

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



AGENDA
OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY
Council Chambers, 305 West Third Street
October 18, 2016
Regular Meeting - 6:00 PM
Closed Session - 5:00 PM

A. ROLL CALL/POSTING OF AGENDA

THE FOLLOWING LEGISLATIVE BODIES ARE MEETING: City Council and Community Development Commission Successor Agency

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

1. 1. Conference with Legal Counsel – Existing Litigation

CC (Government Code section 54956.9 (d)(1))

Name of case: City of Oxnard v. Dale Belcher, et al.

Ventura County Superior Court, Case No. 56-2014-00450216-CU-CO-VTA

The City Attorney requested that this item be discussed in closed session under the Brown Act authorization for the City Council to confer with its legal counsel regarding pending litigation.

D. OPENING CEREMONIES

Pledge of allegiance to the flag of the United States

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of the Helen Putnam Award to the Oxnard City Council by Dave Mullinax with the League of California Cities.

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

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

2. SUBJECT: Presentation by Award Winning Producer/Director Lorenzo DiStefano of His Documentary "Hearing is Believing" Honoring Oxnard Resident, Rachel Flowers.
3. SUBJECT: Presentation of a Certificate of Commendation to the Oxnard Stars and Plyometric Fusion Team.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. 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. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

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

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

I. REVIEW OF INFORMATION/CONSENT AGENDA

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

J. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

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

K. INFORMATION CONSENT AGENDA

City Clerk Department

1. SUBJECT: City Council Minutes of October 4, 2016. Community Development Commission Successor Agency Minutes of May 17, 24; June 7, 14, 21, 28; July 12,19, 26; September 6, 13, 20; and October 4 and 11, 2016. Special Meetings of June 13 and 20, 2016. RECOMMENDATION: Approve City Council Minutes of October 4, 2016. Community Development Commission Successor Agency Minutes of May 17 and 24; June 7, 14, 21 and 28; July 12,19 and 26; September 6, 13 and 20; and October 4 and 11, 2016. Special Meetings of June 13 and 20, 2016.

Legislative Body: CC, SA

Contact: Daniel Martinez

Phone: 385-7803

City Manager Department2. SUBJECT: Agreements for City Council Review

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.

Sam Hill & Sons, Inc. repair cogenerator #3 engine at the Wastewater Treatment Plant (\$29,230).

Sam Hill & Sons, Inc. replacement of a 500-foot section of sewer pipe in the alley near First Street and Magnolia Avenue (\$74,706).

Granite Construction for additional removal and replacement of sidewalk, curb and gutter for Sierra Linda Resurfacing Project (\$41,337).

A complete explanation of the agreement and funding sources are attached.

Legislative Body: CC

Contact: Greg Nyhoff

Phone: 385-7430

Fire Department3. SUBJECT: Acceptance of Assistance to Firefighters Grant Program (AFG) Federal Emergency Management Agency (FEMA) for Survivability Training as a Subrecipient to the Ventura County Fire Protection District in the Amount of \$49,920

RECOMMENDATION: That City Council adopt a resolution authorizing: 1) The City Manager or designee to accept the Federal Emergency Management Agency (FEMA) Assistance to Firefighters grant designation from Ventura County Fire Protection District (VCFPD) to the City of Oxnard Fire Department in the amount of \$49,920; 2) The Chief Financial Officer or designee to recognize the \$44,928 from FEMA Grant Fund and 10% match of \$4,992 from Fire General Fund Operating Budget, to submit financial reports and grant claims, and perform all other required financial actions; and 3) The Fire Chief or designee to submit non-financial reports.

Legislative Body: CC

Contact: Darwin Base

Phone: 385-7700

Public Works Department4. SUBJECT: Caltrans Master Agreement and Future Supplemental Agreements

RECOMMENDATION: That City Council: 1) Approve Master Agreement Administering Agency-State Agreement No. 00494S for State-Aid Projects and authorize the Mayor to execute this Master Agreement (Agreement No. A-7932); and 2) Adopt a resolution authorizing the Mayor or his or her designee to execute all future project- or grant-specific supplemental agreements and related documents that fall under this Master Agreement.

Legislative Body: CC

Contact: Daniel Rydberg

Phone: 385-8055

L. PUBLIC HEARINGSM. APPOINTMENT ITEMSN. REPORTSEconomic Development Department1. SUBJECT: Downtown Vision Plan (30/30/30)RECOMMENDATION: Staff recommends that the:

City Council accept the Downtown Vision Plan and direct staff to prepare and return with an Implementation Plan; and

Community Development Commission Successor Agency accept the Downtown Vision Plan and direct staff to prepare and return with an Implementation Plan.

Legislative Body: CC, SA

Contact: Kymberly Horner

Phone: 385-7407

2. SUBJECT: Successor Agency Updates (10/15/15)RECOMMENDATION: That the City Council Receive Verbal Report on Successor Agency Updates and Accomplishments and provide Comment to Staff.

That Community Development Commission Successor Agency Receive Verbal Report on Successor Agency Updates and Accomplishments and provide Comment to Staff.

Legislative Body: CC, SA

Contact: Kymberly Horner

Phone: 385-7407

Public Works Department3. SUBJECT: Wastewater Treatment Plant Improvements Project Update (15/20/15)RECOMMENDATION: That the City Council receive a verbal update on the Oxnard Wastewater Treatment Plant improvements project and provide feedback to staff.

Legislative Body: CC

Contact: Daniel Rydberg

Phone: 385-8055

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 SESSIONR. ADJOURNMENT



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 1

DATE: October 18, 2016

TO: City Council
Successor Agency

FROM: Daniel Martinez
City Clerk

A handwritten signature in cursive script that reads "Daniel Martinez".

SUBJECT: City Council Minutes of October 4, 2016. Community Development Commission Successor Agency Minutes of May 17, 24; June 7, 14, 21, 28; July 12, 19, 26; September 6, 13, 20; and October 4 and 11, 2016. Special Meetings of June 13 and 20, 2016.

CONTACT: Daniel Martinez, City Clerk
Daniel.Martinez@oxnard.org, 385-7803

RECOMMENDATION:

Approve City Council Minutes of October 4, 2016. Community Development Commission Successor Agency Minutes of May 17 and 24; June 7, 14, 21 and 28; July 12, 19 and 26; September 6, 13 and 20; and October 4 and 11, 2016. Special Meetings of June 13 and 20, 2016.

STRATEGIC PRIORITIES

This agenda item is a routine operational item that does not directly relate to the four strategic plans adopted by City Council on May 17, 2016. This agenda item does provide transparency of Council meetings to the public.

FINANCIAL IMPACT

None.

Minutes Oct. 4
October 18, 2016
Page 2

ATTACHMENTS:

Attachment A cc161004

Attachment B sa160517

Attachment C No Meetings

Attachment D sa160628

Attachment E sa160719

Attachment F SA160712.no

Attachment G SA160613.spl

Attachment H sa160620.spl

MINUTES

OXNARD CITY COUNCIL

Regular Meeting

October 4, 2016

A. ROLL CALL/POSTING OF AGENDA

At 6:07 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 in the Library and City Hall. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Maria Hurtado, Assistant City Manager; Stephen Fischer, City Attorney; Scott Whitney, Police Chief; Jason Benites, Assistant Police Chief; Eric Sonstegard, Assistant Police Chief; Daniel Rydberg, Public Works Director; James Throop, Interim Chief Financial Officer; William Jefferson, Assistant Chief Financial Officer; Mark Uribe, Assistant Chief Financial Officer; Todd Housley, Environmental Resources Manager; Michael More, Financial Resources Manager and Thien Ng, Wastewater Division Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMSC. CLOSED SESSIOND. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of the California Law Enforcement Challenge Award by Chief Maples from the California Highway Patrol Coastal Division to the Oxnard Police Department.
DISCUSSION: Chief Maples, California Highway Patrol, presented the Law Enforcement Challenge Award to the Oxnard City Council.
2. SUBJECT: Presentation of a Proclamation Designating the Month of October, 2016 as "Domestic Violence Awareness Month".
DISCUSSION: Mayor Flynn presented a proclamation to Assistant Police Chief (Sonstegard) who commended the efforts to address "domestic violence" issues.
3. SUBJECT: Swearing in of New Police Chief Scott Whitney.
DISCUSSION: The City Clerk swore in Scott Whitney, the 21st Oxnard Police Chief. The new Police Chief thanked and recognized his family, community, friends and City staff. Comments were received from Councilmembers, City Manager, Brian E. Wilson and Peter Martinez.

RECESS

At 6:52 p.m., the City Council recessed and at 7:16 p.m., the City Council reconvened.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments received from: Jerry Lucero (new Police Chief, lifting of sidewalk); Woodrow Thomas (Police arrest); Jackie Tedeschi (Multi-Cultural Festival); Larry Stein (oil well information, financial reports, election pamphlets); Harold Ceja (election information); Lucy Cartagena Martinez (Make a Difference Day); Mike Johnson (use of consultants/budget); Linda Calderon (downtown handicap parking); George Miller (PAC forum regarding City Treasurer and City Clerk position); Peggy Rivera (current “financial” condition of Oxnard); Debbie Mitchell (Channel Islands Harbor task force meeting regarding application process); Diane Delaney (application process to build Harbor apartments); Steve Nash (Ormond Beach report); Cynthia Gonzalez (cameras in the community); Pat Brown (fallen tree branch on Oxnard Boulevard); Kelly Long (election information) and Dana Aten (Oxnard College dog park, seeing trash around town).

G. REPORT OF CITY MANAGER

The City Manager commented on recent discussions with Union Bank and upcoming presentation; receiving the State Controller report; downtown handicap parking and presentation of Link Learning Program at League of California Cities.

H. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The Council discussed: Oxnard Convention and Visitors Bureau; upcoming Restaurant Week; election forums; Multi-Cultural Festival; development of military simulator at local military base; League of California Conference; addressing the lifting of sidewalk and Channel Islands Task Force meetings. The Development Services Director commented on Channel Islands Task Force Meeting outlining the 2030 General Plan with updates online.

I. REVIEW OF INFORMATION/CONSENT AGENDA

Comments received from City Manager and Assistant City Manager (K-2(a)); Financial Resources Manager (K-2(b)); Environmental Resources Manager (K-2(c)) and Public Works Director (K-2(d)).

J. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public commented received from: Larry Stein.

K. INFORMATION CONSENT AGENDA

City Clerk Department

1. SUBJECT: City Council Minutes of June 21 and 28, July 12, 19 and 26, 2016.
Special Council Minutes of July 11 and 27, 2016.
RECOMMENDATION: Approve City Council Minutes of June 21 and 28, July 12, 19 and 26, 2016 and Special Council Minutes of July 11 and 27, 2016.

City Manager Department

2. SUBJECT: Agreements for City Council Review.

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 A) Dr. Frank Benest for Citywide organizational development training (\$29,458); B) Central Coast Engineering for repairs to asphalt pavement at the Transit Center (\$513); C) Quinn Company for purchase of forklift truck for Environmental Services (\$27,029); D) Earth Systems, Inc., for geotechnical testing and observation services (\$30,210).*

Cultural and Community Service Department

3. SUBJECT: Recognize Revenue and Appropriate Funds for the Retired and Senior Volunteer Program (RSVP) One-Time-Only Award, Fiscal Year 2016/2017

RECOMMENDATION: That City Council: 1) Approve a budget appropriation recognizing grant revenue in the amount of \$3,500 and appropriating matching funds of \$1,500 for the Retired and Senior Volunteer Program grant augmentation; and 2) Authorize the City Manager or designee to execute grant agreements; and the Chief Financial Officer or designee to submit financial reports and grant claims.

Information Technology Department

4. SUBJECT: Approve Agreement for Google Apps for Government License

RECOMMENDATION: That City Council approve and authorize the City Manager to enter into Agreement No. A-7916 with Dito, LLC in the amount of \$204,850 for the City's upgrade of its current Google Apps for Government licenses to Google Apps Unlimited.

Public Works Department

5. SUBJECT: Memorandum of Agreement Among City of Fillmore, City of Oxnard, City of Santa Paula, City of Ventura, and County of Ventura (Parties) to Provide Equal Cost Sharing for Santa Clara River Bacteria Monitoring and Reporting Program

RECOMMENDATION: Approve and authorize the Mayor to execute a Memorandum of Agreement among City of Fillmore, City of Oxnard, City of Santa Paula, City of Ventura, and County of Ventura (Parties) to Provide Equal Cost Sharing for Santa Clara River Bacteria Monitoring and Reporting Program (A-7917) for a five year term in an annual amount of \$32,026.48 for a total contract amount not to exceed \$160,132.40. Authorize a contingency of 5 percent annually and authorize the City Manager to make any amendments to this contract going forward up to the total value of the contract (\$32,026.48) per year with a reasonable increase in each year (5%).

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended. (Padilla/Ramirez)
Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn. *Noes: MacDonald and Perello only K-2(a) (Perello stated for the record due to there being "no scope, schedule or budget".)

L. PUBLIC HEARINGSM. APPOINTMENT ITEMS

N. REPORTSHousing Department

1. SUBJECT: Report on Homeless Shelter Efforts.

RECOMMENDATION: 1) Accept the report on "Feasible Alternatives to the National Guard Armory Winter Shelter for this Winter and Long Term Solutions Beyond 2016,"; 2) Give direction to staff on short and long-term Winter shelter solutions for the homeless; and 3) Approve staff's recommendation to participate in a partnership with the City of Ventura, and other partners, to find a regional shelter solution for homeless for the 2016-2017 Winter.

DISCUSSION: The Housing Director reviewed: 1) the efforts to find an operator and site for homelessness shelter; 2) possible options for winter shelter; 3) develop long-term plans including a regional shelter solution; and 4) investigate developing master plan with Kingdom Center.

The Interim Fire Chief commented on the zoning of the Community Action of Ventura County building and the location being near industrial buildings.

Public comments received from: David Courtland; Tara Carruth, VC Continuum of Care ; Cindy Wilson, Kingdom Center; Sam Gallucci; Lucy Cartagena Martinez; Peggy Rivera; Francine Castanon; Francisco Jaena; Michelene Moret, Community Action of Ventura County; Sue Brinkmeyer; Karol Schulkin; Eileen Tracy; Barbara Macri-Ortiz and Pat Brown.

Ron Mulvihill, Housing consultant (providing a Homeless Shelter analysis), discussed developing a "regional" solution and having partnerships with government & local agencies.

The City Council discussed: funding options; operation of the Kingdom Center; due to safety issues not considering the "Community Action of Ventura County" building; having a "homelessness plan" priority; breaking the homelessness cycle and looking at other possibilities.

ACTION: The City Council provided comments and directions to staff. Moved to approve participating in a partnership with City of Ventura and other partners (MacDonald /Flynn) Ayes: Perello, Flynn, Ramirez, MacDonald and Padilla.

RECESS

At 10:27 p.m., the City Council recessed and at 10::29 p.m., the City Council reconvened.

ACTION: The City Council concurred to hear both items after 10:00 p.m. The City Attorney announced that Councilmember Perello had been informed by the City Attorney Office that he had "no" conflict interest being the President of the VRSD board (representing the City of Oxnard and receiving compensation).

2. SUBJECT: Ventura Regional Sanitation District Biosolids Hauling and Disposal Agreement (A-7887).

RECOMMENDATION: Approve and authorize the Mayor to execute an agreement with Ventura Regional Sanitation District (VRSD) for biosolids hauling and disposal (Agreement No. A-7887) in an estimated amount of \$1,500,000 per year, with a termination date of June 30, 2018.

OCTOBER 4, 2016

OXNARD CITY COUNCIL

PAGE 5

DISCUSSION: The Wastewater Division Manager reviewed the terms of the contract.

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

Public Works Department

3. SUBJECT: Second Amendment to Agreement No. A-7590 with Clean Harbors Environmental Services, Inc. for Household Hazardous Waste Management Services.

RECOMMENDATION: Approve the Second Amendment between the City of Oxnard, the City of Port Hueneme and Clean Harbors Environmental Services, Inc. in an amount not-to-exceed \$80,000 for a total contract amount of \$320,000 to provide proper disposal of non-recyclable and Class II household hazardous waste program drop-off services, and extending the term from June 30 2016 to October 4, 2017.

DISCUSSION: The Environmental Resources Manager the terms of the agreement ;

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

O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 10:39 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting

May 17, 2016

A. ROLL CALL/POSTING OF AGENDA

At 6:04 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the Oxnard City Council. Commissioners 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 the City Hall. Chairperson Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Greg Nyhoff, Executive Director; Maria Hurtado, Assistant Executive Director; Scott Whitney, Assistant Executive Director; Stephen Fischer, General Counsel and Kymberly Horner, Economic Development Director.

B. APPOINTMENT ITEMC. PUBLIC COMMENTS ON CLOSED SESSION ITEMSD. CLOSED SESSIONE. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence for the Lemos family and members of the military who serve around the world.

F. CEREMONIAL CALENDARG. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDAH. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARYI. SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTSJ. REVIEW OF INFORMATION/CONSENT AGENDAK. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDAL. INFORMATION CONSENT AGENDACity Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard Community Development Successor Agency for October 20 and 27; November 3, 10 and 17; December 1, 8 and 15, 2015; January 5, 12, 19 and 26; February 2, 9 and 23; March 1, 15, 22 and 29; April 5, 12, 19 and 26; and May 3 and 10, 2016; and Minutes of the Special Meeting of the Oxnard Community Development Successor Agency for April 29, 2016.

RECOMMENDATION: Approve.

Economic Development Department

3. SUBJECT: Transfer and Acceptance of Certain Real Property from the Oxnard Community Development Commission Successor Agency to the City of Oxnard for Continued Government Use.

RECOMMENDATION: Adopt **Resolution No. 20** recommending that its Oversight Board ("OB") approve the transfer of certain real property to the City of Oxnard for governmental use and taking actions related thereto.

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

M. PUBLIC HEARINGS

N. REPORTS

O. PUBLIC COMMENTS ON REPORTS

CITY COUNCIL

At 7:24 p.m. the joint meetings with the City Council concluded.

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 7:24 p.m. the Oxnard Community Development Commission Successor Agency concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
May 24, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
June 7, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
June 14, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
June 21, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting

June 28, 2016

A. ROLL CALL/POSTING OF AGENDA

At 5:47 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the Oxnard City Council. Commissioners 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 the City Hall. Chairperson Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Greg Nyhoff, Executive Director; Maria Hurtado, Assistant Executive Director; Scott Whitney, Assistant Executive Director; Stephen Fischer, General Counsel and Kymberly Horner, Economic Development Director. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMSC. CLOSED SESSIOND. APPOINTMENT ITEMEconomic Development Department

1. SUBJECT: Disposition of Community Development Commission Successor Agency 13.06 Acres of Undeveloped Land in Ormond Beach.

RECOMMENDATION: 1) That the Oxnard Community Development Commission Successor Agency ("Successor Agency") (i) approve the Option Agreement for Purchase and Sale of Conservation Property (A-7903) by and between the Oxnard Community Development Commission Successor Agency, a public body, corporate and politic as the Seller and The Nature Conservancy, a District of Columbia non-profit corporation as the buyer, for 13.06 acres of land located in Ormond Beach south of Hueneme Road, east of Perkins Road and west of Edison Drive (APN# 231-0-092-235), (ii) recommend to its oversight board (the "Oversight Board") approval thereof, and (iii) authorize the Chairman (or designee) to execute the document with such non-substantive changes as may be acceptable to the Successor Agency General Counsel and Successor Agency Special Counsel; and 2) Authorize the Executive Director of the Successor Agency (or designee) to prepare, revise and execute all associated documents necessary to carry out and implement the Option Agreement for Purchase and Sale of Conservation Property, and to administer the Successor Agency's obligations, responsibilities and duties thereunder.

DISCUSSION: The Economic Development Director outlined the proposed sale of the property and the appraisal value of the property.

Public comment was received from: Shirley Godwin.

The Commissioners discussed the zoning of the property, the appraised value of the property and original property cost.

ACTION: Approved as recommended. (MacDonald/Ramirez) Ayes: Ramirez, MacDonald, Padilla and Flynn. Noes: Perello (stated his belief the need to sell property for at least the “cost” that the property was bought).

E. OPENING CEREMONIES

F. CEREMONIAL CALENDAR

G. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

H. PUBLIC HEARINGS

I. REPORT OF EXECUTIVE DIRECTOR

J. COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
BUSINESS/COMMITTEE REPORTS

K. REVIEW OF INFORMATION/CONSENT AGENDA

L. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

M. INFORMATION CONSENT AGENDA

N. PUBLIC COMMENTS ON REPORTS

O. REPORTS

CITY COUNCIL/HOUSING AUTHORITY

At 10:24 p.m. the joint meetings with the City Council and Housing Authority concluded.

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 10:24 p.m. the Oxnard Community Development Commission Successor Agency concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
July 19, 2016

A. ROLL CALL/POSTING OF AGENDA

At 7:04 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the Oxnard City Council. Commissioners 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 the City Hall. Chairperson Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Greg Nyhoff, Executive Director; Maria Hurtado, Assistant Executive Director; Scott Whitney, Assistant Executive Director; Stephen Fischer, General Counsel and Kymberly Horner, Economic Development Director; Dave Millican, Special Financial Counsel; Jeri Williams, Police Chief; Jason Benites, Assistant Police Chief; Ingrid Hardy, Cultural and Community Services; Director; Daniel Rydberg, Public Works Director; Michael Henderson, General Services Manager and Kathleen Mallory, Contract Planner.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. APPOINTMENT ITEM

E. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

F. CEREMONIAL CALENDAR

SUBJECT: Presentation of the Ventura County Fair Poster.

DISCUSSION: The Commissioners received the 2016 Ventura County Fair Poster and recognized members of the 2016 Ventura County Junior Fair Board (Hannah Wishan (JFB President); Jessica Mangineni (JFB Parliamentarian) and Sarah Polland.

G. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

H. REPORT OF EXECUTIVE DIRECTOR

The Executive Director commented on: mid-year budget changes; results of Short Term Rentals survey; upcoming Downtown Vision Plan meeting and upcoming community meeting regarding the Santa Clara River Levee.

I. SUCCESSOR AGENCY BUSINESS / COMMITTEE REPORTS

J. REVIEW OF INFORMATION/CONSENT AGENDAK. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDAL. INFORMATION CONSENT AGENDADevelopment Services Department

3. SUBJECT: Planning and Zoning Permit No. 16-300-05 (Final Subdivision Map for Tract No. 5745-1) Wagon Wheel “Village” Specific Plan. Filed by Doug Brooks, Oxnard CRFL Partners, LLC, 64 Maxwell, Irvine, California 92618.

RECOMMENDATION: That the Community Development Commission Successor Agency adopt **Resolution No. 21** approving Planning and Zoning Permit No. 16-300-05 (Final Subdivision Map for Tract No. 5745-1) for a 46.25 acre property located south of the Ventura Freeway (Highway 101), west of Oxnard Boulevard, north of the Union Pacific Railroad (UPRR) and El Rio Drain, and east of the North Ventura Road and the Santa Clara River, subject to certain findings and conditions.

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

M. PUBLIC HEARINGSN. REPORTSO. PUBLIC COMMENTS ON REPORTSP. PUBLIC COMMENTS ON STUDY SESSIONQ. STUDY SESSIONCITY COUNCIL

At 8:05 p.m. the joint meeting with the City Council concluded.

R. ADJOURNMENT

At 8:05 p.m. the Oxnard Community Development Commission Successor Agency concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting

July 12, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting

July 26, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting
September 6, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting
September 13, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting
September 20, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Regular Meeting
October 4, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
October 11, 2016

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson

MINUTES
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Special Meeting
June 13, 2016

A. ROLL CALL/POSTING OF AGENDA

At 6:13 p.m., the special meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the Oxnard City Council. Commissioners Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The Deputy Secretary Designate stated that the agenda was posted on Thursday in the Library and City Hall. Chairperson Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Greg Nyhoff, Executive Director; Scott Whitney, Interim Assistant Executive Director and Stephen Fischer, General Counsel; Kymberly Horner, Economic Development Director and Todd Moody, Special Legal Counsel.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States and followed by a moment of silence for victims of Florida shooting and mother of Edward Castillo.

E. PUBLIC COMMENTS

F. REPORTS

Economic Development Department

1. SUBJECT: Sixth Amendment to the RiverPark Owner Participation Agreement.

RECOMMENDATION: 1) Consider the proposed Sixth Amendment to the RiverPark Owner Participation Agreement A-5965 (the "OPA") (Attachment A) and, if approved and if the proposed Memorandum of Understanding (the "MOU") (Attachment F) is approved by the City Council of the City of Oxnard (the "City"), (i) recommend to its oversight board (the "Oversight Board") approval thereof, and (ii) authorize the Chairman (or designee) to execute the document with such non-substantive changes as may be acceptable to the SA General Counsel and SA Special Counsel; and 2) Authorize the Executive Director of the SA (or designee) to prepare, revise and execute all associated documents necessary to carry out and implement the Sixth Amendment to the RiverPark OPA, and to administer the SA's obligations, responsibilities and duties thereunder.

DISCUSSION: The Economic Development Director outlined the request of the developer addressing past concerns and comments, goals & objections of Riverpark development area (OPA), building a second hotel and possible downtown (projects) improvements.

Andres Friedman, Shea Properties, reviewed several issues including type of hotel to be developed; public outreach; site research regarding location/local economy market; increasing "meeting" space in the proposed hotel; securing a developer and building of two hotels.

Public comments were received from: Nancy Lindholm; Todd Temanson; Katherine Laziner; Robert Villegas; Michael Pynn; Al Velasquez; Mary Lehr; Frank Bauer; Jenny Walsh; Aaron Starr; Larry Stein; Kristin Lombardo; Jillienne Almonia; Martin Jones; Alicia Percell and Cindy Ligeti.

The Commissioners discussed: the opportunity of having a hotel; design of hotel; type of hotel; relationship with developer, community support and outreach.

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

CITY COUNCIL

At 7:40 p.m., the joint meeting with the City Council concluded.

2. SUBJECT: La Dolce Vita Di Mare, Inc. Settlement Agreement and Release and First Amendment to Lease.

RECOMMENDATION: 1) That the Community Development Commission Successor Agency (“Successor Agency”) (i) approve a Settlement Agreement and Release by and between the Successor Agency and La Dolce Vita di Mare, Inc., a California corporation (“LDV”), to settle contemplated and potential litigation, (ii) recommend to its oversight board (the “Oversight Board”) approval thereof, and (iii) authorize the Chairman (or designee) to execute the document with such non-substantive changes as may be acceptable to the Successor Agency General Counsel and Successor Agency Special Counsel; 2) That the Successor Agency (i) approve a First Amendment to Lease by and between the Successor Agency and LDV, (ii) recommend the Oversight Board approval thereof, and (iii) authorize the Chairman (or designee) to execute the document with such non-substantive changes as may be acceptable to the Successor Agency General Counsel and Successor Agency Special Counsel; and 3) Authorize the Executive Director of the Successor Agency (or designee) to prepare, revise and execute all associated documents necessary to carry out and implement the Settlement Agreement and Release and the First Amendment to Lease, and to administer the Successor Agency’s obligations, responsibilities and duties thereunder.

DISCUSSION: The Economic Development Director reviewed the history, management of Heritage Square, activities at the La Dolce Vita site and maintenance of site.

The Special Legal Counsel reviewed the settlement agreement, option to purchase property and other possible sale options.

Public comments were received from: Greg & Michelle Kenny; Larry Stein and Al Velasquez.

The Commissioners discussed: history of site; past payments due; negotiation process; having a successful restaurant at site:

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

G. ADJOURNMENT

At 8:31 p.m. the Community Development Commission Successor Agency concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

Special Meeting

June 20, 2016

A. ROLL CALL/POSTING OF AGENDA

At 6:16 p.m., the special meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the Oxnard City Council. Commissioners 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 the City Hall. Chairperson Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Greg Nyhoff, Executive Director; Maria Hurtado, Assistant Executive Director; Scott Whitney, Assistant Executive Director; Stephen Fischer, General Counsel and Kymberly Horner, Economic Development Director.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMSC. CLOSED SESSIOND. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

E. PUBLIC COMMENTSF. REVIEW OF INFORMATION/CONSENT AGENDA

ACTION: The Commissioners concurred to remove item (J-1) from the agenda.

G. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDAH. INFORMATION CONSENT AGENDACity Manager Department1. SUBJECT: Agreements for City Council Review

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 with (H-1(a)).

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended with removal of (H-1(e)). (Padilla/Perello) Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn. *Noes: Ramirez and Flynn H-2 only.

I. PUBLIC HEARINGS

J. REPORTS

Economic Development Department

1. SUBJECT: Disposition of Community Development Commission Successor Agency 13.06 Acres of Undeveloped Land in Ormond Beach. (10/15)
RECOMMENDATION: 1) That the Oxnard Community Development Commission Successor Agency (“Successor Agency”) (i) approve the Option Agreement for Purchase and Sale of Conservation Property by and between the Oxnard Community Development Commission Successor Agency, a public body, corporate and politic as the Seller and The Nature Conservancy, a District of Columbia non-profit corporation as the buyer, for 13.06 acres of land located in Ormond Beach south of Hueneme Road, east of Perkins Road and west of Edison Drive (APN# 231-0-092-235). ”), (ii) recommend to its oversight board (the “Oversight Board”) approval thereof, and (iii) authorize the Chairman (or designee) to execute the document with such non-substantive changes as may be acceptable to the Successor Agency General Counsel and Successor Agency Special Counsel; and 2) Authorize the Executive Director of the Successor Agency (or designee) to prepare, revise and execute all associated documents necessary to carry out and implement the Option Agreement for Purchase and Sale of Conservation Property, and to administer the Successor Agency’s obligations, responsibilities and duties thereunder.
ACTION: Removed from agenda.

K. PUBLIC COMMENTS ON REPORTS

CITY COUNCIL

At 7:24 p.m. the joint meetings with the City Council concluded.

L. ADJOURNMENT

At 7:24 p.m. the Oxnard Community Development Commission Successor Agency concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

TIM FLYNN
Chairperson



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 2

DATE: October 18, 2016

TO: City Council

FROM: Greg Nyhoff
City Manager

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

SUBJECT: Agreements for City Council Review

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

RECOMMENDATION:

That City Council, pursuant to Ordinance 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.

- A. Sam Hill & Sons, Inc. repair cogenerator #3 engine at the Wastewater Treatment Plant (\$29,230).
- B. Sam Hill & Sons, Inc. replacement of a 500-foot section of sewer pipe in the alley near First Street and Magnolia Avenue (\$74,706).
- C. Granite Construction for additional removal and replacement of sidewalk, curb and gutter for Sierra Linda Resurfacing Project (\$41,337).

A complete explanation of the agreement and funding sources are attached.

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.

Agreements for City Council Review
October 18, 2016
Page 2

FINANCIAL IMPACT

Funding information is included on the attached list.

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

ATTACHMENTS:

Attachment A: City Manager Contract List for October 18, 2016

City Manager Contract List for 10/18/2016

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

A Non-Scheduled Repairs to Wastewater and Storm Drain Systems

Vendor: Sam Hill & Sons, Inc.
 Type: Task Order
 Agreement No.: A-7721
 Amendment No.: 42
 Purchase Order No.: 5237
 Begin Date: 11/01/2014
 End Date: 10/31/2017
 Term: 3 years

Amount to be Approved: \$29,230
 Current FY Amount: \$500,000
 Total Contract Amount: \$1,529,230
 Funding Source: Wastewater Maintenance Operating
 Vendor Selection Process: Public Works Bid
 # of Bids/Proposals/Quotes: 5
 Project Manager: Dan Rydberg
 Department: Public Works, Wastewater Division
 Telephone: 432-3575
 Email: thien.ng@oxnard.org

Purpose:

The wastewater treatment plant utilizes the three cogenerators to convert self produced methane gas into electricity. On April 14, 2016 the cogenerator #3 engine experienced a mechanical failure due to drive gear failure. On May 25, 2016 the repair work was completed.

On March 25, 2014, the City Council approved Non-Scheduled Repairs to Wastewater and Storm Water Systems Project Specification No. 14-12 and authorized staff to conduct a public bid. The public bid was advertised on July 18, 2014 and closed with a public opening on August 20, 2014. City Procurement received five bids. Upon department and procurement staff review of all documentation received, it was determined the bid received from Sam Hill & Sons, Inc. was a responsible and responsive lowest bid. On October 8, 2014 City Council approved Sam Hill & Sons agreement from November 1, 2014 through October 31, 2017.

City Manager Contract List for 10/18/2016

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

B Non-Scheduled Repairs to Wastewater and Storm Drain Systems

Vendor:	Sam Hill & Sons, Inc.	Amount to be Approved:	\$74,706
Type:	Task Order	Current FY Amount:	\$500,000
Agreement No.:	A-7721	Total Contract Amount:	\$1,574,706
Amendment No.:	43	Funding Source:	Wastewater Collection Operating
Purchase Order No.:	5237	Vendor Selection Process:	Public Works Bid
Begin Date:	11/01/2014	# of Bids/Proposals/Quotes:	5
End Date:	10/31/2017	Project Manager:	Thien Ng
Term:	3 years	Department:	Public Works, Wastewater Division
		Telephone:	432-3575
		Email:	thien.ng@oxnard.org

Purpose:

On August 4, 2016 a 500-foot section of 8-inch sewer pipe located in the alley near First Street and Magnolia Avenue failed. The failure was due to fractures along the top of the pipe within this segment which had the potential to cause a large sinkhole and a sewer overflow if not immediately addressed. On August 8, 2016, staff started the replacement of the failed sewer pipe and it was completed on August 19, 2016.

On March 25, 2014, the City Council approved Non-Scheduled Repairs to Wastewater and Storm Water Systems Project Specification No. 14-12 and authorized staff to conduct a public bid. The public bid was advertised on July 18, 2014 and closed with a public opening on August 20, 2014. City Procurement received five bids. Upon department and procurement staff review of all documentation received, it was determined the bid received from Sam Hill & Sons, Inc. was a responsible and responsive lowest bid. On October 8, 2014 City Council approved Sam Hill & Sons agreement from November 1, 2014 through October 31, 2017.

City Manager Contract List for 10/18/2016

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

C Balancing Change Order for Sierra Linda Resurfacing Project

Vendor: Granite Construction
 Type: Change Order
 Agreement No.: A-7830
 Amendment No.: 2
 Purchase Order No.: 5692
 Begin Date: 11/17/2015
 End Date: 09/13/2016
 Term: 9 mo.

Amount to be Approved: \$41,337
 Current FY Amount: \$160,698
 Total Contract Amount: \$1,955,264
 Funding Source: Lease Revenue Bond
 Vendor Selection Process: Public Works Bid
 # of Bids/Proposals/Quotes: 4
 Project Manager: Raymond Williams
 Department: Public Works/Capital Projects Management
 Telephone: 797-8306
 Email: raymond.williams@oxnard.org

Purpose:

Staff is requesting approval for Change Order No. 2 in the amount of \$41,337.28 for additional removal and replacement of sidewalks, curb and gutters for the Sierra Linda Street Resurfacing Project. This change order is needed in order to close out the project.

Public Work construction contracts are bid using estimated quantities of work. During construction City inspectors verify the actual quantities constructed by the contractor and payments are made based on the actual work performed. When the project is completed, a balancing change order is used to adjust the estimated quantity of work to the actual quantity of work.

This contract is for Public Work construction which is required by State Law and City procurement policy to be awarded through a public bid process to the contractor with the lowest bid that is deemed to be responsible and responsive. City Council approved plans and specifications on June 15, 2015. The contract was advertised on July 30, 2015. Four bids were received at the public bid opening on September 2, 2015. The department staff and the Contract Compliance Review Committee agreed with the award of this contract to Granite Construction Company. The bid received from Granite Construction Company was found to be a responsible and responsive bid and Council approved the contract on October 13, 2015.



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 3

DATE: October 18, 2016

TO: City Council

THROUGH: Greg Nyhoff
City Manager

FROM: Darwin Base
Interim Fire Chief

SUBJECT: Acceptance of Assistance to Firefighters Grant Program (AFG) Federal Emergency Management Agency (FEMA) for Survivability Training as a Subrecipient to the Ventura County Fire Protection District in the Amount of \$49,920

CONTACT: Darwin Base, Interim Fire Chief
Darwin.Base@oxnard.org, 385-7700

RECOMMENDATION:

That City Council adopt a resolution authorizing: 1) The City Manager or designee to accept the Federal Emergency Management Agency (FEMA) Assistance to Firefighters grant designation from Ventura County Fire Protection District (VCFPD) to the City of Oxnard Fire Department in the amount of \$49,920; 2) The Chief Financial Officer or designee to recognize the \$44,928 from FEMA Grant Fund and 10% match of \$4,992 from Fire General Fund Operating Budget, to submit financial reports and grant claims, and perform all other required financial actions; and 3) The Fire Chief or designee to submit non-financial reports.

BACKGROUND

The Ventura County Fire Protection District (VCFPD) has been awarded a regional grant by FEMA for the amount of \$264,200. The City of Oxnard has been awarded a subgrant of \$49,920 (see attached subrecipient letter). The funds are to be used for training of fire personnel from VCFPD, the City of Ventura Fire Department and City of Oxnard Fire Departments in fire ground survival techniques.

Acceptance of FEMA Survivability Grant

October 18, 2016

Page 2

Fire Ground Survival Training applies the lessons learned from investigations involving firefighter fatality and near-miss incidents conducted by the National Institute of Occupational Safety and Health (NIOSH) and has been developed by a committee from the International Association of Firefighters (IAFF), the International Association of Fire Chiefs (IAFC) and NIOSH. These standards involve best practice behaviors and skills employed when a firefighter becomes lost or trapped on the scene of a structure fire. Studies have shown that firefighter deaths at the scene of structure fires can be directly attributed to the lack of these skills.

The funds will require a 10% match from each agency. The amount awarded to Oxnard Fire Department is \$44,928 with a required match of \$4,992, for a total award of \$49,920. The allocation will be used to pay for personnel costs involved in training 105 Oxnard Fire Department Suppression staff.

STRATEGIC PRIORITIES

Goal 3. Focus on creating a culture of learning and talent development that will lead to a quality workforce which meets the needs of our community.

FINANCIAL IMPACT

The FEMA grant of \$44,928 will be recognized and City of Oxnard Fire Department will provide a 10% cost share of \$4,992 from Fire General Fund Operating Budget (account 101-2201-802.80-08) to FEMA Survivability Grant Project 772257 for survivability training costs.

ATTACHMENTS:

Resolution Survivability

Subrecipient Award Letter

BA - FEMA Survivability Grant 772257

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING
SUBMITTAL OF GRANT APPLICATION

WHEREAS, City Council Resolution No.12,053 sets out the City of Oxnard's grant procedures; and

WHEREAS, City Council wishes to accept, as a subrecipient, the Federal Emergency Management Agency (FEMA) Assistance to Firefighters grant designation from Ventura County Fire Protection District (VCFPD) to the City of Oxnard Fire Department in the amount of \$49,920.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to approve the acceptance of the grant award by the City Manager for Survivability Training. The City Council further resolves that the City Manager or designee is authorized to execute grant agreements; the Finance Director or designee is authorized to submit financial reports and grant claims and approve budget appropriations for the use of grant funds; and the Fire Chief or designee is authorized to submit non-financial reports.

PASSED AND ADOPTED THIS 11th day of October, 2016, by the following vote:

AYES:

NOES:

ABSENTS:

Timothy Flynn, Mayor

ATTEST:

APPROVED AS TO FORM:

Daniel Martinez, City Clerk

Stephen Fischer, City Attorney

VENTURA COUNTY FIRE PROTECTION DISTRICT

MARK LORENZEN
County Fire Chief



165 Durley Avenue
Camarillo, CA 93010-8586
(805) 389-9710
FAX (805) 388-4356

September 8, 2016

Oxnard Fire Department
Interim Fire Chief Darwin Base
360 W. 2nd Street
Oxnard CA 93030

NOTIFICATION OF SUBGRANT AWARD

Fiscal Year: 2015 Assistance to Firefighter Grant Program

Grant #: EMW-2015-FR-00116

Regional Project: Fire Ground Survival Training

Performance Period: May 16, 2016 – May 15, 2017

Dear Chief Base,

The FEMA Assistance to Firefighter Grant (AFG) Program has approved the Ventura County Fire Department (VCFD) regional application for the IAFF Fire Ground Survival Training in the amount of \$264,200. Your organization has been awarded an amount not to exceed \$49,920 to cover the personnel costs, including overtime, backfill and all applicable personnel benefits. The AFG grant requires a 10% match; therefore, VCFD will reimburse 90% of your agencies costs.

Your grant administrator is responsible for reviewing all federal and state guidance to ensure compliance with federal and state regulations. This is a reimbursement grant; therefore, funds must be expended and a reimbursement request with the appropriate supporting documentation must be submitted to the Ventura County Fire Department Business Services Bureau before your agency receives the grant funds.

The Ventura County Fire Department must receive all reimbursement requests by no later than June 15, 2017.

Sincerely,

Mark Lorenzen
Fire Chief

Committed to Excellence . . . Delivered with Pride

Providing protection and preservation of life, property and environment to: The Cities of Camarillo, Moorpark, Ojai, Port Hueneme, Simi Valley, Thousand Oaks, and the unincorporated areas of Ventura County.

REQUEST FOR BUDGET APPROPRIATION

Department: Fire
 Project/Program
 Manager: Darwin Base

Date: September 8, 2016
 Phone: 805-385-7700

Reason for Appropriation:

To recognize Oxnard City Fire Department's allocation of Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant FY15, a regional grant awarded to Ventura County Fire Protection District as the lead agency. The allocation designated to the City of Oxnard is \$49,920 with a \$4,992 cost match (10%), per award EMW-2015-FR-00116.

Accounts and Descriptions**AMOUNT**

Fund: 101 - GENERAL FUND

Expenditures/Transfers Out**FIRE SUPPRESSION (2201)**

101-2201-802.80-03	PERSONNEL SERVICES/OVERTIME	(4,992)
101-2201-802.87-33	TRANSFER TO GRANT FUND	4,992
	Sub-total Expenditures	0

Net Change to Fund Balance 0

Fund: 238 - HOMELAND SECURITY GRANT FUND

Revenues/Transfers In**FEMA SURVIVABILITY FY15 (772257)**

238-2221-531.72-20	GENERAL FUND MATCH - FED. GR	4,992
238-2221-531.72-31	FEDERAL/STATE GRANT REVENUES	44,928
	Sub-total Revenues	49,920

Expenditures/Transfers Out**FEMA SURVIVABILITY FY15 (772257)**

238-2221-802.80-03	PERSONAL SERVICES / OVERTIME	40,500
238-2221-802.80-08	PERSONAL SERVICES / STATION COVERAGE	4,092
238-2221-802.80-41	EMPLOYEE BENEFITS	1,828
238-2221-802.80-42	WORKERS COMPENSATION INS	3,000
238-2221-802.80-43	PERSONNEL SERVICES / PERS	500
	Sub-total Expenditures	49,920

Net Change to Fund Balance 0

Net Appropriation Change 49,920

Approvals

Department Director _____

Chief Financial Officer _____

BA# (Finance Use Only) _____

BA Doc# (Finance Use Only) _____

Rev _____

REQUIRES CITY COUNCIL AUTHORIZATION

Packet Pg. 37

City Manager _____

REQUIRES CITY COUNCIL AUTHORIZATION

BA# (Finance Use Only) _____
BA Doc# (Finance Use Only) _____
Rev# _____



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 4

DATE: October 18, 2016

TO: City Council

THROUGH: Greg Nyhoff
City Manager

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

FROM: Daniel Rydberg
Public Works Director

A handwritten signature in blue ink, appearing to read "Daniel Rydberg".

SUBJECT: Caltrans Master Agreement and Future Supplemental Agreements

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

RECOMMENDATION:

That City Council: 1) Approve Master Agreement Administering Agency-State Agreement No. 00494S for State-Aid Projects and authorize the Mayor to execute this Master Agreement (Agreement No. A-7932); and 2) Adopt a resolution authorizing the Mayor or his or her designee to execute all future project- or grant-specific supplemental agreements and related documents that fall under this Master Agreement.

BACKGROUND

In order to qualify for grants through the California Department of Transportation (Caltrans), a public entity must first execute a master agreement that lays the foundation for the relationship between the two entities. Later, Caltrans and the public entity may execute supplemental agreements and related documents that outline particular grants and their related projects.

The City has approved master agreements with Caltrans in the past. However, Caltrans is requiring that the City execute a new master agreement for forthcoming projects. The City must execute the attached master agreement before the City can obtain any Caltrans grants and process any Caltrans invoices for reimbursements. Thus, staff requests that the City Council authorize the Mayor to execute the attached master agreement.

Caltrans Master Agreement and Future Supplemental Agreements

October 18, 2016

Page 2

In the future, Caltrans will send the City a supplemental agreement and related documents for each grant or project. This paperwork will state the particular grant's requirements if they are more specific than those listed in the master agreement, such as if particular funds need to be used for specific purposes. Often these supplemental agreements and related documents have quick turnaround times, so having to bring each supplemental agreement to the City Council could result in the City losing the State funding due to passing deadlines. Thus, in the past, the City Council has authorized the Mayor or his designee to execute supplemental agreements and related documents with Caltrans without further City Council authorization. Since Caltrans is requiring the City to enter into a new master agreement, staff requests that the City Council once again authorize the Mayor or his designee to execute all future supplemental agreements and related documents with Caltrans that fall under this particular master agreement without further City Council authorization.

STRATEGIC PRIORITIES

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

FINANCIAL IMPACT

The master agreement outlines the general terms and conditions of obtaining and utilizing State grants. It lists requirements that the State has as well as limitations on how State funds can be used. Thus, the master agreement is not related to a particular project and does not have any financial impact on its own.

The supplemental agreements and related documents will relate to particular projects. The funding of specific projects is presented when staff requests Council approval of the projects plans and specifications and authorization to advertise the project.

ATTACHMENTS:

Attachment A. Caltrans Oxnard Master Agreement 00494S

Attachment B - Resolution for Agreement No. 00494S

MASTER AGREEMENT
ADMINISTERING AGENCY-STATE AGREEMENT FOR
STATE-FUNDED PROJECTS

K.4.a

07 City of Oxnard

District Administering Agency

Agreement No. 00494S

This AGREEMENT, is entered into effective this _____ day of _____, 20____, by and between the City of Oxnard, hereinafter referred to as "ADMINISTERING AGENCY," and the State of California, acting by and through its Department of Transportation (Caltrans), hereinafter referred to as "STATE", and together referred to as "PARTIES" or individually as a "PARTY."

RECITALS:

1. WHEREAS, the Legislature of the State of California has enacted legislation by which certain State funds are made available for use on local transportation related projects of public entities qualified to act as recipients of these state funds; and
2. WHEREAS, ADMINISTERING AGENCY has applied to the California Transportation Commission (CTC) and/or STATE for funding from either the State Transportation Improvement Program (STIP), or other State-funded programs (herein referred to as STATE FUNDS), as defined in the Local Assistance Program Guidelines (LAPG), for use on local authorized transportation related projects as a local administered project(s), hereinafter referred to as "PROJECT"; and
3. WHEREAS, said PROJECT will not receive any federal funds; and
4. WHEREAS, before STATE FUNDS will be made available for PROJECT, ADMINISTERING AGENCY and STATE are required to enter into an agreement to establish terms and conditions applicable to the ADMINISTERING AGENCY when receiving STATE FUNDS for a designated PROJECT facility and to the subsequent operation and maintenance of that completed facility.

NOW, THEREFORE, the PARTIES agree as follows:

1. This AGREEMENT shall have no force or effect with respect to any program project unless and until a project-specific Program Supplement to this AGREEMENT for state funded projects, hereinafter referred to as "PROGRAM SUPPLEMENT", has been fully executed by both STATE and ADMINISTERING AGENCY.
2. The State approved project-specific allocation letter designate the party responsible for implementing PROJECT, type of work and location of PROJECT.
3. The PROGRAM SUPPLEMENT sets out special covenants as a condition for the ADMINISTERING AGENCY to receive STATE FUNDS from/through STATE for designated PROJECT. The PROGRAM SUPPLEMENT shall also show these STATE FUNDS that have been initially encumbered for PROJECT along with the matching funds to be provided by ADMINISTERING AGENCY and/or others. Execution of PROGRAM SUPPLEMENT by the PARTIES shall cause ADMINISTERING AGENCY to adopt all of the terms of this AGREEMENT as though fully set forth therein in the PROGRAM SUPPLEMENT. Unless otherwise expressly delegated in a resolution by the governing body of ADMINISTERING AGENCY, and with written concurrence by STATE, the PROGRAM SUPPLEMENT shall be approved and managed by the governing body of ADMINISTERING AGENCY.
4. ADMINISTERING AGENCY agrees to execute and return each project-specific PROGRAM SUPPLEMENT within ninety (90) days of receipt. The PARTIES agree that STATE may suspend future allocations, encumbrances and invoice payments for any on-going or future STATE FUNDED PROJECT performed by ADMINISTERING AGENCY if any project-specific PROGRAM SUPPLEMENT is not returned within that ninety (90) day period unless otherwise agreed by STATE in writing.
5. ADMINISTERING AGENCY further agrees, as a condition to the release and payment of STATE FUNDS encumbered for the PROJECT described in each PROGRAM SUPPLEMENT, to comply with the terms and conditions of this AGREEMENT and all of the agreed-upon Special Covenants or Remarks incorporated within the PROGRAM SUPPLEMENT, and Cooperative/Contribution Agreement where appropriate, defining and identifying the nature of the specific PROJECT.
6. STATE FUNDS will not participate in any portion of PROJECT work performed in advance of the effective date of the executed PROGRAM SUPPLEMENT for said PROJECT.
7. Projects allocated with STATE FUNDS from the STIP will be administered in accordance with the current CTC STIP Guidelines, as adopted or amended and in accordance with Chapter 23 of the Local Assistance Program Guidelines (LAPG) published by STATE.
8. Projects allocated with STATE FUNDS not programmed in the STIP will be administered in accordance with the applicable chapter of the LAPG and/or any other instructions published by STATE.
9. ADMINISTERING AGENCY's eligible costs for preliminary engineering work includes all preliminary work directly related to PROJECT up to contract award for construction, including, but not limited to, environmental studies and permits (E&P), preliminary surveys and reports, laboratory work, soil investigations, the preparation of plans, specifications and estimates (PS&E), advertising for bids, awarding of a contract and project development contract administration.

10. ADMINISTERING AGENCY's eligible costs for construction engineering includes actual inspection and supervision of PROJECT construction work; construction staking; laboratory and field testing; and the preparation and processing of field reports, records, estimates, final reports, and allowable expenses of employees/consultants engaged in such activities.

11. Unless the PARTIES agree otherwise in writing, ADMINISTERING AGENCY's employees or its sub-contractor engineering consultant shall be responsible for all PROJECT engineering work.

12. ADMINISTERING AGENCY shall not proceed with final design of PROJECT until final environmental approval of PROJECT. Final design entails the design work necessary to complete the PS&E and other work necessary for a construction contract but not required earlier for environmental clearance of that PROJECT.

13. If PROJECT is not on STATE-owned right-of-way, PROJECT shall be constructed in accordance with Chapter 11 of the Local Assistance Procedures Manual (LAPM) that describes minimum statewide design standards for local agency streets and roads. The design standards for projects off the National Highway System (NHS) allow STATE to accept either the STATE's minimum statewide design standards or the approved geometric design standards of ADMINISTERING AGENCY. Additionally, for projects off the NHS, STATE will accept ADMINISTERING AGENCY-approved standard specifications, standard plans, materials sampling and testing quality assurance programs that meet the conditions described in the then current Local Assistance Procedures Manual.

14. If PROJECT involves work within or partially within STATE-owned right-of-way, that PROJECT shall also be subject to compliance with the policies, procedures and standards of the STATE Project Development Procedures Manual and Highway Design Manual and where appropriate, an executed cooperative agreement between STATE and ADMINISTERING AGENCY that outlines the PROJECT responsibilities and respective obligations of the PARTIES. ADMINISTERING AGENCY and its' contractors shall each obtain an encroachment permit through STATE prior to commencing any work within STATE rights of way or work which affects STATE facilities.

15. When PROJECT is not on the State Highway System (SHS) but includes work to be performed by a railroad, the contract for such work shall be prepared by ADMINISTERING AGENCY or by STATE, as the PARTIES may hereafter agree. In either event, ADMINISTERING AGENCY shall enter into an agreement with the railroad providing for future maintenance of protective devices or other facilities installed under the contract.

16. The Department of General Services, Division of the State Architect, or its designee, shall review the contract PS&E for the construction of buildings, structures, sidewalks, curbs and related facilities for accessibility and usability. ADMINISTERING AGENCY shall not award a PROJECT construction contract for these types of improvements until the State Architect has issued written approval stating that the PROJECT plans and specifications comply with the provisions of sections 4450 and 4454 of the California Government Code, if applicable. Further requirements and guidance are provided in Title 24 of the California Code of Regulations.

17. ADMINISTERING AGENCY shall provide or arrange for adequate supervision and inspection of each PROJECT. While consultants may perform supervision and inspection work for PROJECT with a fully qualified and licensed engineer, ADMINISTERING AGENCY shall provide a full-time employee to be in responsible charge of each PROJECT.

18. Unless otherwise provided in the PROGRAM SUPPLEMENT, ADMINISTERING AGENCY shall advertise, award, and administer the PROJECT construction contract or contracts.

19. The cost of maintenance, security, or protection performed by ADMINISTERING AGENCY or contractor forces during any temporary suspension of PROJECT or at any other time may not be charged to the PROJECT.

20. ADMINISTERING AGENCY shall submit PROJECT-specific award information, using Exhibit 23-A of the LAPG, to STATE's District Local Assistance Engineer, within sixty (60) days after contract award. A copy of Exhibit 23-A shall also be included with the submittal of the first invoice for a construction contract by ADMINISTERING AGENCY to: Department of Transportation, Division of Accounting Local Programs Accounting Branch, MS #33, PO Box 942874, Sacramento, California 94274-0001.

21. ADMINISTERING AGENCY shall submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure by ADMINISTERING AGENCY to submit a "Report of Expenditures" within 180 days of project completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance Chapters 17 and 19 of the Local Assistance Procedures Manual.

22. ADMINISTERING AGENCY shall comply with the Americans with Disabilities Act (ADA) of 1990 that prohibits discrimination on the basis of disability and all applicable regulations and guidelines issued pursuant to the ADA.

23. The Governor and the Legislature of the State of California, each within their respective jurisdictions, have prescribed certain nondiscrimination requirements with respect to contract and other work financed with public funds. ADMINISTERING AGENCY agrees to comply with the requirements of the FAIR EMPLOYMENT PRACTICES ADDENDUM, attached hereto as Exhibit A and further agrees that any agreement entered into by ADMINISTERING AGENCY with a third party for performance of work connected with PROJECT shall incorporate Exhibit A (with third party's name replacing ADMINISTERING AGENCY) as parts of such agreement.

24. ADMINISTERING AGENCY shall include in all subcontracts awarded when applicable, a clause that requires each subcontractor to comply with California Labor Code requirements that all workers employed on public works aspects of any project (as defined in California Labor Code sections 1720-1815) be paid not less than the general prevailing wage rates predetermined by the Department of Industrial Relations as effective at the date of contract award by the ADMINISTERING AGENCY.

ARTICLE II - RIGHTS OF WAY

1. No contract for the construction of a STATE FUNDED PROJECT shall be awarded until all necessary rights of way have been secured. Prior to the advertising for construction of PROJECT, ADMINISTERING AGENCY shall certify and, upon request, shall furnish STATE with evidence that all necessary rights-of-way are available for construction purposes or will be available by the time of award of the construction contract.

