum	Maximum			
Accountant II	1	A80	52,604.86	81,607.55	Yes	No	SEIU Local 721
Accounting Technician	1	A45	42,083.60	65,285.38	Yes	No	SEIU Local 721
Assistant Chief Financial Officer	1	M88	99,761.17	163,839.94	No	Yes	At-will/Unrepresented
Financial Analyst I	2	M14	50,832.72	85,554.96	Yes	Yes	OMMA
Maintenance District Administrator	1	M29	60,793.56	101,491.92	Yes	Yes	OMMA
Net Change to FTE Count	6						

Additionally, staff is recommending an increase to the salary range of the Chief Financial Officer (CFO) position from the present \$132,219 - \$181,802 (E-8) to \$163,636 - \$225,000 (E-14). The recommendation to increase the salary range is based on an assessment of the scope of duties and responsibilities to be assigned to the next CFO, preliminary review of applications received for the current CFO recruitment, and salary study completed for the position.

As initially revealed by the Organizational Assessment and recently confirmed by the internal auditors, there is a deep and broad array of budgetary and administrative issues facing the Finance Department. The CFO will be the key strategist responsible for bringing stability and credibility to the Finance Department by establishing sound financial practices, taking ownership over problems and leading the organization toward solutions that comport to best practices. Specifically, the new CFO will be directly responsible for designing and implementing solid financial policies, the oversight of audits, have significant input in the selection and implementation of the new Enterprise Resource Planning System, mentor, coach and develop both existing and new staff, and proactively address long-term needs by evaluating fee structures, capital projects and general fund revenues and expenditures.

Approval of Resolutions Authorizing Full-Time Equivalent Positions and Approving Changes to
Section XII of the Personnel Rules and Regulations

March 15, 2016

Page 3

The recruitment for the City's next CFO opened on February 29 and closes March 25 with recruitment services being provided by Ralph Andersen and Associates. A preliminary review of applications received to date has revealed that the current applicant pool lacks the desired qualifications and experience level required to successfully execute the duties of this key executive position. The higher salary range is anticipated to attract a larger pool of highly seasoned, strong, innovative finance professionals from public agencies of comparable size and service levels.

A salary study for the CFO position revealed that the City of Oxnard is positioned third within the County of Ventura after the cities of Thousand Oaks and Camarillo – both non full-service cities. And, while the City of Oxnard CFO salary is 3.8% higher than the County median salary for CFOs, all cities surveyed are smaller both in population and budget and do not have the challenges the City of Oxnard currently faces. A review of CFO salaries for cities with comparable budgets and populations as the City of Oxnard revealed that a salary range of \$163,636 to \$225,000 would place the City of Oxnard competitively in the market for CFO candidates with high level finance expertise coupled with the softer skill set needed to support and embrace the organizational transformation currently underway within the City.

FINANCIAL IMPACT

The FY 2015-16 costs to the General Fund for the addition of the six (6) new positions for the Finance Department is estimated to be \$77,785. City Council approved the special budget appropriation for the added cost on February 9, 2016 at the conclusion of the mid-year budget update presentation. Therefore, no additional funds are requested for FY 2015-16. The on-going annual cost of the six (6) positions beyond FY 2015-16 is estimated at \$695,650 and will be cost allocated across various funds during the budget development process for FY 2016-17 and subsequent years. There is no impact to FY 2015-16 for increasing the salary range of the CFO position. The new CFO will not be on-board until at least April 2016 by which time the CFO position will have been vacant for six (6) pay periods. The vacancy of six (6) pay periods would result in salary savings of more than \$42,000, more than enough to cover any increased costs should the next CFO be placed at the top of the new salary range.

ATTACHMENTS

- #1 – Resolution Authorizing Full-Time Equivalent Positions for FY 2015-16
- #2 – Resolution Approving Changes to Section XII of the Personnel Rules and Regulations –
(Classification and Salary Schedule for FY 2015-16)
- #3 – Confidential Management Salary Schedule
- #4 – OMMA Salary Schedule
- #5 – Top Management Salary Schedule

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD REPEALING
RESOLUTION NO. 14,873 AND AUTHORIZING FULL-TIME EQUIVALENT POSITIONS IN
ACCORDANCE WITH THE OPERATING BUDGET FOR THE 2015-2016 FISCAL YEAR**

WHEREAS, the City Manager has submitted for the consideration of the City Council of the City of Oxnard a new list of authorized full time positions in the City service; and

WHEREAS, the current list of authorized full time positions was previously adopted via Resolutions No. 14,873; and

WHEREAS, the City Council has reviewed the new list of authorized full time positions in the City service and finds it desirable and in the interest of maintaining an efficient municipal organization.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD RESOLVES that Resolution No. 14,873 and any amendments thereto shall be repealed and that the authorized full time positions shall be as set forth in the attached list of authorized full time positions effective March 15, 2016.

PASSED AND ADOPTED this 15th day of March, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen Fischer, Interim City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD AUTHORIZING FULL-TIME EQUIVALENT POSITIONS IN THE CITY SERVICE EFFECTIVE MARCH 15, 2016 IN ACCORDANCE WITH THE OPERATING BUDGET FOR THE 2015-2016 FISCAL YEAR

CATEGORY, GROUP, PROGRAM CLASSIFICATION TITLE	HOME PROGRAM FULL-TIME EQUIVALENT POSITIONS
CARNEGIE	
Carnegie Art Museum	
Administrative Secretary I/II	1
Cultural Arts Supervisor	1
Event Attendant III	1.50
Carnegie Art Museum Total	3.50
CITY ATTORNEY	
City Attorney	
Administrative Legal Assistant (C)	1
Administrative Legal Secretary III (C)	1
Assistant City Attorney	3
City Attorney	1
Deputy City Attorney I/II	1
Law Office Manager	1
Total	8
Collection Services	
Paralegal (C)	1
Total	1
City Attorney Total	9
CITY CLERK	
City Clerk	
Administrative Assistant	1
City Clerk	1
Office Assistant I/II	1
City Clerk Total	3
CITY COUNCIL	
City Council	
City Councilmember	4
Executive Assistant I/II	.30
Mayor	1
City Council Total	5.30
CITY MANAGER	
City Manager	
Administrative Assistant (C)	2
Assistant City Manager	1.60
City Manager	1
Deputy City Manager	1.35
Executive Assistant I/II	.70
Total	6.65
Public Information	
Outreach/Education Specialist	2
Public Relations & Community Affairs Manager	1
Total	3
Community Relations/Community Access TV	
Administrative Secretary I/II	1

Resolution No.

Page 2

Community Outreach & Production Specialist	1
Total	2
Neighborhood Services	
Administrative Secretary I/II	1
Management Analyst III	.40
Total	1.40
Enterprise Information Systems Management	
Deputy City Manager	.03
Information Technology Director	1
Network Services Coordinator	1
Programmer Analyst	1
Total	3.03
Geographic Information Systems	
Deputy City Manager	.03
Geographic Information Systems Coordinator	1
Geographic Information Systems Technician I/II	1
Geographic Information Systems Technician III	1
Programmer Analyst	1
Systems Analyst I/II	1
Total	5.03
Personal Computer/Network Systems	
Computer Network Engineer I/II	2
Computer Network Engineer III	2
Computer Operator	1
Deputy City Manager	.03
Systems Administrator	1
Systems Analyst III	2
Total	8.03
Document Publishing Services	
Deputy City Manager	.03
Word Processor III	1
Total	1.03
Telecommunications/Web Development	
Deputy City Manager	.03
Project Manager	1
Total	1.03
City Manager Total	31.20
CITY TREASURER	
City Treasurer	
Account Clerk I/II	2
Account Clerk III	1
Administrative Assistant	1
City Treasurer	1
Revenue Collection Technician	1
Total	6
Utility Customer/Licensing Services	
Assistant City Treasurer/Revenue Accounting Manager	1
Code Compliance Inspector I/II	1
Customer Service Accounting Technician	2
Customer Service Representative I/II	6
Senior Customer Service Representative	1
Treasury Supervisor	1
Total	12
City Treasurer Total	18

Resolution No.

Page 3

DEVELOPMENT SERVICES

Development Support and Public Project Contracts

Administrative Technician	1
Development Services Director	1
Management Analyst I/II	1

Total 3

Building & Engineering Services

Administrative Secretary I/II	1
Administrative Secretary III	1
Assistant Traffic Engineer	1
Building Inspector I/II	6
Civil Engineer	1
Construction Inspector I/II	2
Data Entry Operator I/II	1
Deputy Building Official	2
Development Services Manager	1
Electrical Inspector	1
Junior Civil Engineer	3
Office Assistant I/II	4
Permit Technician	3
Plans Examiner I/II	1
Project Manager	.50
Senior Construction Inspector	1
Supervising Building Inspector	1
Supervising Civil Engineer	1

Total 31.50

Planning

Assistant Planner	2
Associate Planner	3
Drafting/Graphics Tech. I/II	1
Office Assistant I/II	1
Planning and Environmental Services Manager	1
Principal Planner	2

Total 10

Traffic Engineering & Operations

Associate Traffic Design Engineer	1
Traffic Engineer	1

Total 2

Transit Services

Deputy City Manager	.50
Project Manager	.50

Total 1

Development Services Total 47.50

ECONOMIC COMMUNITY DEVELOPMENT

Administration

Administrative Assistant	1
Administrative Secretary III	1
Economic Development Director	1

Total 3

Economic Community Development Total 3

FINANCE

Administration

Chief Financial Officer	1
Assistant Chief Financial Officer	1
Senior Administrative Secretary (C)	1

Total 3

General Accounting

Account Clerk III	2
Accountant I	2

Resolution No.

Page 4

Accountant II	1
Accounting Technician	2
Accounting Technician (C)	1
Controller	1
Financial Analyst I/II	1
Management Accountant/Auditor	1
Management Analyst III	1
Utilities Finance Officer	.50
Total	12.50
Budget/Capital Improvement Projects	
Budget Manager	.50
Financial Analyst I/II	2.50
Utilities Finance Officer	.50
Maintenance District Administrator	1
Total	4.50
Purchasing	
Accounting Manager	1
Buyer	2
Account Clerk II	1
Total	4
Financial Resources	
Administrative Technician	1
Financial Analyst I/II	1
Financial Services Manager	1
Total	3
Grants Management	
Budget Manager	.50
Accountant I	1
Financial Analyst I/II	.50
Total	2
Mail and Courier Services	
Mail Clerk	2
Total	2
Finance Total	31

FIRE

Fire Suppression and Other Emergency Services	
Administrative Assistant (C)	1
Administrative Secretary I/II	.50
Assistant Fire Chief	1
Emergency Medical Services Coordinator	1
Fire Battalion Chief	4
Fire Captain	24
Fire Chief	1
Fire Engineer	24
Firefighter	37
Total	93.50
Fire Prevention	
Administrative Secretary I/II	.50
Fire Battalion Chief	1
Fire Captain	1
Fire Inspector	4
Plans Examiner I/II	.90
Total	7.40
Disaster Preparedness	
Disaster Preparedness Coordinator	1
Total	1
Certified Unified Program Agency (CUPA)	
CUPA Coordinator	1

Resolution No.

Page 5

Fire Environmental Specialist I/II	4
Plans Examiner I/II	.10
Fire Total	107

GENERAL SERVICES

Fleet Services Maintenance	
Administrative Assistant	1
Customer Service Representative I	1
Fleet Services Maintenance Worker/Mechanic I/II (or Maintenance Worker Trainee)	19
Fleet Services Mechanic Supervisor	2
Fleet Services Manager	1
Fleet Services Operations Manager	1
Maintenance Services Manager	.20
Management Analyst III	.10
Senior Fleet Services Mechanic	6
Tire Repairer	1
Total	32.30

Facilities Maintenance	
Administrative Technician	.10
Construction Project Manager	1
Custodial Supervisor	1
Custodian	13
Facilities Maintenance Supervisor	1
Facilities Maintenance Worker I/II	5
HVAC Technician	3
Maintenance Carpenter	1
Maintenance Electrician	1
Maintenance Plumber	2
Maintenance Services Manager	.20
Office Assistant II	.40
Senior Facilities Maintenance Worker	2
Total	30.70

Parks, Public Grounds & Open Space	
Administrative Secretary I/II	1
Administrative Technician	.70
Groundswoker I/II (or Maintenance Worker Trainee)	7
Maintenance Plumber I	1
Maintenance Services Manager	.20
Management Analyst III	.20
Office Assistant I/II	.60
Parks Maintenance Supervisor	1
Parks Manager	1
Total	12.70

Street Trees & Medians	
Groundswoker I/II (or Maintenance Worker Trainee)	3
Parks Maintenance Supervisor	1
Senior Groundswoker	1
Senior Tree Trimmer	1
Tree Trimmer I/II (or Maintenance Worker Trainee)	3
Total	9

Graffiti Action Program	
Graffiti Action Coordinator	1
Management Analyst III	.35
Office Assistant I/II	1
Total	2.35

Park & Facility Development	
Construction Project Coordinator	1
Project Manager	1
Total	2

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Street Landscaping	
Administrative Technician	.20
Groundswoker I/II (or Maintenance Worker Trainee)	3
Maintenance Plumber	1
Maintenance Services Manager	.05
Management Analyst III	.20
Parks Maintenance Supervisor	2
Senior Facilities Maintenance Worker	1
Senior Groundswoker	3
Senior Tree Trimmer	1
Total	11.45

Street Maintenance	
Administrative Secretary III	1
Administrative Technician	1
Equipment Operator	6
Maintenance Services Manager	.15
Management Analyst III	.05
Senior Street Maintenance Worker	4
Street Maintenance Worker I/II	6
Streets Manager	1
Traffic Safety Maintenance Worker	2
Traffic Signal Repairer I/II	2
Traffic Signal Technician	1
Total	24.20

River Ridge Golf Course	
Maintenance Services Manager	.20
Management Analyst III	.10
Total	.30
General Services Total	125

HOUSING

Administrative Support	
Accounting Manager	1
Housing Director	.15
Total	1.15

Public Housing	
Account Clerk I/II	2
Account Clerk III	1.75
Accountant I	1.05
Administrative Secretary III	.45
Computer Network Engineer III	.72
Deputy Housing Director	.50
Facilities Maintenance Worker I/II	8
Groundswoker I/II (or Maintenance Worker Trainee)	3
Housing Contract Administrator	1
Housing Director	.43
Housing Engineer	1
Housing Financial Officer	.75
Housing Maintenance Superintendent	1
Housing Maintenance Supervisor	3
Housing Modernization Superintendent	1
Housing Program Supervisor	3
Housing Programs Manager	1
Housing Rehabilitation Program Manager	.15
Housing Specialist I/II	7
Management Analyst I/II	.25
Management Analyst III	1.85
Office Assistant I/II	5.80
Rehabilitation Construction Specialist I/II	1
Rehabilitation Loan Assistant	.30
Resident Services Assistant	1

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Resident Services Coordinator	1
Senior Groundswoker	1
Senior Housing Maintenance Worker	2
Senior Housing Specialist	3
Total	54
Rental Assistance	
Account Clerk III	.25
Accountant I	.95
Administrative Secretary III	.45
Compliance Services Manager	.09
Computer Network Engineer III	.28
Deputy Housing Director	.50
Housing Director	.43
Housing Financial Officer	.25
Housing Inspector	.75
Housing Program Supervisor	1
Housing Specialist I/II	6
Management Analyst III	.15
Office Assistant I/II	4.20
Rehabilitation Loan Assistant	.30
Senior Housing Specialist	1
Total	16.60
Affordable Housing Assistance	
Administrative Technician	.80
Housing Rehabilitation Program Manager	.58
Management Analyst II	.25
Rehabilitation Loan Assistant	.08
Rehabilitation Loan Specialist	.60
Total	2.31
Grants Administration	
Administrative Secretary III	.10
Grants Coordinator	1
Grants Specialist I/II	1
Rehabilitation Loan Assistant	.25
Total	2.35
Housing Rehabilitation	
Administrative Technician	.25
Housing Rehabilitation Program Manager	.27
Management Analyst I/II	.50
Rehabilitation Loan Specialist	1.40
Total	2.42
Homeless Assistance	
Compliance Services Manager	.31
Rehabilitation Loan Assistant	.08
Total	.39
Mobilehome Rent Stabilization	
Administrative Technician	.10
Compliance Services Manager	.50
Total	.60
Fair Housing	
Administrative Technician	.10
Compliance Services Manager	.10
Total	.20
Housing Total	80.02

HUMAN RESOURCES

Human Resources

Administrative Secretary I/II (C)	2
Assistant City Manager	.40
Assistant Director of Human Resources	1
Human Resources Director	1
Human Resources Technician (C)	4
Senior Benefits Coordinator (C)	1
Senior Human Resources Coordinator (C)	3
Total	12.40

Workers' Compensation

Senior Human Resources Coordinator (C)	1
Workers' Compensation Manager	1
Workers' Compensation Specialist (C)	1
Total	3

Human Resources Total 15.40

LIBRARY

Library Community Outreach

Administrative Assistant	1
Library Aide III	1
Cultural and Community Services Director	1
Office Assistant I/II	1
Total	4

Library Circulation Services

Library Aide I/II	6.50
Library Circulation Supervisor	1
Literacy Coordinator	1
Total	8.50

Library Branch Services

Librarian I	2
Librarian II	1
Librarian III	1
Library Aide I/II	2
Library Aide III	1
Total	7

Library Information/Reference Services

Librarian I	6
Librarian II	1
Library Services Supervisor	1
Total	8

Library Support Services

Computer Network Engineer I/II	2
Library Aide I/II	3
Library Aide III	1
Total	6

Library Total 33.50

POLICE

Code Compliance

Animal Safety Officer	3
Code Compliance Inspector I/II	9
Code Compliance Manager	1
Office Assistant I/II	1
Senior Animal Safety Officer	1
Senior Code Compliance Inspector	1
Total	16