2. The furnishing of rights of way by ADMINISTERING AGENCY as provided for herein includes, and is limited to, the following, unless the PROGRAM SUPPLEMENT provides otherwise.

(a) Expenditures to purchase all real property required for PROJECT free and clear of liens, conflicting easements, obstructions and encumbrances, after crediting PROJECT with the fair market value of any excess property retained and not disposed of by ADMINISTERING AGENCY.

(b) The cost of furnishing of right-of-way as provided for herein includes, in addition to real property required for the PROJECT, title free and clear of obstructions and encumbrances affecting PROJECT and the payment, as required by applicable law, of damages to owners of remainder real property not actually taken but injuriously affected by PROJECT.

(c) The cost of relocation payments and services provided to owners and occupants pursuant to Government Code sections 7260-7277 when PROJECT displaces an individual, family, business, farm operation or nonprofit organization.

(d) The cost of demolition and/or the sale of all improvements on the right-of-way after credit is recorded for sale proceeds used to offset PROJECT costs.

(e) The cost of all unavoidable utility relocation, protection or removal.

(f) The cost of all necessary hazardous material and hazardous waste treatment, encapsulation or removal and protective storage for which ADMINISTERING AGENCY accepts responsibility and where the actual generator cannot be identified and recovery made.

3. ADMINISTERING AGENCY agrees to indemnify and hold STATE harmless from any liability that may result in the event the right-of-way for a PROJECT, including, but not limited to, being clear as certified or if said right-of-way is found to contain hazardous materials requiring treatment or removal to remediate in accordance with Federal and State laws. ADMINISTERING AGENCY shall pay, from its own non-matching funds, any costs which arise out of delays to the construction of PROJECT because utility facilities have not been timely removed or relocated, or because rights-of-way were not available to ADMINISTERING AGENCY for the orderly prosecution of PROJECT work.

ARTICLE III - MAINTENANCE AND MANAGEMENT

1. ADMINISTERING AGENCY will maintain and operate the property acquired, developed, constructed, rehabilitated, or restored by PROJECT for its intended public use until such time as the parties might amend this AGREEMENT to otherwise provide. With the approval of STATE, ADMINISTERING AGENCY or its successors in interest in the PROJECT property may transfer this obligation and responsibility to maintain and operate PROJECT property for that intended public purpose to another public entity.
2. Upon ADMINISTERING AGENCY's acceptance of the completed construction contract or upon contractor being relieved of the responsibility for maintaining and protecting PROJECT, ADMINISTERING AGENCY will be responsible for the maintenance, ownership, liability, and the expense thereof, for PROJECT in a manner satisfactory to the authorized representatives of STATE and if PROJECT falls within the jurisdictional limits of another Agency or Agencies, it is the duty of ADMINISTERING AGENCY to facilitate a separate maintenance agreement(s) between itself and the other jurisdictional Agency or Agencies providing for the operation, maintenance, ownership and liability of PROJECT. Until those agreements are executed, ADMINISTERING AGENCY will be responsible for all PROJECT operations, maintenance, ownership and liability in a manner satisfactory to the authorized representatives of STATE. If, within ninety (90) days after receipt of notice from STATE that a PROJECT, or any portion thereof, is not being properly operated and maintained and ADMINISTERING AGENCY has not satisfactorily remedied the conditions complained of, the approval of future STATE FUNDED PROJECTS of ADMINISTERING AGENCY will be withheld until the PROJECT shall have been put in a condition of operation and maintenance satisfactory to STATE. The provisions of this section shall not apply to a PROJECT that has been vacated through due process of law with STATE's concurrence.
3. PROJECT and its facilities shall be maintained by an adequate and well-trained staff of engineers and/or such other professionals and technicians as PROJECT reasonably requires. Said operations and maintenance staff may be employees of ADMINISTERING AGENCY, another unit of government, or a contractor under agreement with ADMINISTERING AGENCY. All maintenance will be performed at regular intervals or as required for efficient operation of the complete PROJECT improvements.

ARTICLE IV - FISCAL PROVISIONS

1. All contractual obligations of STATE are subject to the appropriation of resources by the Legislature and the allocation of resources by the CTC.
2. STATE'S financial commitment of STATE FUNDS will occur only upon the execution of this AGREEMENT, the execution of each project-specific PROGRAM SUPPLEMENT and/or STATE's approved finance letter.
3. ADMINISTERING AGENCY may submit signed duplicate invoices in arrears for reimbursement of allowable PROJECT costs on a monthly or quarterly progress basis once the project-specific PROGRAM SUPPLEMENT has been executed by STATE.
4. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the STATE FUNDS are encumbered on either the project-specific PROGRAM SUPPLEMENT or through a project-specific finance letter approved by STATE. STATE reserves the right to suspend future allocations and invoice payments for any on-going or future STATE FUNDED project performed by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period
5. Invoices shall be submitted on ADMINISTERING AGENCY letterhead that includes the address of ADMINISTERING AGENCY and shall be formatted in accordance with Chapter 5 of the LAPM.
6. Invoices must have at least one copy of supporting backup documentation for allowable costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.
7. Payments to ADMINISTERING AGENCY can only be released by STATE as reimbursements of actual allowable PROJECT costs already incurred and paid for by ADMINISTERING AGENCY.
8. An indirect cost allocation plan and related documentation are to be provided to STATE (Caltrans Audits & Investigations) annually for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect cost incurred within each fiscal year being claimed for reimbursement. The indirect cost allocation plan must be prepared in accordance with the requirements set forth in Office of Management and Budget Circular A-87 and Chapter 4 of the Local Assistance Procedures Manual.
9. STATE will withhold the greater of either two (2) percent of the total of all STATE FUNDS encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.
10. The estimated total cost of PROJECT, the amount of STATE FUNDS obligated, and the required matching funds may be adjusted by mutual consent of the PARTIES with an allocation letter and finance letter. STATE FUNDING may be increased to cover PROJECT cost increases only if such additional funds are available and the CTC and/or STATE concurs with that increase in the form of an allocation and finance letter.

11. When such additional STATE FUNDS are not available, ADMINISTERING AGENCY agrees that any increases in PROJECT costs must be defrayed with ADMINISTERING AGENCY's own funds.
12. ADMINISTERING AGENCY shall use its own non STATE FUNDS to finance the local share of eligible costs and all PROJECT expenditures or contract items ruled ineligible for financing with STATE FUNDS. STATE shall make the final determination of ADMINISTERING AGENCY's cost eligibility for STATE FUNDED financing with respect to claimed PROJECT costs.
13. ADMINISTERING AGENCY will reimburse STATE for STATE's share of costs for work performed by STATE at the request of ADMINISTERING AGENCY. STATE's costs shall include overhead assessments in accordance with section 8755.1 of the State Administrative Manual.
14. STATE FUNDS allocated from the STIP are subject to the timely use of funds provisions enacted by Senate Bill 45, approved in 1997, and subsequent STIP Guidelines and State procedures approved by the CTC and STATE.
15. STATE FUNDS encumbered for PROJECT are available for liquidation only for five (5) years from the beginning of the State fiscal year when those funds were appropriated in the State Budget. STATE FUNDS not liquidated within these periods will be reverted unless a Cooperative Work Agreement (CWA) is submitted by ADMINISTERING AGENCY and approved by the California Department of Finance in accordance with Government Code section 16304. The exact date of fund reversion will be reflected in the STATE signed PROJECT finance letter.
16. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid to rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand.
17. ADMINISTERING AGENCY agrees to comply with Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
18. ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items and (b) those parties shall comply with federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving PROJECT funds as a contractor or sub-contractor under this AGREEMENT shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. ADMINISTERING AGENCY agrees to comply with the provisions set

forth in 23 CFR Parts 140, 645 and 646 when contracting with railroad and utility companies.

19. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under OMB Circular A-87, 48 CFR, Chapter 1, Part 31, 23 CFR Parts 140, 645 and 646 or 49 CFR, Part 18, are subject to repayment by ADMINISTERING AGENCY to STATE.

20. Upon written demand by STATE, any overpayment to ADMINISTERING AGENCY of amounts invoiced to STATE shall be returned to STATE.

21. Should ADMINISTERING AGENCY fail to refund any moneys due STATE as provided herein or should ADMINISTERING AGENCY breach this AGREEMENT by failing to complete PROJECT without adequate justification and approval by STATE, then, within thirty (30) days of demand, or within such other period as may be agreed to in writing between the PARTIES hereto, STATE, acting through the State Controller, the State Treasurer, the CTC or any other public entity or agency, may intercept, withhold and demand the transfer of an amount equal to the amount paid by or owed to STATE for each PROJECT, from future apportionments, or any other funds due ADMINISTERING AGENCY from the Highway Users Tax Fund or any other sources of funds, and/or may also withhold approval of future STATE FUNDED projects proposed by ADMINISTERING AGENCY.

22. Should ADMINISTERING AGENCY be declared to be in breach of this AGREEMENT or otherwise in default thereof by STATE, and if ADMINISTERING AGENCY is constituted as a joint powers authority, special district, or any other public entity not directly receiving funds through the State Controller, STATE is authorized to obtain reimbursement from whatever sources of funding are available, including the withholding or transfer of funds, pursuant to Article IV - 21, from those constituent entities comprising a joint powers authority or by bringing of an action against ADMINISTERING AGENCY or its constituent member entities, to recover all funds provided by STATE hereunder.

23. ADMINISTERING AGENCY acknowledges that the signatory party represents the ADMINISTERING AGENCY and further warrants that there is nothing within a Joint Powers Agreement, by which ADMINISTERING AGENCY was created, if any exists, that would restrict or otherwise limit STATE's ability to recover STATE FUNDS improperly spent by ADMINISTERING AGENCY in contravention of the terms of this AGREEMENT.

ARTICLE V

AUDITS, THIRD PARTY CONTRACTING, RECORDS RETENTION AND REPORTS

1. STATE reserves the right to conduct technical and financial audits of PROJECT work and records when determined to be necessary or appropriate and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by paragraph three (3) of Article V.
2. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred PROJECT costs and matching funds by line item for the PROJECT. The accounting system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices sent to or paid by STATE.
3. For the purpose of determining compliance with Title 21, California Code of Regulations, Chapter 21, section 2500 et seq., when applicable, and other matters connected with the performance and costs of ADMINISTERING AGENCY's contracts with third parties pursuant to Government Code section 8546.7, ADMINISTERING AGENCY, ADMINISTERING AGENCY's contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above-referenced parties shall make such AGREEMENT and PROGRAM SUPPLEMENT materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of final payment to ADMINISTERING AGENCY under any PROGRAM SUPPLEMENT. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States, shall each have access to any books, records, and documents that are pertinent to a PROJECT for audits, examinations, excerpts, and transactions and ADMINISTERING AGENCY shall furnish copies thereof if requested.
4. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of OMB Circular A-133 if it receives a total of \$500,000 or more in STATE FUNDS in a single fiscal year. The STATE FUNDS received under PROGRAM SUPPLEMENT are a part of the Catalogue of Federal Domestic Assistance (CFDA) 20.205, Highway Planning and Research.
5. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in ADMINISTERING AGENCY'S annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with OMB Circular A-133.
6. ADMINISTERING AGENCY shall not award a construction contract over \$10,000 or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. All contracts awarded by ADMINISTERING AGENCY intended or used as local match credit must meet the requirements set forth in this AGREEMENT regarding local match funds.

7. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain all of the provisions of Article IV, FISCAL PROVISIONS, and this ARTICLE V, AUDITS, THIRD-PARTY CONTRACTING, RECORDS RETENTION AND REPORTS and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as PROJECT costs only after those costs are incurred and paid for by the subcontractors.

8. To be eligible for local match credit, ADMINISTERING AGENCY must ensure that local match funds used for a PROJECT meet the fiscal provisions requirements outlined in ARTICLE IV in the same manner that is required of all other PROJECT expenditures.

9. In addition to the above, the pre-award requirements of third-party contractor/consultants with ADMINISTERING AGENCY should be consistent with LOCAL ASSISTANCE PROCEDURES.

1. ADMINISTERING AGENCY agrees to use all PROJECT funds reimbursed hereunder only for transportation purposes that are in conformance with Article XIX of the California State Constitution and other California laws.
2. ADMINISTERING AGENCY shall conform to all applicable State and Federal statutes and regulations, and the Local Assistance Program Guidelines and Local Assistance Procedures Manual as published by STATE and incorporated herein, including all subsequent approved revisions thereto applicable to PROJECT unless otherwise designated in the project-specific executed PROJECT SUPPLEMENT.
3. This AGREEMENT is subject to any additional restrictions, limitations, conditions, or any statute enacted by the State Legislature or adopted by the CTC that may affect the provisions, terms, or funding of this AGREEMENT in any manner.
4. ADMINISTERING AGENCY and the officers and employees of ADMINISTERING AGENCY, when engaged in the performance of this AGREEMENT, shall act in an independent capacity and not as officers, employees or agents of STATE.
5. Each project-specific PROGRAM SUPPLEMENT shall separately establish the terms and funding limits for each described PROJECT funded under this AGREEMENT and that PROGRAM SUPPLEMENT. No STATE FUNDS are obligated against this AGREEMENT.
6. ADMINISTERING AGENCY certifies that neither ADMINISTERING AGENCY nor its principals are suspended or debarred at the time of the execution of this AGREEMENT, and ADMINISTERING AGENCY agrees that it will notify STATE immediately in the event a suspension or a debarment occurs after the execution of this AGREEMENT.
7. ADMINISTERING AGENCY warrants, by execution of this AGREEMENT, that no person or selling agency has been employed or retained to solicit or secure this AGREEMENT upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by ADMINISTERING AGENCY for the purpose of securing business. For breach or violation of this warranty, STATE has the right to annul this AGREEMENT without liability, pay only for the value of the PROJECT work actually performed, or in STATE's discretion, to deduct from the price of PROGRAM SUPPLEMENT consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.
8. In accordance with Public Contract Code section 10296, ADMINISTERING AGENCY hereby certifies under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against ADMINISTERING AGENCY within the immediate preceding two (2) year period because of ADMINISTERING AGENCY's failure to comply with an order of a federal court that orders ADMINISTERING AGENCY to comply with an order of the National Labor Relations Board.
9. ADMINISTERING AGENCY shall disclose any financial, business, or other relationship with STATE that may have an impact upon the outcome of this AGREEMENT or any individual PROJECT encompassed within a PROGRAM SUPPLEMENT. ADMINISTERING AGENCY shall also list current contractors who may have a financial interest in the outcome of a PROJECT undertaken pursuant to this AGREEMENT.

10. ADMINISTERING AGENCY hereby certifies that it does not now have nor shall it acquire financial or business interest that would conflict with the performance of any PROJECT initiated under this AGREEMENT.

11. ADMINISTERING AGENCY warrants that this AGREEMENT was not obtained or secured through rebates, kickbacks or other unlawful consideration either promised or paid to any STATE employee. For breach or violation of this warranty, STATE shall have the right, in its sole discretion, to terminate this AGREEMENT without liability, to pay only for PROJECT work actually performed, or to deduct from a PROGRAM SUPPLEMENT price or otherwise recover the full amount of such rebate, kickback, or other unlawful consideration.

12. Any dispute concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by the STATE's Contract Officer, who may consider any written or verbal evidence submitted by ADMINISTERING AGENCY. The decision of the Contract Officer, issued in writing, shall be conclusive and binding on the PARTIES on all questions of fact considered and determined by the Contract Officer.

13. Neither the pending of a dispute nor its consideration by the Contract Officer will excuse the ADMINISTERING AGENCY from full and timely performance in accordance with the terms of this AGREEMENT and each PROGRAM SUPPLEMENT.

14. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under or in connection with any work, authority or jurisdiction of ADMINISTERING AGENCY arising under this AGREEMENT. It is understood and agreed that ADMINISTERING AGENCY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims and suits or actions of every name, kind and description brought forth under, including but not limited to, tortuous, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under this AGREEMENT.

15. Neither ADMINISTERING AGENCY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by, under or in connection with any work, authority or jurisdiction arising under this AGREEMENT. It is understood and agreed that STATE shall fully defend, indemnify and save harmless the ADMINISTERING AGENCY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including but not limited to, tortuous, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this AGREEMENT.

16. In the event of (a) ADMINISTERING AGENCY failing to timely proceed with effective PROJECT work in accordance with the project-specific PROGRAM SUPPLEMENT; (b) failing to maintain any applicable bonding requirements; and (c) otherwise materially violating the terms and conditions of this AGREEMENT and/or any PROGRAM SUPPLEMENT, STATE reserves the right to terminate funding for that PROJECT upon thirty (30) days' written notice to ADMINISTERING AGENCY.

17. No termination notice shall become effective if, within thirty (30) days after receipt of a Notice of Termination, ADMINISTERING AGENCY either cures the default involved or, if the default is not reasonably susceptible of cure within said thirty (30) day period the ADMINISTERING

18. Any such termination shall be accomplished by delivery to ADMINISTERING AGENCY of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this AGREEMENT and the applicable PROGRAM SUPPLEMENT is terminated and the date upon which such termination becomes effective, if beyond thirty (30) days after receipt. During the period before the effective termination date, ADMINISTERING AGENCY and STATE shall meet to attempt to resolve any dispute. In the event of such termination, STATE may proceed with the PROJECT work in a manner deemed proper by STATE. If STATE terminates funding for PROJECT with ADMINISTERING AGENCY for the reasons stated in paragraph sixteen (16) of ARTICLE VI, STATE shall pay ADMINISTERING AGENCY the sum due ADMINISTERING AGENCY under the PROGRAM SUPPLEMENT and/or STATE-approved finance letter prior to termination, provided, however, ADMINISTERING AGENCY is not in default of the terms and conditions of this AGREEMENT or the project-specific PROGRAM SUPPLEMENT and that the cost of any PROJECT completion to STATE shall first be deducted from any sum due ADMINISTERING AGENCY.

19. In the case of inconsistency or conflicts with the terms of this AGREEMENT and that of a project-specific PROGRAM SUPPLEMENT and/or Cooperative Agreement, the terms stated in that PROGRAM SUPPLEMENT and/or Cooperative Agreement shall prevail over those in this AGREEMENT.

20. Without the written consent of STATE, this AGREEMENT is not assignable by ADMINISTERING AGENCY either in whole or in part.

21. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the PARTIES, and no oral understanding or agreement not incorporated herein shall be binding on any of the PARTIES.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT by their duly authorized officer.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

City of Oxnard

By _____

By _____

Chief, Office of Project Implementation
Division of Local Assistance

City of Oxnard
Representative Name & Title
(Authorized Governing Body Representative)

Date _____

Date _____

EXHIBIT A - FAIR EMPLOYMENT PRACTICES ADDENDUM

1. In the performance of this Agreement, ADMINISTERING AGENCY will not discriminate against any employee for employment because of race, color, sex, sexual orientation, religion, age, ancestry or national origin, physical disability, medical condition, marital status, political affiliation, family and medical care leave, pregnancy leave, or disability leave. ADMINISTERING AGENCY will take affirmative action to ensure that employees are treated during employment without regard to their race, sex, sexual orientation, color, religion, ancestry, or national origin, physical disability, medical condition, marital status, political affiliation, family and medical care leave, pregnancy leave, or disability leave. Such action shall include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. ADMINISTERING AGENCY shall post in conspicuous places, available to employees for employment, notices to be provided by STATE setting forth the provisions of this Fair Employment section.

2. ADMINISTERING AGENCY, its contractor(s) and all subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, 1290-0 et seq.), and the applicable regulations promulgated thereunder (Cal. Code Regs., Title 2, 7285.0, et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12900(a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full. Each of the ADMINISTERING AGENCY'S contractors and all subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreements, as appropriate.

3. ADMINISTERING AGENCY shall include the nondiscrimination and compliance provisions of this clause in all contracts and subcontracts to perform work under this AGREEMENT.

4. ADMINISTERING AGENCY will permit access to the records of employment, employment advertisements, application forms, and other pertinent data and records by STATE, the State Fair Employment and Housing Commission, or any other agency of the State of California designated by STATE, for the purposes of investigation to ascertain compliance with the Fair Employment section of this Agreement.

5. Remedies for Willful Violation:

(a) STATE may determine a willful violation of the Fair Employment provision to have occurred upon receipt of a final judgment to that effect from a court in an action to which ADMINISTERING AGENCY was a party, or upon receipt of a written notice from the Fair Employment and Housing Commission that it has investigated and determined that ADMINISTERING AGENCY has violated the Fair Employment Practices Act and had issued an order under Labor Code section 1426 which has become final or has obtained an injunction under Labor Code section 1429.

(b) For willful violation of this Fair Employment Provision, STATE shall have the right to terminate this Agreement either in whole or in part, and any loss or damage sustained by STATE in securing the goods or services thereunder shall be borne and paid for by ADMINISTERING AGENCY and by the surety under the performance bond, if any, and STATE may deduct from any moneys due

or thereafter may become due to ADMINISTERING AGENCY, the difference between the price named in the Agreement and the actual cost thereof to STATE to cure ADMINISTERING AGENCY's breach of this Agreement.

K.4.a

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF OXNARD AUTHORIZING THE MAYOR
TO EXECUTE ALL SUPPLEMENTAL
AGREEMENTS AND RELATED DOCUMENTS
REQUIRED UNDER CALTRANS MASTER
AGREEMENT NO. 00494S WITHOUT FURTHER
COUNCIL AUTHORIZATION

WHEREAS, the City of Oxnard (City) utilizes and relies on grants and other funding from the California Department of Transportation (Caltrans); and

WHEREAS, the City wishes to continue obtaining grants and other funding from Caltrans; and

WHEREAS, Caltrans has required the City to enter into Master Agreement, Administering Agency-State Agreement No. 00494S for State-Aid Projects (Master Agreement) in order to obtain such Caltrans grants and funding in the future; and

WHEREAS, the City Council has approved the Master Agreement and authorized the Mayor to execute the Master Agreement; and

WHEREAS, in the past, the City Council has authorized the Mayor or his designee to execute all project-specific supplemental agreements and related documents with Caltrans without further City Council authorization; and

WHEREAS, the City now wishes to again authorize the Mayor or his or her designee to execute all future supplemental agreements and related documents that fall under this Master Agreement without further City Council authorization.

NOW, THEREFORE, the City Council of the City of Oxnard hereby resolves, determines and orders the following:

1. The City Council hereby determines that all recitals listed above are true and correct and hereby incorporates those recitals into this resolution.
2. The City Council hereby authorizes the Mayor or his or her designee to execute all supplemental agreements and related documents under the Master Agreement without further City Council authorization.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Oxnard on October 18, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney



CITY COUNCIL
AGENDA REPORT

TYPE OF ITEM: Report

AGENDA ITEM NO.: 1

DATE: October 18, 2016

TO: City Council
Successor Agency

THROUGH: Greg Nyhoff
City Manager

FROM: Kymberly Horner
Economic Development Director

SUBJECT: Downtown Vision Plan (30/30/30)

CONTACT: Kymberly Horner, Economic Development Director
Kymberly.Horner@oxnard.org, 385-7407

RECOMMENDATION:

Staff recommends that the:

City Council accept the Downtown Vision Plan and direct staff to prepare and return with an Implementation Plan; and

Community Development Commission Successor Agency accept the Downtown Vision Plan and direct staff to prepare and return with an Implementation Plan.

BACKGROUND

Between 2000 -2010, a significant amount of groundwork occurred to revitalize the downtown. Revitalization projects included Heritage Square, Transportation Center, the Downtown Parking structure, Centennial Plaza, residential and live/work projects, streetscape improvements, Downtown Façade Paint and Improvement Program, Lighting Improvement Program, Parking Lot Improvement, Plaza Park Improvements, downtown trash enclosures, and the formation of a Property Based Improvement District ("PBID"). Additionally, the former Community Development Commission (CDC) acquired several key properties for the proposed development to the north and south of Plaza Park, commonly known as North Plaza and South Plaza. These projects were intended to provide top quality housing for new residents downtown and thereby strengthen the commercial climate within the downtown core. Redevelopment efforts during this decade have embraced the planning concept of "New Urbanism" which encourages walkable

streets, accessible public spaces, human-scale development, quality architecture, and increased density.

The revitalization efforts of the City, and the CDC specifically, were stalled by two significant events: (1) the recession, which the National Bureau of Economic Research identifies as beginning in December 2007; and (2) State Assembly Bill ABx1 26, signed by Governor Brown in 2010, which dissolved redevelopment agencies (“RDA”) throughout California, including the Oxnard CDC.

Despite these challenges, the Successor Agency (formerly the CDC) worked diligently to secure and transfer Successor Agency-owned properties to the City, to safeguard this property from seizure by the State and to secure funding earmarked for downtown that had been halted due to litigation. This funding was a result of a November 2007 approval of the fourth amendment to the Owner Participation Agreement (“OPA”) between the CDC and RiverPark LLC, which provided for a one-time payment to the CDC (redevelopment agency) of \$8 million earmarked for use in the downtown. In April 2015, after several years of disputing over the funds that resulted from the 2007 approval, a settlement was reached and approved by the City of Oxnard, the Oxnard Community Development Commission Successor Agency, the Oversight Board to the Successor Agency and the California State Department of Finance.

The settlement resulted in the transfer of approximately \$6.3 million to the City to be used for the benefit the downtown. A vacant lot at Centennial Plaza, fronting “A” Street, was also conveyed to the City at no cost. The City has complete discretion to appropriate \$6.15 million of the settlement to fund and promote programs and improvements of benefit to the downtown. The remaining \$150,000 funded specific improvements and upgrades to Plaza Cinemas. These upgrades were completed in August, 2016.

Downtown Charrette Process and Vision Plan

With \$6.15 million secured for downtown and obligations to sell former CDC-owned properties, in December 2015 the City contacted the Congress for New Urbanism- California Chapter (CNU) to create an updated Vision Plan for downtown revitalization. CNU is a volunteer professional organization established “to advance the making of great places that are walkable, sustainable, and enjoyable.” The CNU board selected the City of Oxnard for their By-Design: Annual Charrette. CNU was tasked to deliver:

1. A comprehensive 20-year Vision Plan for downtown Oxnard;
2. A Highway-to-Boulevards retrofit of Oxnard Boulevard with a “Complete Streets” approach to connectivity and place-making;
3. Implementation Strategies with catalytic potential;
4. Defining the Downtown Study Area by identifying, mapping, and envisioning improvements within these boundaries; and
5. Public dialogue and education events for all citizens on CNU principles and case studies.

On January 29, 2016, 20 CNU professionals from across California with expertise in architecture, design, engineering, parking management, traffic, landscape architecture, development and economics came to downtown Oxnard and engaged the community and studied redevelopment strategies for Downtown Oxnard. The Downtown Charrette included an intense four consecutive-day public process designed to provide open dialogue, focused group discussions and individual interviews. In addition to the CNU led events, local citizens hosted the first New Urbanism Film Festival at Plaza Cinemas; a pop-up studio space/art-gallery; and a

local video team documented the event. The Charrette concluded with a CNU presentation at City Council on February 2, 2016. Following the charrette, CNU prepared the Downtown Oxnard Vision Plan (“Vision Plan”), which was submitted to the Economic Development Director on May 24, 2016.

The Vision Plan references and incorporates existing City plans and studies including the: 2016 Oxnard Corridor Community Transportation Improvement Plan (OCCTIP), 2009 Downtown Oxnard Mobility and Parking Management Plan, 2005 Downtown Strategic Plan, 1996 Downtown District Master Plan, and the 1968 Downtown Redevelopment Plan. While many elements of these plans that have been incorporated in downtown redevelopment efforts, some components have not been implemented or fully-realized.

The CNU Vision Plan is a two-phase document. Phase One is the Vision itself and Phase Two is the implementation of the Vision Plan. Section 2.0 of the Vision Plan focuses on “7 Big Ideas” that emerged from the Charrette. These include:

1. Transform Oxnard Boulevard (Section 2.1):

- a. Improvements to Oxnard Boulevard, in alignment with the City’s 2016 Community Corridor Transportation Improvement Plan (OCCTIP), to include attractive medians, parking, street trees, narrower lanes, and bike routes;
- b. Signage on the Third Street bridge to greet visitors as well as enhanced landscaping and a driveway from Oxnard Blvd to a City-owned parking lot; and
- c. Bring downtown buildings and activities right out to the Boulevard to greet visitors.