Community Patrol

Administrative Secretary I/II	1
Assistant Police Chief	1
Community Service Officer	8

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Crossing Guard	10.50
Police Commander	4
Police Officer I/II	133
Police Officer III	16
Police Sergeant	19
Police Service Officer	8
Senior Police Service Officer	1
Senior Traffic Service Assistant	3
Traffic Service Assistant I/II	15
Total	219.50

Criminal Investigation

Community Service Officer	2
Crime Analysis Data Technician	1
Crime Analyst I/II	2
Data Entry Operator I/II	1
Evidence Technician I/II	3
Missing Persons Specialist	1
Police Commander	1
Police Officer I/II	22
Police Officer III	16
Police Records Technician III	1
Police Sergeant	6
Sex Registrant Specialist	1
Victim Services Specialist	1
Total	58

Police Support Services

Account Clerk III	2
Administrative Assistant (C)	1
Administrative Services Assistant (C)	2
Assistant Police Chief	1
Community Affairs Manager	1
Computer Network Engineer III	2
Data Entry Operator I/II	3.25
Grants Specialist I/II	1
Office Assistant I/II	1
Police Chief	1
Police Commander	2
Police Financial Manager	1
Police Records Manager	1
Police Records Supervisor	1
Police Records Technician I/II	15.75
Police Records Technician III	2
Police Sergeant	4
Police Word Processor I/II	7.50
Police Word Processor III	1
Programmer Analyst	2
Property & Evidence Custodian	1
Public Safety Info Tech Mgr	1
Total	54.50

Emergency Communications

Public Safety Communications Manager	1
Public Safety Dispatcher I/II	19
Public Safety Dispatcher III	5
Total	25
Police Total	373

PERFORMING ARTS AND CONVENTION CENTER

Performing Arts and Convention Center	
Administrative Secretary III	1
Custodian	1

Event Attendant III	3.50
Event Coordinator	1
Performing Arts Center Manager	1
Senior Custodian	1
Performing Arts and Convention Center Total	8.50

RECREATION AND COMMUNITY SERVICES

Community Services

Administrative Secretary III	1
Community Services Manager	1
Leisure and Recreation Superintendent	1
Management Analyst I/II	1
Management Analyst III	.60
Recreation/Human Services Coordinator	4
Recreation/Human Services Leader III	2.50
Recreation Supervisor	1

Total 12.10

Youth Development

Administrative Secretary I/II	1
Total	1

Senior Services/Special Populations

Administrative Technician	1
Office Assistant I/II	1
Recreation/Human Services Coordinator	3
Recreation/Human Services Leader III	3.25
Recreation Supervisor	1

Total 9.25

Recreation and Community Services Total 22.35

UTILITIES

ENGINEERING AND MAINTENANCE

Administration

Administrative Legal Assistant (C)	1
Administrative Secretary III	1
Public Works Director	1
Total	3

Engineering Design & Contract Admin

Design & Construction Services Manager	.25
Engineering/Survey Technician I/II	2

Total 2.25

Construction Services - Streets

Account Clerk III	.10
Administrative Secretary III	.10
Administrative Technician	.10
Construction Inspector I/II	4
Management Analyst I/II	.10
Public Works Construction Projects Manager	1
Recycling Manager	.10
Senior Construction Inspector	1

Total 6.50

Survey Services

City Surveyor	1
Engineering/Survey Technician I/II	1
Senior Engineering Technician/Survey Chief	1
Total	3

Engineering and Maintenance Total 14.75

WATER AND RECYCLED WATER

Water Procurement

Account Clerk I/II	.45
Administrative Secretary III	1.45
Administrative Technician	.45
Assistant Civil Engineer	.50
Construction & Maintenance Engineer	.50
Construction Project Coordinator	.50
Design & Construction Services Manager	.25
Engineer	.50
Junior Engineer	.50
Management Analyst I/II	.45
Public Works Construction Projects Manager	1
Recycling Manager	.45
Senior Civil Engineer	.50
Technical Services/Water Quality Manager	.33
Utilities Director	.33
Water Division Manager	1

Total 9.16

Water Conservation & Education

Water Conservation/Outreach Coordinator	1
Water Conservation/Outreach Technician	2

Total 3

Water Production

Chief Operator	1
Senior Water Treatment Plant Operator	1
Water Treatment Operator I/II/III	5

Total 7

Water Distribution

Chief Operator	.50
Senior Water Distribution Operator	2
Water Distribution Operator I/II	13

Total 15.50

Water Metering

Chief Operator	.50
Meter Reader	9
Meter Repair Worker	4
Senior Meter Reader	1
Senior Meter Repair Worker	1

Total 15.50

Water Recycle

Wastewater Mechanic I/II	1
Wastewater Operator I/II	1

Total 2

Water Security & Contamination Prevention

Water Regulatory Compliance Coordinator	1
Water Regulatory Compliance Coordinator Technician I/II	2

Total 3

Water and Recycled Water Total 55.16

WASTEWATER AND STORM WATER

Source Control

Administrative Secretary I/II	.25
Data Entry Operator I/II	1
Senior Wastewater Environmental Specialist	1
Source Control Inspector I/II	1
Source Control Technician	.75
Technical Services Manager/Water Quality Manager	.67
Wastewater Environmental Specialist	2

	Total	6.67
Storm Water Quality Management		
Data Entry Operator I/II		.50
Senior Wastewater Environmental Specialist		1
Source Control Technician		.25
Wastewater Environmental Specialist		2
	Total	3.75
Collection System Maintenance and Upgrades		
Account Clerk I/II		.23
Administrative Secretary I/II		.25
Administrative Secretary III		.22
Administrative Technician		.22
Assistant Civil Engineer		.25
Construction & Maintenance Engineer		.25
Construction Project Coordinator		.25
Design & Construction Services Manager		.25
Electrician/Instrumentation Technician		.30
Engineer		.25
Junior Engineer		.25
Management Analyst I/II		.23
Public Works Construction Project Manager		.50
Recycling Manager		.22
Senior Civil Engineer		.75
Senior Wastewater Collection Operator		1
Senior Wastewater Mechanic		1
Treatment Plant Electrician		.15
Utilities Director		.33
Wastewater Collection Operator I/II		6
Wastewater Collection Supervisor		1
Wastewater Maintenance Manager		.50
Wastewater Maintenance Supervisor		.10
Water Division Manager		.50
	Total	14.99
Laboratory Services		
Chemist		1
Laboratory Assistant		1
Laboratory Supervisor		1
Laboratory Technician		2
	Total	5
Treatment Plant Operations		
Administrative Secretary I/II		.25
Power Production Operator I/II		2
Senior Wastewater Operator		4
Wastewater Collection Operator I/II		1
Wastewater Operations Manager/Chief Operator		1
Wastewater Operator I/II		14
Wastewater Operator III		3
	Total	25.25

Treatment Plant Maintenance & Upgrades

Account Clerk I/II	.22
Administrative Secretary I/II	.25
Administrative Secretary III	.22
Administrative Technician	.22
Assistant Civil Engineer	.25
Construction & Maintenance Engineer	.25
Construction Project Coordinator	.25
Design & Construction Services Manager	.25
Electrician/Instrumentation Technician	1.70
Engineer	.25
Groundswoker I/II	1
Instrumentation Technician	1
Junior Civil Engineer	.25
Management Analyst I/II	.23
Public Works Construction Project Manager	.50
Recycling Manager	.23
Senior Civil Engineer	.75
Senior Wastewater Mechanic	1
Transport Operator	1
Treatment Plant Electrician	1.85
Utilities Director	.34
Wastewater Maintenance Manager	.50
Wastewater Maintenance Supervisor	.90
Wastewater Mechanic I/II	10
Water Division Manager	.50

Total 23.91

Wastewater and Storm Water Total 79.57

ENVIRONMENTAL RESOURCES

Planning

Account Clerk III	1
Administrative Secretary III	1
Administrative Technician	1
Customer Service Representative I/II	9.50
Environmental Resources/MRF Manager	1
Management Analyst III	1
Office Assistant I/II	1

Total 15.50

Waste Reduction and Education

Recycling Manager	1
Total	1

Residential Collection

Environmental Resources Supervisor	.50
Solid Waste Compliance Specialist	3
Solid Waste Equipment Operator II	24
Total	27.50

Commercial Collection

Container Service Worker	2
Environmental Resources Supervisor	1
Maintenance Worker Trainee	8
Solid Waste Compliance Specialist	1
Solid Waste Equipment Operator II	16.50

Total 28.50

Industrial Collection	
Environmental Resources Supervisor	.50
Solid Waste Equipment Operator II	8
	Total 8.50
Waste Tip Floor Processing	
Customer Service Representative I	.50
Environmental Resources Supervisor	.58
Equipment Operator	2.04
MRF Dispatcher	.50
Sorter	3
	Total 6.62
Material Recovery Facility (MRF) Processing	
Environmental Resources Supervisor	.58
Equipment Operator	1.98
MRF Dispatcher	.50
MRF Machinery Operator	1.50
MRF Mechanic	1.50
Sorter	1.50
	Total 7.56
Waste Transfer Haul	
Environmental Resources Supervisor	.25
MRF Dispatcher	.50
Solid Waste Transfer Operator	13.00
	Total 13.75
Greenwaste Conversion	
Environmental Resources Supervisor	.59
Equipment Operator	1.98
MRF Machinery Operator	1.50
MRF Mechanic	1.50
Sorter	1.50
	Total 7.07
Environmental Resources Total	116

MEASURE O

Recreation & Youth & Senior Programming	
Library Aide I/II	.50
	Total .50
Parks & Open Space	
Groundswoker I/II	4
Senior Groundswoker	1
	Total 5
Public Safety & Gang Prevention/Intervention	
Computer Network Engineer I/II	3
Fire Captain	6
Fire Engineer	6
Firefighter	9
Police Officer I/II	16
Police Officer III	1
Police Sergeant	1
	Total 42
Measure O Total	47.50
CITY TOTAL	1229.25

CITY COUNCIL OF THE CITY OF OXNARD
RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD REPEALING
RESOLUTION NO. 14,874 AND APPROVING CHANGES TO SECTION XII OF THE
PERSONNEL RULES AND REGULATIONS SETTING THE CLASSIFICATION AND
SALARY SCHEDULE**

WHEREAS, the City Manager has submitted for the consideration of the City Council of the City of Oxnard a new Classification and Salary Schedule; and

WHEREAS, the current Classification and Salary Schedule was previously adopted via Resolution No. 14,874; and

WHEREAS, the City Council has carefully reviewed the Classification and Salary Schedule submitted by the City Manager and finds that the recommended Classification and Salary Schedule is desirable in the interest of maintaining an efficient municipal organization.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD RESOLVES that Resolution No. 14,874 and any amendments thereto shall be repealed and that Section XII of the Personnel Rules and Regulations shall remain in force and effect as set forth in the attached Classification and Salary Schedule effective March 15, 2016.

PASSED AND ADOPTED on this 15th day of March, 2016, by the following vote:

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, Interim City Attorney

Class Title	Salary Range	Class Title	Salary Range
Account Clerk I	A 14	City Council Member	Ordinance
Account Clerk II	A 20	City Manager	E 13
Account Clerk III	A 27	City Surveyor	M 34
Accountant I	A 63	City Treasurer	E 3
Accountant II	A 80	Civil Engineer	A 97
Accounting Manager	M 48	Code Compliance Inspector I	B 96.00
Accounting Technician	A 45	Code Compliance Inspector II	B 106.00
Accounting Technician (C)	C 67	Code Compliance Manager	M 40
Administrative Assistant	A 61	Communications Training Coordinator	P 76
Administrative Assistant (C)	C 70	Community Affairs Manager	M 38
Administrative Legal Assistant (C)	C 70	Community Facilities Manager	M 48
Administrative Legal Secretary I	C 25	Community Outreach & Production Specialist	M 22
Administrative Legal Secretary II	C 35	Community Service Officer	A 34
Administrative Legal Secretary III	C 50	Community Services Manager	M 29
Administrative Secretary I	A 12	Compliance Services Manager	M 29
Administrative Secretary I (Conf)	C 15	Computer Network Engineer I	A 32
Administrative Secretary II	A 19	Computer Network Engineer II	A 49
Administrative Secretary II (Conf)	C 30	Computer Network Engineer III	A 78
Administrative Secretary III	A 26	Computer Operator	A 49
Administrative Secretary III (Conf)	C 40	Construction & Maintenance Engineer	M 66
Administrative Services Assistant (C)	C 70	Construction Inspector I	B 104.50
Administrative Technician	A 36	Construction Inspector II	B 114.50
Administrative Technician (C)	C 60	Construction Project Coordinator	A 61
Animal Safety Officer	B 74.0	Construction Project Manager	M 29
Assistant Chief Financial Officer	M 88	Container Service Worker	B 74.00
Assistant City Attorney	M 88	Controller	M 62
Assistant City Clerk	M 11	Crime Analysis Data Technician	A 34
Assistant City Manager	E 11	Crime Analyst I	A 48
Assistant City Treasurer/Revenue Accounting Manager	M 48	Crime Analyst II	A 64
Assistant Civil Engineer	A 93	Crossing Guard	A 00
Assistant Director of Human Resources	M 67	Cultural & Community Services Director	E 6
Assistant Fire Chief	P 52	Cultural Arts Supervisor	M 11
Assistant Planner	A 69	CUPA Coordinator	M 44
Assistant Police Chief	P 56	Custodial Supervisor	M 14
Assistant Traffic Design Engineer	A 93	Custodian	B 48.00
Assistant Traffic Engineer	A 93	Customer Service Accounting Technician	A 45
Associate Planner	A 83	Customer Service Representative I	A 14
Associate Traffic Design Engineer	A 97	Customer Service Representative II	A 20
Battalion Chief	P 51	Data Entry Operator I	A 14
Budget Manager	M 62	Data Entry Operator II	A 20
Building Inspector I	B 104.50	Deputy Building Official	M 74
Building Inspector II	B 114.50	Deputy City Attorney I	M 48
Buyer	A 40	Deputy City Attorney II	M 62
Chemist	A 72	Deputy City Manager	E 8
Chief Financial Officer	E 14	Design & Construction Services Manager	M 83
Chief Operator	M 32	Development Services Director	E 9
City Attorney	E 12	Development Services Manager	M 87
City Clerk	E 3	Disaster Preparedness Coordinator	M 44
		Drafting/Graphics Technician I	A 41

Class Title	Salary Range	Class Title	Salary Range
Drafting/Graphics Technician II	A 57	Groundsworker II	B 70.00
Economic Development Director	E 6	Homeless Assistance Program Coordinator	M 29
Electrical Inspector	B 126.50	Housing Contract Administrator	A 61
Electrician/Instrumentation Technician	B 112.25	Housing Director	E 6
Emergency Medical Services Coordinator	M 44	Housing Engineer	A 89
Employee Relations Coordinator (C)	C 67	Housing Financial Officer	M 48
Engineer	A 97	Housing Inspector	B 79.00
Engineering Technician I	A 41	Housing Maintenance Superintendent	M 38
Engineering Technician I/Survey Crew	A 41	Housing Maintenance Supervisor	M 14
Engineering Technician II	A 57	Housing Modernization Superintendent	M 38
Engineering Technician II/Survey Crew	A 57	Housing Program Supervisor	M 29
Environmental Resources Supervisor	M 19	Housing Programs Manager	M 51
Environmental Resources/MRF Manager	M 87	Housing Rehabilitation Program Manager	M 38
Equipment Operator	B 79.00	Housing Specialist I	A 44
Event Attendant III (P)	A 36	Housing Specialist II	A 59
Event Coordinator	A 46	Housing Specialist Trainee	A 33
Evidence Technician I	A 53	Human Resources Director	E 8
Evidence Technician II	A 68	Human Resources Manager	M 66
Executive Assistant I	C 80	Human Resources Technician (C)	C 70
Executive Assistant II	C 85	HVAC Technician	B 89.00
Facilities Maintenance Supervisor	M 19	Instrumentation Technician	B 112.25
Facilities Maintenance Worker I	B 62.00	Information Technology Director	E 6
Facilities Maintenance Worker II	B 72.00	Junior Civil Engineer	A 85
Financial Analyst I	M 14	Junior Planner	A 52
Financial Analyst II	M 22	Laboratory Assistant	A 40
Financial Analyst III	M 29	Laboratory Supervisor	M 26
Financial Services Manager	M 62	Laboratory Technician	A 56
Fire Captain	F 124.00	Law Office Manager	M 19
Fire Chief	E 10	Legislative Affairs Manager	M 40
Fire Engineer	F 109.00	Leisure and Recreation Superintendent	M 48
Fire Environmental Specialist I	F 96.00	Librarian I	A 47
Fire Environmental Specialist II	F 109.00	Librarian II	A 62
Fire Inspector	F 109.00	Librarian III	A 79
Firefighter	F 96.00	Library Aide I	A 15
Fleet Services Maintenance Worker	B 61.00	Library Aide II	A 21
Fleet Services Manager	M 44	Library Aide III	A 28
Fleet Services Mechanic I	B 99.00	Library Circulation Supervisor	M 14
Fleet Services Mechanic II	B 104.00	Library Director	E 6
Fleet Services Mechanic Supervisor	M 16	Library Services Supervisor	M 26
Fleet Services Operations Manager	M 19	Literacy Coordinator	A 47
Geographic Information Systems Coordinator	M 51	Mail Clerk	A 15
Geographic Information Systems Technician I	A 50	Maintenance Carpenter	B 88.00
Geographic Information Systems Technician II	A 70	Maintenance District Administrator	M 29
Geographic Information Systems Technician III	A 78	Maintenance Electrician	B 89.00
Graffiti Action Coordinator	B 99.00	Maintenance Plumber	B 88.00
Grants Coordinator	M 36	Maintenance Services Manager	M 85
Grants Specialist I	A 63	Maintenance Worker Trainee	B 45.00
Grants Specialist II	A 80	Management Accountant/Auditor	M 29
Groundsworker I	B 60.00	Management Analyst I	M 14

Class Title	Salary Range	Class Title	Salary Range
Management Analyst II	M 22	Public Relations & Community Affairs Manager	M 66
Management Analyst III	M 29	Public Safety Communications Manager	M 66
Mayor	Ordinance	Public Safety Dispatcher I	P 49.00
Meter Reader	B 70.00	Public Safety Dispatcher II	P 59.00
Meter Repair Worker	B 75.00	Public Safety Dispatcher III	P 76.00
Missing Persons Specialist	A 34	Public Safety Information Technology Manager	M 62
MRF Dispatcher	B 74.00	Public Works Construction Projects Manager	M 38
MRF Machinery Operator	B 79.00	Public Works Director	E 10
MRF Mechanic	B 89.00	Purchasing Clerk	A 20
Neighborhood Services Coordinator	A 61	Recreation Supervisor	M 19
Network Services Coordinator	M 14	Recreation/Human Services Coordinator	A 42
Office Assistant I	A 10	Recreation/Human Services Leader III	A 21
Office Assistant I (Conf)	C 10	Recycling Manager	M 36
Office Assistant II	A 15	Recycling/Marketing Manager	M 36
Office Assistant II (Conf)	C 20	Rehabilitation Construction Specialist I	B 101.00
Outreach/Education Specialist	A 61	Rehabilitation Construction Specialist II	B 111.00
Paralegal	C 75	Rehabilitation Loan Assistant	A 33
Parks Maintenance Supervisor	M 14	Rehabilitation Loan Specialist	A 74
Parks Manager	M 44	Resident Services Assistant	A 59
Performing Arts Center Manager	M 48	Resident Services Coordinator	A 74
Permit Technician	A 55	Revenue Collection Technician	A 45
Plan Check Engineer	A 97	Safety Specialist (C)	C 72
Planning & Environmental Services Manager	M 81	Senior Administrative Legal Secretary	C 65
Plans Examiner I	A 66	Senior Administrative Secretary	A 35
Plans Examiner II	A 81	Senior Administrative Secretary (C)	C 55
Plumbing & Mechanical Inspector	B 126.50	Senior Animal Safety Officer	B 84.00
Police Chief	E 11	Senior Benefits Coordinator (C)	C 75
Police Commander	P 55	Senior Civil Engineer	A 99
Police Finance/Grants Manager	M 62	Senior Code Compliance Inspector	B 116.00
Police Officer I	P 91.00	Senior Construction Inspector	B 124.50
Police Officer II	P 91.00	Senior Custodian	B 58.00
Police Officer III	P 99.00	Senior Customer Service Representative	A 27
Police Records Manager	M 40	Senior Engineering Technician	A 76
Police Records Supervisor	M 11	Senior Engineering Technician/Survey Chief	A 76
Police Records Technician I	A 11	Senior Facilities Maintenance Worker	B 99.00
Police Records Technician II	A 17	Senior Fleet Services Mechanic	B 109.00
Police Records Technician III	A 24	Senior Groundswoker	B 80.00
Police Sergeant	P 106.00	Senior Housing Maintenance Worker	B 92.00
Police Service Officer	P 72.00	Senior Housing Specialist	A 74
Police Word Processor I	A 23	Senior Human Resources Coordinator	C 75
Police Word Processor II	A 30	Senior Meter Reader	B 80.00
Police Word Processor III	A 38	Senior Meter Repair Worker	B 85.00
Power Production Operator I	B 85.25	Senior Planner	M 32
Power Production Operator II	B 95.25	Senior Plans Examiner	A 87
Principal Planner	M 44	Senior Police Service Officer	P 77.00
Programmer Analyst	A 86	Senior Street Maintenance Worker	B 86.00
Project Manager	M 40	Senior Traffic Service Assistant	A 16
Property & Evidence Custodian	A 68	Senior Tree Trimmer	B 86.00
Public Information Officer	M 38	Senior Wastewater Collections Operator	B 86.00

Class Title	Salary Range	Class Title	Salary Range
Senior Wastewater Environmental Specialist	B 116.00	Utilities Finance Officer	M 62
Senior Wastewater Mechanic	B 104.00	Victim Services Specialist	A 59
Senior Wastewater Operator	B 105.25	Wastewater Collections Operator I	B 69.00
Senior Water Distribution Operator	B 80.00	Wastewater Collections Operator II	B 79.00
Senior Water Treatment Operator	B 106.00	Wastewater Collections Supervisor	M 19
Sex Registrant Specialist	A 34	Wastewater Division Manager	M 87
Solid Waste Compliance Specialist	B 94.00	Wastewater Environmental Specialist	B 111.00
Solid Waste Equipment Operator II	B 74.00	Wastewater Maintenance Manager	M 32
Solid Waste Transfer Operator	B 84.00	Wastewater Maintenance Supervisor	M 19
Sorter	B 48.00	Wastewater Mechanic I	B 89.00
Source Control Inspector II	B 100.50	Wastewater Mechanic II	B 99.00
Source Control Technician	B 99.00	Wastewater Operations Mgr/Chief Operator	M 62
Street Maintenance Worker I	B 59.00	Wastewater Operator I	B 82.00
Street Maintenance Worker II	B 69.00	Wastewater Operator II	B 92.00
Streets Manager	M 44	Wastewater Operator III	B 97.00
Supervising Building Inspector	M 40	Wastewater Operator-In-Training	B 67.00
Supervising Civil Engineer	M 74	Water Conservation/Outreach Coordinator	B 114.50
Systems Administrator	M 62	Water Conservation/Outreach Technician	B 59.00
Systems Analyst I	M 29	Water Distribution Operator I	B 64.00
Systems Analyst II	M 40	Water Distribution Operator II	B 74.00
Systems Analyst III	M 51	Water Division Manager	M 87
Technical Services Mgr/Water Quality Mgr	M 62	Water Regulatory Compliance Coordinator	B 114.50
Tire Repairer	B 61.00	Water Regulatory Compliance Technician I	B 94.00
Traffic Engineer	M 59	Water Regulatory Compliance Technician II	B 104.00
Traffic Safety Maintenance Worker	B 69.00	Water Treatment Operator I	B 86.00
Traffic Service Assistant I	A 13	Water Treatment Operator II	B 91.00
Traffic Service Assistant II	A 18	Water Treatment Operator III	B 96.00
Traffic Signal Repairer I	B 79.00	Word Processor I	A 23
Traffic Signal Repairer II	B 89.00	Word Processor II	A 30
Traffic Signal Technician	B 112.00	Word Processor III	A 38
Transport Operator	B 99.00	Workers' Compensation Manager	M 48
Treasury Supervisor	M 11	Workers' Compensation Specialist (C)	C 69
Treatment Plant Electrician	B 99.00		
Tree Trimmer I	B 66.00		
Tree Trimmer II	B 76.00		
Utilities Director	E 10		

CITY OF OXNARD
 CLASSIFICATIONS AND SALARY RANGES
 CONFIDENTIAL, UNREPRESENTED MID-MANAGEMENT EMPLOYEES ("MC" SCHEDULE)
 Effective July 21, 2015
 Revised March 15, 2016

CLASSIFICATION TITLE	SALARY RANGE	HOURLY			BI WEEKLY			MONTHLY		
		BOTTOM	CP	TOP	BOTTOM	CP	TOP	BOTTOM	CP	TOP
Law Office Manager	M19	25.8867	34.5155	43.4486	2,070.94	2,761.24	3,475.89	4,487.03	5,982.69	7,531.09
Management Analyst III	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Deputy City Attorney I	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Workers Compensation Manager	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Deputy City Attorney II	M62	37.5777	50.1035	65.0188	3,006.22	4,008.28	5,201.50	6,513.47	8,684.61	11,269.93
Human Resources Manager	M66	38.6196	51.4928	63.8211	3,089.57	4,119.42	5,105.69	6,694.06	8,925.42	11,062.32
Public Relations & Community Affairs Mgr	M66	38.6196	51.4928	63.8211	3,089.57	4,119.42	5,105.69	6,694.06	8,925.42	11,062.32
Assistant Director of Human Resources	M67	46.1682692	61.5577	69.9519	3,693.46	4,924.62	5,596.15	8,002.50	10,670.00	12,125.00
Assistant Chief Financial Officer	M88	47.9621	63.9492	78.7692	3,836.97	5,115.94	6,301.54	8,313.43	11,084.53	13,653.33
Assistant City Attorney	M88	47.9621	63.9492	78.7692	3,836.97	5,115.94	6,301.54	8,313.43	11,084.53	13,653.33

CITY OF OXNARD
CLASSIFICATIONS AND SALARY RANGES
Oxnard Mid-Managers Association
Effective September 22, 2015, Revised March 15, 2016

CLASSIFICATION TITLE	SALARY RANGE	HOURLY			BI WEEKLY			MONTHLY		
		BOTTOM	CP	TOP	BOTTOM	CP	TOP	BOTTOM	CP	TOP
Accounting Manager	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Assistant City Clerk	M11	23.7584	31.6777	40.0431	1,900.67	2,534.22	3,203.45	4,118.12	5,490.80	6,940.80
Asst City Treas/Revenue Acct Mgr	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Budget Manager	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Chief Operator	M32	29.7770	39.7026	49.6734	2,382.16	3,176.21	3,973.87	5,161.35	6,881.78	8,610.06
City Surveyor	M34	30.3724	40.3954	50.6259	2,429.79	3,231.63	4,050.07	5,264.55	7,001.87	8,775.16
Code Compliance Manager	M40	32.2617	43.0157	53.6490	2,580.94	3,441.26	4,291.92	5,592.03	7,456.05	9,299.16
Community Affairs Manager	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Community Outreach & Prod. Spec.	M22	26.8666	35.8223	45.0165	2,149.33	2,865.78	3,601.32	4,656.88	6,209.20	7,802.86
Community Services Manager	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Compliance Services Manager	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Construction & Maintenance Engineer	M66	38.6196	51.4928	63.8211	3,089.57	4,119.42	5,105.69	6,694.06	8,925.42	11,062.32
Construction Project Manager	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Controller	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Cultural Arts Supervisor	M11	23.7584	31.6777	40.0431	1,900.67	2,534.22	3,203.45	4,118.12	5,490.80	6,940.80
CUPA Coordinator	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Custodial Supervisor	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Deputy Building Official	M74	40.5870	54.1161	66.9692	3,246.96	4,329.29	5,357.54	7,035.08	9,380.12	11,607.99
Deputy Housing Director	M66	38.6196	51.4928	63.8211	3,089.57	4,119.42	5,105.69	6,694.06	8,925.42	11,062.32
Design & Construction Svcs Manager	M83	43.8354	58.3010	72.1693	3,506.83	4,664.08	5,773.54	7,598.14	10,105.51	12,509.35
Development Services Manager	M87	46.6751	62.2333	76.7099	3,734.01	4,978.66	6,136.79	8,090.35	10,787.11	13,296.38
Disaster Preparedness Coordinator	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Emergency Medical Services Coord	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Environmental Resources Supervisor	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Environmental Resources/MRF Manager	M87	46.6751	62.2333	76.7099	3,734.01	4,978.66	6,136.79	8,090.35	10,787.11	13,296.38
Facilities Maintenance Supervisor	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Financial Analyst I	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Financial Analyst II	M22	26.8666	35.8223	45.0165	2,149.33	2,865.78	3,601.32	4,656.88	6,209.20	7,802.86
Financial Analyst III	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Financial Services Manager	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Fleet Services Manager	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Fleet Services Mechanic Supervisor	M16	24.8273	33.1029	42.8227	1,986.18	2,648.23	3,425.82	4,303.40	5,737.84	7,422.60
Fleet Services Operations Manager	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Geographic Info Systems Coordinator	M51	34.9244	46.5660	57.9094	2,793.95	3,725.28	4,632.75	6,053.56	8,071.44	10,037.63
Grants Coordinator	M36	30.9946	41.3262	51.6214	2,479.57	3,306.10	4,129.71	5,372.40	7,163.21	8,947.71
Homeless Assistance Prog Coord	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Housing Maintenance Superintendent	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Housing Maintenance Supervisor	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Housing Modernization Superintendent	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Housing Program Supervisor	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66

CITY OF OXNARD
CLASSIFICATIONS AND SALARY RANGES
Oxnard Mid-Managers Association
Effective September 22, 2015, Revised March 15, 2016

CLASSIFICATION TITLE	SALARY RANGE	HOURLY			BI WEEKLY			MONTHLY		
		BOTTOM	CP	TOP	BOTTOM	CP	TOP	BOTTOM	CP	TOP
Housing Programs Manager	M51	34.9244	46.5660	57.9094	2,793.95	3,725.28	4,632.75	6,053.56	8,071.44	10,037.63
Housing Rehabilitation Prog Manager	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Laboratory Supervisor	M26	28.3736	37.8317	47.4282	2,269.89	3,026.54	3,794.26	4,918.09	6,557.49	8,220.89
Legislative Affairs Manager	M40	32.2617	43.0157	53.6490	2,580.94	3,441.26	4,291.92	5,592.03	7,456.05	9,299.16
Leisure and Recreation Supt	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Library Circulation Supervisor	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Library Services Supervisor	M26	28.3736	37.8317	47.4282	2,269.89	3,026.54	3,794.26	4,918.09	6,557.49	8,220.89
Maintenance District Administrator	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Maintenance Services Manager	M85	45.7393	60.9960	75.2253	3,659.14	4,879.68	6,018.02	7,928.15	10,572.64	13,039.05
Management Accountant/Auditor	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Management Analyst I	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Management Analyst II	M22	26.8666	35.8223	45.0165	2,149.33	2,865.78	3,601.32	4,656.88	6,209.20	7,802.86
Management Analyst III	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Network Services Coordinator	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Parks Maintenance Supervisor	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Parks Manager	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Performing Arts Center Manager	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Planning & Envrn Svcs Manager	M81	42.4184	56.5578	69.8993	3,393.47	4,524.62	5,591.94	7,352.52	9,803.35	12,115.88
Police Financial/Grants Manager	M48	34.1625	45.5498	56.6896	2,733.00	3,643.98	4,535.17	5,921.50	7,895.30	9,826.20
Police Records Manager	M40	32.2617	43.0157	53.6490	2,580.94	3,441.26	4,291.92	5,592.03	7,456.05	9,299.16
Police Records Supervisor	M11	23.7584	31.6777	40.0431	1,900.67	2,534.22	3,203.45	4,118.12	5,490.80	6,940.80
Principal Planner	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Project Manager	M40	32.2617	43.0157	53.6490	2,580.94	3,441.26	4,291.92	5,592.03	7,456.05	9,299.16
Public Information Officer	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Public Safety Communications Manager	M66	38.6196	51.4928	63.8211	3,089.57	4,119.42	5,105.69	6,694.06	8,925.42	11,062.32
Public Safety Info Tech Manager	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
PW Construction Project Manager	M38	31.6529	42.2039	52.6746	2,532.23	3,376.31	4,213.97	5,486.50	7,315.34	9,130.26
Recreation Supervisor	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Recycling Manager	M36	30.9946	41.3262	51.6214	2,479.57	3,306.10	4,129.71	5,372.40	7,163.21	8,947.71
Senior Planner	M32	29.7770	39.7026	49.6734	2,382.16	3,176.21	3,973.87	5,161.35	6,881.78	8,610.06
Streets Manager	M44	33.2614	44.3487	55.2485	2,660.91	3,547.90	4,419.88	5,765.31	7,687.11	9,576.41
Supervising Building Inspector	M40	32.2617	43.0157	52.6490	2,580.94	3,441.26	4,211.92	5,592.03	7,456.05	9,125.83
Supervising Civil Engineer	M74	40.5870	54.1161	66.9692	3,246.96	4,329.29	5,357.54	7,035.08	9,380.12	11,607.99
Systems Administrator	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Systems Analyst I	M29	29.2277	38.9702	48.7942	2,338.22	3,117.62	3,903.54	5,066.13	6,754.83	8,457.66
Systems Analyst II	M40	32.2617	43.0157	53.6490	2,580.94	3,441.26	4,291.92	5,592.03	7,456.05	9,299.16
Systems Analyst III	M51	34.9244	46.5660	57.9094	2,793.95	3,725.28	4,632.75	6,053.56	8,071.44	10,037.63
Technical Services Manager/Water Quality Manager	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Traffic Engineer	M59	36.7511	49.0014	60.8317	2,940.09	3,920.11	4,866.54	6,370.19	8,493.58	10,544.16
Treasury Supervisor	M11	23.7584	31.6777	40.0431	1,900.67	2,534.22	3,203.45	4,118.12	5,490.80	6,940.80
Utilities Finance Officer	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Wastewater Collections Supervisor	M14	24.4388	32.5852	41.1322	1,955.10	2,606.82	3,290.58	4,236.06	5,648.10	7,129.58
Wastewater Division Manager	M87	46.6751	62.2333	76.7099	3,734.01	4,978.66	6,136.79	8,090.35	10,787.11	13,296.38
Wastewater Maintenance Manager	M32	29.7770	39.7026	49.6734	2,382.16	3,176.21	3,973.87	5,161.35	6,881.78	8,610.06
Wastewater Maintenance Supervisor	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Wastewater Operations Manager/Chief Operator	M62	37.5777	50.1035	62.1542	3,006.22	4,008.28	4,972.34	6,513.47	8,684.61	10,773.39
Wastewater Operations Supervisor	M19	25.8867	34.5155	43.4474	2,070.94	2,761.24	3,475.79	4,487.03	5,982.69	7,530.88
Water Division Manager	M87	46.6751	62.2333	76.7099	3,734.01	4,978.66	6,136.79	8,090.35	10,787.11	13,296.38