2. “A” Street: The Main Street of Downtown (Section 2.2):

- a. Create back-in angled parking;
- b. Add a Class II (on-street striped) bike lane to A Street from Third Street north to Deodar;
- c. Add bike parking near mid-block crossing;
- d. Improve landscaping;
- e. Allow parklets (on-street dining areas);
- f. Enhance mid-block crossings; and
- g. Require storefront renovations with clear glass and large awnings.

3. Colonia Road/ Bicycle Connectivity (Section 2.3):

- a. Extend the Class I bike lane on Oxnard Blvd to Colonial Road; construct a two-way bike lane on the north side of Colonia Road across Oxnard Blvd to connect through an existing alley to A Street; enhance the alley to become a bike trail; and add landscaping and downtown signage at Deodar and Palm.

4. Plaza Park (Section 2.4)

- a. Resurrect the prior Plaza Park Plan and implement the remaining improvements such as a colonnade; kiosks for vending; creation of a plaza at the north end of the park; creation of a plaza through removal of turf in favor of hardscape in the southern half of the park; reconfiguring the curbs and sidewalks on the south side of Fifth Street.

5. Plaza Park Infill Development (Section 2.5)

- a. Surround the park with multi-story, mixed-use buildings; and
- b. Create a “Downtown restaurant row”.

6. Downtown Arts Hub (Section 2.6)

- a. Create a “Downtown Arts Hub Liaison”; continue targeting film, production, and education opportunities; connect downtown restaurants with arts.

7. Infill Development (Section 2.7)

- a. Resurrect and implement the design and regulating plan from Downtown District Master Plan to create “simple and elegant” architectural design for infill development.

8. Downtown Parking Strategy (Section 2.8)

- a. Implement the recommendations of the City’s 2009 Downtown Oxnard Mobility and Parking Management Plan to ensure good access to downtown; maintain pedestrian friendly streets; build upon existing transportation assets; and maintain sufficient parking.

Oversight and Outreach

Following the February CNU presentation of the Vision Plan to City Council, a Senior Leadership Team (SLT), consisting of the Economic Development Director, Development Services Director, Housing Director, Community and Cultural Resources Manager, Public Works Director and the Assistant City Manager (now Police Chief) was formed to discuss strategies and projects to realize the goal of implementing the Vision Plan. The SLT meets on a weekly to bi-monthly basis.

The Downtown SLT has operated with the following primary tasks:

1. Make the Vision Plan available to the Legislative Bodies and Public.
2. Review the Vision Plan (received on May 24, 2016).
3. Tour the downtown to explore implementation of the ideas presented by CNU including:
 - a. Evaluated the feasibility of adding back-in angled parking, landscape enhancements, parklets and outdoor dining on A Street.
 - b. Colonia Road was evaluated for bicycle improvements
4. Meet with Stakeholders and other interested parties (collectively and individually) concerning the Vision Plan
 - a. Engaged with architects and developers interested in improving or developing downtown properties.
 - b. Discussions with Oxnard Downtown Improvement District (ODID); Oxnard Community Planning Group (OCPG); and the Downtown Oxnard Merchants Associations
5. Review proposed Downtown Capital Improvements Projects and provide recommendations to the City Council
 - a. Discussed tree trimming, lighting, trash enclosures and Port-O-Potties per the recommendation of ODID
 - b. A Downtown Capital Improvement Survey was conducted between July 28 and September 20 to seek input from property owners, business owners, residents and other interested parties on proposed downtown Capital Improvement Projects. The results of the survey will be provided at a future City Council meeting and incorporated into an Implementation Plan.

6. Make recommendations to the City Council regarding the Implementation Plan and next steps.

Community Meeting

The City hosted a Downtown Vision and Revitalization meeting on July 28, 2016 in the Human Resources Activity Room. The meeting was attended by approximately 50 people. The meeting was opened by the Mayor, City Manager, and Economic Development Director. A local film maker showed a 10 minute film on the Charrette, followed by a presentation of the Vision Plan by the Downtown SLT and a member from CNU. A 30-minute question and answer session followed. The Downtown Capital Improvement Survey was presented and opened to the public. Closing remarks were made by Oxnard Downtown Improvement District (“ODID”). The overall goal of the meeting was for the public to review and comment on the Vision Plan and proposed Capital Improvement Projects.

Next Steps

Staff supports the Vision Plan and will return to City Council in November, 2016 with an Implementation Plan that identifies specific components necessary to realize the Vision and associated timing and funding recommendations. Implementation Plan may include:

1. Capital Improvement Projects
 - a. Back-in parking; bicycle improvements; lighting; tree maintenance; landscape upgrades; sidewalk maintenance; roadway improvements; restrooms; and trash enclosures;
2. Disposition of City and Successor Agency properties
3. Programs:
 - a. Arts (Gateway signage; murals; physical art)
 - b. Façade Improvement
 - c. Financing tools
4. Streamline and consolidate regulatory documents including design guidelines, zone code updates, parking plan implementation, parklet designs, and potentially an overlay zone
 - a. Infrastructure capacity studies
5. Staffing and project management
6. Strategies to foster a collaborative relationship between the business/development community and City government which will facilitate revitalization. These could include streamlining the development permit process, pre-application review meetings of projects with City Staff and the Public, among other incentives.

Environmental Review

In accordance with Section 15306 of the State California Environmental Quality Act (CEQA) Guidelines, “a study leading to an action which a public agency has not yet approved, adopted or funded...” may be found to be exempt from the requirements of CEQA. Adoption of the Downtown Vision Plan is consistent with this exemption. Future projects or an implementation plan will be reviewed for environmental impacts consistent to CEQA requirements.

Strategic Priority:

Economic Development

This agenda item supports the Economic Development strategy. The purpose of the Economic Development strategy is to develop and enhance Oxnard’s business climate, promote the City’s

Downtown Vision Plan & Revitalization (30/30/30)

October 18, 2016

Page 6

fiscal health and support economic growth in a manner consistent with the City's unique character.

Goal 5. Revitalize Oxnard's downtown and pursue economic development opportunities.

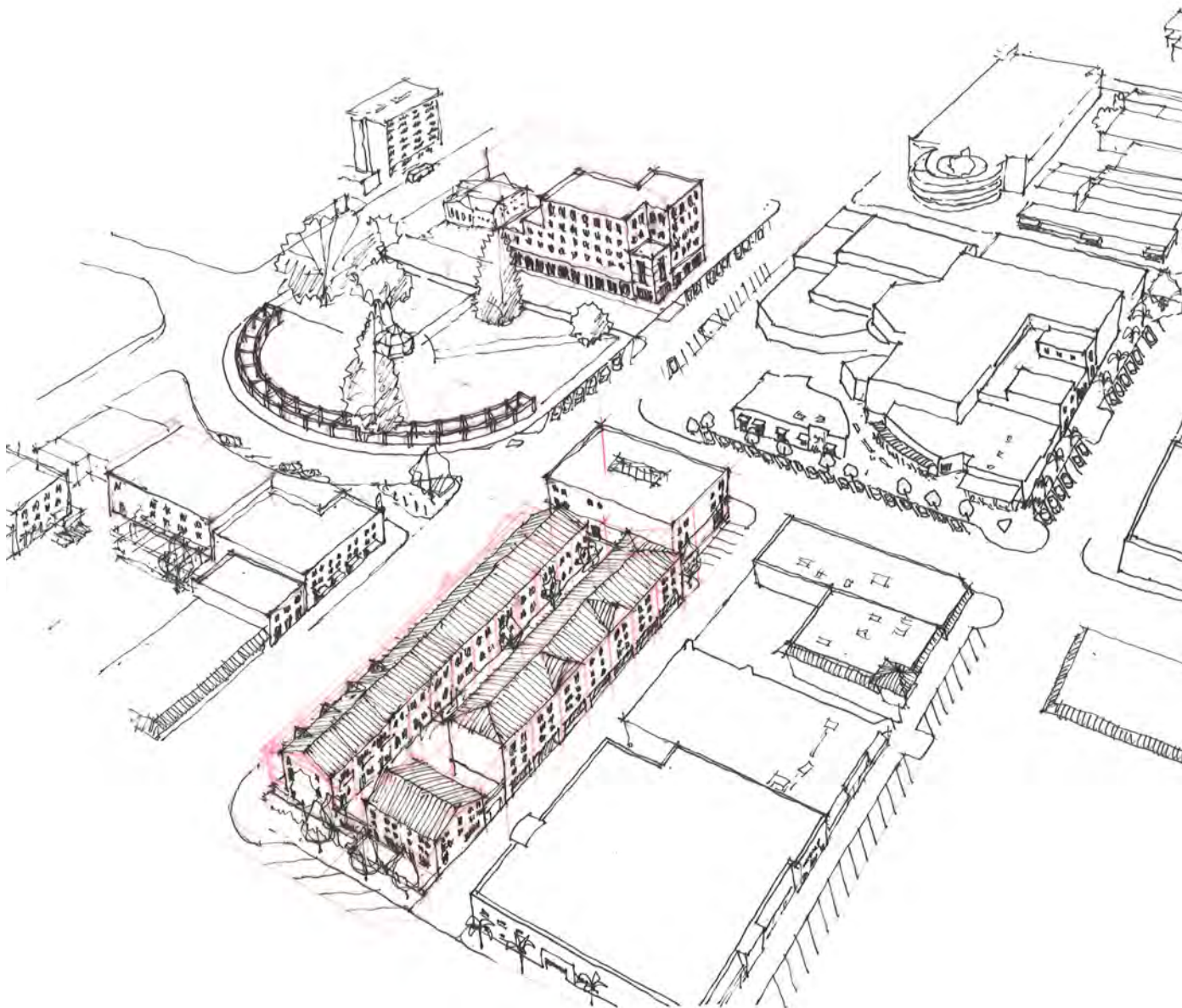
Objective 1a. Develop a vision and plan (with timelines) for downtown revitalization to create a vibrant center for our community, emphasizing cultural arts, diversity, and historic assets.

FINANCIAL IMPACT

Receiving the report will not have an impact to the City at this time. A future agenda item will provide the City with the financial implications, should the City Council and or the Successor Agency adopt the implementation in part or as a whole.

ATTACHMENTS:

Attachment A - DT Draft Vision Plan



DOWNTOWN OXNARD VISION PLAN CHARRETTE

January 29 - February 2 | ADMINISTRATIVE DRAFT

City of Oxnard, California

Prepared by the Congress for the New Urbanism California Chapter

Published May 23, 2016

Acknowledgements

We wish to thank the citizens, city leadership and staff of Oxnard, California. Our CNU-California Chapter appreciates being requested and invited to host our annual ‘By-Design Charrette’ to share our professional perspectives to improve Downtown Oxnard. Thank you to the following people for participating, leading, and for spending your time with us:

Elected Leadership Team:

Tim Flynn, Mayor
City Council Members
Carmen Ramirez, Esq. Mayor Pro Tem
Bryan A. MacDonald
Dorina Padilla
Bert E. Perello
Greg Nyhoff, City Manager
Scott Whitney, Assistant City Manager
Maria Hurtado, Assistant City Manager
Stephen Fischer, City Attorney

City of Oxnard Leadership Team:

Kymberly Horner, Community Development Director
Ashley Golden, Development Services Director
Arturo Casillas, Housing Administration Director
Chief Jeri Williams, Police Department
Daniel Rydberg, Public Works Director

City of Oxnard Assistance:

David Endelman, GIS Coordinator
Eva Lopez, Administrative Assistant, Community Development Department

Community Representatives:

Eric JH Berg, Landscape Architect
Derick Langel, Architect
Jess Gutierrez, LiUNA!
George Miller, Citizens Journal
Pat Tafoya, Downtown Land Owner
Paul Montgomery, Media professional
Maria Flores, Insurance Agents
Ellie Ebiza, Downtown Real Estate
Michael Viola, Construction
Dexter Nunnery, Hip-Hop Help

Community Leadership:

Oxnard Community Planning Group (OCPG)
Roy Prince, Chairman
Dao Doan
Gary Blum
Cathi Comras
Oneita Hirata
Claudia Lozano
Steven Nash
Aurelio Ocampo
Roger Poirier
Irene Rauschenberger
George Sorkin
Lisa Toth
Frank Nilsen
Oxnard Downtown Improvement District, Executive Director
Able Ramirez Magana
Oxnard Citizen Participants
Anna Grimes Joe and Betty Kennedy Amanda Ullman
Steve Nash Peter Martinez Kay Brainard
Pablo Ortiz Louis Flores Susan Dirrim
Michael Viola Derick Langel Henry Casillas
Becky Haycox Donna Thomas Jack Kiesel
Chris Bates Ofelia Rodriquez Jose Coyoti
Dolly Lee Fred Rodriquez Jess Gutierrez
Dave Ward Valerie Hussung Tom Garcia
Bill Hagelis George Sandoval Claudia Lozano
Plaza Theater Staff

“To advance the making of great places that are walkable, sustainable, and enjoyable.”

-Mission of the Congress for the New Urbanism CA Chapter



Acknowledgements (continued)

Additionally, we wish to thank the following urban planning and design professionals, affiliates of the CNU-CA, for their contributions to this Plan:

CNU-CA Participants

Dao Doan, *Senior Principal*,
Oxnard Community Planning Group Member
Main Street Architects and Planners, Inc.
www.mainstreetarchitects.com
442 E. Main Street, Ventura, CA 93001 | 805.652.2115 ext. 14
dao@mainstreetarchitects.com

Howard M. Blackson III, *Charrette Director, Urban Designer*
CNU-California Chairman
Michael Baker International, www.mbakintl.com
9755 Clairemont Mesa Blvd., San Diego, CA 92123
619.955.2559, Howard.Blackson@mbakintl.com

Matt Shannon, *Principal/Founder, CNU-CA Board Member*
Urbanus Group, LLC, www.urbanusllc.com
1 League, No. 61141, Irvine, CA 92602 | 714.505.4433
RMattShannon@gmail.com

Peter Quintanilla, *Senior Urban Designer*,
CNU-California Board Member
PlaceWorks, Inc., www.placeworks.com, 3 MacArthur
Pl., Suite 1100, Santa Ana, CA 92707 | 714.966.9220,
pquintanilla@placeworks.com

Samantha Quintanilla, *Downtown Vision*

David Sargent, *Principal Urban Planner / Designer*
Peter Vanderwal, *Senior Urban Planner / Designer*
Yuan Liu, *Urban Designer*
Gabriel Barreras, *Urban Planner*
Sargent Town Planning, www.sargenttownplanning.com
706 South Hill Street, 12th Floor, Los Angeles, CA 90014
213.599.7680 ex. 101, dsargent@sargenttownplanning.com

Paul Crabtree, *President*
Crabtree Group, Inc. Engineering Smart Growth
www.crabtreegroup.net
308 South Ventura Street, Ojai, CA 93023 | 805. 640.3075 o
pcrabtree@crabtreegroup.net

Lauren Mattern, *Senior Associate*
Nelson\Nygaard Consulting Associates
www.nelsonnygaard.com
706 South Hill Street, Suite 1200, Los Angeles, CA 90014
213.785.5500, info@nelsonnygaard.com

Christos Hardt, *Tactical Urbanism Coord. & Downtown Vision*
Miller – Architecture Corporation, www.miller-aip.com
1177 Idaho Street, Suite 200, Redlands, CA 92374 |
909.335.7400 ext. 120, chardt@milller-aip.com

Lisa Wise, *President*
Henry Pontarelli, *Vice President*
Menka Sethi, *Director*
Jennifer Daugherty, *Senior Associate*
Lisa Wise Consulting, Inc., www.lisawiseconsulting.com
983 Osos Street, San Luis Obispo, CA 93401 and 706 South
Hill Street, #1200, Los Angeles, CA 90014 805.595.1345 o
415.710.3690 c, menka@lisawiseconsulting.com

Jodie Sackett, *Senior Planner*
LA County Dept. of Regional Planning, Los Angeles, CA
jsackett@planning.lacounty.gov

Todd Lansing, *Principal*
Creo | Landscape Architecture, www.creolandarch.com
58 Maiden Lane, 3rd Floor, San Francisco, CA 94108
415.688.2506, todd@creolandarch.com

Mario Suarez, *Senior Planner, CNU-CA Board Member*
Development Services Department, City of Colton, CA
909.437.2215, msuarez@ci.colton.ca.us

Dean Gunderson, *Principal Urban Designer*
Gunderson Planning and Design
www.dgunderblog.wordpress.com
Boise, ID | 208.914.5797, gun.plan.design@gmail.com

Josh Paget, *Festival Director, Co-Founder, Producer*
Joel Karahadian, *Co-Founder, Producer*
New Urbanism Film Festival, newurbanismfilmfestival.com
PO Box 361321, Los Angeles, CA 90036
info@newurbanismfilmfestival.com

Jack Kiesel, *Landscape Architect, ASLA*
Kiesel Design Landscape Architecture and Planning
www.kieseldesign.com
422 E Main Street, Ventura, CA 93001 | 805.947.0730
jack@kieseldesign.com

Roy Prince, *Gateway Designer*,
Oxnard Community Planning Group Chairman
Oxnard Community Planning Group, www.oxnardcpg.com
PO Box 6838, Oxnard, CA 93031 | prince@west.net

Aurelio Ocampo, *Film Production/Director*
Oxnard Community Planning Group Member
Red Sky Productions, Oxnard, CA



“... urban villages would incorporate private and public redevelopment, mixed land uses, affordable and workforce housing, and transit connectivity and are intended to be a key strategy for meeting GHG emission reduction targets and implementing the Southern California Association of Governments regional Sustainable Community Strategy (SB 375). The Urban Village theme replaces the 2020 General Plan Infill Area and Major Study Areas approach.”

- Vision Statement - Community Development Element

City of Oxnard General Plan 2030



Congress for the New Urbanism Charter of the New Urbanism Principle #7:

“Cities and towns should bring into proximity a broad spectrum of public and private uses to support a regional economy that benefits people of all incomes. Affordable housing should be distributed throughout the region to match job opportunities and to avoid concentrations of poverty.”

Congress for the New Urbanism Charter of the New Urbanism Principle #13:

“Within neighborhoods, a broad range of housing types and price levels can bring people of diverse ages, races, and incomes into daily interaction, strengthening the personal civic bonds essential to an authentic community.”

Table of Contents

	Page
1.0 Introduction	
1.1 Downtown Plan Area	1-2
1.2 Brief History of Downtown	1-4
1.3 The Charrette Process.	1-6
1.4 What we Heard.	1-8
1.5 What we Observed	1-10
1.6 SWOT Analysis	1-12
2.0 Vision Plan	
2.1 Transform Oxnard Boulevard	2-2
2.2 A Street: The Main Street.	2-8
2.3 Colonia Road Bicycle Connectivity.	2-12
2.4 Plaza Park	2-14
2.5 Plaza Park Infill Development.	2-16
2.6 Arts Hub	2-18
2.7 Infill Development.	2-20
2.8 Parking Strategy	2-22
3.0 Implementation	
3.1 Key Finding	3-2
3.2 Goals, Actions, and Strategies	3-3
3.3 Implementation Thresholds.	3-4
3.4 Funding Mechanisms.	3-7
3.5 Agency Model	3-8
3.6 Summary	3-9

1.0 Introduction

Congress for the New Urbanism

The Congress for the New Urbanism (CNU) helps create vibrant and walkable cities, towns, and neighborhoods where people have diverse choices for how they live, work, shop, and get around. People want to live in well-designed places that are unique and authentic. CNU's mission is to help build those places.

With seventeen local and state chapters and offices in Chicago, IL and Washington, DC, CNU works to unite the New Urbanist movement. Our projects and campaigns serve to empower our members' efforts, identify policy opportunities, spread great ideas and innovative work to a national audience, and catalyze new strategies for implementing policy through design approaches.

Founded in 1993, our movement is united around the belief that our physical environment has a direct impact on our chances for happy, prosperous lives. New Urbanists believe that well-designed cities, towns, neighborhoods, and public places help create community: healthy places for people and businesses to thrive and prosper.

In the late 1980s and early 1990s, a large number of urban designers, architects, planners, developers, and engineers were frustrated with prevailing development patterns, which focused more on building dispersed housing far from traditional downtowns and Main Streets. Meanwhile, inside cities, urban renewal was destroying the fabric of historic neighborhoods and isolating once-stable communities.

As cities continued to decline, a coalition of urban designers, architects, planners, developers, and engineers coalesced to create New Urbanism—a movement for reinvestment in design, community, and place. Their values, and the core principles of their work, are articulated in the Charter of the New Urbanism opening Preamble:

"The Congress for the New Urbanism views the disinvestment in central cities, the spread of placeless sprawl, increasing separation by race and income, environmental deterioration, loss of agricultural lands and wilderness, and the erosion of society's built heritage as one interrelated community-building challenge."

Congress for the New Urbanism Charter of the New Urbanism Principle #14:

"Transit corridors, when properly planned and coordinated, can help organize metropolitan structure and revitalize urban centers. In contrast, highway corridors should not displace investment from existing centers."

Congress for the New Urbanism Charter of the New Urbanism Principle #17:

"The economic health and harmonious evolution of neighborhoods, districts, and corridors can be improved through graphic urban design codes that serve as predictable guides for change."



CNU-California Chapter

CNU California is a non-profit 501(c) 3 volunteer professional organization. The Mission of the Congress for the New Urbanism California Chapter is, "to advance the making of great places that are walkable, sustainable, and enjoyable." Our diverse membership are experts in architecture, urban design, landscape architecture, historic preservation, engineering, and strategy who volunteer their time, expertise, and professional capacity to our annual 'By-Design Charrette' program. Our goals are:

1. To help maintain sustainable cities that minimize the loss of agricultural and natural areas, by offering formal and informal educational opportunities for California residents, civic leaders, and businesses.
2. To educate California residents on how to grow responsibly and to maintain sustainable cities that minimize the loss of agricultural and natural areas.
3. To encourage the adoption of principles and practices of the New Urbanism throughout California.
4. To support the restoration of existing urban centers and towns, the reconfiguration of sprawling suburbs into communities of real neighborhoods and diverse districts, the conservation of natural areas, and the preservation of our built legacy.
5. To create opportunities for citizens, and practitioners in private and public service.
6. To learn, exchange and apply knowledge of the principles and practices of the New Urbanism.
7. To provide a California presence, focus and perspective for the Congress for the New Urbanism national organization.

1.1 Downtown Plan Area



A Street (circa 1960) was historically the primary retail “Main Street” of the Downtown, and remains so today.



Plaza Park, originally a square, has always been the central public space of Oxnard, viewed here looking east down 5th St.

Downtown Oxnard is the historic center of the City, located mostly to the west of the Union Pacific Railroad (originally Southern Pacific Railroad) and Oxnard Boulevard (historically U.S. Route 101), laid out in a simple, well-proportioned pattern of rectangular blocks, with service alleys.

As shown on the map on the facing page, Downtown generally includes the historically commercial and mixed-use blocks along the numbered east-west streets from Second on the north through Ninth to Wooley Road on the south, and the first several lettered north-south streets from A past C. Downtown is generally centered on the Plaza Park north of Fifth Street between B and C.

To the north and east of Downtown lie the early single-family neighborhoods of Oxnard, the east-west tree-named streets to the north and the north-south lettered streets from D to H to the west. The west neighborhood is a designated historic district, F Street in particular arguably the finest residential street in Ventura County, lined with deep, raised front yards, and lovely 1920’s custom homes, and stately Sycamore street trees. To the west of Oxnard Boulevard and south of 9th Street and Wooley Road that simple, beautiful neighborhood pattern breaks down for a range of historic reasons.

Primary physical development characteristics of the Downtown include:

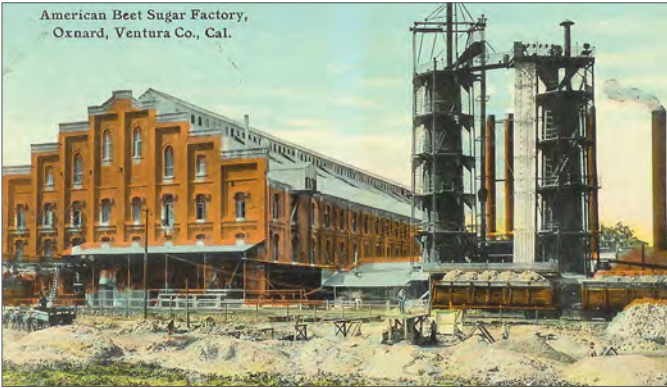
- a** A Street was historically and remains the primary retail “main street” of the Downtown.
- b** The northerly blocks are dominated by City Hall, the Oxnard Public Library, and other civic uses.
- c** The Plaza Park was historically and remains the City’s primary public space for special events of many kinds.
- d** The Oxnard Transportation Center - the hub for Amtrak, Metrolink, and local and regional bus services - lies one block east of Oxnard Boulevard on 4th Street.
- e** One block of Fifth Street also carries the Downtown to the east of Oxnard Boulevard, and then follows the railroad to Camarillo to the east.
- f** Disinvestment and a range of redevelopment activities from the 1960s through the 1990s removed many historic buildings and some historic streets, but the strong historic pattern survived and is well positioned to support the resurgence of the Downtown as a vital mixed-use center of regional significance.



1.2 Brief History of Downtown

Like so many California towns - from San Francisco to San Diego - Oxnard began as a railhead for the export of agricultural produce to markets in the East. Recruited to Ventura County in 1898 by Albert Maullhardt, the Oxnard Brothers of Chino-based American Beet Sugar Company built a refinery just south of Rancho Colonia.

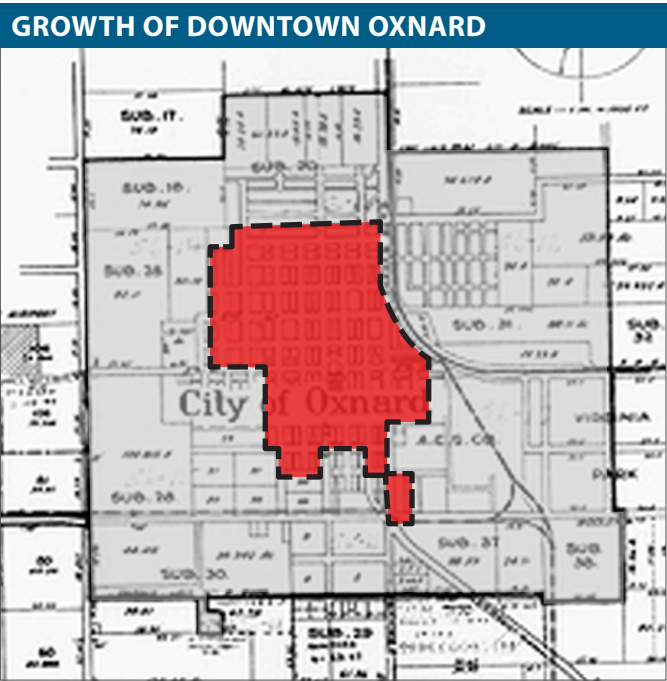
Promising large shipments of sugar and lima beans, they successfully lobbied the Southern Pacific Railroad to divert the planned alignment across the Oxnard Plain, detouring southward to their plant adjacent to the future Downtown Oxnard rather than taking a shorter route from Ventura to Camarillo and eastward to the Santa Susana Pass tunnels to the San Fernando Valley and Los Angeles. Oxnard Station was established in 1897, opening the door to the rapid growth of the Downtown and surrounding neighborhoods.



The original Sugar Beet Factory (circa 1898) brought the railroad to Oxnard catalyzing rapid growth of the Downtown.

The City of Oxnard was officially incorporated in 1903, with a vision of being a European town site centered on a public square – today’s Plaza Park. In 1907, the City’s regional location and economic potential compelled steel tycoon Andrew Carnegie to fund the construction of the Carnegie Art Museum (formerly the Oxnard Public Library) – it was followed by the construction of Plaza Park Pagoda in 1910. Together, the Plaza Park and Museum became cornerstones of Downtown Oxnard’s civic and commercial activity.

During the 1940s, Oxnard experienced significant expansion and economic growth in areas outside of its Downtown to accommodate growing demands in housing, retail and trade following World War II. From 1940 to 1950, the City’s population increased from approximately 8,500 to over 21,500 residents; by 1960, the population nearly doubled to more than 40,000 residents. Attracting a wide range



■ Downtown Limits as Incorporated (1903)
▤ Downtown Limits (1940)
Sources: City of Oxnard (1903) County of Ventura (1940).

of professions, new industries included financial services, petroleum production via the Oxnard Oil Fields, communications, aerospace and defense technology.

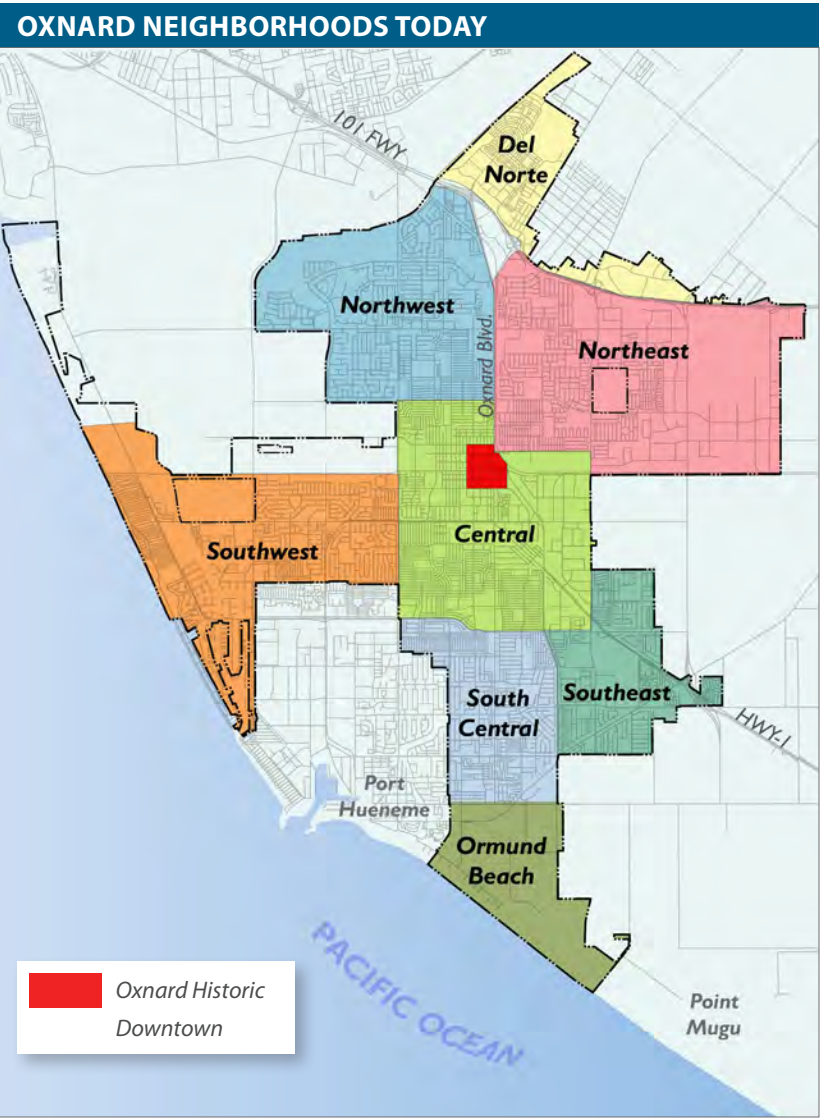
While Downtown Oxnard remained the commercial center into the 1960s, continued development and population increases gradually shifted housing and commercial activity to northern suburbs along the 101 Freeway and westward towards the coast. Much of the City’s development during this time was initiated by developer and philanthropist Martin V. Smith who got his start developing the Wagon Wheel Junction (1947), serving as a major stopover along the 101 Freeway between Los Angeles and Santa Barbara with offices, shopping, dining and a motel. Over the next several decades Smith and others continued to develop commercial, retail and entertainment centers such as the Financial Plaza Tower, the Channel Islands Harbor, Casa Sirena Resort, the Esplanade Shopping Mall, Fisherman’s Wharf, the Carriage Square Shopping Center and the Maritime Museum. Slowly, the prominence of Downtown Oxnard faded as newer suburban communities, industries, and employment centers developed.

Beginning in the 1980s, with the development of Heritage Square and adjacent new housing, the Oxnard Redevelopment Agency invested heavily in attracting new investment, residents and businesses to the Downtown. While those projects did bring a measure of much-needed activity back to the southerly area of the Downtown, the design of those projects was shaped by the pervasive suburban development standards and practices of that time, with much of the new activity focused toward the interiors of those development sites, generating very little pedestrian activity or life on the streets.

In 1991 the City commissioned a master plan for Plaza Park, and a public design Charrette was held in a large tent pitched in the park. That Master Plan provided specific recommendations for the redesign of the park and surrounding streets, as well as a vision plan for the revitalization of the Downtown as a whole. A draft form-based development code - including streetscape design recommendations - was prepared for the entire Downtown, as mapped on the previous page. In 1993 the consultant team that had prepared the Plaza Park master plan was retained to refine that form-based code and prepare implementation and economic development recommendations. That document was the Downtown District Master Plan, completed in draft form in 1996 but not adopted.

As a result of that work, a first phase of Plaza Park improvements were constructed, with simplified traffic movements along Fifth Street and the removal of the 1960 public rest rooms, fountains and pools. The recommended plaza to the south of the Carnegie Library Museum, the Fifth Street Colonnade, and semi-circular South Plaza were not constructed at that time. Additionally, A Street was reconstructed as a simple main street, removing the remaining 1960s fountains and pergolas and restoring parking for the struggling businesses.

Implementing another recommendation of the Master Plan, the City pursued development of restaurants adjacent to Plaza Park, as well as the recently built movie theater and



Source: City of Oxnard Neighborhood Map (2009).

parking structure. Like the earlier redevelopment efforts around Heritage Square, these redevelopment era project reflected many of the trends in suburban “lifestyle shopping center” design, bringing new tenants and customers to the area without generating any strong Downtown design character or street life.

The challenge now facing Oxnard is to build upon the existing assets of the Downtown and make sure that each new increment of investment is aimed at generating a lively, safe, comfortable, valuable, mixed-use city center district.

1.3 The Charrette Process

CNU-California Annual By-Design Charrette

The CNU-CA hosts an annual By-Design charrette program that provide educational and membership outreach opportunities statewide. The charrette is designed to advise a city that requests our assistance in visualizing the opportunities that CNU’s principles and processes provide a sponsor city. Our board’s selection of the annual charrette project is based upon the request’s relevance to CNU initiatives, expertise, and potential to have a significant and positive impact. Oxnard’s Downtown Vision Plan fits the following Congress for the New Urbanism national initiatives:

- Highways to Boulevards (<https://www.cnu.org/our-projects/highways-boulevards>)
- Lean Urbanism (<https://www.cnu.org/our-projects/lean-urbanism>)
- Missing Middle Housing (<https://www.cnu.org/our-projects/missing-middle-housing>)

We organize our public engagement charrette’s to deliver cutting-edge professional, high-level analysis and recommendations are based on best Congress for the New Urbanism practices. Our team was tasked with the following deliverables:

1. A comprehensive 20-year Vision Plan for Downtown Oxnard.
2. A Highways-to-Boulevards retrofit of Oxnard Boulevard with a ‘Complete Streets’ approach to connectivity and place-making.
3. Implementation Strategies with catalytic potential.
4. Defining the Downtown Study Area by identifying, mapping, and envisioning improvements within these boundaries.
5. Public dialogue and education events for all citizens on CNU principles and case studies.

The charrette gathered 20 CNU professionals from across California with experts in architecture, design, engineering, parking management, traffic, landscape architecture, development, and economics lending their experience to shape a plan that was vetted in three feedback loops with local citizens. We meet with local experts, architects, land owners, consultants, city staff, and local business owners to discuss issues, memories and expectations.

Initiating a Downtown Oxnard Charrette

In December 2015, the City of Oxnard City Manager, Greg Nyhoff, and Oxnard Community Planning Group chairman Roy Prince and local CNU member Dao Doan requested our chapter’s By-Design Charrette to provide a Vision Plan for Downtown. With funds available to begin transforming Oxnard Boulevard from a State Highway to a true Boulevard through Downtown, as well as the city’s redevelopment obligations to sell catalytic sites this year, Oxnard requested CNU-California lead an expedited yet fully engaged public process to develop an updated Vision Plan.

The process is purposely organized as an intense consecutive-day public process to provide large open discussions, small-group focused discussions, and individual interviews, fit the city’s needs perfectly. Our charrette was planned and executed on the last week of January 2016, ending on February 2nd, 2016 with a final presentation at City Council.



Ideas are vetted in public and refined over consecutive days.

Public Participation

Local citizens led several events. We held the first charrette New Urbanism Film Festival on Saturday night at the local Plaza Theater with over 100 attendees.

A pop-up studio space, led by Oneita Hirata, created a ‘Tactical Urbanism’ Art Gallery showing the works of local artist throughout the week and beyond.

Our team talked to local high school students, and local video teams documented the event to share with the community. And, we hosted over 200 visitors throughout the week learning something unique from each exchange.



JAN 29 - FEB 02
FRIDAY - TUESDAY

Public Charrette, Walking Tour, and New Urbanism Film Festival

With your participation and local knowledge, the Congress for the New Urbanism California Chapter will conduct a five-day visioning charrette to test new ideas to revitalize downtown Oxnard. The charrette will be held on the Plaza at the former Social Security Admin Offices and is open to the public during the events listed here. Space is limited and participation is on a first-come, first-served basis.

The Film Festival, is limited to 75 seats, so please RSVP by emailing info@cnucaifornia.org or calling the City of Oxnard Economic Development Department (805) 385-7407 to ensure your seat.

Economic Development
www.CityofOxnard.org

KICK OFF EVENT
FRI. JAN 29 • 5:30PM
315-327 N FIFTH STREET

NEW URBAN FILM FESTIVAL
SAT. JAN 30 • 5:30 PM
PLAZA CINEMAS 14
255 W 5TH STREET

WALKING TOUR
SUN. JAN 31 • 10:30 AM
PLAZA PARK PAGODA
500 SOUTH C STREET

DESIGN PIN-UP
MON. FEB 1 • 5:30PM
315-327 N. FIFTH STREET

CHARRETTE LOCATION:
315-327 North 5th Street
Former Social Security Admin Offices
– Near Plaza Park
(805)385-7407 City of Oxnard
info@cnucaifornia.org

The Charrette flyer was produced in both English (above) and Spanish (left) to garner greater participation from community members.



Charrette team members study the various intensities, nodes and key opportunities in the Downtown.

1.4 What We Heard

The following comments and themes were collected from 30 individual interviews conducted over the course of four weeks leading up to the Vision Plan Charrette. Interviews included elected City officials, City planning and development staff, local business and property owners and residents.

A. Public Realm Design and Function

- Oxnard Boulevard needs improvement;
- Better walkability is needed including wider sidewalks in places;
- Too dark; insufficient lighting;
- Inadequate wayfinding signage;
- Safety and security have gotten better, but still a perception of a problem;
- Parking is not distributed well;
- Which is the City's Main Street – A Street or Oxnard Boulevard (or both)?

B. Mix of Uses

- There is not enough to do Downtown, including uses that are supposed to be there;
- The best retailers are outside of Downtown;
- Need more restaurant variety;
- Live-performance theatre groups have left;
- Children's museum closed;
- There are no business class hotels (as hotels are the living rooms of cities);
- More housing is needed Downtown;



The team held internal coordination meetings each day.



The charrette team met with city leadership to solicit input.



The charrette team met with citizens to test ideas in three feedback loops to refine recommendations.

C. Development Feasibility

- Retail rents are below the cost of construction;
- Apartment rents are extremely high in the area, which should support multifamily residential development Downtown;
- Oxnard's median household income (\$61,000) is solid – about same as State's, and above the national average;
- Strong competition for retail, restaurants, and entertainment by The Collection and Downtown Ventura;
- Unpredictable, expensive investment environment (City regulation) is a disincentive to new investment.

D. Doing Business in Downtown

- City's actions in past (movie theatres, painting permit fees, etc.) have created unpredictability and discouraged investment;
- Slow response from City Hall when a repair request is made;
- Condition of streets and sidewalks is lacking in places;
- Homeless presence keeps some visitors away;
- Friendly establishments are welcoming to visitors.

E. Housing

- More housing downtown would be welcome and is needed;
- Some small units (300-500 s.f.) mixed into the fabric may be a good affordability strategy;
- Need for a better homeless solution;
- Shortage of rental apartments and resulting high rents suggest strong viability for such units Downtown.



New downtown Ventura mixed-use infill building.



New buildings integrated with historic buildings to add more housing in downtown San Diego.



New infill development and theater district on a State Highway in downtown Lancaster.

1.5 What We Observed

A. Downtown Walking Tour Themes and Observations

On Sunday, January 31, at 10:30 AM, approximately twenty CNU participants conducted a walking tour of Oxnard’s historic Downtown. Led by Gary Blum, Director of the Downtown Oxnard Merchants Association, the tour began at Plaza Park across from the Carnegie Art Museum and the Downtown Management Office. The group discussed near-term opportunities to refocus high-quality infill developments around Plaza Park in order to re-establish the heart of Downtown Oxnard around Plaza Park.

Heading away from the park, the tour group continued east on 5th Street, one of the City’s original east-west crosstown corridors, towards Oxnard Boulevard. In the early 1900s, this corridor primarily consisted of housing, but it was gradually replaced by commercial uses through the 1940s and 50s as major retail anchors including J.C. Penney, the General Telephone Company and the Oxnard Savings and Loan opened shop. During this time, approximately 30 buildings were demolished by order of the City of Oxnard, in the Downtown commercial district. Many of these buildings were older, dilapidated residences hastily constructed when the town was first established in order to provide worker housing. Despite the expansion of large-scale commercial buildings, Downtown Oxnard’s urban pattern and block sizes are reminiscent of its original downtown character with a lively mix of housing, commercial and retail.



CNU participants join Downtown Oxnard Merchants Association Director, Gary Blum, for a walking tour.



The Plaza Pagoda remains a key focal point of Plaza Park, the original center of the City of Oxnard.



Historic commercial and retail frontages at the intersection of 5th Street and Oxnard Boulevard. Despite the development of large department stores in the 1950s and 60s, some aspects of Downtown’s original block sizes and walkable environment remain.

Walking Tour Map



In 2005, the City of Oxnard commissioned a historic survey of roughly 400 parcels in Downtown Oxnard. The survey reviewed buildings that were built before 1960 which amounted to 253 structures – many of these buildings are still standing and potentially eligible for historic preservation.

In addition to buildings, Downtown’s public realm hosts a number of elements relevant to pedestrian-oriented design – including large-canopy street trees and diagonal parking – that can be expanded upon through future planning and development efforts. Future design efforts should also explore increased signage, wayfinding and urban design schemes that announce the presence of Downtown to passers-by traveling north and south on Oxnard Boulevard, especially from 4th, 5th and 6th Streets.

At the end of the tour, the group walked through a service alley and parking lot just north of 5th street, eventually arriving at the Centennial Plaza. By carefully identifying alleys, lots and similar spaces, enhanced mid-block crossings can enhance and increase pedestrian connectivity throughout the Downtown.

B. Walking Tour Key Recommendations

- 1. Transform the Boulevard from worn out highway to Downtown Avenue
- 2. Announce Downtown and invite people in at Palm and 3rd and Wooley
- 3. Show Downtown to passersby at 4th and 5th and 6th and 7th
- 4. Focus around the Plaza Park near-term effort for high-quality infill development

1.6 SWOT Analysis

Based on dozens of interviews, research and in-field studies, the following SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis highlights several the key opportunities and challenges relevant to the revitalization and design of Downtown Oxnard.

Strengths

- The strong pattern of rectangular blocks - easily walkable in size from 8th Street north - with service alleys for utilities and deliveries, allowing the streets to be renovated as very high quality pedestrian spaces.
- Relatively high volumes of citywide traffic on Oxnard Boulevard, bringing many thousands of potential Downtown visitors, customers and residents right past the edge of Downtown on a daily basis.
- The Oxnard Transportation Center - providing good quality access to the City, the county and the region - within a five-minute walk of much of the Downtown.
- Many existing Downtown businesses and property owners - both long-time and recently established - who are ready to reinvest in the Downtown, particularly if a clear strategy and plan for systematically reinvigorating it is in place.
- Political leadership who are taking a fresh look at the Downtown and the potential for it to become an important civic, cultural and entertainment hub of Ventura County.

Weaknesses

- The character and quality of the Downtown’s public realm have been compromised over many years by a combination of disinvestment, neglect and well-intentioned changes that have eroded it as a comfortable, safe, interesting place to spend time as a pedestrian.
- Most recent infill development has missed opportunities to contribute to the public realm of the Downtown through facing the streets with lively, active uses and high-quality urban frontages and architecture.
- Most of the former retail life of the Downtown has been replaced by new retail centers outside the Downtown, and some of the potential residential population for new housing in the Downtown is being accommodated in large new apartment communities in River Park and Wagon Wheel along the 101 Freeway Corridor.

Opportunities

- Probably the greatest near-term opportunity for Downtown is the recent decommissioning of Oxnard Boulevard as State Route 1 - with control of its design and operation being handed from the State to the City - in addition to the legal settlement that provided the City with several million dollars that might be allocated to its improvement from a highway to a Boulevard.
- With this opportunity to transform the Boulevard itself come new opportunities to develop “gateway buildings” at key intersections to make Downtown visible and attractive to its thousands of daily motorists.
- Well-designed incremental public/private improvements to the public realm of the Downtown - including making A Street a primarily bikable route and refreshing the Plaza Park - can help spur private reinvestment.
- With a clear new plan, vision-based development standards, and a comprehensive management strategy in place, the Downtown will be in a position to compete as one of the county’s primary art, cultural, entertainment destinations.

Threats

- Failing to follow through in adopting appropriate Downtown development standards for public and private improvements, and continuing to erode the original strong Downtown character with suburban development patterns.
- Failing to competently manage the development review process and downtown operations.



The Plaza Theater on Centennial Plaza is a catalytic entertainment investment to be supported by new residents.



Centennial Plaza is a new central public gathering space.



The Collection at Riverpark represents a competitor, a model, and lesson to be learned for downtown and the city.

2.0 Vision Plan

Congress for the New Urbanism Charter of the New Urbanism Principle #21:

“The revitalization of urban places depends on safety and security. The design of streets and buildings should reinforce safe environments, but not at the expense of accessibility and openness.”



Congress for the New Urbanism Charter of the New Urbanism Principle #23:

“Streets and squares should be safe, comfortable, and interesting to the pedestrian. Properly configured, they encourage walking and enable neighbors to know each other and protect their communities.”

Over the course of five days, based on community input, analysis and design studies, the Charrette Team outlined a vision for the future of the Downtown emphasizing a human-scale, pedestrian-oriented, safe, comfortable and interesting public realm, and market-driven, vision-informed infill and economic development.

As a bridge between these simply expressed objectives and appropriate Downtown development standards and action plan, the Team focused on illustrating a range of forms, scales and types of infill development and public space improvements that have the potential - if systematically pursued - to deploy available market support to build the Downtown the community hopes to have, one project at a time.

Successful revitalization of town centers always depends on focus, to ensure that each new increment of investment and improvement is connected to and building value with other nearby, coordinated improvements. Accordingly, this vision plan focuses on the 7 Big Ideas that emerged from the Charrette, listed to the right and described and illustrated in the following pages.

- Section
- 2.1 Transform Oxnard Boulevard
 - 2.3 A Street
 - 2.4 Colonia Rd | Bicycle Connectivity
 - 2.5 Plaza Park Infill Development
 - 2.6 Arts Hub
 - 2.7 Infill Development
 - 2.8 Parking Strategy

2.1 Transform Oxnard Boulevard

A. Rethink the Boulevard as a Public Space

Oxnard Boulevard has always been much more a highway than an urban boulevard. From the beginning, Oxnard Boulevard and First Street were primary roads connecting Oxnard to the region, built parallel to the railroad as was the common pattern in California railroad towns. As State routes were established to connect California’s growing communities, Oxnard Boulevard was designated as State Route 1, connecting southward toward the coast and Santa Monica.

At Five Points - originally six points - South Oxnard Boulevard curved northward into the south end of A Street, Downtown’s original and enduring “main street”, with the boulevard itself dedicated to through traffic and truck traffic, managed and operated by Caltrans. Accordingly, previous plans for the revitalization of the town’s historic core saw little hope of its contributing much to the character and quality of Downtown.

With Caltrans’ decommissioning of the Boulevard, as the Route 1 designation shifted eastward to Rice Avenue, the City for the first time has the authority to rethink its central artery, and with a multi-million dollar lawsuit settlement City has some resources to begin to implement improvements.

The OCCTIP Study commissioned by the City in 2015 has identified a range of possibilities for the Boulevard, and the Charrette team has developed the OCCTIP recommendations for its Downtown stretch - at least 3rd Street to 7th and perhaps on to 9th or Wooley - to propose:

- Narrower, more attractive medians replacing the current “anti-tank” medians;
- On-street parking for businesses and to provide a buffer between traffic and pedestrians;
- New street trees in parking lane planters, freeing up the entire 10 foot sidewalks for pedestrians;
- Retain the existing two vehicular lanes northbound and southbound, as vehicular volumes are two high for one lane each way;
- Yet narrowing the travel lanes to 11 feet, which should help moderate traffic speeds and allow the right-hand lane to be shared with fast, skilful bike riders, and with A Street improved for less adventurous riders.



a *Existing Condition:* Two very wide, fast vehicular lanes northbound and southbound, armored raised medians with Australian Paperbark trees, no on-street parking, and sidewalks in most cases either obstructed and lifted by very large Ficus trees or lacking street trees entirely.



Key Plan

Oxnard Boulevard Transformation



Phase 1: Street Reconfiguration: Narrower vehicular lanes support slower speeds and, counter-intuitively higher volumes, of traffic.



Phase 2: Potential Mixed-Use Infill Development: Ground floor retail has a much better chance of success, with on-street parking and wider, more comfortable pedestrian spaces on the sidewalks.



Phase 3: Mixed-Use Infill up to 5 Stories: New taller buildings might be set back an additional 10 feet, providing 20 foot sidewalks, as found in many of the most successful, mature downtowns in the country.

2.1 Transform Oxnard Boulevard (continued)

B. Greet Visitors with New 3rd St Gateway

The Third Street bridge is perhaps Downtown's largest piece of infrastructure, providing much needed safety improvement and allowing the construction of the Oxnard Transportation Center and its train platform, but disrupts the simple downtown street pattern and does not make any particularly positive contributions to the design character of the Downtown.

Yet the bridge marks the north entry to the heart of Downtown, forming literally a "gateway" through which visitors enter. With the addition of some simple graphic devices and signage, it can provide a strong branding and identity statement that you have arrived in Downtown. An illustration of one possible design it provided on the right, with a landscaped median extended northward from the bridge, with palms in it and on both sides of the street to emphasize this important gateway.

The open space on the right, immediately north of the bridge, is the parking lot for the Oxnard Public Library, and a wide area that could be landscaped abuts the Boulevard. As travel speeds on the Boulevard are moderated, a direct entry to the library (either in-only or right-in, right-out) might be added, giving the library a new address on the Boulevard.

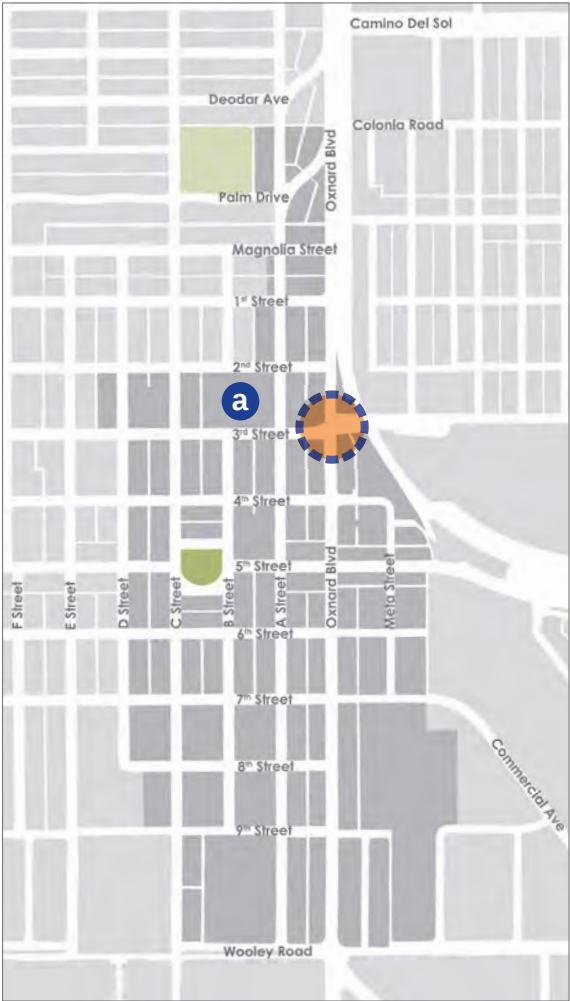
At the scale of the pedestrian, a stair from the bridge descends to the ground on the left (east) side of the Boulevard, and additional landscaping could make this a more pleasant route for pedestrians. Some potential for a mid-block crosswalk - with appropriate striping, lighting and signals - may also exist here, connecting the train station, the library, and the bridge.

A sidewalk might also be extended from the library along the north side of the library parking lot, so a potential outdoor dining area that could be developed if the existing auto service building were to transition to retail or restaurant use in the future. Casual observation of the library parking lot suggests that it is rarely full, particularly in the evening, and higher levels of activity here might be possible if that parking could be shared with new businesses.

Finally, simple paint and signage improvements to buildings here could add a great deal to the image of Downtown, as they could all along the Boulevard.



a *Connect the Library to Oxnard Blvd: This crosswalk at the main entry could be extended to the east along the north side of the library parking lot, to Oxnard Boulevard..*



Key Plan

3rd Street Bridge - Gateway Transformation



Existing Condition: The 3rd St Bridge over crossing Oxnard Blvd provides a unique opportunity for gateway graphics and elements to alert and direct southbound travelers to Downtown.



Add Gateway Elements: New graphics, signage, and landscaping transform the 3rd St Bridge into a sculptural gateway, announcing entry to Downtown. A new driveway provides additional access to the Oxnard Library's Parking lot on the left, masked by a new landscape wall.



Catalyze long-term change: Over time, infill and retrofit development will transform Oxnard Blvd, extending Downtown's character outward for future growth opportunities.

2.1 Transform Oxnard Boulevard (continued)

C. Define Gateways at 4th, 5th, 6th and 7th

With Oxnard Boulevard finally under the City’s control, the strategy for using it as an effective conduit to bring increasing numbers of visitors, shoppers, employees and residents to Downtown is as simple as one, two, three:

- 1. Bring large numbers of motorists through Downtown on the Boulevard every day: Done, they’ve been driving past for decades.
- 2. Make the Downtown boulevard look, feel and function like a Downtown boulevard, so that motorists understand that they are in Downtown, not just driving : See page 2.2, above.
- 3. Create a series of very clear, attractive gateways - at the north and south ends of Downtown and at each of several key cross streets - that bring Downtown buildings and activity right out to the Boulevard to greet visitors.

Although 4th Street is the first available entry to the Downtown core for southbound motorists - and the pedestrian link from the core to the Oxnard Transportation Center - its intersection with Oxnard Boulevard is surrounded by surface parking lots, conveying no sense that one has arrived in a successful city center. The colored perspective drawing on the right illustrates how high quality mixed-use buildings could be built on all or most of those corners to extend the Downtown environment out to the Boulevard.