CITY OF OXNARD
CLASSIFICATIONS AND SALARY RANGES
TOP MANAGEMENT (T SCHEDULE)

Effective July 21, 2015, Revised March 15, 2016

CLASSIFICATION TITLE	SALARY RANGE	HOURLY			BI WEEKLY			MONTHLY			ANNUAL		
		BOTTOM	CP	TOP	BOTTOM	CP	TOP	BOTTOM	CP	TOP	BOTTOM	CP	TOP
City Manager	E-13	-	-	131.0629	-	-	10,485.03	-	-	22,717.57	-	-	272,610.83
Assistant City Manager	E-11	80.8597	100.7528	111.1822	6,468.78	8,060.22	8,894.58	14,015.69	17,463.82	19,271.58	168,188.26	209,565.81	231,259.01
Police Chief	E-11	80.8597	100.7528	111.1822	6,468.78	8,060.22	8,894.58	14,015.69	17,463.82	19,271.58	168,188.26	209,565.81	231,259.01
Chief Financial Officer	E-14	78.6713	98.0259	108.1731	6,293.70	7,842.07	8,653.85	13,636.36	16,991.16	18,750.00	163,636.28	203,893.92	225,000.00
City Attorney	E-12	-	-	105.7692	-	-	8,461.54	-	-	18,333.33	-	-	219,999.94
Fire Chief	E-10	69.4323	86.5140	95.4695	5,554.58	6,921.12	7,637.56	12,034.93	14,995.75	16,548.04	144,419.18	179,949.06	198,576.49
Public Works Director	E-10	69.4323	86.5140	95.4695	5,554.58	6,921.12	7,637.56	12,034.93	14,995.75	16,548.04	144,419.18	179,949.06	198,576.49
Utilities Director	E-10	69.4323	86.5140	95.4695	5,554.58	6,921.12	7,637.56	12,034.93	14,995.75	16,548.04	144,419.18	179,949.06	198,576.49
Development Services Director	E-9	66.7119	82.9624	91.7289	5,336.95	6,636.99	7,338.31	11,563.39	14,380.14	15,899.68	138,760.68	172,561.70	190,796.15
Deputy City Manager	E-8	63.5672	79.2060	87.4049	5,085.37	6,336.48	6,992.39	11,018.31	13,729.04	15,150.18	132,219.72	164,748.51	181,802.14
Human Resources Director	E-8	63.5672	79.2060	87.4049	5,085.37	6,336.48	6,992.39	11,018.31	13,729.04	15,150.18	132,219.72	164,748.51	181,802.14
Cultural & Community Services Director	E-6	56.9702	70.8476	78.3339	4,557.62	5,667.81	6,266.71	9,874.84	12,280.25	13,577.87	118,498.07	147,363.02	162,934.45
Housing Director	E-6	56.9702	70.8476	78.3339	4,557.62	5,667.81	6,266.71	9,874.84	12,280.25	13,577.87	118,498.07	147,363.02	162,934.45
Library Director	E-6	56.9702	70.8476	78.3339	4,557.62	5,667.81	6,266.71	9,874.84	12,280.25	13,577.87	118,498.07	147,363.02	162,934.45
Information Technology Director	E-6	56.9702	70.8476	78.3339	4,557.62	5,667.81	6,266.71	9,874.84	12,280.25	13,577.87	118,498.07	147,363.02	162,934.45
Economic Development Director	E-6	56.9702	70.8476	78.3330	4,557.62	5,667.81	6,266.64	9,874.83	12,280.25	13,577.72	118,498.02	147,363.01	162,932.64
City Clerk	E-3	49.6859	61.9094	68.3179	3,974.87	4,952.75	5,465.44	8,612.22	10,730.96	11,841.78	103,346.59	128,771.50	142,101.32
City Treasurer	E-3	49.6859	61.9094	68.3179	3,974.87	4,952.75	5,465.44	8,612.22	10,730.96	11,841.78	103,346.59	128,771.50	142,101.32



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: L-2

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

Handwritten signatures in blue ink. The top signature is "Greg Nyhoff" and the bottom signature is "Ashley Golden".

FROM: Ashley Golden, Development Services Director

SUBJECT: Possible Amendments to the Oxnard City Urban Restriction Boundary (CURB) and the Save Open Space and Agricultural Resources (SOAR) Ordinance

CONTACT: Ashley Golden, Development Services
Ashley.Golden@oxnard.org, 385-7882

RECOMMENDATION

That City Council receive a report and provide direction to staff regarding placing an amendment to CURB and/or SOAR before qualified City of Oxnard voters at a statewide election.

BACKGROUND

Oxnard's SOAR ordinance was enacted on November 3, 1998, and expires on December 31, 2020. Under this ordinance, urban services and urbanized uses are restricted to land within the CURB until December 31, 2020. The ordinance, inclusive of the sunset date of December 31, 2020, is included in the General Plan Programmatic Environmental Impact Report (EIR) and the 2030 General Plan document.

On February 9, 2016 the City Council conducted a study session regarding the SOAR organization's request for the City Council to place their initiative on the November ballot. Their proposal includes the retraction of approximately 1,750 acres currently within the City's SOAR, CURB, Sphere of Influence (SOI), and in some cases city boundaries. Their proposal also includes ordinance text amendments, the most significant being the extension of SOAR to the year 2050. At the conclusion of the study session City Council requested options and associated timelines related to a SOAR initiative.

There are at least three options within the City Council's purview. In addition, it is important to keep in mind that at any point any group or individual can propose an alternative SOAR initiative specific to Oxnard (as shown by the Ventura County Coalition of Labor, Agriculture, and Business's filing of an alternative *county* measure on February 19th).

1. **Option One:** The City Council decides not to put the SOAR organization's initiative on the 2016 ballot. In this scenario the SOAR organization may file their proposed ballot language and notice of intent, and shortly thereafter start collecting signatures to qualify the measure for the November 8, 2016 ballot.

To qualify this initiative for the 2016 ballot the SOAR organization has to collect and submit valid signatures for 10% of the registered voters on file with the County Clerk by May 20, 2016. As of January 5, 2016 the County of Ventura had 67,938 City of Oxnard registered voters; therefore to qualify the initiative for the November 8, 2016 ballot the SOAR organization will have to submit 6,794 valid signatures by May 20, 2016. If the required signatures are not collected by May 20th, the organization can collect signatures for up to 180 days. If they obtain 10% of the voter signatures within 180 days, but after May 20th, the measure would qualify for the November 2018 ballot. If the SOAR organization collects 15% of the valid registered voter signatures (approximately 10,200 signatures) within 180 days, it would force the City to hold a special election.

If the SOAR organization collects the required number of valid signatures by May 20th, the County will charge the City \$6,000 - \$10,000 for election proceedings. There will be minimal impacts to staff resources. If a special election is required, the City would bear the cost. It is estimated that a special election would cost the City \$160,000 - \$200,000. Ventura County charged to the city \$161,000 for the June 4, 2013 special election. There were also additional city costs for staff time and minor miscellaneous charges.

Collecting voter signatures is the approach the SOAR organization has taken for the SOAR initiatives in seven (7) cities within the County that have a SOAR ordinance and with the County of Ventura SOAR initiative. Mr. Francis indicated he engaged staff in the other cities and the County prior to filing each SOAR measure. Voter initiatives for which signatures are gathered are not subject to the California Environmental Quality Act (CEQA).

If Council supports this first option, staff would continue to engage Mr. Francis to develop an initiative that would provide the most consistency with Oxnard's 2030 General Plan. Following the February 9th City Council Study Session, staff met with Mr. Francis. At that time we discussed the specifics of their proposal, what other cities SOAR initiatives include, and provided him with the City's 2009 staff report to City Council to amend, and in many cases expand, Oxnard's SOAR boundary.

2. **Option Two:** City Council supports putting the SOAR organization's initiative on the 2016 ballot. The City must file the initiative with the County of Ventura by August 12, 2016. However, the County Clerk has indicated to meet the printing and publishing deadlines the City will need to submit the initiative to the County by July 5, 2016. If we do not submit the initiative by July 5th the City will need to hire a consultant to assist with the ballot process. It

is anticipated that the consultant will cost approximately \$55,000. Within this option there are two scenarios:

a) Scenario One: Council supports the SOAR organization's language presented at the February 9, 2016 Council meeting (retraction of approximately 1,750 acres currently within the City's SOAR and various text amendments).

- 1) Staff would not engage community for further changes.
- 2) This option requires staff to complete a CEQA analysis. It is expected that a mitigated negative declaration (MND) would be required. If major environmental studies are not required staff estimates the CEQA process to cost \$15,000 - \$20,000 for the required MND. It will be a very compressed timeline to complete the MND and noticing for a June 2016 Planning Commission meeting.
- 3) Staff would prepare an analysis for reports to the Planning Commission (June 2016) and for a recommendation to City Council (July 2016). We expect staff time for preparation for the reports and hearings to cost approximately \$10,000. If approved, staff would file the initiative with the County Clerk by the August 12th filing deadline. City Clerk staff would hire a consultant, estimated at approximately \$55,000, to assist with the ballot process. In addition the County will charge the City \$6,000 - \$10,000 for election proceedings.
- 4) Total cost for Scenario One is estimated at \$86,000 – \$95,000, plus additional costs associated with City Clerk staff support.

b) Scenario Two: Council authorizes staff to negotiate with the SOAR organization on the text and boundaries reviewed at the February 9th City Council meeting.

- 1) If staff is able to come to an agreement with the SOAR organization, staff would launch into the CEQA analysis, then prepare analysis for staff reports to the Planning Commission and to City Council to seek approvals prior to the August 12th filing deadline. Due to a compressed schedule, there would not be time to engage the community on any changes to the SOAR organization's initiative prior to Planning Commission. There would be additional costs associated with the staff time negotiating with the SOAR organization.
- 2) The CEQA analysis and costs is expected to be \$15,000 - \$20,000 for the required MND.
- 3) Staff would prepare an analysis for reports to the Planning Commission (June 2016) and for a recommendation to City Council (July 2016). We expect staff time for preparation for the hearings to cost approximately \$10,000. Staff would file the initiative with the County Clerk by the August 12, 2016 deadline. City Clerk staff would hire a consultant, estimated at approximately \$55,000, to assist

with the ballot process. In addition the County will charge the City \$6,000 - \$10,000 for election proceedings.

- 4) Total cost for Scenario Two is estimated at \$86,000 – \$95,000, plus additional staff costs associated with the negotiations and City Clerk staff support.

3. Option Three: City Council directs staff to author a SOAR initiative. In this scenario, the SOAR organization may still choose to file their initiative and collect signatures to qualify their measure for the ballot, and any other group or individual may file an alternative measure. Within this option there are two distinct scenarios:

- a) **Scenario One:** A City-authored SOAR initiative for the 2016 ballot, with the only change being an extension of the SOAR sunset date to 2030 (which is consistent with the sunset of our 2030 General Plan). To make the 2016 ballot there is only time to amend the sunset date.

- 1) This would require staff to complete a CEQA analysis. It is expected that a CEQA negative declaration (ND) or mitigate declaration (MND) would be required. We expect the staff effort for the CEQA process to cost \$10,000 if major environmental studies are not required.

- 2) Staff would also prepare an analysis for reports to the Planning Commission (June 2016) and for a recommendation to City Council (July 2016). We expect staff time for preparation for the hearings to cost approximately \$10,000. Staff would file the initiative with the County Clerk by the August 12, 2016 deadline. As in Option Two, the City will need to hire a consultant to assist with the ballot process. It is anticipated that the consultant will cost approximately \$55,000. In addition the County will charge the City \$6,000 - \$10,000 for election proceedings.

- 3) The total costs for this Scenario is approximately \$81,000 - \$85,000, plus additional costs associated with City Clerk staff support.

- b) **Scenario Two:** A City-authored SOAR initiative to extend the sunset date and to study changes to the boundary and text of the initiative for the 2018 ballot. There is not enough time to engage the public and conduct the necessary studies to accomplish text or boundary changes for the 2016 ballot.

- 1) Staff would conduct a public outreach effort on boundaries and text amendments. This input could lead to retractions or additions of land to the SOAR boundary, removal of existing areas within SOAR in exchange for land in another area (swaps), and various text amendments.

- 2) The level and cost of the CEQA review (ND/MND or and Environmental Impact Report (EIR)) cannot be determined until the community outreach and scoping process is well underway. Based on community input, the appropriate studies to

analyze the changes would be necessary (traffic, population projections, infrastructure studies, etc.).

- 3) This scenario would require various community meetings, Planning Commission and City Council meetings, and approval prior to submitting language for the 2018 ballot. Over the two-year time period it is anticipated that staff time for the community engagement and hearings would cost approximately \$40,000.
- 4) The level of CEQA review and necessary studies will determine the cost of this option, therefore, the total cost for this option cannot be estimated until the community scoping process for the initiative language is completed.

Analysis: Oxnard's 2030 General Plan took approximately 10 years and over \$1 million to complete. That document planned for our city needs to the year 2030. The SOAR organization's proposal sunsets in the year 2050, which is 20 years past Oxnard's General Plan and General Plan EIR and related studies, and 10 years past Southern California's Association of Governments (SCAG) population projections.

It is important to keep in mind that the existing SOAR initiative does not expire until 2020. There are existing measures in place to protect agricultural land and open space. For example:

1. General Plan policies include the protection of wetlands, agricultural buffers and preservation, restoration of the Ormond Beach Wetlands, and promoting infill development.
2. Local Agency Formation Commission (LAFCO)/Annexation process – areas outside the City boundary, but within SOAR and CURB boundaries, require discretionary review including community input, Planning Commission, City Council, and approval of LAFCO.
3. Development Permits/Discretionary Review – Development, specifically in the areas the SOAR organization proposes to remove, require CEQA analysis, community input, Planning Commission, City Council, and in some cases Coastal Commission approval.
4. Greenbelt Agreements – In addition to our General Plan and permit procedures there are existing Greenbelt Agreements. Greenbelt agreements are joint or co-adopted resolutions by cities, the County (when applicable), and LAFCO, whereby it is agreed to jointly administer a common policy of non-annexation and non-development in an agreed upon area. These agreements limit the urban growth for each city. The City of Oxnard participates in two of these agreements:
 - a) Oxnard-Camarillo Greenbelt Agreement consists of approximately 27,000 acres designated for the preservation of agricultural between the unincorporated areas of Oxnard and Camarillo
 - b) Oxnard-Ventura Greenbelt Agreement consists of over 5,000 acres in the unincorporated County areas between Oxnard and Ventura.

FINANCIAL IMPACT

There are no funds budgeted for SOAR initiative efforts. The potential costs are described in more detail within each option. A summary of the estimated costs per option:

Option One: The City will incur \$6,000 - \$10,000 in costs if the SOAR organization qualifies the measure for the November 2016 or 2018 ballot. If the SOAR organization does not qualify the measure for the 2016 or 2018 ballot the City will incur no costs. If the SOAR organization qualifies the initiative for a special election it is estimated to cost \$160,000 - \$200,000.

Option Two:

Scenario One: \$86,000 - \$95,000 plus additional funding for City Clerk staff support (\$10,000 for staff time for the reports and hearings, \$15,000-\$20,000 for CEQA, \$55,000 for election proceedings, and \$6,000-\$10,000 in County charges)

Scenario Two: \$86,000 - \$95,000, plus additional funds for negotiating and City Clerk staff support (\$10,000 for staff time for the reports and hearings, \$15,000-\$20,000 for CEQA, \$55,000 for election proceedings, and \$6,000 - \$10,000 in County charges)

Option Three:

Scenario One: \$81,000 - \$85,000, plus additional funding for City Clerk staff support (\$10,000 for staff time, \$10,000 for CEQA, \$55,000 for election proceedings, and \$6,000 - \$10,000 in County charges)

Scenario Two: Total costs cannot be determined. Staff time only is estimated at \$40,000.

ATTACHMENTS

- 1 – SOAR Organization’s Proposed SOAR Boundaries
- 2 – SOAR Organization’s Proposed Text Amendments
- 3 – 2030 General Plan
- 4 – County of Ventura Elections Division 2016 Election Calendar

Land Use Map

The Oxnard 2030 General Plan sets out a vision to guide future development in the City to the year 2030. The 2030 Land Use Map classifies and displays envisioned community land uses and intensity. The 2030 Land Use Map depicts the CURB line established by the 1993 SOAR ordinance. State planning law requires general plans to establish land use designations.

Designations

Residential

- RL Low
- RM Low Medium
- RM Medium
- RM Medium High
- RM High
- RM Mobile Home Park

Commercial

- CC Center/Neighborhood
- CC Neighborhood
- CC Community
- CC General
- CC Regional
- CC Office
- CC Central Business District

Industrial

- IL Unindustrial
- IL Light
- IL Heavy
- IL Central Industrial Area
- IL Business Research Park

Open Space/Other

- OS Park
- OS Resource Protection
- OS Open Space
- OS Filling Reserve
- OS Baseball
- OS Airport Compatible
- OS Agriculture (County of Ventura)
- OS School
- OS Public/Semi Public
- OS Energy Facility
- OS Urban Village

Coastal Zone Areas

- CA Residential Existing
- CA Residential High Density
- CA Planned Unit Development Residential
- CA Mixed Use
- CA Mobile Home Park Coastal
- CA Harbor Channel Islands
- CA Visitor Serving Commercial
- CA Recreation Area
- CA Resource Protection
- CA Public Facility
- CA Industry Priority To Coastal Dependent
- CA Public Utility/Energy Facility

Map for illustrative purposes only. The City does not warrant the accuracy of the map, or the data on which it is based, or the results of any use of the map.