The drawing below illustrates a potential 3-story building at the corner of the Boulevard and Fifth Street, with the existing drug store perhaps on the ground floor and new housing above.

As buildings along the Boulevard are intensified, the surface parking lots between the corner lots can be converted to parking structures, designed with high quality architecture or liners of habitable space facing the Boulevard.

Gateway signage and landmark elements can further enhance these important Downtown entry points, but are no substitute for fine buildings, businesses and residents, and an active pedestrian environment.



Existing Gateway / Branding: Existing Downtown gateway signage and a concept to suspend a similar graphic across the street at key downtown gateways. Image by Roy Prince



Key Plan

Vision Oxnard Redevelopment



Gateway Infill Development: New gateway buildings at the corner of Oxnard Blvd and 4th St (perspective is looking west toward Plaza Park) establish a strong presence on Oxnard Blvd, extending Downtown eastward.



Parking Liner (above & below): As infill development occurs, parking structures may replace the surface parking lots along Oxnard Boulevard. Such structures should be designed to present an attractive appearance to the Boulevard. One option would be an urban building facade, with retail shops on the ground floor and parking decks above.



Gateway Infill Development (above): New gateway buildings at the corner of Oxnard Blvd and 5th St (perspective is looking west down 5th St).



2.2 A Street: The Main Street of Downtown

A Street has always been the primary retail street of Downtown and is expected to remain so. In its early days it had the advantages of direct access from Five Points, and not having to compete with dozens of newer, suburban shopping centers for Oxnard’s customers.

It hit a low point when the 1960s Gruen Plan for Downtown - to turn almost the entire downtown core into a pedestrian mall - was partially implemented by closing A Street to vehicular traffic and building a variety of shade structures and pools within the right of way. Like hundreds of other “downtown malls” around the country, that experiment failed completely and over the course of two successive improvement plans it was restored to a simple commercial street with angled parking.

And as the Downtown moves to a new level of success and vitality, there are additional opportunities to bring people, activity and a cooler Downtown character to A Street. Making it the primary bike boulevard of the Downtown is such an opportunity, including the following recommendations:

- 1. The curbs in the angled parking blocks south of 3rd Street were designed so that parking could be either “front in” or “back in”, depending on how the striping is painted. While unfamiliar to many, back-in angled parking is in many ways easier and safer to use, primarily because one does not need to back out blind into traffic upon exiting a space. This configuration widely understood to be far safer for bicyclists and simple re-striping (which could be done in one or two blocks on a test basis) could allow A Street to be designated a “bike boulevard” with “sharrow” symbols on the pavement.
- 2. In the blocks north of 3rd Street up to Deodar, the street is wide enough that Class 2 bike lanes could be striped, replacing the central continuous turn lane and narrowing the vehicular lanes to 10 feet. This would generate lower vehicular speeds and make A Street a safer, more comfortable bike route for residents of nearby neighborhoods - and existing and future residents of the Downtown - to use to access the Downtown.
- 3. “Bike corrals” for parking bikes without blocking sidewalks can be simply constructed adjacent to the existing mid-block crosswalks and planters.



Public Frontage Character: describe



Key Plan

‘A’ Street Transformation



a Existing Condition (north ‘A’ St): North of 3rd Street, A Street is a very wide two-lane roadway, generally lacking street trees and pedestrian activity.



b Existing Condition (‘A’ St Downtown): Two travel lanes and angled parking have been restored to A Street south of 3rd, but more business activity and street beautification are needed.



a A Street (Deodar Ave to 3rd St): New bike lanes (either colored green as shown or simply striped with white paint) along with new street trees in existing empty tree planters, new pedestrian-scale street lights, and new mid-block crosswalk with curb extensions and palm trees to mark the crossing. Such improvements could surely be made in phases, as funding allows.



b A Street (3rd St to 7th St): Back-in angled parking, landscape enhancements at mid-block crosswalks, bike corrals, and parklets can all add life to A Street’s retail environment.

2.2 A Street: The Main Street of Downtown (continued)

With its traffic and parking restored, A Street once again has a chance as a successful main street, but still has a somewhat vacant character. Clearly the main solution to this challenge is more customers, more successful business, and more downtown residents. Design cannot make that happen, but it can help. Simple, feasible measures that can help to accelerate the cycle of business improvement and reinvestment in the physical environment include:

- 1. Replace the dead and dying geraniums in the mid-block planters with new plantings that require less water and are more striking and attractive.
- 2. Allow businesses the option of placing “parklets” in the parking spaces in front of their shops. These devices act essentially as “sidewalk extensions”, providing generous amounts of room for outdoor dining that the existing 10 foot sidewalks cannot support.
- 3. Add curb extensions (bulb-outs) at cross street intersections - particularly 4th, 5th, 6th and 7th - to shorten crossing distances for pedestrians on A Street, and provide additional opportunities for attractive landscaping. As the intersections of Oxnard Boulevard and these streets are the first clue that there’s a downtown here, these intersections are their introduction to A Street as its primarily retail and restaurant street.
- 4. Infill development and shopfront renovations should include large, clear glass display windows that provide pedestrians with clear views of retail displays and restaurant interiors. Shopfronts with recessed, tinted or reflective glass - of which A Street has quite a few - block pedestrian views of displays and interiors and add to the “dead look”.
- 5. Simple canvas awnings that project out over the sidewalk are by far the best way to shade shopfront glass from the sun, while also reducing the glare that can prevent pedestrians from being able to see inside. Stubby little awnings - particularly shine plastic ones and curved profiles with signage on them - do not perform that function well and contribute to a “cheap strip mall” aesthetic that A Street really doesn’t need.



Existing Condition: The landscape of A Street is minimal and not well maintained. The mid-block jacaranda trees are lovely, but the ground plants could be very easily improved. The queen palms are far less than ideal street trees.



Key Plan

‘A’ Street Infil & Transformation



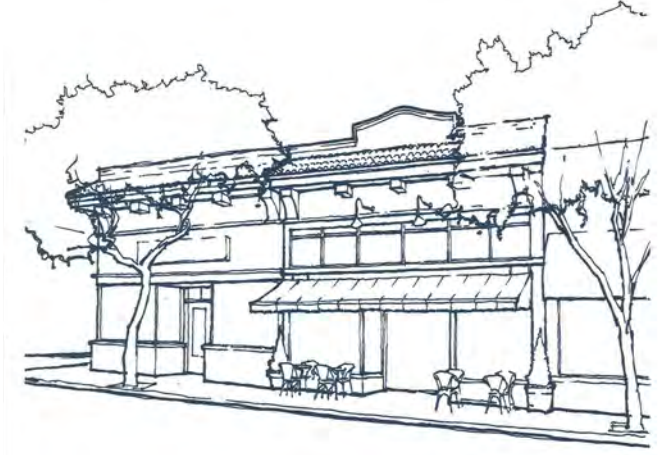
Recommendations: Plant the mid-block planters with snappy, drought tolerant landscaping with interesting forms, colors and textures. Re-stripe the crosswalks with high visibility “zebra” striping, and allow merchants and restaurants to install parklets in parking spaces in front of their business.



Add parklets for enhanced sidewalk dining: Parklets can offer very comfortable dining spaces in front of existing restaurants without blocking the pedestrian way for other businesses and strolling shoppers. They also help to slow traffic by bringing people near travel lanes in a protected environment, which in turn reduces noise levels to further improve the pedestrian and dining environment.



Infill Vacant Parcels: Infill development with large, simple shopfront windows and awnings to shade the glass reflect Oxnard’s heritage.



Infill Vacant Parcels: Shopfronts with transom windows above the awnings bring daylight into the interior.

2.3 Colonia Road | Bicycle Connectivity

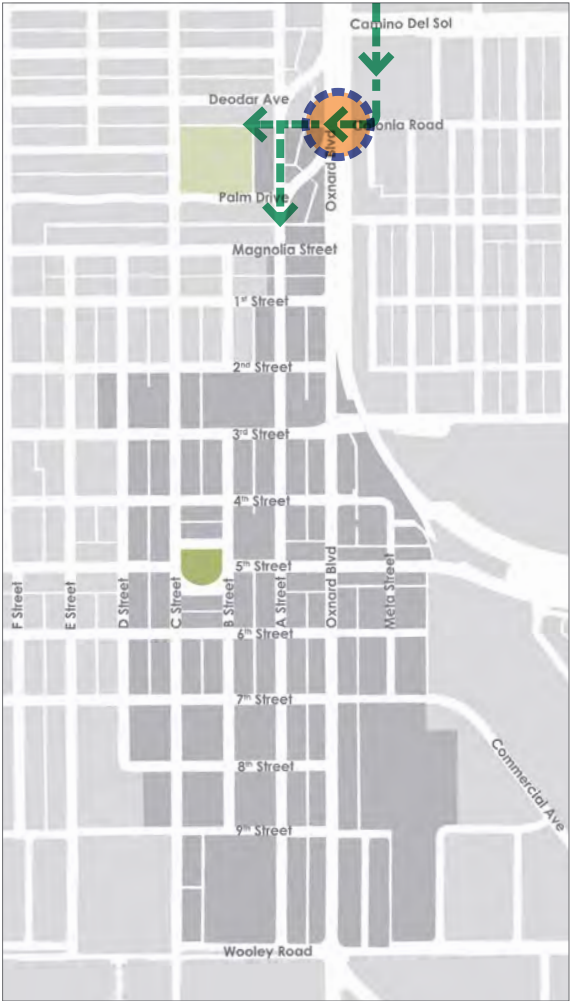
To the north of the recommended 3rd Street bridge and library gateway, Deodar Avenue and Palm Drive offer a different type of gateway to A Street. They were originally configured as the northerly access to A Street, mirroring the South Oxnard Boulevard straight shot into A Street at Six Points (now Five Points). The 1993 Downtown District Master Plan recommended enhancing these existing assets to provide another way to entice motorists to enter the Downtown, and that is still a good idea.

And there is an additional opportunity at this location. Immediately to the north of Deodar is Colonia Road, and connecting from Oxnard Boulevard to A Street and aligned with Colonia Road is a largely unused public alley. This looks like an opportunity to address, in a small way, the long-standing perception, and reality, of a lack of connection between the La Colonia community on “the wrong side of the tracks” and Downtown Oxnard and it’s historically more advantaged neighborhoods. We recommend the following:



Existing Condition: The intersection of Oxnard Boulevard and Colonia Road look like exactly what it has historically been - a road for trucks to get to and from packinghouses and the gateway to the poorest neighborhoods of Oxnard. It can be transformed to be a beautiful pedestrian and bicycle connection from a neighborhood with many pedestrians and bicyclists to the rebounding city center.

- 1. Extend the Class I bikeway on the east side of Oxnard Boulevard and the railroad from it’s present southerly terminus at the future Camino del Sol, to Colonia Road. This would require a right of way agreement with the railroad and/or owners of the adjacent packing house property.
- 2. Construct a two-way cycle track along the north side of Colonia Road from the Class I bikeway to Oxnard Boulevard, expand the crosswalk there to include bike lanes to the west side, and improve the unused alley as a multi-use trail from Oxnard Boulevard to A Street.
- 3. Modify the curb extensions and improve the crosswalk at A Street to connect the alley trail to new Class II bike lanes on A Street, connecting south to Downtown.
- 4. Optionally, improve the landscape and signage in the curving sections of Deodar and/or Palm, to make it plain that these are gateways to Downtown Oxnard. There are many routes to Downtown, and making them appear more promising to passersby on the Boulevard may be the most effective single strategy for revitalizing the Downtown.



Key Plan

Colonia Rd Bicycle Connectivity to ‘A’ Street



Recommended Linkage: The Class I bikeway on the east side of the UPRR is extended south to Colonia Road, a two-way cycle-track connects to and across Oxnard Boulevard, and the existing alley to A Street is landscaped and paved as a multi-use path for pedestrians and bikes. This connects to new Class II bike lanes on A Street, and onward south to Downtown. The alley east of A Street could also be improved as a better access to Wilson Park. And, link these recommendations with Existing and Planning City-wide Bicycle and Pedestrian Facilities.



Gateway Elements: A simple gateway device could transform an unused alley to a signpost for Downtown.





Plaza Park, Circa 1906

2.4 Plaza Park

The Plaza Park has unquestionably been the heart of Oxnard and the heart of its Downtown from the town’s beginnings until now. The two most distinctive structures in Oxnard - the pagoda built by grateful Chinese workers, and the Carnegie Library built in 1906 with a grant from the Carnegie foundation and local fundraising - grace the park, which serves as the location for many of the city’s important special events throughout the year.

In a 1993 public design Charrette - conducted in a tent in the park - a distinguished team of urban planners prepared a master plan for the park, shown on the right. A number of possibilities for the park were explored during this 2016 Charrette, but for the most part the team’s recommendation for the park remains to just complete the 1993 master plan.

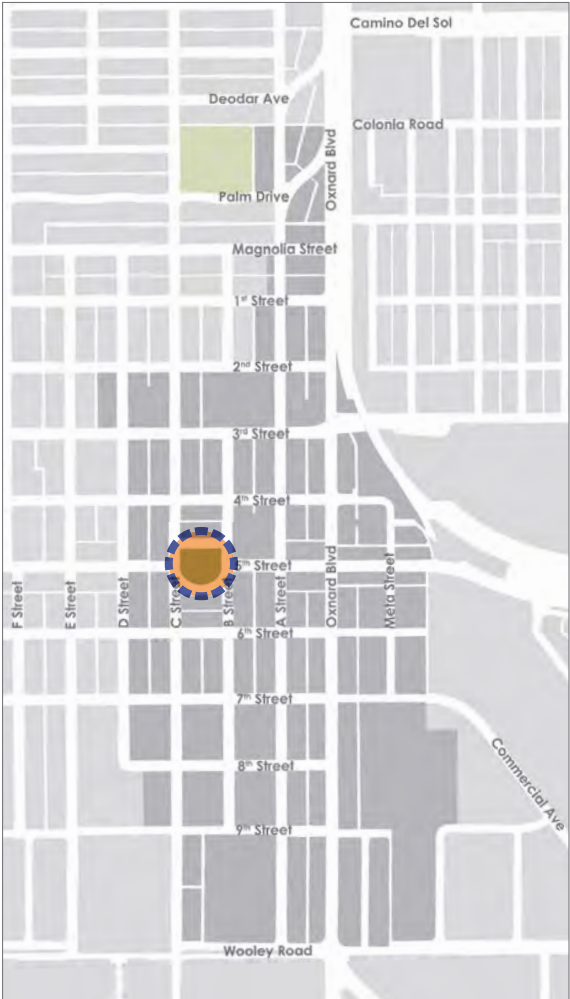
Recommended improvements completed in 1996 include:

- 1. Removing the flat roofed public restrooms and drained reflecting pools, the only other piece of the disastrous Gruen Plan for the Downtown that was built, aside from the A Street Mall, since removed;
- 2. Round off the south edge of the park to allow two-way Fifth Street traffic to flow smoothly around the park, relieving the intractable congestion that the original (beautiful) square shape engendered.
- 3. Converting the branch of Fifth Street along the north side of the park to a parking lot.

Since that time the Park has been used as the venue for the farmers market, the Strawberry Festival, Salsa Festival, food truck nights, and many other events.

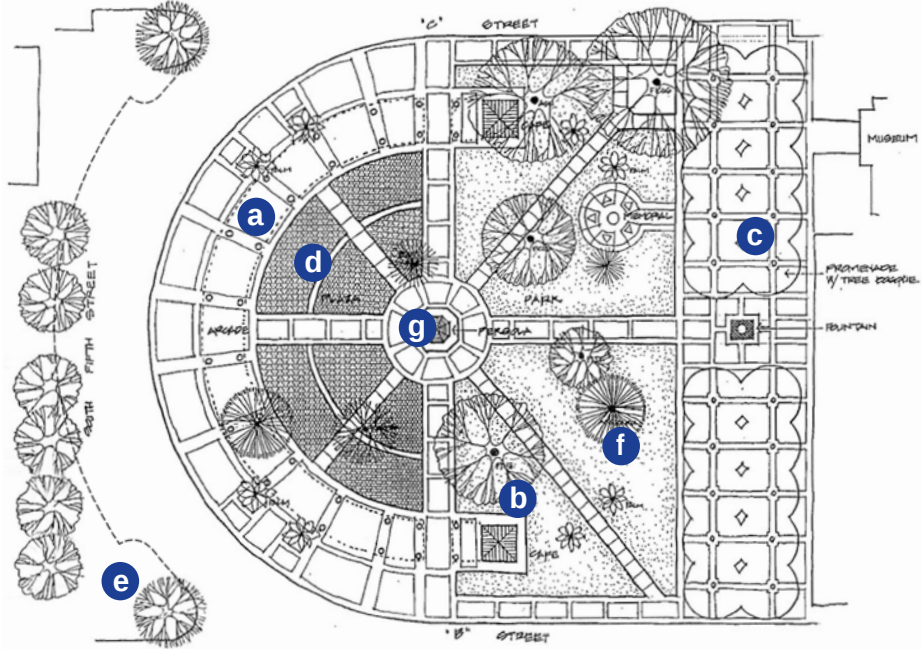


The Pagoda adds a focal point to Plaza Park.



Key Plan

Plaza Park Enhancements



1993 Plaza Park Master Plan

Plaza Park Enhancements: The basic recommendation is to complete the 1993 Park Master Plan.

- a New Colonnade/Pergola
- b Small Flexible Pavillions/Kiosks
- c Repaved/Landscaped Parking Plaza
- d New Hardscaped Plaza
- e Sidewalk/Corner Plazas
- f Existing Park
- g Existing Pagoda

Recommended improvements not yet built include:

- a. A curving colonnade around the south edge of the park, providing spatial definition of the new semi-circular form of the park, and a gracious shaded walkway that can anchor the farmers market and other public events in the park.
- b. Small, flexible kiosks at the north ends of the colonnade, providing beautiful location for sales of coffee, cold drinks, tacos, flowers, newspapers, or other merchandise. These could be either permanent or temporary uses of such kiosks, providing the opportunity for refreshment or entertainment within the park itself.
- c. Paving the parking area along the north side of the park as a “plaza”, as originally recommended rather than cutting off the park from the Carnegie Library with an asphalt parking lot.
- d. Paving (perhaps with decomposed granite and/or concrete pavers) the southerly half of the park as a true “plaza”, which in addition to providing a good surface for public events would recognize the increasingly urban character of the Downtown and Anglo/Hispanic traditions of California towns.
- e. The configuration of curbs and sidewalks on the south side of Fifth Street was based on traffic engineering requirements of the early 1990s,

and, in addition to being quite unattractive, unnecessarily favours vehicular traffic at the expense of pedestrians. We strongly recommend that this be corrected, as follows.

- The original, simple design, above, anticipated angled parking along the existing straight curbline. That evolved into awkward triangular “porkchops” so that large vehicles could make free-right turns from northbound C Street to eastbound Fifth Street, which we believe is completely unnecessary.
- Buses coming north on C Street can turn east onto 6th Street or 4th Street, the latter being the direct route the Oxnard Transportation Center. Large trucks can do the same. Oxnard only has one Plaza Park, and the properties to the south should have the strongest possible connection to it.
- As an alternative to the original design, a design with a curving south curbline and parallel parking could also be considered, which could provide corner plaza spaces for more landscaping and/or outdoor dining areas.

2.5 Plaza Park Infill Development

In its heyday in the 1920s, the Plaza Park was surrounded by fine, multi-story brick buildings and was a center of Oxnard’s commercial and civic life. Some buildings were lost to fire - the iconic Oxnard Hotel on the northwest corner of Fifth and C - and others were lost to redevelopment later on.

The Charrette team and participants strongly agreed that surrounding the park once again with multi-story mixed use buildings - with ground floor shops and restaurants and housing on upper floors - would be the best way to re-center the Downtown and the City on the Plaza Park. The primary characteristics envisioned for these buildings include:

- Tall ground floors - typically 18 to 20 feet from ground to second floors - to provide tall windows and high ceilings for ground floor spaces.
- Large canvas awnings - or second floor balconies - to shade south, west and east facing shopfronts.
- Simple, elegant architecture, whether brick, Mediterranean or modern in character.
- Sidewalks as wide as possible, including the repaved north plaza at the Park, and a widened, reconfigured sidewalk and corner plazas along the south side of Fifth Street.
- Active ground floor uses fronting the Park.

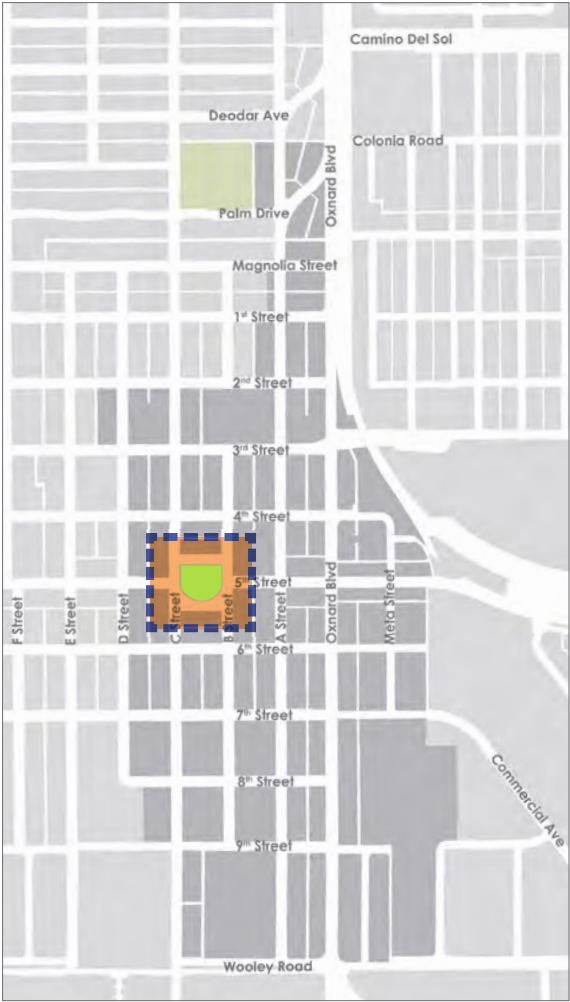
The 1993 Master Plan recommended a strategy of recruiting the finest restaurants in town, representing all of Oxnard’s many ethnic communities, to surround the Park with a “Downtown restaurant row”. We believe this is still a good idea.

As food culture continues to gain importance in American culture, diners travel from Ventura and Santa Barbara counties to Los Angeles and the San Gabriel Valley in search of fine East Asian, Mexican, Indian, Pacific Island, and other cuisines. Oxnard already has many fine restaurants of these cultures, but sprinkled around town in strip malls. If they were organized around the Plaza Park as a dining event, they could have the potential to regularly draw visitors from a very wide trade area.

Such an emphasis on food would be in addition, not in lieu of, and emphasis on the arts, as described on the following pages.

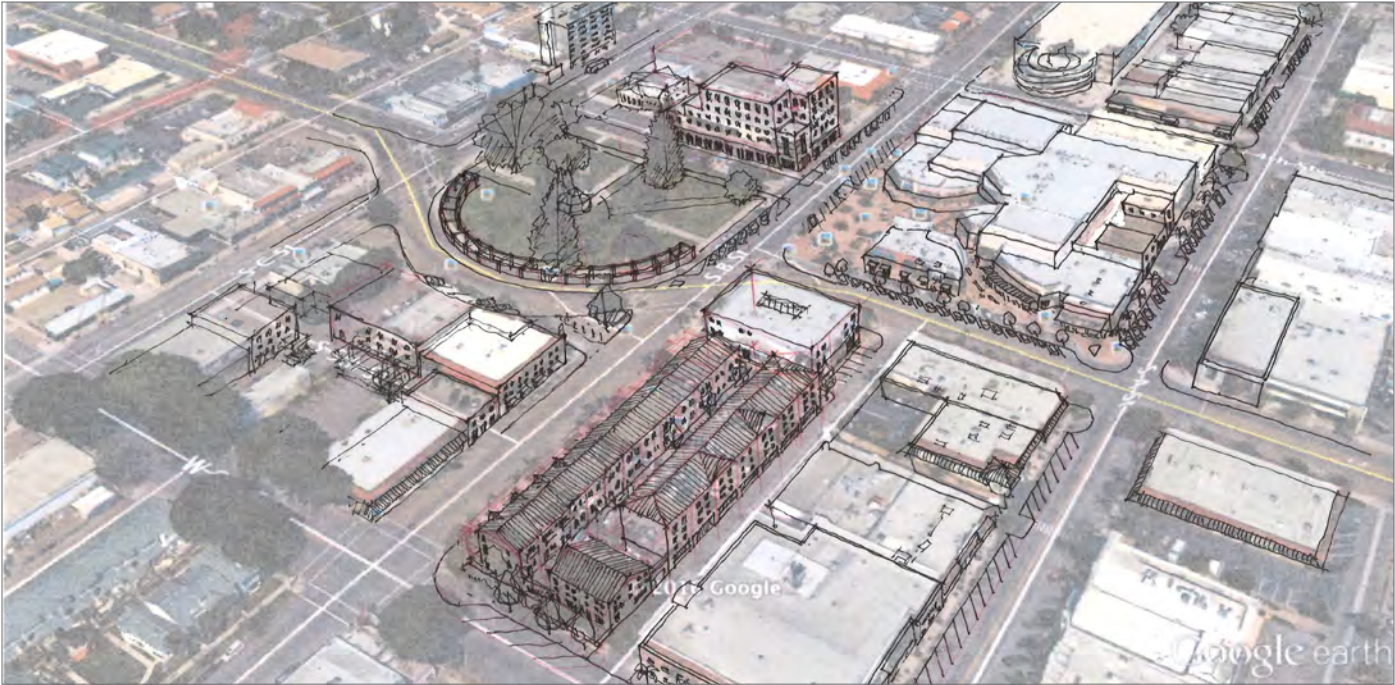


Existing Condition: Aside from the Carnegie Library Museum, the Park is for the most part surrounded by undistinguished one-story buildings. This is both a liability and an asset - the latter because the structures represent a relatively small fraction of the real estate value, making their replacement with good quality, multi-story, mixed-use urban buildings relatively feasible.



Key Plan

Plaza Park Infill



Infill Development around Plaza Park: describe



Park-fronting development: Original pattern of development.



Infill of different Forms & Characters: Simple mixed-use buildings with tall ground floors

2.6 Downtown Art Hubs

Successful economic revitalization models promote the role of art hubs in stimulating innovation and spearheading re-investment. Downtown Oxnard has an opportunity to attract development dependent upon an arts culture. Restaurants, art galleries, theaters, and museums promote and thrive on art hubs.

Because downtown currently has a thriving fine art, film, music and graphic art core who volunteered en mass during our charrette this is not intended to be a silver bullet. These local film makers, photographers, illustrators and patrons who participated in the charrette made the pop-up art gallery and movie night events central events in the public engagement process. Artist already inhabit downtown and are risk tolerant pioneers creating an opportunity to invite others to experience the urban vitality downtown brings a city. They will need homes, shops, and third-spaces to showcase its local talent.

Downtown provides places, spaces and the opportunities to exhibit and display artists and artisan work. The establishment of an Art Hub should be anchored around Plaza Park, the Carnegie Art Museum and Centennial Plaza's Plaza Theater to support arts and innovation.

Recommended policies include:

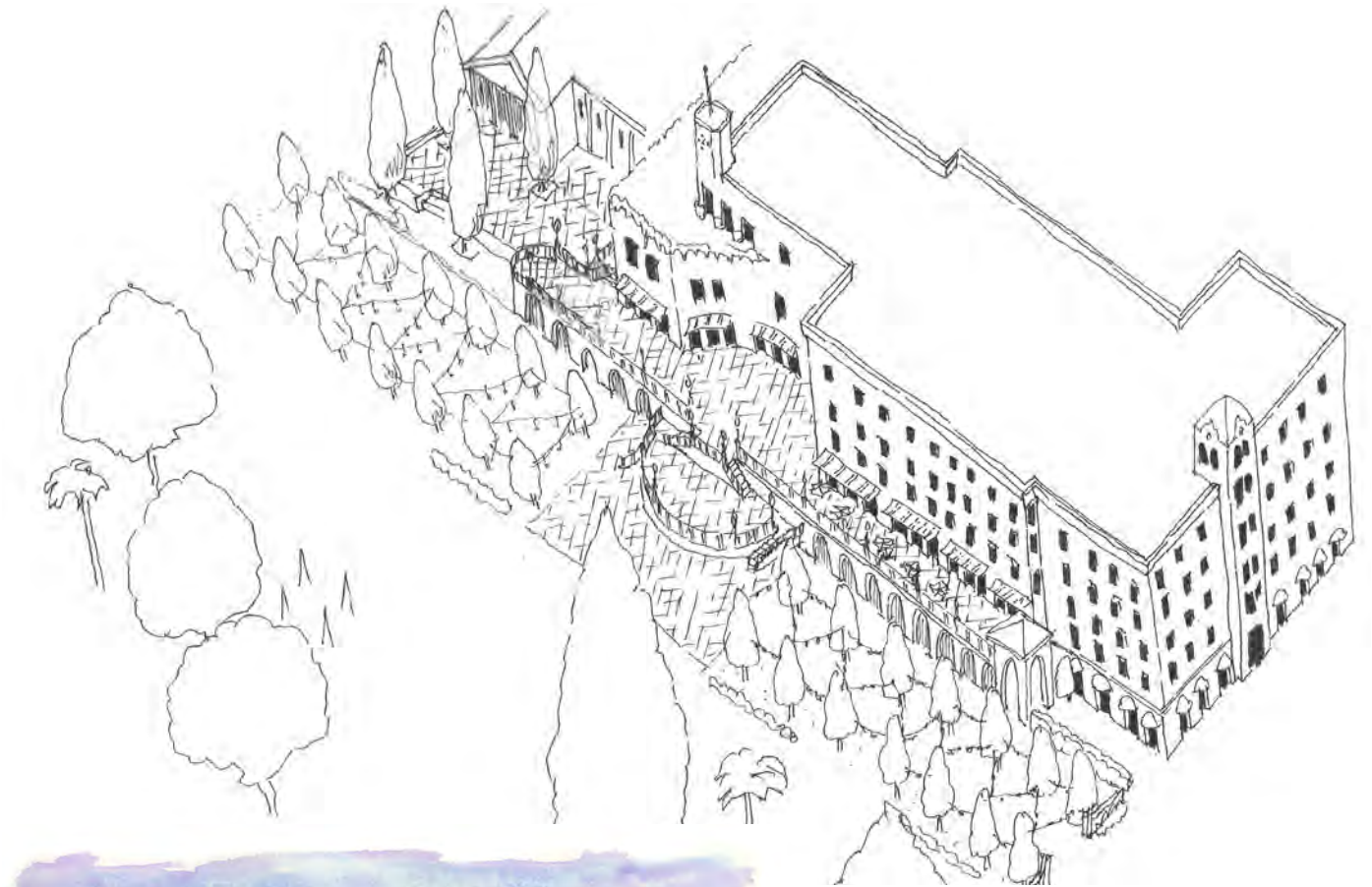
- 1. Formalize, fund and appoint a 'Downtown Arts Hub Liaison' to mediate, coordinate and advocate for resources dedicated to the arts between City's Cultural Arts Commission and Downtown Management District and the City of Oxnard.
- 2. Build upon and connect downtown's diverse collection of restaurant hubs to explore opportunities for patrons to experience and explore the arts districts in Heritage Square, Plaza Park, and Centennial Plaza.
- 3. With its proximity to Los Angeles' film industry, continue to coordinate and target local film and video production and education opportunities with the city's Economic Development Corporation Film Coordinator and Permits.



Carnegie Museum faces C Street



Create new facade facing the Plaza Park..



Park-fronting development: Buildings that front onto public spaces adds approximately 15 - 20% of land value.



2.7 Infill Development

Building Types and Massing

As part of the 1991 Plaza Park Master Plan, a draft form-based development code was prepared for the entire Downtown area. We believe this existing code is still valuable as inexpensive and responsive tool to guide future development regulations. It recommended that infill development be based on a number of traditional urban building types and frontage types, and provided a “regulating plan” that assigned those types to each block and street. A “shorthand” way of describing recommendations for the basic scale and massing of buildings, and the design of their frontages that connect them to and define the character of the streetscapes. The recommendations provided and illustrated in this document are for the most part the same as those included in the 1991 code and should provide a head start for preparing new development standards and design guidelines to implement the community’s vision for the Downtown.

Building Types and Massing

For most of the Downtown core area - surrounding the Plaza Park, A Street, Oxnard Boulevard, and 4th, 5th, 6th and 7th Streets from Oxnard Boulevard to B Street - the recommended building type is the classic small-town mixed-use building from one to 4 stories (or more, as enabled by parking) in height, and tall (at least 15 feet) ground floors. The recommended frontage type is the shopfront, with tall, clear glass windows and awnings to shade the glass. At residential frontages stoops and shallow dooryards provide the requisite degree of privacy. Simple and elegant would be the two words to describe the architectural design intent for these buildings. The illustrations on these pages provide examples of simply composed facades - generally emphasizing the vertical - classically proportioned door and window openings, executed with good quality materials that age gracefully, detailed thoughtfully and with restraint.

Infill development: Small scale infill development will be in addition to the proposed Plaza Park development at Arts Hub.



Infill development: To maintain current values and potentially raise them, downtown redevelopment should respect historical patterns, precedents, and boundaries.



2.8 Downtown Parking Strategy

A. 2009 Downtown Oxnard Mobility and Parking Management Plan Highlights

A *Mobility and Parking Management Plan* was developed to help the City accomplish the following goals:

- 1. Ensure good access to the Downtown by all modes of transportation;
- 2. Provide circulation through and around the Downtown for longer distance travellers;
- 3. Maintain functional, beautiful and pedestrian-friendly streets that will support strong retail life;
- 4. Make best use of existing transportation assets as catalysts for economic development; and,
- 5. Maintain sufficient parking for downtown visitors and employees, with a realistic and effective plan for operating and managing that parking.

This plan is intended to function as a “consensus blueprint” that will allow City staff to manage parking to achieve the dynamic vision called for in the *2030 General Plan* and provide a transportation plan that will effectively manage future downtown growth.

In addition, the *Mobility and Parking Management Plan* is designed to provide an economically efficient transportation plan for Downtown Oxnard. This efficiency is important not only for the actual cost of generating and maintaining transportation resources, but also for the economic development that can be facilitated by a well-planned system. Other cities facing similar circumstances as Oxnard, have used parking policies and management to spur economic growth.

Parking supply and utilization was analyzed separately within six districts of the Downtown: Civic Center, Plaza Entertainment & Arts, A Street Retail, Transportation Center, South of Seventh Street, and Meta Street. A total of 2,833 parking stalls are located within the study zone: 962 on-street and 1,871 off-street. To evaluate parking occupancy, parking occupancy counts were taken from 7 am to 9 pm on Thursday, Friday and Saturday, October 25-27, 2007.

Total occupancy counts show that at the busiest period (Thursday, 11 am – 1 pm), just 54% of the Downtown parking supply was occupied, with both on and off-street spaces showing roughly the same percentages of spaces occupied (54% and 55% respectively). At this peak hour, 1,297 of the 2,833 spaces in the Downtown parking supply were vacant.



Diagonal parking is a strategy that provides ample convenient parking for shops and restaurants on a commercial street while contributing to a pedestrian-oriented street.

Based on the on- and off-street occupancy counts, there is more than enough parking supply overall to meet existing demand. Target occupancy rates of 85% and 90% are effective industry-standards for short-term (two hour or less) and long-term spaces, respectively, so with a current peak occupancy rate of 54%, the system has substantial excess capacity. However, because the most convenient, front-door parking spaces (the spaces that new visitors and customers see immediately upon arriving) are consistently full at peak hours, the perception may easily arise that an overall parking shortage exists.

The key conclusion that we draw from these occupancy counts is that the most convenient on-street parking spaces are routinely filling up, often with employees’ cars, even as less convenient lots and structures sit mostly empty. The problems that this situation may cause, in terms of both a lack of convenient customer parking and the perception of an overall parking shortage, cannot be solved by building additional parking spaces. Instead, improved management is required to shift some parking demand, particularly long-term employee parking demand, from the most desirable front-door spaces to the currently under-used structure and parking lots nearby.

B. Policy Recommendations

By supporting economic development in Downtown Oxnard through parking management, the Plan simultaneously addresses several of the concerns raised by community stakeholders. During the stakeholder process, concerns were expressed on several fronts. Stakeholders expressed the desire to provide a safe, customer-friendly atmosphere, and specifically to:



The Downtown Oxnard Parking Structure, at the corner of 4th and B Streets, provides 440 spaces just north of Downtown.

- Improve Downtown’s image through the intensification of both commercial and residential uses.
- Attract additional retail to continue Downtown’s progress on revitalization and establish Downtown Oxnard as a destination.
- Reduce the length of the development process and remove obstacles to new development and reuse of existing buildings.
- Provide better signage, traffic circulation and gateway treatments to make.
- Downtown Oxnard more visible to travellers on Oxnard Boulevard, and easier to reach.
- Address perceived safety concerns for downtown customers, particularly at night.
- Provide funding for a more visible, active on-street police presence.
- Provide funding for the continuance of improved lighting, upgraded landscaping, better signage and enhanced streetscapes.

This plan recommends eight measures to help resolve these stakeholder concerns, manage downtown transportation and stimulate economic activity.

Recommendation 1: Pursue a “Park Once” Strategy

Adopt a “Park Once” strategy for the Downtown Plan area by (a) operating as many parking spaces as possible in a common pool of shared, publicly-available spaces and

(b) encouraging existing private commercial parking to be shared among different land uses and available to the public when not serving private commercial use. This strategy should be implemented via the following policies:

- 1. Prohibit or discourage private parking in new development (except for residential spaces). Instead, make public parking lots available to downtown shoppers and employees, and (when more exclusive parking arrangements are necessary) lease spaces in nearby public lots and structures to private businesses, for the particular hours and days of the week when the reserved parking is actually required.
- 2. Purchase or lease existing private parking lots from willing sellers, and add this parking to the shared public supply.
- 3. Facilitate shared and/or valet parking in existing private parking lots wherever feasible.

Recommendation 2: Reduce Minimum Parking Requirements and Institute an In-Lieu Fee

Oxnard should reform commercial minimum parking requirements in the Downtown by first reducing them to levels that reflect the demand of Downtown Oxnard and mandate that at least 50% of those spaces be met through an in-lieu fee to help fund a shared pool of public spaces and other alternative mode programs. Once market-rate pricing has been instituted for Downtown’s on-street parking, and residential parking benefit districts established

to protect neighborhoods from unwanted spillover parking, the next step would be to mandate that 100% of the minimum parking requirement be met through the in-lieu fee. Residential requirements should also be modified to allow developers to utilize the in-lieu fee.

Minimum parking requirements are one of the biggest obstacles to many cities’ efforts to encourage new residential and commercial development in their revitalizing downtown areas. With 1,297 parking stalls currently vacant during the peak hour in Downtown, there is more than enough parking available to cope with existing demand and any demand that could be generated by future development. With a current oversupply of parking, minimum requirements are only acting as an impediment to economic development, rather than their stated goal of ensuring adequate availability.

Oxnard’s current minimum parking requirements applying to the Downtown area often require more than one square foot of parking area for every square foot of building. These requirements can be particularly damaging to uses, such as eating establishments, which help create vibrancy and life in the Downtown area. By allowing commercial developments to fulfill at least a portion of their minimum parking requirements through an in-lieu fee, the City will be removing one of the largest barriers to new development downtown.

The in-lieu fee will encourage efficiently shared public parking rather than many small, inefficient private lots; and create a healthy market for downtown parking, where parking spaces are bought, sold, rented and leased like any normal commodity.

Recommendation 3: Install Parking Meters on Blocks Where Shortages Exist, and Return All Resulting Parking Revenues to These Blocks

Install multi-space, pay-by-space parking meters on any block face in the Downtown that routinely exceeds an 85% occupancy rate. Set parking prices at rates that create a 15% vacancy rate on each block, and eliminate time limits during allowable parking hours. Rates can initially be set as low as \$0.10 per hour and subsequently raised or lowered based on future occupancy counts.

The installation of parking meters downtown will efficiently manage demand for downtown parking while accommodating customer, employee, resident, and commuter parking needs. By creating vacancies and

turnover of the most convenient “front door” curb, parking spaces availability for customers and visitors will be ensured. The revenue generated should be dedicated to the continuance of public improvements and public services that benefit these blocks, such as upgraded security and enhanced streetscapes.

Recommendation 4: Invest Meter Revenues in Priority Downtown Programs

Meter revenues should first be invested in building an on-street security presence to improve perceptions concerning safety. Feedback from stakeholders revealed that security is a key issue for employees and customers. In order to address this issue, meter revenues can be spent on having an active on-street security presence in the form of “Mobility Ambassadors.” These individuals can serve multiple purposes by escorting motorists to their vehicles at night, patrolling the Downtown, and acting as information resources to visitors who need assistance in getting directions.

Funds can then be used for infrastructure such as garbage cans, street lamps, and trees or less obvious items like sidewalk steam cleaning that keeps the Downtown’s walking areas looking pristine. When the parking supply can no longer cope with demand, revenues can then be spent on a full spectrum of transportation demand management strategies for downtown employees and residents, including transit, carpool, vanpool, bicycle and pedestrian programs.

Recommendation 5: Provide Universal Transit Passes

In recent years, growing numbers of transit agencies have teamed with universities, employers, or residential neighborhoods to provide universal transit passes. These passes typically provide unlimited rides on local or regional transit providers for low monthly fees, often absorbed entirely by the employer, school, or developers. Universal transit passes increase transit ridership and provide incentives for existing and new downtown residents to reduce vehicle ownership by providing free transit passes to all downtown residents and employees.

Oxnard should use revenues to provide free transit passes to all downtown employees and the existing residents once Gold Coast Transit has an operating program. For all new multifamily residential developments, require a universal transit passes program be provided to residents.

Recommendation 6: Require Parking Cash Out

Many employers in Downtown Oxnard (including the City itself) provide free or reduced price parking for their employees as a fringe benefit. However, those employees using alternative modes do not currently receive transportation benefits. With the implementation of a parking cash out program, all new and existing employers that provide subsidized employee parking would also be required to offer their employees the option to “cash out” their parking subsidy. This would result in an equal subsidy between all employee commute modes and create incentives for commuters to carpool, take transit, and bike or walk to work.

Under a parking cash out requirement, employers will be able to continue to offer free or reduced parking on the condition that they offer the cash value of the parking subsidy to any employee who does not drive to work.

The cash value of the parking subsidy should be offered in one of three forms:

- 1. A transit/vanpool subsidy equal to the value of the parking subsidy (of which up to \$230 is tax-free for both employer and employee)
- 2. A bicycle subsidy equal to the value of the parking subsidy (of which up to \$20 per month is tax-free for both employer and employee)
- 3. A taxable carpool/walk subsidy equal to the value of the parking subsidy

Employees who opt to cash out their parking subsidies would not be eligible to receive free parking from the employer, and would be responsible for their parking charges on days when they drive to work.

Recommendation 7: Create a Residential Parking Benefit District

In order to prevent “spillover” parking in downtown adjacent neighborhoods, Oxnard should implement Residential Parking Benefit Districts in adjacent residential areas, such as the Meta or South of Seventh districts, at the same time that parking meters are implemented for curb parking in the Downtown core. These Districts should be implemented as necessary once a parking evaluation has taken place.

Residential Parking Benefit Districts are similar to residential parking permit districts in that a certain number of parking permits are issued to residents usually for free or a nominal fee. These permits allow the residents to park within the district, but allow a limited number of commuters to pay

to use surplus on-street parking spaces in residential areas, and return the resulting revenues to the neighborhood to fund public improvements.

Recommendation 8: Construct New Parking Structure When Needed

While costly, new public parking structures may be necessary to meet demand once substantial new development has taken place. Before constructing additional parking, Oxnard should first make use of its existing parking surplus, and then pursue implementation of cost-effective strategies to reduce parking demand. Once all of the lower-cost transportation demand management measures and shared parking strategies have been exhausted, additional parking may then be required. Good advance planning can help prepare for the eventual need to provide one or more new downtown parking structures.

Oxnard should:

- Identify present parking needs to ensure that the site chosen in the Oxnard Downtown Strategic Plan for the northwest corner of 4th Street and Oxnard Boulevard is the most promising location for a future parking structure.
- Prioritize and aggressively implement all feasible strategies for reducing parking demand, that are more cost-effective than increasing parking supply.
- Monitor the current surplus and effectiveness of new strategies to reduce parking demand and initiate the pre-development process for a new parking structure when downtown peak parking occupancy regularly and consistently exceeds 80%.

When implemented together as a coherent package, these eight recommendations provide Downtown Oxnard with a strategy that allows it to grow and thrive, makes possible the reuse of existing buildings and the construction of desired new ones, manages the existing parking supply in a way that puts customers first, and maintains sufficient parking and access for all users.

3.0 Implementation



Congress for the New Urbanism Charter of the New Urbanism Principle #24:

"Architecture and landscape design should grow from local climate, topography, history, and building practice."

Congress for the New Urbanism Charter of the New Urbanism Principle #27:

"Preservation and renewal of historic buildings, districts, and landscapes affirm the continuity and evolution of urban society."

Downtown Oxnard is the City's historic heart and contains the highest intensity of community life in the region. Downtown is Oxnard's traditional gathering place for festivals, events, and commercial activities, but the new edge-of-town freeway-oriented developments are a serious threat to Downtown's long-term viability. The public charrette process that shaped these recommendations appeared to be a cathartic civic moment of which continue to build movement towards re-purposing, revitalizing, and reinvesting in Downtown. These recommendations are a series of simple yet innovative actions intended to allow bottom-up, community-led stewardship of Downtown's revitalization.

Section

- 3.1 Key Finding
- 5.2 Goal, Actions, and Tactics
- 5.3 Implementation Thresholds
 - Table 3-1 Thresholds Outline
- 5.4 Funding Mechanisms
- 5.5 Agency Model
- 5.6 Summary

3.1 Key Findings

A. Summary of Downtown’s Weaknesses

As noted in the What We’ve Heard section, the City has a number of challenges that need to be overcome if a successful implementation of the Oxnard Downtown Vision Plan is to take place. To recap, the biggest issues may be summarized as follows:

- 1. Stiff competition for the best retail, restaurants, and entertainment provided by The Collection shopping center, three miles to the north, and by Downtown Ventura, ten miles to the north west.
- 2. Not enough to do Downtown including insufficient restaurant and retailer variety, minimal entertainment, and a lack of cultural institutions.
- 3. Unappealing pedestrian experience due to the perception of crime, homelessness, too-narrow and hazardous sidewalks, insufficient lighting and wayfinding signage.
- 4. Poorly distributed parking: not enough in some areas; too much in others.
- 5. Average retail rents of \$1.00 per s.f. gross are below the \$2.25 per s.f. that is needed to support new retail development.
- 6. Unpredictable and even hostile investment environment partly due to past City regulations and actions.
- 7. Reduced street vitality and retailer viability due to lack of significant housing in the core.
- 8. Downtown’s distance (2.5 miles) from the Ventura Freeway and regional visitors.

B. Summary of Downtown’s Strengths

Downtown also has some significant strengths on which it can capitalize, including:

- 1. A legacy gridded/interconnected street network forming relatively small blocks that are an ideal size for pedestrian permeability.
- 2. Urban-form buildings throughout much of the Downtown core that support walkability and whose inherent modularity makes compatible modest-scale redevelopments in the adjacent gaps relatively easy.
- 3. Regional rail access via the Metrolink Station. Downtown is a coveted TOD (Transit-Oriented District)!
- 4. Many local stakeholders that wish to see improvement and may be willing to pitch-in with resources.
- 5. \$6.1 million of “seed” money from redevelopment that can be leveraged to procure further investment from both public and private sectors.



The Vision Plan Charrette was crafted as an opportunity for citizens to discuss, compromise, agree upon downtown’s issues, needs, strengths and values of today in order to plan for its future.

3.2 Goals, Actions and Tactics

A. Intent

These recommendations are organized to iteratively build upon each other over the next 10 years. With measurable objectives, we recommend testing, planning and re-planning to reposition Downtown as a compelling destination for locals and visitors to live, work, play, shop, learn, worship and govern.

B. Goals

The Downtown Vision Plan’s primary Goals in order of importance are:

- 1. Rebuild trust and confidence between Oxnard’s Citizens and its Government’s dedication to revitalizing Downtown;
- 2. Make small development as easy as large developments;
- 3. Add a significant amount of new housing; and,
- 4. Propose no Silver Bullet fixes, but test small, incremental changes first and adjust towards what is working best.

C. Actions

The Downtown Vision Plan’s measurable Actions are:

- 1. Increase connectivity of Oxnard Boulevard within Downtown (remove median barriers, slow traffic with traffic-calming devices, improve signage and gateway elements);
- 2. Fill the vacant lots downtown first;
- 3. Add a significant amount of new housing first (up to 2,284 new Residential units and 1,024,370 sf of Commercial space is allowed by-right under the existing General Plan and Environmental Impact Report - build that amount first then re-plan Downtown again in 2025);
- 4. Focus new development around Park Plaza - the Plaza Park is Oxnard’s crown jewel and provides the most value to newly built adjacent buildings; and,
- 5. Enable an ethnically diverse restaurant cluster between 7th and 8th Streets on Oxnard Boulevard (a cluster of restaurants has occurred and should be supported and increased).
- 6. Waive existing 39 unit per acre density limitation and control number of units by existing building height zoning limitations to promote housing.

D. Tactics

The Downtown Vision Plan recommends the following Tactics:

- 1. The City Council adopt by Resolution the 2016 Oxnard Downtown Vision Plan Report in order to state its intention to follow the plan, empower a Downtown based’ community-led organization to ‘redevelop’ Downtown, and limit its time frame for a ‘testing period’ for a limited duration of time (approximately 5 to 10 years).
- 2. Enable a community-based Downtown ‘Director’ administrative structure to manage implementation of the Downtown Vision Plan. The City should enter into a Memorandum of Understanding (MOU) with the Oxnard Downtown Management District (see Civic San Diego MOU authority excerpt in Section 3.5 below). The intent of this body is to:
 - a. Add planning, design, and review capacity to the Community Development Department and staff;
 - b. Provide downtown specific expertise in making decisions and recommendations on improvements for localized issues, such as safety (Street Lights, Clean & Safe Programs, Security Services, and Management);
 - c. Primarily focus on supporting local retail, commercial, housing and vacant lot infill success;
 - d. Generate and circulate downtown administrative and discretionary decision permitting revenues within the district.
- 3. The ‘Director’ of Downtown’s development should be charged with making specific administrative decisions as delegated by City Council resolution. The power to delegate such authority implies the authority of the ‘Director’ to adopt resolutions to be reviewed by the city council. The authority of this Director should be tasked with:
 - a. Assisting the City and its legal counsel to identify and establish the optimal support/oversight legal structure (Oxnard Planning Commission or Oxnard Downtown Partnership);
 - b. Staffing and Managing the Downtown Design Review Board; Assist the City to identify a qualified outside consultant, if needed, to conduct Design Review;

3.3 Implementation Thresholds

The goals is to build downtown housing in multiple locations, including micro units, to create much-needed additional residential units. Very high apartment rent rates reflect an under-supplied market and may help subsidize the retail until retail rents can be increased. A series of development thresholds are recommended in Table 3.1 to support development at the following scales:

A. Making Small Possible Threshold

There are the Vacant Lot Projects intended to filled with new housing units and commercial storefronts as easily as possible. These projects should get Municipal Service Fee relief to encourage this infill development and fill blighted vacant lots in the Downtown.

B. Reinvesting in Downtown Threshold

We recommend that improvements to privately owned lots in Downtown be multi-story, mixed-use, urban-format buildings in a loosely coordinated sequence of investments. The Municipal Service fees should be lifted from city-wide funding mechanisms and reinvested specifically back into Downtown and its PBID area. This includes expanded, diversified restaurant offerings in two blocks bounded by 6th and 7th, A and Meta to el-evate this zone’s status to a regional dining destination (approximately 15 restaurants already are clustered in that zone; restaurants increase traffic to an area);

C. Catalytic Project Threshold

The following are recommendations for specific catalytic projects, the City’s redevelopment obligation projects, that will improve the Downtown and spur additional investment. New projects will address either directly or indirectly these proposed catalytic invest-ments and by the City’s new structure for handling projects.

1. Public Realm

- a. Redevelopment obligation development projects;
- b. Oxnard Boulevard improvements;
- c. Upgraded street lights, wayfinding signage, sidewalks, and possibly tree lighting throughout Downtown and along the major approach thoroughfares;
- d. Plaza Park amphitheatre and pergola;
- e. Downtown parking structure that incorporates

ground-floor retail;

- f. Mural program in alleys (committee to make approvals); and,
- g. Improvements to how homeless are handled.

2. Private Realm – Large Scale Projects

- a. SSA Building redevelopment in coordination with Plaza Park amphitheatre:
 - Carnegie Art Museum expansion,
 - Children’s Museum,
 - Market-rate residential units and/or office space on upper floors;
- b. Rieter Affiliated’s new 3-story headquarters on A Street;
- c. Teatro and Vogue Theatres rehabilitation and reopening:
 - New homes for Elite Theatre Co. and Teatro de las Americas;
- d. Church for the Nations on B Street (up for sale):
 - Potential black box theatre or alternative Children’s Museum location;
- e. JCPenney conversion to big box for small grocery, a key amenity that is needed Downtown;
- f. Downtown housing units needed to accommodate the expected demand generated by new Sakioka 422 ac. commercial/office development;
- g. UCSB, Cal State Channel Islands, or Cal Lutheran Univ. to open a Downtown Campus; and,
- h. Hotel (business class, 3.5-4 stars).

The prioritization of filling in vacant lots is illustrated below as a guide to Implementation thresholds be easily understood by local developers, decision-makers, neighbors, and land owners.



Existing Condition: Multiple Vacant Lots on A Street and Downtown



Making Small Possible Threshold: Most easy to build immediately.



Reinvesting in Downtown Threshold: Multi-Story Mix of Uses



Catalytic Project Threshold: large Scale Redevelopment Projects.

TABLE 3.1 IMPLEMENTATION THRESHOLDS

THRESHOLDS	MAKING SMALL POSSIBLE	RE-INVESTING IN DOWNTOWN	CATALYTIC PROJECTS
Lot Size	<= 7,000 SF per lot	> 7,000 SF	Former Redevelopment
Building Size	2 stories or less	3 stories to 5 stories	Former Redevelopment
Entitlement Review	By-right	By-right	PC, CC, State
Parking Required	No minimum	1 per 1,000 SF	Yes - per Code
Parking Fee	Waived	Yes - Paid to PBID	Yes - per Code
Stormwater BMPS	Exempt	For surface parking only	Yes - per Code
Stormwater BMP Fees	Waived	Yes - per Code	Yes - per Code
Utility Connection Fees	Exempt	Yes - per Code	Yes - per Code
Traffic Impact Fees	Yes - Paid to PBID	Yes - Paid	Yes - per Code
Growth Development Fees	No	Yes - Paid to PBID	Yes - per Code
Design Review	Required by PBID	Required by PBID + PC	Required per Code
Self-Certification of Construction Plans by Professional Architects & Engineers	Allowed	Not Allowed	Not Allowed
Waivers or Variances from Zoning Code	Up to 3 waivers allowed	Up to 2 waivers allowed	Not Allowed

3.4 Funding Mechanisms

Community partnerships are essential to implement this plan, and will need to pull from a number of various entities to create structures to trigger the variety of funding sources. And, the City of Oxnard will be the primary implementation arm of this plan, with assistance from the proposed Downtown Director. The City will oversee development grants, such as the Community Development Block Grants, with other City departments contributing are important partners in the implementation of this plan. Funding sources may include:

1. Taxes (Short-Term, >5 years)
2. Municipal Service Fees (Short-Term, >5 years)
3. Special Municipal Services – Sewer, Water, Garbage, Water, Trash, Parking
4. Capital Improvement Program (Short-Term, >5 years)
5. Community Development Block Grants (Long-Term, <5 years)
6. Revenue Bonds (Long-Term, <5 years)
7. General Obligation Bonds (Long-Term, <5 years)
8. Community Network Funding Sources and Partners (Long-Term, <5 years), including:
Department of Commerce, Economic Development Administration Economic Adjustment Assistance Program; Research and National Technical Assistance Program; Global Climate Change Mitigation Incentive Fund. Environmental Protection Agency, Brownfields Program. Smart Growth America, Leadership Institute, technical assistance program. Local Governments Commission technical assistance program.