Miles

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Boundaries

- Oxnard Planning Area
- Sphere of Influence
- City Urban Restriction Boundary (1993 CURB)
- City Limits
- Coastal Zone
- Oxnard Airport Sphere of Influence

Land Use Map

The 2030 Land Use Map (Figure 3-1 of the *Current General Plan*) classifies and displays formerly envisioned community land uses and intensity. The 2030 Land Use Map depicts the CURB line established by the 1998 SOAR ordinance. *This initiative modifies said Map and CURB (City Urban Restriction Boundary) line to enhance protections of the Ormond Beach area, and extends the life of the initiative from 2020 to 2050.* Proposed land use changes within the Coastal Zone are not effective until an updated LCP is certified by the California Coastal Commission.

City Urban Restriction Boundary

In 1998, the voters of the City of Oxnard adopted the SOAR (Save Open Space and Agricultural Resources) initiative establishing the City Urban Restriction Boundary (CURB) and re-designating as "Agriculture (AG)" all land previously designated "Agricultural Planning Reserve (AG/PR)." The CURB defines the urban development boundary for the City of Oxnard until December 31, 2020. *This initiative extends the sunset date to December 31, 2050.* The SOAR initiative also established a City Buffer Boundary (CBB) which lies outside of the CURB line and is coterminous with the Oxnard Area of Interest. Change to the CURB line or an agricultural land use designation within the CBB generally requires majority approval of Oxnard voters, with certain exceptions, including but not limited to an exception to allow up to 20 acres per year to be brought into the CURB for affordable housing needed to meet the City's Regional Housing Needs Assessment (RHNA) target production. ~~This~~ *The Oxnard 2030 General Plan expressly preservesd these SOAR requirements and incorporatesd the 1998 SOAR ordinance as shown in Table 3-1 below into its 2030 General Plan. This initiative readopts that incorporation as follows, and extends the sunset date of that ordinance to December 31, 2050.*

* * *

3.4 OXNARD CITY URBAN RESTRICTION BOUNDARY

Introduction

The voters of the City of Oxnard have, through the initiative process, established and adopted an urban growth boundary line denominated the Oxnard City Urban Restriction Boundary (CURB) as an amendment to the Oxnard 2020 General Plan. Its purpose, principals, implementation procedures, and methodologies for amendment are set forth in this Section 3.4 of this Oxnard 2030 General Plan.

1. PURPOSE

The City of Oxnard and surrounding area, with its unique combination of soils, micro-climate and hydrology, has become one of the finest growing regions in the world. Agricultural production from the County of Ventura and in particular production from the soils and silt from the Santa Clara River, Calleguas Creek, Conejo Creek and Revolon/Beardsley Wash, and alluvial plains adjacent to the City provides beneficial food and fiber to local inhabitants and to the world at large and has achieved international acclaim, enhancing the City's economy and reputation.

The purpose of this CURB is was and remains to ensure that the development policies, and

underlying goals, objectives, principles and policies set forth in the Oxnard 2020 General Plan (*and now as relates to the Oxnard 2030 General Plan*) relating to Growth Management (Chapter IV), Land Use (Chapter V) and Open Space and Conservation (Chapter VII) are inviolable against transitory short-term political decisions and that agricultural, watershed and open space lands are not prematurely or unnecessarily converted to other non-agricultural or non-open space uses without public debate and a vote of the people.

2. PRINCIPLES

Continued urban encroachment into agricultural *wetlands* and watershed areas will impair agriculture and threaten the public health, safety and welfare by causing increased traffic congestion, associated air pollution, and potentially serious water problems, such as pollution, depletion, and sedimentation of available water resources. Such urban encroachment would eventually result in both the unnecessary, expensive extension of public services and facilities and inevitable conflicts between urban and open space/agricultural uses.

The unique character of the City of Oxnard and quality of life of City residents depend on the protection of a substantial amount of open space, natural resource, *wetlands* and agricultural lands. The protection of such lands not only ensures the continued viability of agriculture, but also contributes to flood control and the protection of wildlife, environmentally sensitive areas, and irreplaceable natural resources. As importantly, adopting a CURB will promote the formation and continuation of a cohesive community by defining the boundaries and by helping to prevent urban sprawl. Such a CURB will promote efficient municipal services and facilities by confining urban development to defined development areas.

3. IMPLEMENTATION

a.) The City of Oxnard hereby establishes and adopts a CURB. The CURB is established generally coterminous with and in the same location as the Sphere of Influence line established by the Local Agency Formation Commission as it existed as of January 1, 1998 except (1) that certain property of approximately 247 acres at the northwest corner of the City bounded on the South by Gonzales on the west by Victoria, adjacent to the Northwest Community, and (2) that certain property of approximately 79 acres of the west edge of the City bounded by the South by 5th Street on the west by Harbor Avenue, and generally southwesterly of the Edison Canal, generally referred to as "North Shore" and (3) that certain property of approximately 41 acres located within the City limits west of Victoria Avenue at the northwest corner of 5th Street directly west of the Oxnard Airport are additionally encompassed with the CURB, and 4) *Except for the amendment to the CURB as set forth in this initiative, relating particularly to the protection of Ormond Beach and placing the "Southshore" property on the easter edge of the City immediately above Hueneme Road and all of those properties designated Resource Protection (RP) or Planning Reserve (PR) south of Hueneme Road, outside of the CURB,* The Sphere of Influence line and the CURB line are illustrated in Figure 3.1 and 3-2.

b.) Until December 31, ~~2020~~, 2050 the City of Oxnard shall restrict urban services (except temporary mutual assistance with other jurisdictions) and urbanized uses of land to within the CURB, except as provided herein. Other than for the exceptions provided herein, upon the

effective date of this ~~Oxnard 2030 General Plan initiative~~ the City and its departments, boards, commissions, officers and employees shall not grant, or by inaction allow to be approved by operation of law, any general plan amendment, rezoning, specific plan, subdivision map, special use permit, building permit or any other ministerial or discretionary entitlement which is inconsistent with the purposes of this ~~Oxnard 2030 General Plan initiative~~, unless in accordance with the amendment procedures of the SOAR Ordinance.

c.) "Urbanized uses of land" shall mean any development which would require the establishment of new city sewer systems or the significant expansion of existing city sewer infrastructure; or would create residential lots less than 10 acres in area per primary residence; or would result in the establishment of commercial or industrial uses which are neither exclusively related to agriculture nor exclusively related to the production of mineral resources.

d.) Until December 31, ~~2020~~ 2050, all land designated as "Agriculture (AG)", as shown on Figure 3-2 of the General Plan, reproduced as an attachment, here, must not be re-designated unless in accordance with the amendment procedures of this Section 3.4 herein.

The SOAR Ordinance conforming amendments to the 2020 General Plan have been incorporated into relevant provisions of this 2030 General Plan, *and until December 31, 2050, shall be incorporated into the relevant provisions of each General Plan update.*

4. CITY BUFFER BOUNDARY (CBB)

The CBB is established outside the CURB and within the Oxnard Planning Area, as shown on Figure 3-3. The CURB may be amended to include land within the CBB as provided in this ordinance. Until December 31, ~~2020~~ 2050, the City of Oxnard shall not change the designation of land within the CBB that is designated "Agriculture" in the 2030 General Plan, unless the change is approved by the voters of the City of Oxnard pursuant to Article 1, Chapter 2 of Division 9 of the Elections Code, or as set forth below:

- 1. The City Council may change the designation of land that is placed within the CURB.
- 2. The City Council, following at least one public hearing for presentations by an applicant and the public, and after compliance with the California Environmental Quality Act, may redesignate land within the CBB if the City Council makes each of the following findings:
 - a. Failure to change the designation of a specific parcel of land would constitute an unconstitutional taking of a landowner's property for which compensation would be required, and
 - b. The redesignation will allow new land uses only to the minimum extent necessary to avoid an unconstitutional taking of the landowner's property.

5. EXEMPTIONS

The provisions of this ordinance otherwise requiring a vote of the people do not apply to nor affect the authority and discretion of the City Council with respect to any roadways designated in Chapter 4, Infrastructure and Service of the 2030 Oxnard General Plan as of adoption and subsequent amendments, construction of public potable water facilities, ~~public schools~~;

~~public parks or other government facilities~~, or any development project that has obtained as of the effective date of this initiative a vested right pursuant to state or local law.

6. AMENDMENT PROCEDURES

Until December 31, ~~2020~~ 2050, the foregoing Purposes, Principles and Implementation provisions may be amended only by a vote of the people commenced pursuant to Article I of Chapter 3 of Division 9 of the Elections Code, or pursuant to the procedures set forth below:

1. The City Council may amend the CURB described herein if it deems it to be in the public interest, provided that the amended boundary is within the limits of the CURB.

2. The City Council, following at least one public hearing for presentations by an applicant and the public, and after compliance with the California Environmental Quality Act, may amend the CURB to comply with state law regarding the provision of housing for all economic segments of the community. For that purpose the City Council may amend the CURB as described herein on Figure 3-2 in order to include lands to be designated for residential uses, provided that no more than 20 acres of land may be brought within the CURB for this purpose in any calendar year. Such amendment may be adopted only if the City Council makes each of the following findings:

a) The land is immediately adjacent to existing compatibly developed areas and the applicant for the inclusion of land within the CURB has provided to the City evidence that the Fire Department, Police Department, Department of Public Works, the Community Services Department, applicable water and sewer districts, and the school districts with jurisdiction over such land have or will provide adequate capacity to accommodate the proposed development and provide it with adequate public services; and,

b) That the proposed development will address the highest priority need identified in the analysis by which the City has determined it is not in compliance with state law, i.e., low and very low income housing; and,

c) That there is no existing residentially designated land available within the CURB to accommodate the proposed development; and,

d) That it is not reasonably feasible to accommodate the proposed development by redesignating land within the CURB.

3. The City Council, following at least one public hearing for presentations by an applicant and the public, and after compliance with the California Environmental Quality Act, may amend the CURB, if the City Council makes each of the following findings:

a) The land proposed for inclusion within the CURB is immediately adjacent to areas developed in a manner comparable to the proposed use;

b) Adequate public services and facilities are available and have the capacity and capability to accommodate the proposed use;

c) The proposed use will not have direct, indirect, or cumulative adverse significant impacts on the area's agricultural viability, *wetlands*, habitat, scenic resources or watershed. *Indications in the CEQA report of such findings may not be ignored by a "statement of overriding considerations."*

d) The proposed use will not adversely affect the stability of land use patterns in the area (i.e., the land affected will not introduce or facilitate a use that is incompatible with adjoining or nearby uses).

e) The land proposed for inclusion within the CURB has not been used for agricultural purposes for the immediately preceding ~~two~~ four years and is unusable for agriculture due to its topography, drainage, flooding, adverse soil conditions, inaccessibility to appropriate water or other physical reason;

f) The land proposed for inclusion within the CURB does not exceed 40 acres for any one landowner in any calendar year, and one landowner's property may not similarly be removed from the restrictions contemplated by this Section 3.4 of the Oxnard 2030 General Plan, *as amended herein*, more often than every other year. Landowners with any unity of interest are considered one land owner for the purpose of this limitation; *and*,

g) Including the land within the CURB will not result in more than 160 acres being added to the CURB in any calendar year.

4. The City Council, following at least one public hearing for presentations by an applicant and the public, and after compliance with the California Environmental Quality Act, the City Council may amend the CURB if it makes each of the following findings:

a) Application of the provisions of subsections 1, 2, or 3 of these amendment procedures are unworkable as applied to a specific parcel and failure to amend the CURB would constitute an unconstitutional taking of a landowner property for which compensation would be required; and

b) The amendment and associated land use designations will allow new land uses only to the minimum extent necessary to avoid an unconstitutional taking of the property.

5. The City Council, following at least one public hearing for presentations by an applicant and the public, and after compliance with the California Environmental Quality Act, may place any amendment to the CURB or the provisions of this section 3.4 on the ballot in the manner provided by state law.

6. The City Council may amend the CURB to include land contemplated for construction of public potable water facilities, ~~public schools~~, public parks or ~~other government facilities~~, or to include any development project that has obtained as of the effective date of the initiative a vested

right pursuant to state or local law, but only to the minimum amount of land reasonably necessary to accommodate said uses.

7. The City Council may reorganize, reorder, and renumber General Plan provisions, General Plan provisions, including the General Plan provisions of the SOAR ordinance.

7. SEVERABILITY.

This measure shall be interpreted so as to be consistent with all federal and state laws, rules, and regulations. If any section, sub-section, sentence, clause, phrase, part, or portion of this measure is held to be invalid or unconstitutional by a final judgment of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this measure. The voters hereby declare that this measure, and each section, sub-section, sentence, clause, phrase, part, or portion thereof would have been adopted or passed even if one or more sections, sub-sections, sentences, clauses, phrases, parts, or portions are declared invalid or unconstitutional. If any provision of this initiative is declared invalid as applied to any person or circumstance, such invalidity shall not affect any application of this measure that can be given effect without the invalid application. This initiative shall be broadly construed in order to

achieve the purposes stated in this initiative. It is the intent of the voters that the provisions of this measure shall be interpreted by the City and others in a manner that facilitates the confinement of urban uses within a City Urban Restriction Boundary thereby protecting agricultural, open space and rural lands, and preventing urban sprawl.

Amendment or Repeal.

Except as provided herein, this initiative may be amended or repealed only by the voters at an election.

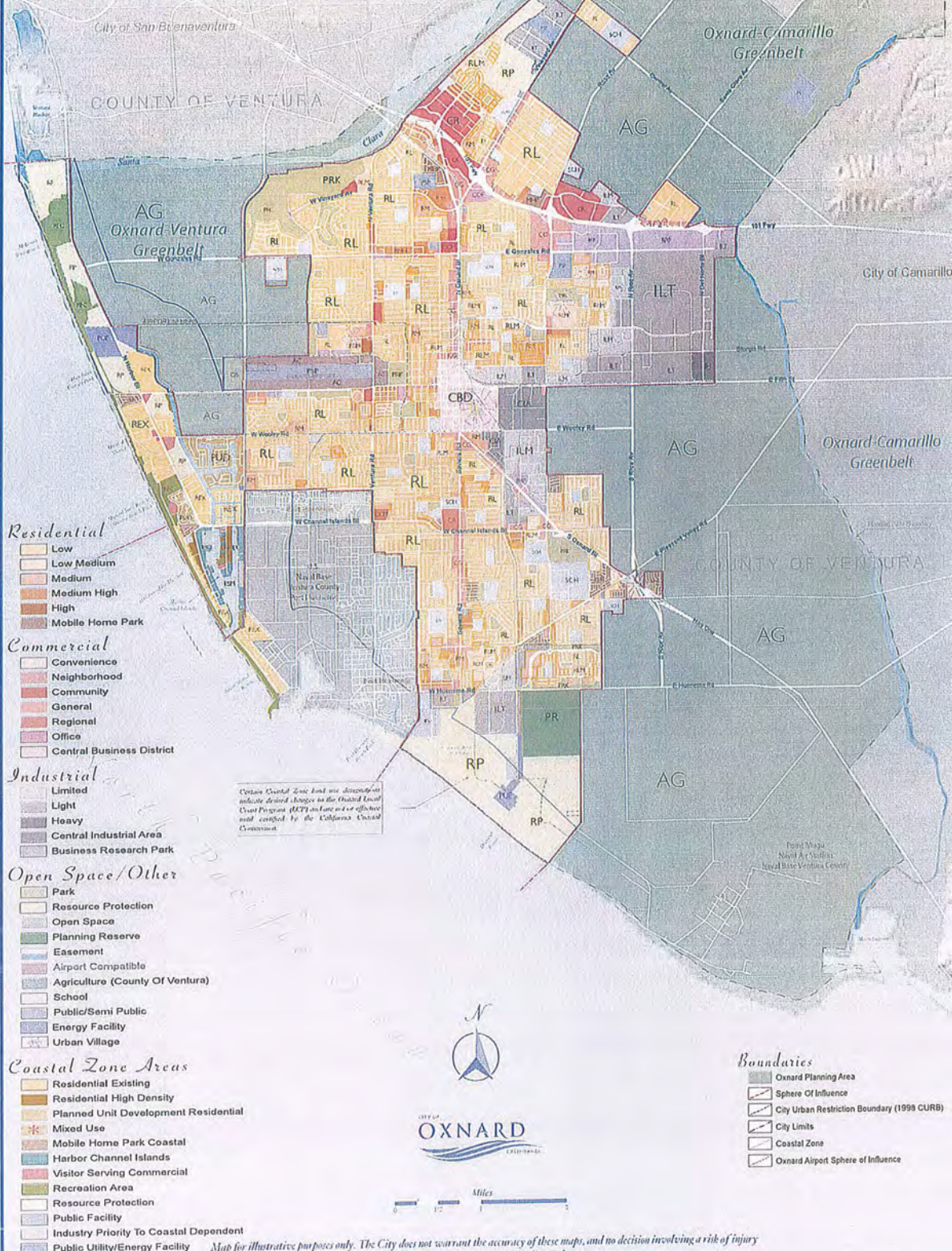
This initiative needs an introduction, and attachments of figures 3.1 and 3.2 from Oxnard's 2030 General Plan.

CITY OF OXNARD 2030 GENERAL PLAN MAP

OXNARD

Land Use Map

The Oxnard 2030 General Plan sets out a vision to guide future development in the City to the year 2030. The 2030 Land Use Map classifies and displays envisioned community land uses and intensity. The 2030 Land Use Map depicts the CURB line established by the 1998 SOAR ordinance. State planning law requires general plans to establish land use designations.



Residential up to 39 dwelling units per acre, live/work, work/live, and mixed uses are strongly encouraged.

INDUSTRIAL

Limited. [FAR is 0.45:1] Light manufacturing, assembly, work/live, and warehousing uses developed to high performance and development standards. All activity occurs within buildings with the exception of incidental outdoor uses.

Light. [FAR is 0.45:1 for manufacturing, 0.60:1 for warehousing] Manufacturing uses where the principal activity occurs within a building, but also permits outdoor assembly, fabrication, work/live, public services, and storage. Uses must follow high development and performance standards. Wholesale and retail sales and services related to the principal uses permitted.

Heavy. [FAR is 0.45:1] Industrial uses that are primarily outdoor and/or within specialized structures that may involve transportation, storage, or use of hazardous materials. Public services permitted.

Central Industrial Area. [Maximum FAR is 0.45:1] Also referred to as Heavy Industrial. The Central Industrial Area is characterized by uses which often involve outdoor use and storage. Agricultural processing and vehicle and equipment storage and repair predominate in this area. In order to be compatible with the adjacent CBD and redevelopment plans, higher development standards may be applied to new uses and the rehabilitation of existing uses. Public services permitted.

Business and Research Park. [FAR is 0.60:1] Professional, administrative, research, and limited manufacturing uses along with limited commercial activities intended to support such uses, integrated into campus-like environments that are oriented towards arterials, freeways, airports, and harbors, and developed to high property and development standards.

Public Utility/Energy Facility. Applies to large electrical generating and transmission facilities. Due to the uniqueness of these types of facilities, the development intensity is established on an individual basis. Renewable energy production facilities do not require this land use designation if they are considered accessory to an underlying use.

OPEN SPACE

Park. City, County, State, and National-owned parks, beaches, regional parks, community parks, neighborhood parks, special purpose facilities, golf courses, athletic fields, and open space areas.

Resource Protection (non-coastal). Sensitive habitats such as wetlands, areas with endangered species activity, and riparian areas found primarily in the Coastal Zone and along the Santa Clara River. May allow agricultural and related uses that do not negatively impact sensitive habitats in areas not in the Coastal Zone.

Open Space. Lands in passive and active recreation uses, resource management, flood control management, wetlands, intended for wetlands restoration, and stormwater management facilities and buffer zones separating urban development and other sensitive resources.

Planning Reserve. Areas considered likely to urbanize during the planning period, subject to additional environmental evaluation and the provision of adequate public infrastructure and services. This land use designation would be changed during a subsequent planning process.

Easement. Generally linear land uses for waterways, canals, railroads, storm drains, and similar uses.

Airport Compatible. [Maximum FAR of 0.40:1] Low intensity commercial and industrial uses which are compatible with airport operations and activities in that they do not pose unreasonable hazards to aircraft operations nor do they subject large numbers of persons to hazards from aircraft. Airport compatible uses need not be directly related to or be dependent upon the adjacent airport.

Agriculture. Row and tree crops, grain products, ornamental horticulture (green houses, nurseries, etc.) hydroponic agriculture and the growing of sod.

School. This designation is for campuses of the elementary and secondary public school districts that serve Oxnard. Post-secondary institutional public uses are included under the Public/Semi-Public designation. Private schools may occur in other zone designations.

Public/Semi-Public. Private, quasi-public, and public buildings and facilities owned by the City, County, State, Federal agencies, or other organizations that serve the general public such as a civic center, flood control channels, rail lines, community college, museum, performing arts center, community center, city yard, library, fire station, public school and /or district support facility, private and parochial school, cemetery, or hospital.

Urban Village. Urban Villages are mixed use areas designed to encourage persons to live near their place of employment and/or support services. Urban Villages should occur in the designated areas but may be proposed in other areas as a General, Specific, Coastal, or County Public Works Plan Amendment. The integration of complementary land uses is intended to promote a pedestrian orientation to reduce trips and vehicle miles traveled and reduce greenhouse gas emissions. Urban Villages are implemented with a specific plan, a strategic plan similar to the Central Business District Strategic Plan, or by the Ventura County Harbor Public Works Plan.

Height Overlay. All new structures and/or remodels are limited to six stories except in areas designated as Low Density Residential, Low-Medium Density Residential, Mobile Home Park, Airport Compatible, and areas subject to the Ventura County Harbor Public Works Plan which are limited by their respective development standards. All entitlements that

MARK A. LUNN
Clerk Recorder/Registrar of Voters
County of Ventura Elections Division
Presidential General Election Calendar
November 8, 2016

- May 20**
172 days Last day to file petitions regarding measures and/or initiatives.
- July 5**
126 days Last day to request consolidation by delivering resolution for cities, schools and special districts for offices to be filled, including ballot question text for initiative measures.
- July 11**
120 days Publish Notice of Election.
- July 18**
113 days Declaration of Candidacy and Nomination period begins.
- July 25**
106 days Ballot title and summary, tax rate statement, and full text of measure due to County Elections Office.
- July 25**
106 days Newspaper publication of Notice of Election and Synopsis of Measures with dates of Arguments/Rebuttals. (Public examination opens for 10 days immediately upon receipt of documents.)
- July 26**
105 days Measures to County Counsel (or City Attorney) to prepare Impartial Analysis.
- July 26 – August 4**
105-96 days Arguments filing period. Public exam August 5 through August 15.
- August 5 – August 15**
95-85 days Rebuttals filing period. Public exam August 16 through August 26.
- August 12**
88 days Last day of nomination period.
- August 13 – August 17**
87-83 days Extension of nomination period.
- August 18**
82 days Random alpha drawing for names appearing on the ballot.
- August 26**
74 days Sample Ballot pages to printers.
- September 12 – October 25**
57-14 days Write-in candidate filing period.

September 29 – October 10
40-21 days Mail Sample Ballots to voters.

October 10* – November 1
29-7 days Vote By Mail ballots are available.

October 24
15 days Last day to register to vote.

November 8 Election Day. Polls open 7:00 a.m. to 8:00 p.m.

November 10
+2 days Official Canvass begins.

December 8
+30 days Completion of Official Canvass.

NOTE: Resolutions requesting consolidation for measures received after July 5 may have shortened and/or no Argument/Rebuttal periods.

* Federal holiday; Elections Division office will be open.



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: L-3

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Maria Hurtado, Assistant City Manager
Office of the City Manager

SUBJECT: Review of the City's Financial Management Policies

CONTACT: Maria Hurtado
Maria.hurtado@oxnard.org, 385-7430

RECOMMENDATION

That City Council receive and file the attached update on the City's Financial Management Policies and accept the Fiscal Policy Taskforce's recommendation to suspend the policy related to the adoption of a two-year budget.

OVERVIEW

One of the 128 recommendations in the Organizational assessments recommends a review of the City's Financial Management policies (FMP's). The specific recommendation follows:

"Complete a Council report and workshop on policies with an affirmation that policies are being met or a plan is provided for eventual compliance. Establish a schedule for periodic updates."

The FMP's are important City Council policy directives to staff. These FMP's essentially provide staff direction on how the Council wishes to manage and be accountable for the use of financial resources. The organizational assessment identified that while the FMP's were relatively comprehensive, staff was neither complying with every policy nor informing Council about non-compliance. Although the policies adopted by the City Council were consistent good industry practice the fact that they were ignored in many cases was clearly a problem.

The Organizational Assessment recommends that staff either affirm that the FMP's are being followed or provide plans to address them. The goal of this report is to respond to this recommendation. The City organization is in transition and a review like this cannot just look at a single point in time. Although

staff worked to assure that the budget complied with City Council FMPs it has become clear that operations during fiscal years 2014 and 2015 were not in compliance with policies in many cases. The major effort underway in connection with the independent audit is intended to assure that the City Council's GAAP is being followed, as required by the FMPs. Staff thinks that additional policies should be considered to make the City Council and City Manager's intention to create a credible, transparent financial environment is very clear.

Staff has reviewed the FMP's and has included comment column to summarize and explain the compliance status for each policy along with a color coded status column, (delineated by green, yellow, or red) as an easy visual marker to depict the status of each policy. When applicable, a summary of next steps to compliance along with estimated timelines is included.

Since Mr. Lillio's presentation to the Fiscal Policy Taskforce on February 20, 2016, the attached FMP review table was revised as a result of questions posed at that Fiscal Policy Taskforce meeting and further investigation of issues by staff, the auditors and the City's financial professional experts currently assisting the City. The major difference in this updated review is that the attachment's status column delineates that we have not treated a stated commitment to comply with a policy as being equal to being in compliance with the policy. As a result, the status column color coding has changed from Green to yellow to reflect current non-compliance and an additional explanation has been provided.

Below are key points included in Attachment 1, including proposed additions to the FMP's.

DISCUSSION

This report is limited to a review of City Council adopted policies included in the annual budget document. It does not cover compliance issues relating to compliance with laws and regulations, policies adopted but not included in the budget document, the City Code or other resolutions or directives. The full range of compliance issues will depend on further evaluation by City staff and the City's consultants and attorneys as work on the Implementation Action Plan progresses.

The policies in the budget document can be grouped into the following categories:

- The form and content of the budget
- Maintenance and enhancement of funding sources
- Balance sheet items relating to reserve classification and levels and debt
- Audits and GAAP
- Risk management focusing primarily on insurable risks

Summary of the compliance issues for each of these areas follow:

- Budget policies that were in compliance with did not assure that the City Council was aware of financial problems. The City Code requires budgeting of revenues and expenditures but does not require presentation of changes in fund balances or fund balances. The budget presented to the City Council complied with the code. However this,

in combination with choices about grouping funds in the Comprehensive Annual Financial Report (CAFR), concealed funds with cash deficits. Funding constraints led to lapses in capital planning and multi-year forecasts were not used. Multi-year forecasts may have shown how much one time money was being spent on ongoing expenditures. The 2015-2016 budget improved budget information and increased analysis identified serious problems. Deficit balances that were not authorized by the City Council were eliminated.

- Though maintenance and enhancement of revenue sources was a significant focus of City Council policies two problems have emerged. One is that prior managers compromised the integrity of important revenue sources relating to assessment districts and to the pension override tax. Changes implemented in the IAP and through the budget seek to establish the transparency and integrity of these and other revenue systems. The second is lack of staffing and resources to implement proactive collection programs for local taxes, especially transient occupancy tax and business taxes. The City contracts with specialists in sales and property tax analysis and monitoring.
- Reserve classification policies were implemented but failure to recognize the impact of deficit cash balances in other funds and repayment problems in interfund loans on the General Fund could lead financial statement users to overestimate the financial health of the General Fund.
- Material deficit balances. This issue and the prior staff's reliance on Measure O as their emergency funding source resulted in overconfidence in the City's financial condition. Recent work by staff, consultants and auditors provides a more realistic view of the challenges that the City faces.

The City complies with most Council debt policies. However, the City staff did not follow accounting and reporting standards relating to capital leases which are leases structured to acquire assets using multi-year payment arrangements. These leases should be reported as debt. The City's inability to meet its contractual obligations relating to revenue bond debt coverage requirements result from a combination of its failure to anticipate the impact of revenue reductions associated with the drought. Delays in adopting rate increases necessary to assure debt coverage requirements are met also contribute to lack of compliance with contractual terms.

- Problems with GAAP reporting and auditing have emerged in failures to follow GAAP in prior years related to deficit cash and fund balances that do not appear on the face of the financial statements, treatment of interfund loans and accounting for capital leases. Changes in staffing, consulting assistance and changing audit firms have contributed to significant improvements in compliance with GAAP and audit standards. This area is in transition and all improvements are expected to be addressed within this fiscal year.

The attached Status review of the City's Financial Management Policies presents more detail on compliance issues. Compliance with the City Council FMPs in the budget and other policies, laws, regulations and standards are a critical part of the City's internal framework. Evaluating and building a new framework will be a high priority for staff. The purpose of the internal control framework is to make sure the City achieves its objectives, that financial reporting is timely and accurate and that it is in compliance with applicable policies, standards and laws.

FINANCIAL IMPACT

Any current year financial impacts associated with new FMP compliance activities are already budgeted or will be taken separately to Council for review as a separate action item along with associated costs. Any future year costs will be included as part of future budget submittals.

ATTACHMENTS:

Attachment 1: Status review of the City's Financial Management Policies

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

This review of the City's Financial Management Policies includes a status column that delineates whether there is compliance with each policy.

Green  : **Current Compliance:** City practices are fully in compliance with the stated policy.

Yellow  : **Current Non-Compliance:** City practices are not fully in compliance with the policy but the estimated date to achieve compliance is delineated in "Next Steps to Compliance".

Red  : **Current Non-Compliance and Cannot Comply:** City practices are not currently complying with the Policy and staff recommends suspending attempts to pursue compliance at this time. This may necessitate a change in the policy in the future.

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Budget Policies					
1	Budget Guidelines	1) The City Council will approve a multi-year revenue and expenditure forecast, which will provide parameters for the budget development process.	Accomplished with FY15-16 Budget Forecast		Forecast will be updated annually as a precursor to the budget process.
		2) The budget process will include the development of a balanced two-year budget. The two-year budget will include an approach that City Council approves appropriations for a one-year operating budget and capital improvement plan.	The 2-year budget will be put on hold for the near-term.		Until the City's long-term financial status stabilizes, we recommend using a one-year budget cycle.
		3) The budget will be organized in a department/service level format.	Currently the budget is organized at the departmental level but with little service level discussion/information.		The FY 16-17 budget will include discussion of a multi-year plan of service levels, performance and a Priority Based Budgeting process/format
		4) The budget development process will include the identification and evaluation of policy options for service levels. However, the adopted budget will include only those policy options approved by City Council.	The FY 15-16 included some discussion of service levels and options in budget workshops as part of cuts only.		Implementation of Priority Based Budgeting principles will begin in the FY 16-17 Budget and evolve over the next three years.
2	Appropriation Priorities	1) In evaluating the level of appropriations for department enhancements, or expense reductions, staff will apply the following principles in the priority order given: a. Essential services that provide for the health, safety and welfare of residents. b. Adequate ongoing maintenance of facilities and equipment. c. All other services.	Significant priority based judgment was applied in creation of the FY 16 budget but funding constraints and lack of information prevented implementation of 1) b. criteria or advanced analysis of the 1) a. priority aspects of all other services.		Note that the implementation of Priority Based Budgeting will require adoption of a more comprehensive priority system. Policies to implement that system will be proposed for adoptions by the City Council as part of that process.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
		2) When reductions in personnel are necessary to reduce expenditures, to the greatest extent possible this will be accomplished through normal attrition.			
3	Supplemental Services	1) The City Council may budget for certain services that may also be provided by other governmental agencies or the private sector. The provision of these services will be based on a demonstrated community need or benefit over time. When appropriate, these services will be supported in whole or in part by user fees.	The City has not undertaken a review of its service mix to determine if there are alternative service providers. It did make the policy decision to take the solid waste operation in-house, which is entirely supported by fees.		Priority based budgeting will provide a framework for evaluation of services that may be provided by more than one entity.
4	Appropriation Changes	1) Changes to the City Council adopted budget for the fiscal year shall occur as follows: a. By City Council action for all changes that either increase or decrease fund appropriations adopted in the annual budget appropriation resolution. b. By the City Manager for appropriation transfers between departments within a fund. c. By the Department Director for appropriation transfers between programs, as long as funding is available in the department as a whole.	A number of appropriation issues were handled outside Council delegations in the past. Those were corrected in the FY 16 budget but system and resource constraints do no assure that all actions are coordinated or completed on time.		The Assessment recommended a review and change in the level of budget control—see IAP 1a.7.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Capital Improvement Program Policies					
5	Capital Planning Period	1) Staff will budget all capital improvements in accordance with an adopted Capital Improvement Project (CIP) Plan.	Resource constraints prevented inclusion of capital projects and important capital maintenance and replacement programs in the FY 15-16 Budget.		Reintroduction of the CIP in the FY 16-17 budget will be based on asset master plans and other sources and will begin to distinguish between one-time and ongoing expenditures.
		2) The City's long-range capital planning period will be a minimum of five years, or longer where appropriate.	The Five Year CIP process lapsed when resource constraints prevented investments in capital assets. Initiatives undertaken outside the CIP cycle predominated		See above
		3) The Five-Year Capital Improvement Project Plan will be reviewed and approved by City Council every other year or as needed based on economic and funding outlooks. City Council will approve appropriations annually. Appropriation changes will be in accordance with Section I.D.	The current CIP was last updated in FY 13-14. Given the evolving City financial position for FY 15-16, we suspended the CIP for one year.		A limited version of the 5-year CIP process will be presented in the FY 17. Most resource allocations will relate to streets and utilities.
		4) The CIP Plan will be in conformance with and support the City's major planning documents: the most current General Plan, project specific plans, and City-wide master plans for related infrastructure improvements.	Resource constraints have limited the usefulness of capital planning in recent years, often producing wish lists rather than feasible plans.		CIP Plans will be submitted to the Planning Commission to assure compliance with the City's General Plan.
		5) Staff will prepare strategic plans and master plans for major infrastructure and utility improvements with a 10- or 20-year planning horizon when appropriate.	Many of our master plans are outdated and in process of being updated. The Facilities category does not have a master plan. We recommend adding to this policy that master plans should be prepared for City facilities and parks as well.		Utility Master Plans are expected to be completed in FY15-16. Facility master plan will be evaluated and considered in the FY 2016-17 budget.
6	Capital Project Priorities	1) Staff will evaluate and prioritize each proposed capital project against the following criteria: - o Linkage with community needs as identified in the City's major planning documents. - o Cost/benefit analysis identifying all financial and community impacts of the project. - o Identification of available funding resources. - o Projects that maintain and preserve existing facilities - o Projects that replace existing facilities which no longer	These criteria are generally used in the respective master plans associated with capital assets and/or in the CIP process. However, the CIP document can better articulate the application of these criteria in the selection of projects. Staff will propose a safety and available		The constrained CIP plan for FY 16-17 will use these priorities. A five year plan will be prepared consistent with Priority Based Budgeting- principles in subsequent years. With service costing systems in place staff will

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

		meet the needs of the community or that can no longer be maintained cost effectively. Projects that provide new and expanded services to the community.	resource focused priority for Council consideration in the FY 16-17 CIP.		recommend analysis of maintenance and facility program and operation costs in CIP priorities.
7	Capital Project Management	1) Capital projects will be managed in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of: - Conceptual/schematic proposal - Preliminary design and cost estimate - Engineering and final design - Bid administration - Acquisition/construction - Project closeout - Each capital improvement project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize payment of expenditures approved as required by the City's Purchasing Manual, ensure that all regulations and laws are observed, periodically report project status, track project expenditures and perform the project closeout according to current procedures.	Project management staffing is inadequate to assure compliance with this policy across all CIP projects. This creates risk in managing project completion; grant reimbursement and capital asset financial disclosures.		Filling vacancies in Public Works and resetting the project management process will be a major priority in Fiscal 16-17.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Revenue Policies					
8	Maintenance of Revenues	1) The City Council will attempt to maintain a diversified and stable revenue base to shelter the City from short-term fluctuations in any one revenue source.	The City has a diverse general tax revenue portfolio. However its fee structure has not been analyzed or maintained for years. Development related funding sources are obsolete and require major updates.		User fee projects and service costing projects will improve cost of service fee systems. Studies planned and underway that relate to Districts and Mitigation impacts will strengthen the revenue base.
		2) The City Council will promote an increase in the City's revenue base through economic development programs that maintain and enhance a vigorous local economy.	The City Council business attraction and retention plan will be implemented which will increase revenues. The loss or redevelopment funding seriously affected resource availability for this critical program.		City staff will focus on implementation of the Council's business attraction and retention plan.
		3) The City Council will seek to supplement the City's revenue base through the identification of and application for State and federal grant funds, which will support identified needs.	City Staff has continuously sought grant funding whenever possible. However, there is an additional Council policy that requires a cost/benefit evaluation with the grants, which is not being done.		The Assessment IAP recommendation 2.27 is due to be completed in 7/16, which updates the grant policy and reaffirms the need to evaluate all costs associated with accepting grants.
9	User Fees and Rates	1) The City Council will attempt to recover the costs of services providing a private benefit to users through the imposition of user fees and charges.	User Fees & Rates have not been updated in a timely basis.		City has issued RFP to conduct User Fees Study that is underway and expected to be done by late Spring 2016.
		2) The City Council will establish all user fees and charges at a level related to the direct and indirect costs of providing services and the degree of public versus private benefit.			
		3) Staff will recalculate annually the full costs of activities supported by user fees and rates to identify the impact of inflation and other cost increases.			
		4) The City Council will set fees and user rates for each enterprise fund (e.g., water, wastewater, solid waste) at a level that fully supports the total direct and indirect costs of the activity.	The City has had extensive workshops and meetings over the past year addressing the setting of fees and user rates and what is sustainable.		City Council held a public hearing on January 19 to address the adoption of the fees and rates for each utility.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

10	Revenue Collection	1) Staff will take all cost effective actions available to collect revenues	The assessment report found no revenue enforcement officer in the Treasurer's Office, no regular bad debt review and write off and a possible bifurcation of collection duties for accounts receivables.		The Assessment IAP includes recommendations 1b.13 to review and evaluate all collection efforts; staff will bring back recommended policy changes during the FY 16-17 budget; will address auditing all account receivables and reporting to Council; and creation of bad debt policy.
		2) Staff will grant use fee waivers and debt forgiveness under the following conditions: a. All requests will be approved or disapproved by the City Council on a case by case basis b. Each request will be considered and City Council action will be by resolution. c. All categorical fee waivers will be subject to a sunset provision as determined by the City Council	Currently, some waivers are approved by staff and Council does not take formal action		We will evaluate how we are doing business and bring back staff recommendations
		3) Staff will not grant development and permit fee waivers			
11	Interest Earnings	1) Staff will assign interest earnings to the appropriate fund based on available cash balances.	Bank reconciliations and reports of each fund's share of pooled cash are not timely. Interest allocations based on cash balances have been waived in the past if funding was not adequate to support negative cash balances. There is no liquidity funding policy for funds with cash deficits.		Staff will return with policy recommendations for deficit cash and maintenance of fund liquidity.
		2) Investment policies will be reviewed annually by the Investment Review Committee and the City Council.	Compliance; Report is presented to Council annually.		

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Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Fund Balance Policy					
12	Fund Balance Policy: Establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the City against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Chief Financial Officer to prepare financial reports, which categorize fund balance in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.	1) There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent. Standards for these components are established in the Governmental Accounting Standards Board's Statement 58. ○ Nonspendable fund balance ○ Restricted fund balance ○ Committed fund balance ○ Assigned fund balance ○ Unassigned fund balance	Complete in each audit cycle. However, we recommend an addition to this policy. This policy speaks to accounting for fund balances consistent with generally accepted accounting principles in the Comprehensive Annual Financial Report (CAFR). This policy should also require an accounting of fund balances (both projected beginning and ending) in the budget document. As you may know, this lack of fund balances in the budget was a contributor to the City's financial challenges in developing the FY 15-16 Budget.		
		2) Nonspendable and Restricted fund balance are not addressed in this policy due to the nature of their restrictions.			
		3) Committed Fund Balance: The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as ordinance or resolution. These committed amounts cannot be used for any other purposes unless the City Council removes or changes the specified use by taking the same type of action it employed to commit those amounts. City Council action to commit fund balance should occur within the fiscal reporting period; however the amount can be determined in the subsequent period.	Resource constraints have prevented timely, accurate reporting of fund cash and fund balances. In addition reconciliations undertaken quarterly or at year-end limit the usefulness of balance information without additional analysis.		
		4) Assigned Fund Balance: Amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. This policy hereby designates the authority to assign amounts to be used for specific purposes to the Chief Financial Officer for the purpose of reporting these amounts in the annual financial statements.			Will recommend policy change to City Manager or his/her designee. This will be incorporated in the FY 16-17 budget.
		5) Unassigned Fund Balance: These are residual positive net resources of the general fund in excess of what can be properly classified in one of the other four categories.		Though financial reporting complies with the GAAP standards at year-end it has not informed decision-making without significant analysis throughout the year.	
Reserve Policies					

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13	Reserve Policies	1) Adequate reserves will be maintained for all known liabilities, including payable employee leave balances, workers' compensation, and self-insured retention limits.	Currently being evaluated by staff		An assessment of our reserves will be discussed in the FY 16-17 budget document. It will be updated at each budget cycle. It may take several budget cycles to comply.
		2) The City Council will endeavor to maintain an operating reserve equal to 18 percent of the General Fund operating budget. The operating reserve shall be available to: cover cash flow requirements; meet unanticipated revenue shortfalls;	The FY15-16 projected ending fund balance is at 12%.		Staff will continue to evaluate and pursue opportunities to bring reserve to the 18% goal in future budget cycles.
		3) Take advantage of unexpected opportunities; invest in projects with a rapid payback; ensure against physical or natural disasters; and provide interest earnings.	Staff will continue to evaluate and build emergency reserve in future years. City currently invests available cash in the investment portfolio.		Staff will continue to evaluate and pursue opportunities to incorporate these reserve policy goals in future budget cycles.
		4) The City Council will endeavor to maintain operating reserves in the Water and Wastewater Utility Enterprise Funds equal to 25 percent of the operating budgets, and reserves in the Solid Waste Enterprise Fund equal to 9 percent of the operating budget.	The assessment says, using the 13-14 CAFR that water and wastewater were complying with this but Solid Waste was not		Staff will review the adequacy of reserves during each annual budget process.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Debt Policies					
14	Use of Debt	1) Any tax and revenue anticipation borrowing will be consistent with State and federal laws and regulations. 2) The City Council will review the issuance of long term debt only for: a. Construction and acquisition of land, capital improvements, or equipment when the useful life of the asset is equal to or greater than the term of the debt. b. The creation of contractually required reserves. c. The payment of judicial awards or settlements or the establishment of actuarial reserves to pay such awards. 3) Debt financing will not be appropriate for current operating or maintenance expenses or for any recurring purposes.	Auditors have noted that capital leases that should be considered long term debt have not been recorded as debt in the financial statements		Staff will propose a policy to assure that debt policies extend to all forms of debt with maturities of one year or more.
15	Conditions of Use	1) The City Council will use long term debt to finance a major equipment acquisition, a capital project, or reserve only if a cost/benefit analysis establishes that the financial and community benefits of the financing exceed the costs. 2) Benefits can include, but are not limited to, the following: a. Present value benefit: The current cost plus the financing cost is less than the future cost of the project or acquisition. b. Maintenance value benefit: The financing cost is less than the maintenance cost of deferring the project or acquisition. c. Equity benefit: Financing provides a method of spreading the cost of a project or acquisition back to the users of the project or acquisition over time. d. Community benefit: Debt financing of the project or acquisition enables the City Council to meet an immediate community need. 3) Debt financing will be used only when project revenues or other identified revenue sources are sufficient to service the debt.	In Compliance		

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

		4) The City Council by resolution will periodically establish industry standard bond debt ratios to assess maximum debt carrying capacity and will apply these ratios to each proposed debt.			Staff has presented utility rate proposals to assure that utility debt coverage requirements are met. At this point City Council requests for information about audit results and the necessity of items in the capital investment plans have delayed action on the Water and Environmental Resource rates. Staff will return with recommendations regarding changes to policies related to General Fund supported debt capacity.
		5) When the City obtains debt financing on behalf of or benefiting a third party (as with assessment districts) such debt will be issued in conformance with existing City Council priorities and policies without contingent liability of the City and with all costs of issuance and administration fully reimbursed by the third party.			
16	Methods for Issuing Debt	1) Staff will retain the following contract advisors for the issuance of debt: a. Bond Counsel: To be selected by RFP periodically. b. Special Counsel: To be selected by RFP periodically to protect the City's interest in complex negotiations and document review. c. Financial Advisor: To be selected by RFP periodically to assist the City in assessing financing opportunities and options, selection of underwriters, preparation of all required financing documents, and other financial advisory assistance as required. d. Underwriters: To be selected periodically by RFP for negotiated financings. For bond issues that are competitively bid, underwriter will be selected on the basis of lowest true interest cost (TIC).	Items B through D are in compliance; Last RFP for Bond counsel "Item A" is 2010.		The City will be issuing RFPs for Financial Advisor and Bond Counsel by June 2016. Because of the complexity of issues facing the city and increased scrutiny of public financings by the SEC staff will return with recommendation to engage Disclosure Counsel for its debt issuance and continuing disclosure requirements.
		2) The City Council's preference is to issue fixed rate long term debt with level debt service, but variable rate debt or other debt service structure may be considered if an economic advantage is identified for a particular project.			

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		3) Bond proceeds will be held by an independent bank acting as trustee or fiscal agent.			
		4) The City Council's bond rating objective for the City for all debt issues is a Standard & Poor's rating of AA. Credit enhancements will be used to achieve higher ratings when there is an economic benefit.	City General Fund is currently A+ with negative watch by S&P as of September 2015. In October 2015 S&P reviewed the Utilities - Water is A+ with a negative outlook; Wastewater is BBB with a stable outlook; Solid Waste is A- with a stable outlook.		The next steps are: Utility funds – Council to adopt rate increase and updated reserve policies. General Fund – continue to monitor the five year forecast and identify opportunities to achieve fiscal sustainability.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Accounting Policies					
17	Accounting Standards	1) The City's accounting systems and procedures will comply with the Generally Accepted Accounting Principles (GAAP) and standards promulgated by the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB) to the extent necessary to achieve an unmodified audit opinion and adequate internal controls.	The financial and disclosure impact of issues identified in the Assessment are under review at this time and the City will work with the auditors, as well as the internal auditor to assure GAAP compliance; Internal Controls are being reviewed and assessed by the auditors.		In December 2015, Council approved an internal audit program which Staff has issued the RFP for in January 2016. A key part of their scope of services will be to complete an audit of our internal controls. This will be done in the first half of 2016 and continue into 2017. This review will supplement control reviews undertaken as part of the independent audit.
		2) The City will adopt the Historical Cost method of fixed asset reporting to comply with GASB and the capitalization policy will be \$5,000 or more.	In compliance		
		3) Staff will prepare regular monthly, quarterly, and annual financial reports to present a summary of financial performance and position.	Monthly expenditure reports are currently provided by General Fund, Measure O, and Enterprise Funds. Existing financial reporting failed to alert staff, the community and the City Council of serious problems in the financial management of the City.		Staff will continue to prepare reports but will return with recommendations for a new set of reports and review standards that will provide more benefits to financial reporting stakeholders. Financial reporting and disclosure policies will be developed for review by the FMP Task Force
		4) Staff will provide full disclosure in the annual financial statements and bond representations.	The budgetary system is integrated with the accounting system.		Changes in staff and independent auditors will correct reporting problems.
		5) The City's budgetary system will be integrated and compatible with the accounting system.	However in past years financial reports have not fully disclosed capital leases, deficit cash balances and interfund loan terms. Downloading and reconciling budget information in the accounting systems is extremely time consuming.		

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

18	Independent Auditor	1) The City will retain an independent certified auditing firm to annually conduct an audit of the financial records in accordance with all State and federal requirements.	In compliance - We recommend an addition to item #3. However, in no event should an auditor's engagement extend more than five consecutive years.		
		2) The selection of the City's audit firm will be by an RFP submitted to a limited number of qualified audit firms with recognized credentials in municipal auditing.			
		3) In order to promote continuity in the audit process, the engagement of the audit firm will be for a minimum period of three years. Such three-year engagement may be extended on an annual basis at the option of the City Manager.			

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

Policy #	Policies	Implementation Steps	Comments	Status	Next Steps to Compliance
Risk Management Policies					
19	City-maintained Risk Management Program for Public Liability, Workers' Compensation, and Loss of Property Exposures	1) The City will maintain a risk management program for public liability, workers' compensation, and loss of property exposures. This program will emphasize avoidance of risk, whenever possible, funding for losses which cannot be avoided, and transfer of risk to third parties whenever appropriate.	Deficit balances in risk management funds indicate that funding in this area is inadequate.		Staff will return with risk management pricing and funding policies that will insure the health of its risk management programs.
		2) The risk management process will include the systematic and continuous identification of loss perils and exposures, the analysis of these perils and exposures in terms of frequency and severity probabilities, the application of sound risk control procedures and the financing of risk consistent with the City's financial resources.			
		3) If the loss potential in dollars for a particular risk is substantial and cannot be absorbed within the City's annual operating budget, the staff will develop and maintain a program of purchased insurance, funded self-insurance, or debt.			
		4) Staff will endeavor to promptly settle justified claims but will vigorously defend claims which are doubtful, frivolous, or unsupported.			
		5) Staff will maintain separate self-insurance funds to identify and segregate the financial resources necessary to cover insurance premiums and self-insured retentions. a. Revenues into the insurance funds will be generated by charges to operating programs allocated to reflect loss experience. b. Resources will be established at the end of each year to fund liability for open claims, incurred but not reported claims, and a catastrophic loss reserve as periodically recommended by an independent actuarial consultant, or as authorized for GAAP	The worker's compensation fund currently has a negative fund balance due to accrued liabilities. The City does not have enough resources to pay for all accrued liabilities.		City staff will be reviewing the worker's compensation actuarial report and conduct a study to fully fund the worker's compensation fund.

ATTACHMENT 1: STATUS REVIEW OF CITY'S FINANCIAL MANAGEMENT POLICIES

		6) To assist in the overall administration of the risk management program, the City Council will utilize the following consultants: ○ Claims adjuster for workers' compensation and public liability/property damage. ○ Claims auditor, actuarial consultant, and risk management program auditor. ○ Insurance broker of record.			
<i>New Proposed Policies</i>					
20		<i>Fleet Management (IAP)</i> <i>Information Technology (IAP)</i> <i>Deficit Fund and Cash Balances</i> <i>Interfund loans and advances</i> <i>Legal compliance</i> <i>Priority based budgeting</i>			



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report

AGENDA ITEM NO.: L-4

DATE: March 15, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Maria Hurtado, Assistant City Manager

SUBJECT: Review of City Council Policy Regarding Placement of Items on Future City Council Agendas

CONTACT: Maria Hurtado, City Manager
Maria.Hurtado@oxnard.org, 805-385-7430

RECOMMENDATION

That City Council consider and provide direction to the City Manager regarding the proposed policy regarding placement of items on future City Council agendas.

DISCUSSION

During the October 29, 2016 Council's strategy priority setting workshop, Council identified four strategic priority areas and directed staff to develop business plans to reflect various programs, tasks and implementation steps within these priority areas. During the discussion on staying on course to achieve these priorities, Council agreed that it was important to stay focused on the agreed-upon priorities, but also acknowledged that new issues may arise over the course of the year. The City Manager committed to returning to Council with a two-step process, whereby if a Councilmember wishes to suggest a new project or initiative, it would be placed on a Council agenda for discussion. The City Manager would comment on how it would impact other priorities or staff resources, and then the Council would determine if the new initiative should move forward.

In researching this issue, the Council currently has a policy in their established procedures for conducting Council meetings, specifically related to Inclusion of Items on Future Agendas in Resolution 13,126. The current policy stems from Resolution 13,126, approved on June 13,

2016. This resolution established Rules of Procedure for the Conduct of City Council meetings. Section 21, "Inclusion of Item on Future Agenda" is listed on page 6 of the resolution and lists the current policy on the addition of items by individual Council members. Although the resolution has been amended several times over the years, the section related to adding items on future agendas has not been amended (Attachment 1: Resolution 13,126).

On February 17, 2016, the Procedures Committee reviewed and discussed changes to Section 21, "Inclusion of Item on Future Agenda" to make the two-step process clearer. Attachment 2 includes the recommended changes to the policy regarding Inclusion of Items on Future Agenda. These modifications create a thorough two-step policy that enables any Council Member to place a matter in front of the City Council, and then enables the entire City Council to determine whether staff time should be spent on the issue.

Attachment 3 is a template staff report to be used to add items to future Council agendas. The staff report includes:

- the topic requested by the Council member;
- the Council member requesting the agenda item;
- the date the Council member requested the item;
- the estimated staff resources or other related costs associated with the agenda item, if placed on a future agenda, and
- if the Council agrees to agendaize the item, the estimated Council meeting date the agenda item will be brought back to Council for full discussion.

This staff report template ensures that the two-step process is followed, while allowing for discussion and placement of future City Council items.

FINANCIAL IMPACT

The fiscal impact of placing items on a future agenda will be determined at the time of discussion and will vary depending on the item. There is no fiscal impact to the general fund with the consideration of this item, other than staff time.

ATTACHMENTS

- Attachment 1: Resolution 13,126
- Attachment 2: Recommended Changes to Policy Regarding Inclusion of Item on Future Agenda
- Attachment 3: Sample Staff Report Template for Consideration of an Item for Council Discussion

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 13,126

RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF OXNARD ESTABLISHING RULES OF PROCEDURE
FOR THE CONDUCT OF CITY COUNCIL MEETINGS

WHEREAS, Oxnard City Code Section 2-1(b) requires that the rules of procedure for the conduct of meetings of City Council shall be established by resolution; and

WHEREAS, City Council wishes to establish revised rules to govern the conduct of City Council meetings.

NOW, THEREFORE, the City Council of the City of Oxnard resolves as follows:

1. Open Meetings. All City Council meetings shall be open to the public except as otherwise provided by State law.
2. Regular Meetings. Unless otherwise approved by City Council action, City Council shall conduct regular meetings on the first four Tuesdays of every month beginning at 5:30 p.m.
3. Special Meetings. City Council may conduct special meetings in accordance with State law.
4. Agenda Content and Posting.
 - a. The agenda for each City Council meeting shall include a brief general description of each item to be discussed or acted upon by City Council.
 - b. The City Clerk shall post an agenda in a location freely accessible to the public at least 72 hours before a regular meeting and at least 24 hours before a special meeting.
5. Order of Business. Unless otherwise approved by City Council, at every meeting, the order of business shall be discussed and acted upon in substantially the following manner.
 - Roll call/posting of agenda
 - Public comments on closed session items
 - Closed session
 - Opening ceremonies
 - Ceremonial calendar
 - Public comments on matters not on the agenda and within the subject matter
 - Jurisdiction of City Council
 - Review of information/consent agenda
 - Public comments on information/consent form
 - Information/consent agenda
 - Public hearings to commence at 7:15 p.m.

City Manager's report
City Council business/committee reports
Reports
Public comments on each report before City Council consideration
Appointment items
Public comments on study session items
Study session
Adjournment

6. Roll Call. Before proceeding with the business of City Council, the City Clerk shall enter in the minutes the names of all Councilmembers present.

7. Quorum. Three Councilmembers shall constitute a quorum for transaction of City Council business. When there is no quorum, any Councilmember shall adjourn such meeting or, if no Councilmember is present, the City Clerk shall adjourn the meeting.

8. Public Comments.

- a. Public comments shall be received at several times during each meeting. Public comments on closed session items shall occur only immediately prior to City Council convening in closed session.
- b. Public comments on information/consent agenda items shall occur only immediately prior to City Council considering the information/consent agenda.
- c. Public comments on a report shall occur only after the staff presentation and immediately prior to City Council considering the report.
- d. Public comments shall occur on a City Council Business item appearing on the agenda, after any staff presentation and prior to City Council acting on the item.
- e. Public comments on a study session item shall occur immediately prior to City Council considering the study session item.
- f. Unless otherwise approved by City Council action, public comments relating to the subject matter of discretionary public hearings or public hearings required by law, shall be presented only at the time of the conduct of the hearing.

g. At every meeting, public comments on matters not on the agenda and within the subject matter jurisdiction of City Council shall occur immediately following the conclusion of the ceremonial calendar for a period of time not to exceed 30 minutes. If the time required to complete public comments exceeds 30 minutes, any public comments thereafter shall occur immediately prior to the adjournment of the meeting.

h. Unless additional time is granted by the presiding officer, each person shall limit any public comments to three minutes.

i. If during public comments, a person expresses a concern regarding City Council staff or service, City Council may refer the nature of the concern to staff for investigation, resolution or a report.

9. Information/Consent Agenda.

a. The information/consent agenda shall consist of routine items for which staff contemplates no discussion by City Council. Information/consent agenda items shall be supported by such written reports and information as the City Manager deems necessary to apprise City Council of the action required and to enable City Council to make a decision in the best interests of the City.

b. An information/consent agenda item may be removed for discussion at the request of a Councilmember. A removed information/consent agenda item will be considered after City Council acts upon the remainder of the information/consent agenda.

10. Appointment Items. The City Council may schedule items for a specific time to accommodate presentations on selected matters.

11. Special Presentations. Special presentations may be conducted at any City Council meeting at City Council's discretion.

12. Public Hearings.

a. Public hearings are scheduled to comply with State law or at the discretion of City Council to discuss a matter of special community interest.

b. Unless otherwise approved by the City Council, public hearings shall be scheduled to commence at 7:15 p.m.

c. Any person directly involved in the subject matter of a public hearing, such as an applicant, developer, representative of affected homeowners association, property owner or neighborhood council may speak for any length of time at the discretion of the presiding officer.

13. Reports. A report shall consist of an item contemplated by staff to require a written or oral report and on which the City Council will discuss and deliberate on a course of action, including an item appearing on the agenda under City Manager's Report.

14. Study Session.

a. City Council may conduct a study session on subjects and issues as appropriate at any meeting.

b. Such a study session shall be open to the public and shall be devoted to the gathering of information preliminary to consideration of the subject matter at a future regular or special meeting, or for City Council to discuss various issues and programs with the City Manager and staff. City Council shall not formally act upon any matter during a study session.

15. Presiding Officer.

a. The Mayor or in the Mayor's absence, the Mayor Pro Tempore, or a temporary presiding officer in appropriate circumstances, shall be the presiding officer of City Council.

b. In the absence of the Mayor and Mayor Pro Tempore, the City Clerk shall call the City Council to order. The temporary presiding officer shall be the Councilmember present with the greatest length of service on City Council. Upon the arrival of the Mayor or the Mayor Pro Tempore, the temporary presiding officer shall relinquish the chair at the conclusion of the business then before City Council.

c. The presiding officer shall assume the chair at the hour appointed for the meeting and shall call City Council to order.

d. The presiding officer shall preserve strict order and decorum at all City Council meetings, state questions before City Council, and announce City Council's decision on all matters.

e. The presiding officer shall decide all questions of order, subject however, to an appeal by any Councilmember to City Council as a whole, in which event a majority vote of City Council shall govern and conclusively determine questions of order.

f. Unless prohibited by State law, the presiding officer shall vote on all questions before City Council.

g. The presiding officer may move, second and debate from the chair, subject only to such limitations of debate as are imposed on all Councilmembers by this resolution.

h. The presiding officer shall not be deprived of any of the rights or privileges of a Councilmember by reason of acting as presiding officer.

16. Rules of Order. Except as otherwise provided in this resolution, the latest revised edition of "Robert's Rules of Order" shall govern the conduct of the meetings of City Council.

17. Addressing City Council.

a. A person wishing to address City Council may be requested to present a speaker card to the City Clerk or the City Clerk's representative. However, a person may address the City Council without completing a speaker's card and without stating his/her name and address.

b. Each person addressing City Council may be requested to state his/her name and address in an audible tone of voice for the record.

c. A person wishing to address City Council shall first be recognized by the presiding officer.

d. Each person shall address all remarks to City Council as a body and not to any member thereof. No person, other than a Councilmember and the person having the floor, shall be permitted to enter into any discussion without recognition by the presiding officer.

e. Whenever any group of persons wishes to address City Council on the same subject matter, the presiding officer may require that a spokesperson be chosen by the group. The presiding officer may limit the number of persons so addressing City Council so as to avoid repetitious remarks.

18. Rules of Debate.

a. Every Councilmember desiring to speak shall address the presiding officer and upon recognition by the presiding officer shall confine any comments to the matter under consideration.

b. A Councilmember once recognized shall not be interrupted when speaking unless called to order or as herein otherwise provided. If a Councilmember, while speaking, is called to order, the Councilmember shall cease speaking until the question of order is determined, and, if in order, shall be permitted to proceed.

19. Silence Constitutes Affirmative Vote. Unless a Councilmember states an intention not to vote, the City Clerk shall record silence as an affirmative vote.

20. Motion to Reconsider.

a. A motion to reconsider any action taken by City Council at a regular or special meeting may be made only at the meeting such action was taken. The motion to reconsider may be made either immediately during the same meeting or at a recessed or adjourned meeting thereof.

b. A motion to reconsider must be made by a person on the prevailing side but may be seconded by any Councilmember and may be made at any time and have precedence over all other motions or while a Councilmember has the floor.

c. A motion to reconsider shall be debatable.

d. If the motion to reconsider passes and the original motion then fails, nothing herein shall be construed to prevent any Councilmember from remaking the motion which was the subject of the motion to reconsider at a subsequent meeting of City Council.

21. Inclusion of Item on Future Agenda.

a. Any Councilmember may direct the City Manager to include an item on City Council Business, for discussion only, at a future City Council meeting.

b. At the future City Council meeting, City Council will discuss and determine, by majority vote, whether the item should be included on a future City Council meeting for consideration with the accompanying appropriate research and agenda report prepared by the City Manager and staff.

22. Decorum.

a. While City Council is in session, Councilmembers shall preserve order and decorum, and no Councilmember shall, by conversation or otherwise, delay or interrupt the proceedings or the peace of City Council nor disturb any other Councilmember or refuse to obey the orders of City Council or the presiding officer except as otherwise herein provided.

b. A member of the public shall not engage in conduct that disrupts, disturbs or impedes the orderly conduct of a City Council meeting during any portion of a City Council meeting, including during public comments or comments about items on the agenda. The prohibited conduct may include making loud, threatening, abusive, personal, impertinent or profane remarks that disrupt, disturb or impede the meeting. At the discretion of the presiding officer or a majority of the Councilmembers present, a person engaging in such conduct may be

ordered to be silent, barred from further communication with City Council during that meeting, ejected from the meeting or arrested.

c. The Chief of Police shall be ex officio sergeant-at-arms of City Council. The Chief of Police shall carry out all orders and instructions given by the presiding officer or a majority of City Council for the purpose of maintaining order and decorum during the meeting.

23. Approaching City Council. No person except City officials, their representatives and representatives of news-gathering agencies shall be permitted to approach City Council without the consent of a majority of City Council.

24. Roll Call Vote.

a. City Council shall take a roll call vote upon the adoption of all ordinances and resolutions and upon the passage of orders for the payment of money. Such roll call vote shall be entered in the minutes of City Council showing those Councilmembers voting aye, those voting no and those not voting or absent.

b. Upon request of any Councilmember, a roll call vote shall be taken and recorded on any vote. Whenever a recorded roll call vote of City Council is in order, the City Clerk shall call the names of the Councilmembers, alternating the order.

25. Minutes.

a. The minutes of City Council meetings shall be prepared by the City Clerk and shall be maintained in a book as a record of each particular type of business transacted. The City Clerk shall be required to make a record only of such business as was actually passed upon by a vote of City Council and shall not be required to record any remarks of Councilmembers or of any other person except at the special request of a Councilmember.

b. The City Clerk shall record the name of any person addressing City Council or submitting a written speaker card.

c. As soon as possible after each City Council meeting, the City Clerk shall cause a copy of the minutes thereof to be forwarded to each Councilmember and the City Manager.

d. Unless the reading of the minutes of a City Council meeting is requested by a Councilmember, such minutes may be approved without reading, if the City Clerk has previously furnished each Councilmember with a copy thereof.

e. Any Councilmember, upon request, shall have entered in the minutes the right to have personal reasons for support for, dissent from, or protest against, any action of City Council.

26. Repealed Resolution. Resolution No. 12,071 is hereby repealed.

27. Effective Date. This resolution shall be effective on June 13, 2006.

PASSED AND ADOPTED this 13th day of June 2006, by the following vote:

AYES: Councilmembers Herrera, Holden, Maulhardt, Zaragoza and Flynn.

NOES: None.

ABSENT: None.



Dr. Thomas E. Holden, Mayor

ATTEST


Daniel Martinez, City Clerk

APPROVED AS TO FORM:


Gary L. Gillig, City Attorney

21. Inclusion of Item on Future Agenda.

The intent of this policy is to provide an orderly means through which an individual Council Member can raise an issue for discussion and possible City Council direction or action. The policy described below is a two-step process. The first step is to enable any Council Member to place a matter in front of the City Council. The second step is to enable the City Council to determine whether staff time should be spent on the issue.

Part 1: Council Members wishing to have a matter discussed by the City Council may do so by one of two means:

1. During a Council meeting, under "Council Items," any Council Member may request that a matter be placed on a future agenda for discussion.
a.—
2. In advance of a Council meeting, aAny Councilmember may direct contact the City Manager or his/her designee, via telephone, email, or in person and convey the desired title of the agenda item. The desire title must be conveyed before 12:00 p.m. on the Wednesday prior to the Council meeting date. This will give the City Clerk's Office time on the following Thursday to finalize the agenda and post it within the required timeframe. Requests received after this deadline shall be placed on the agenda for the following regularly-scheduled meeting. The item will then be added under the "Council Items" section of the agenda in the order it was received for-to include an item on City Council Business, for discussion only, at a future City Council meeting.

b. Staff will not spend time preparing any reports or analyses on the requested item. The only staff assistance provided at this initial stage would be to help the Council Member frame the issue, if needed, so that the Council and public clearly understand the request.

Part 2: Consideration of the Council Member's Request: The attached staff report is a sample template when Council considers whether or not to spend additional staff resources on agendizing an item for future Council discussion (Attachment 1: Sample Staff Report regarding Consideration of an Item for Discussion on a Future City Council Agenda). When the item is called at the Council meeting, the Council Member who made the request will describe the item. The Council discussion will be limited to determining whether staff time and City resources should be spent researching the particular agenda item and whether to direct staff to conduct further analysis on the item. Council will not take action on the item itself.

- c. At the future City Council meeting, City Council will discuss and determine, by majority vote, whether the item should be included on a future City Council meeting for consideration with the accompanying appropriate research and agenda report prepared by the City Manager and staff.

Concurrence that staff time and City resources will be devoted to the item does not signify approval of the item. It only indicates that the Council wishes to have it studied further. Additionally, the Council may, at any time, decide to drop the matter, even after the matter has been analyzed by staff.

Upon the concurrence of a majority of the Council that the item should be researched and agendized, the City Manager will determine when to place the item on a future agenda based on time necessary to complete the research and staff workload considerations and the effect on City Council established priorities.



CITY COUNCIL
AGENDA REPORT

TYPE OF ITEM: Report

AGENDA ITEM NO.: _____

DATE: March 1, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Maria A. Hurtado, Assistant City Manager

SUBJECT: [INSERT TOPIC REQUESTED BY COUNCIL MEMBER]

CONTACT: Maria Hurtado, Assistant City Manager
Maria.hurtado@ci.oxnard.ca.us, 385-7430

RECOMMENDATION

That City Council discuss and determine whether an item related to [INSERT TOPIC REQUESTED BY COUNCIL MEMBER] should be placed on a future City Council agenda for Council discussion.

DISCUSSION

At the City Council meeting held on [INSERT DATE COUNCIL MEMBER REQUESTED ITEM BE ADDED TO A FUTURE AGENDA], Council member [INSERT COUNCIL MEMBER'S NAME] requested that City Council consider placing an item on a future Council agenda to discuss [INSERT TOPIC REQUESTED BY COUNCIL MEMBER]

The purpose of this agenda item is to provide Council an opportunity to discuss whether staff time and City resources should be devoted to researching and writing a staff report to be placed on a future agenda for Council's discussion related to [INSERT TOPIC REQUESTED BY COUNCIL MEMBER]. If Council chooses to agendize this item, it will be placed on the [INSERT COUNCIL MEETING DATE], unless other priorities arise, in which case Council will be notified of the rescheduled date via an informational memo.

FINANCIAL IMPACT

The fiscal impact of placing this item on a future agenda includes [INSERT ESTIMATED STAFF RESOURCES OR OTHER RELATED COSTS ASSOCIATED WITH THIS AGENDA]

ATTACHMENTS

ATTACHMENT 3
PAGE 1 OF 1