We recommend a series of waivers and exceptions from Municipal Service Fees in order to fill Downtown’s vacant lots new housing units, founding Making Small Possible thresholds section above. These should be set in collaboration with the local development industry, city staff, and political leadership. The Reinvesting in Downtown fees should be reinvested in Downtown, and these waivers and reinvestments should be administered by the proposed Downtown Director.

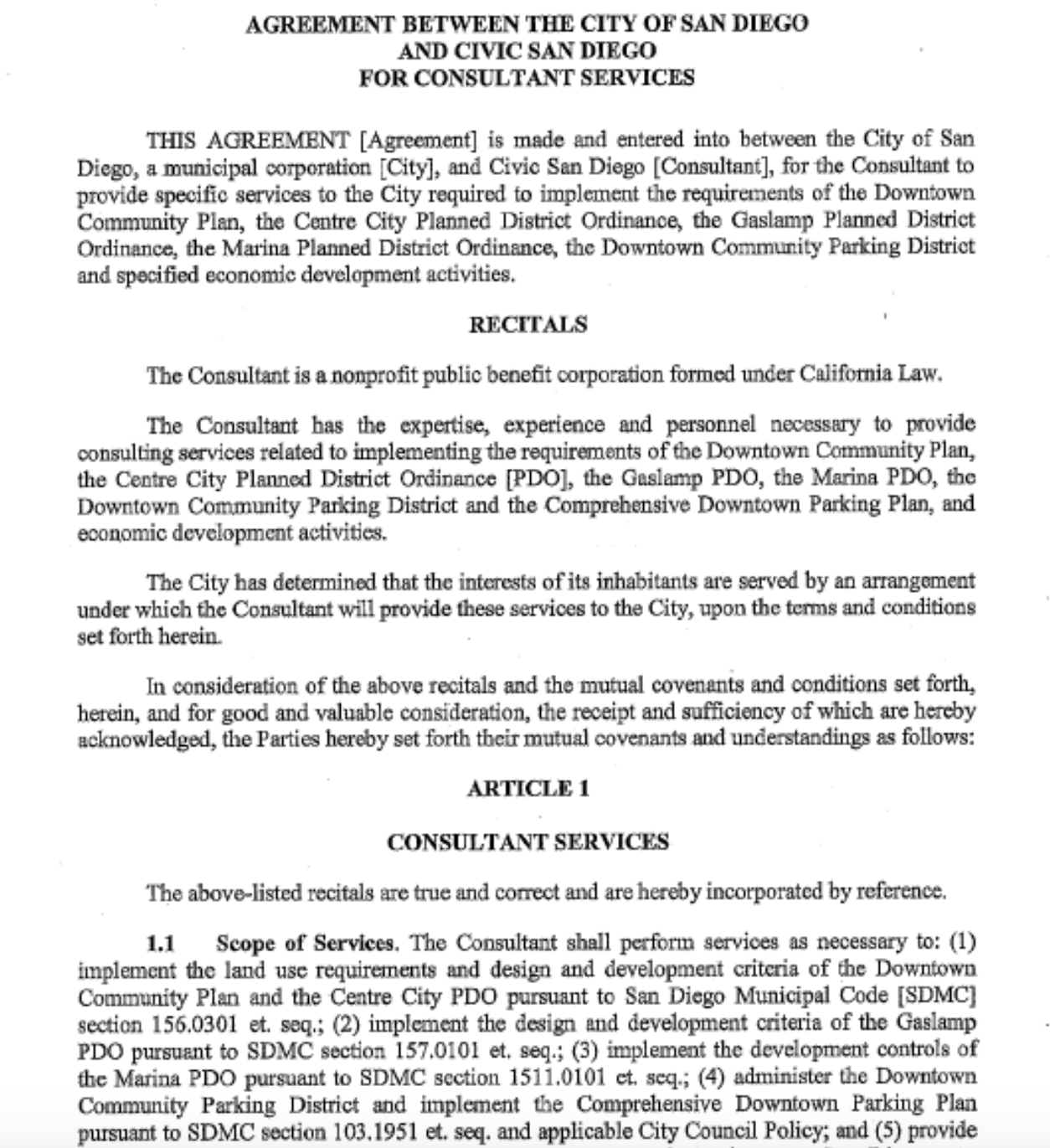
There is a range of funding sources and incentives that may be brought into play to help build Catalytic Projects. The City can use one or more of the following mechanisms to assume portions of development costs, potentially to include property acquisitions and the funding of public and shared infrastructure that might include streets, alleys, civic spaces, utilities, and parking structures. Investments in the public realm also may create an environment that will support higher rents and thus make new development more feasible than previously presented.

1. Enhanced Infrastructure Financing Districts
2. Active Transportation Program Grants
3. Crowdfunding
4. Community Development Corporations
5. Social Impact Bonds
6. Tax Credits
7. Affordable Housing and Sustainable Communities Program

3.5 Downtown Agency Model

The City of San Diego City Council has an agreement (MOU) with its Downtown consulting entity, Civic San Diego, which is a city-owned non-profit intended to be the entrepreneurial development partner for downtown. A one-stop shop with the Vision Plan toolbox to facilitate public-private development projects and programs. Civic

San Diego projects include Parking Management, Active Transportation Planning, and the Former Redevelopment Agency Recognized Obligation Payment Schedule (ROPS). Below is page one of the Agreement between the City and Civic San Diego (see: https://www.sandiego.gov/sites/default/files/12_28_0.pdf).



3.6 Implementation Summary

Our nation’s preeminent town planner, John Nolen, wrote in his 1912 book, *Replanning Small Cities*, “The gravest neglect is the failure to replan and replan to meet increasing demands, to readjust and readjust, to use art and skill and foresight to remodel existing conditions.” Twenty years ago, a visionary master plan by one of the country’s top urban planners was created for Downtown Oxnard, but it was not fully implemented, and many stakeholders today do not even recall its existence. This is not an unusual situation. Great plans are created for many cities, but sadly, too often they sit on a shelf and gather dust.

The key to ensuring that this does not happen again is the creation and adoption of a robust implementation strategy. We have outlined a straightforward Plan for Action, which if followed, will ensure a dramatic transformation of Downtown Oxnard over several years. The following is a summary of the four most critical steps to ensure that this Vision Plan has an impact. We recommend the following:

1. The City Council adopts the Oxnard Downtown Vision Plan by Resolution.
2. The City creates a focused and accountable implementation structure under the Oxnard Planning Commission or Oxnard Downtown Partnership to hire a Downtown Development Director. A real estate and/or urban design professional with the abilities to dedicate significant time (100% if an employee or a minimum of 50% if a consultant) to implement the Vision Plan and to ensure that there is continuous progress at the fastest possible rate.
3. Enable small infill mixed-use development to occur more easily than greenfield developments in the city’s agricultural edge by adopting the Implementation Thresholds outlined on Table 3-1 into the Municipal Zoning Code. A ‘Lean Urbanism’ approach to strip away redundant discretionary reviews and allow for new development deemed acceptable to the majority of citizens and adhering to best economic development practices. The intent is to create more attainable housing stock and local commercial opportunities necessary to revitalize downtown today.

4. Marshall the support and involvement of key Downtown stakeholders who have a vested interest in Downtown’s success to be part of the chosen structure, either the Oxnard Planning Commission or Oxnard Downtown Partnership. Many of these individuals may be willing to make investments in the Downtown if they have confidence that a smart, professionally orchestrated implementation process has been established. The structure and activities should be transparent, and members will need to recuse themselves from decision-making when there are conflicts of interest.
5. Catalytic project investments (large scale) must be identified and prioritized, with implementation strategies identified for each project. Public realm investments will be spearheaded by the City, at least initially. Private realm (small scale) projects will be spearheaded by the existing stakeholders in the private sector, and these investments should be coordinated by the new implementation structure to ensure maximum catalytic potential. These local individuals and their investments in new buildings in the Downtown will be the main trigger, in addition to other steps taken by the City to improve predictability, that will spur larger-scale investment by outside developers.
6. Once the above steps have a measurable amount of success, such as new housing added, increased commercial activity, and lower rate of auto and pedestrian conflicts, we recommend undertaking a more comprehensive ‘Place-Based,’ ‘Context-Sensitive’ or ‘Form-Based’ entitlement policy and development regulation updated to existing rules and regulations to make new development more predictable.

The Congress for the New Urbanism California Chapter appreciates this opportunity to assist the City of Oxnard with the creation of its Downtown Vision Plan. We also sincerely appreciate the citizens who participated, city leadership and staff, and especially the collaborative efforts of Dao Doan, Roy Prince, Kymberly Horner, and City Manager Greg Nyhoff for making this Vision Plan possible.

We look forward to remaining involved with this Vision Plan as it proceeds through the City’s review, refinement, and approval process.





CITY COUNCIL
AGENDA REPORT

TYPE OF ITEM: Report
AGENDA ITEM NO.: 2

DATE: October 18, 2016

TO: City Council
Successor Agency

THROUGH: Greg Nyhoff
City Manager

FROM: Kymberly Horner
Economic Development Director

SUBJECT: Successor Agency Updates (10/15/15)

CONTACT: Kymberly Horner, Economic Development Director
Kymberly.Horner@oxnard.org, 385-7407

RECOMMENDATION:

That the City Council Receive Verbal Report on Successor Agency Updates and Accomplishments and provide Comment to Staff.

That Community Development Commission Successor Agency Receive Verbal Report on Successor Agency Updates and Accomplishments and provide Comment to Staff.

BACKGROUND

In 2011, the State of California adopted ABx1 26, legislation which dissolved all redevelopment agencies throughout the state and created a process to wind down the affairs of those agencies. The law requires that each former redevelopment agency designate a "Successor Agency" to handle the day to day obligations of this wind down or dissolution process. These duties include, but are not limited to, preparation of required financial disclosures, identification of enforceable obligations of the former redevelopment agency and disposition of former redevelopment assets. In almost all cases, the Successor Agency is the city which originally created the redevelopment agency. That is true in Oxnard, where the Community Development Commission Successor Agency ("Successor Agency") assumed this obligation.

The law also requires that each Successor Agency have an Oversight Board (“OB”), which must review and approve all actions proposed by the Successor Agency. If an action proposed by the Successor Agency is approved by the Oversight Board, the matter is then forwarded to the California Department of Finance (“DOF”), which has the ultimate decision making authority. Since 2011, City Staff has taken a number of items before the Successor Agency, Oversight Board and DOF for its consideration and approval. Some of the more significant milestones include the DOF final approval of approximately \$9.6 million in Bond proceeds to be transferred to the City for Spending and Oversight authority. The City is now free to spend the bond proceeds on street reconstruction or other approved redevelopment projects. Another significant milestone was the recovery of approximately \$6 million in loan proceeds. In the early years of redevelopment, the City provided loans to the former redevelopment agency to establish the downtown project area and to commence a number of transactions in the downtown for redevelopment purposes. The DOF allowed for the repayment of those loans, due to the fact staff was able to obtain a Finding of Completion (“FOC”) and the original loan agreements. Lastly there were a number of successful transaction completed by the Successor Agency staff, in its requirement to wind down the affairs of the former Community Development Commission (“CDC”), they are as follows:

2015-2016 Milestones

Long Range Property Management Plan - In fulfilling its statutory obligations, the Successor Agency Staff formulated a Long Range Property Management Plan (“LRPMP”) to guide the disposition process for Successor Agency owned properties. The LRPMP was subsequently approved by the OB and submitted to the California DOF for its review on November 29, 2013. The document was subsequently modified and resubmitted to DOF on November 5, 2015. The DOF, by letter dated December 31, 2015 approved the disposition and use of all the properties listed in the LRPMP. The LRPMP included a total of 51 properties. Of this total, 38 properties have been identified and approved by DOF for governmental use. The remaining 13 properties are classified as being “For Sale”.

- **Next Steps** - The Successor Agency proposes to sell the 13 properties designated as “For Sale” in the LRPMP, for development through a Request For Proposal (“RFP”) process. A RFP process will enable the Successor Agency to market the sites widely to potential developers. At a future City Council Meeting, Staff will provide a more comprehensive report on the RFP process for additional feedback and direction from the Successor Agency.

Ormond Beach 13.09 Acres Option to Purchase Agreement- Among the properties approved for disposition in the Successor Agency’s LRPMP is a 13.06-acre parcel located within the former Ormond Beach Redevelopment Project Area. An Option to Purchase Agreement with The Nature Conservancy was approved by the Successor Agency and subsequently went to the Oversight Board for approval on June 30, 2016. The DOF replied on July 5th stating that due to the fact the LRPMP was approved on December 31, 2015, they would not be initiating a review of the Resolution in connection with The Nature Conservancy Option to Purchase Agreement.

Escrow was opened on August 29, 2016. The Nature Conservancy requested an expedited escrow closing, in an effort to obtain funding from the Navy’s REPI program for land acquisition. Successor Agency Staff was able to comply with the quick turn-around-time with

the aid of Community Volunteers (Larry and Shirley Godwin) assisting the department with sorting through archived documents required for the escrow closure. Escrow successfully closed on September 13, 2016.

38 Successor Agency Properties Approved for Transfer to the City- Since its creation in mid to late 1960s, the City's former redevelopment agency acquired parcels in its downtown through property owners deeding undevelopable properties to the City or through the acquisition of property for development purposes. The properties tend to be public plazas, parking lots, and pieces of right-of-way that serve the public interest but do not have potential for private development. Through the LRPMP, approximately 38 of the Successor Agency's 51 properties were designated as Government Use properties. As previously mentioned, the DOF approved the Successor Agency's LRPMP. These properties can now be transferred to the City for its authority and oversight. Successor Agency Staff is in the process of recording the individual property deeds with the County.

- **Next Steps-** It is anticipated that by the time this report is presented to the City Council and Successor Agency, all properties will have been successfully recorded with the County. Included in the property to the City are two historic properties; Heritage Hall and the Pump House. Both properties were subject to the disposition process and were originally required by the DOF to be placed on the list as properties to be sold. After several lengthy communications between the Economic Development Director and the DOF staff, it was determined that the City could retain these properties for continued governmental use.

La Dolce Vita di Mare ("LDV") Settlement Agreement and First Amendment to Lease -

Heritage Square is a centerpiece of Oxnard's downtown revitalization efforts. This commercial and visitor serving redevelopment project showcases 12 historic homes that were relocated to the site in the period between 1991 and 1992. Among these buildings is the "McGrath House", which is owned by the Successor Agency and has been occupied by LDV since 2006. LDV had fallen delinquent in rent payments. With the hope of retaining a quality restaurant as a cornerstone of Heritage Square, the parties have been engaged in "workout" negotiations. These workout negotiations were formalized in a Settlement Agreement and approved by the Successor Agency on June 13, 2016 and presented to the Oversight Board on June 30, 2016. The Oversight Board approved the settlement; however the DOF was still the determining factor in the approval process. On August 11, 2016, the DOF sent Successor Agency Staff a letter approving the Settlement Agreement and First Amendment to the Lease agreement between the two parties.

- **Next Steps-** Per the Settlement Agreement, LDV provided the Successor Agency with a check in the amount of \$83,004.69, representing both unpaid rent and catering fees. In return, Successor Agency Staff provided a MAI appraisal. LDV has provided the Successor Agency's attorney with estimates from general contractors that specialize in historical restoration for consideration. Escrow was opened and is scheduled to close on October 17, 2016. If the parties fail to consummate the sale of the Leased Premises within 120 days after receipt of the MAI appraisal from Successor Agency, due to LDV's

failure to exercise best efforts to consummate such sale, then the Lease shall immediately and automatically be terminated.

Recognized Obligation Payment Schedule (“ROPS”)- ROPS is a schedule of obligations that may include: bonds, loans required to be repaid following a payment schedule that includes required terms of repayment; mandatory payments by the federal government; existent obligations to the state or obligations set by state law; settlements or binding judicial decisions that bind the Agency; legally binding and obligatory agreements or contracts; necessary contracts or agreements in order to continue administration or procedures of the Agency. The County Auditor-Controller will allocate property tax increment to Successor Agencies to pay debts listed on the ROPS. A new ROPS must be adopted for each successive six-month period. Commencing with the ROPS covering the period from July 1, 2016 to June 30, 2017 and thereafter, agencies shall submit an oversight board approved annual ROPS to Finance and the County Auditor-Controller by February 1, 2016 and each February 1st thereafter. Failure to submit a ROPS in a timely manner may result in a fine for every day the schedule is late. Since the 2012 inception of the ROPS, staff has successfully submitted the schedule in accordance with AB X1 26.

RiverPark Sixth Amendment to the Owner Participation Agreement (“OPA”)- RiverPark Hotel II, LLC, successor-in-interest to Shea Properties Management Company, Inc., a Delaware corporation, as to Parcel C (the “**Participant**”), asked to modify the OPA. Some of the main proposed changes to the OPA included an extension of the schedule to begin construction on or before December 31, 2018, development of a high quality, select service hotel containing approximately 100-150 rooms and to provide 3,000 sf of meeting space within the hotel. The developer agreed to develop a second hotel consisting of approximately 100-150 rooms by December 31, 2024 that would be complimentary to the hotel.

Corresponding to the proposed Sixth Amendment to the RiverPark OPA a Memorandum of Understanding between the City and the Developer was considered. If the changes to the OPA were approved by the DOF, the Developer would pay the City \$20,000 to be used towards feasibility studies for a trolley service, or to support a Downtown Arts Program, at the City’s discretion. Also contingent upon DOF approval of the Sixth Amendment to the River Park OPA, the Developer agreed to pay the City a total of \$500,000. Approximately \$100,000 would be provided to the City, upon final approval of entitlements for the proposed hotel and \$400,000 upon issuance of building permits for the proposed hotel. On June 30, 2016, Successor Agency received approval of this item by the Oversight Board. Staff then submitted the request to the DOF for its consideration. After a number of ongoing discussions between Successor Agency Staff and the DOF, the DOF reached its conclusion and approved the Amendment to the OPA. Per the MOU, on August 23, 2016 the Developer provided Successor Agency Staff with \$20,000 to be used towards feasibility studies for a trolley service, or to support a Downtown Arts Program

- **Next Steps-** An account has been created and earmarked specifically for use of these funds for arts in the Downtown or a Downtown Trolley Study. The funds can only be spent upon City Council approval. The development of the RiverPark Hotel is on track.

Successor Agency Updates (10/15/15)

October 18, 2016

Page 5

The additional payment from the Developer to the City of \$500,000 will follow in accordance with the MOU.

Strategic Priority:

Economic Development

This agenda item supports the Economic Development strategy. The purpose of the Economic Development strategy is to develop and enhance Oxnard's business climate, promote the City's fiscal health and support economic growth in a manner consistent with the City's unique character.

Goal 2. Enhance business development throughout the City

Objective 1a. Develop a strong citywide economy which attracts investment, increases tax base, creates employment opportunities and generates public revenue.

Goal 5. Revitalize Oxnard's downtown and pursue economic development opportunities.

Objective 5a. Develop a vision and plan (with timelines) for downtown revitalization to create a vibrant center for our community, emphasizing cultural arts, diversity and historic assets.

FINANCIAL IMPACT

There is no fiscal impact with the consideration of this item at this time.

ATTACHMENTS:

Attachment A - California Department of Finance Approval of Oversight Board Actions



**DEPARTMENT OF
FINANCE**

EDMUND G. BROWN JR. ■ GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

August 11, 2016

Ms. Kymberly Horner, Economic Development Director
City of Oxnard
214 South C Street
Oxnard, CA 93030

Dear Ms. Horner:

Subject: Approval of Oversight Board Actions

The City of Oxnard Successor Agency (Agency) notified the California Department of Finance (Finance) of its June 30, 2016 Oversight Board (OB) resolutions on June 30, 2016. Pursuant to Health and Safety Code (HSC) section 34179 (h), Finance has completed its review of the OB actions.

Based on our review and application of the law, Finance has made the following determinations:

OB Resolution No. 68

OB Resolution No. 68, approving the transfer of governmental use properties from the Agency to the City of Oxnard (City), is approved. The Agency's Long-Range Property Management Plan (LRPMP) was approved by Finance on December 31, 2015. HSC section 34181 (a) (1) gives the OB the authority to direct the Agency to transfer ownership of assets that were constructed and used for a government purpose to the appropriate public jurisdiction. Finance concurs that the properties identified in Exhibit A of OB Resolution No. 68 meet the definition of a government purpose asset, and are therefore, eligible for transfer to the City.

OB Resolution No. 69

OB Resolution No. 69, approving the La Dolce Vita (LDV) Settlement Agreement and Release, and First Amendment to the Lease Agreement, is approved. The Settlement Agreement stipulates that LDV shall pay to the Agency approximately \$83,004, representing both unpaid rent and unpaid amounts from catering events, within three business days of the issuance of this determination letter.

It is our understanding that upon LDV's payment to the Agency, LDV would be required to purchase the property located at 740 South B Street at fair market value within 60 days. If LDV fails to make full payment within three business days of Finance's approval, then the lease will be terminated and the Agency will sell the property to another party.

OB Resolution No. 70

OB Resolution No. 70, approving the Sixth Amendment to the Owner Participation Agreement (OPA) with Riverpark Hotel II, LLC. (Riverpark), is approved. The Agency and Riverpark desire to amend the OPA through the Sixth Amendment in order to modify the Hotel Development Obligation and Hotel Time Requirements.

According to the Agency, based on market conditions of the area, it has been determined that there is not a demand for a 320-room four-star hotel as originally planned and both parties do not anticipate that a market will exist in the near future. Instead, a smaller, limited-service 100 to 150-room hotel would be more in demand and better suited for the development of the property. The hotel will be developed by December 31, 2021, with construction starting no later than December 31, 2018. It is our understanding that the amendment does not change the financial obligations of the Agency under the OPA; however, does reduce the Agency's administrative duties.

HSC section 34181 (e) allows the OB to direct the Agency to amend an agreement with a private party if the OB makes a finding that the amendment reduces liabilities, increases revenue, and is in the best interest for the taxing entities. The OB has determined the amendment will benefit the taxing entities due to increases in property taxes and other taxes generated by the development rather than maintaining the hotel parcel as a vacant land indefinitely. In addition, liabilities will be reduced based on a reduction in the Agency's administrative duties.

These are our determinations with respect to the OB actions taken.

Please direct inquiries to Cindie Lor, Supervisor, or Jeremy Bunting, Analyst, at (916) 445-1546.

Sincerely,



JUSTYN HOWARD
Program Budget Manager

cc: Ms. Christine Williams, Controller, City of Oxnard
Ms. Rhoda Farrell, Property Tax Fiscal Manager, Ventura County



CITY COUNCIL
AGENDA REPORT

TYPE OF ITEM: Report

AGENDA ITEM NO.: 3

DATE: October 18, 2016

TO: City Council

THROUGH: Greg Nyhoff
City Manager

FROM: Daniel Rydberg
Public Works Director

SUBJECT: Wastewater Treatment Plant Improvements Project Update (15/20/15)

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

RECOMMENDATION:

That the City Council receive a verbal update on the Oxnard Wastewater Treatment Plant improvements project and provide feedback to staff.

BACKGROUND

Wastewater Treatment

Wastewater is water that has had its quality degraded by some type of human activity. Residential sources of wastewater include toilets, showers, sinks, and washing machines. Commercial sources of wastewater include food processing, manufacturing and oil production. Some materials in wastewater can be hazardous to human health and the environment. These materials must be treated at a wastewater treatment plant before being safely released. Wastewater treatment in Oxnard is provided through primary, secondary, and recycled water treatment. Primary wastewater treatment consists of settling tanks to remove inorganic materials and heavy solid materials. Secondary treatment consists of biological treatment in activated sludge treatment basins (or bio-towers) and settling tanks to remove soluble organics. Recycled water treatment consists of membrane filtration and reverse osmosis followed by advanced oxidation and disinfection to remove dissolved organics, minerals, and viruses.

The Oxnard Wastewater Treatment Plant's History

The City's original wastewater treatment plant was located at Durley Park. In the 1950s, the City relocated the wastewater treatment plant to the current location. In the 1970s, the City constructed two bio-towers to provide partial secondary treatment. In the 1980s, the City upgraded the wastewater treatment plant to full secondary treatment (activated sludge) to meet the requirements of the federal Clean Water Act. In 2006, the City constructed a new headworks facility (screening and grit removal).

The wastewater treatment plant was initially operated by Ventura Regional Sanitation District (VRSD) as a regional wastewater treatment plant. In the 1980s, the City took over the wastewater treatment plant operations and maintenance responsibilities. However, the plant is still a regional facility, processing wastewater from the City of Port Hueneme, Channel Islands Beach Community District, United States Navy bases, El Rio, Nyeland Acres, and Las Posas Estates.

The Oxnard Wastewater Treatment Plant Today

The City of Oxnard's Wastewater Treatment Plant (OWTP), located at 6001 South Perkins Road, provides primary and secondary wastewater treatment, while recycled water treatment is provided for a portion of the wastewater at the nearby Advanced Water Purification Facility (AWPF). The OWTP currently treats approximately 19 million gallons of wastewater per day (mgd) and has an ultimate capacity of 32 mgd.

Wastewater collected from throughout the City enters the OWTP at the headworks where debris and grit are removed. From the headworks, wastewater is pumped into primary clarifiers (settling tanks) to remove inorganic materials and heavy solid materials.

After primary treatment, the wastewater is pumped to bio-towers (trickling filters) and activated sludge basins for biological treatment to remove soluble organics in the wastewater. The treated wastewater is then directed into secondary sedimentation tanks for final solids settling before discharging into the Pacific Ocean via an ocean outfall pipeline. A portion of the treated wastewater is conveyed to the AWPF for recycled water treatment.

Biosolids collected at the primary clarifiers and secondary sedimentation tanks are processed at the digester facility to break down volatile organic materials to stabilize the biosolids. The digested biosolids are dewatered before being disposed at the Toland Landfill operated by VRSD. Gas produced in the digestion process provides fuel for generators (cogeneration), which provides power to almost half of the plant processes.

In recent years, insufficient funding to address all of the needs at the OWTP has resulted in deferment of required maintenance precipitating frequent failures of equipment and process units as well as safety concerns. In addition, staffing shortages have exacerbated these problems at the facility and resulted in criticism from the State Water Resources Control Board.

Wastewater Planning

In 1985, the City conducted the first wastewater treatment plant master plan effort. Since that time, the City has conducted a number of studies including an OWTP Asset Management Plan in 2002 and Wastewater Collection Master Plans in 2002 and 2008. Since 2000 the City has upgraded the Redwood and Ventura Trunk Collection sewers and replaced the headworks.

However, a number of other recommended projects have not been implemented due to lack of funding. These projects include the Central Trunk sewer replacement, primary treatment upgrades, cogeneration replacement, and biosolids dewatering equipment replacement.

In March 2014, staff presented an assessment of the treatment plant conditions, with particular concern for the safety of the bio-towers. Staff also discussed delayed maintenance due to inadequate funding. Overall, the wastewater treatment plant was determined to be in critical need of repairs.

In July 2015, the master plan consultant confirmed the wastewater treatment plant infrastructure conditions, rating it in whole with the letter grade "D." That means 80 percent of the wastewater treatment plant infrastructure has been designated to be in fair, poor, or very poor condition. The master plan consultant also identified some of the critical treatment processes that are beyond their useful lives and are in danger of failure. These facilities are the primary clarifier equipment, bio-towers, cogeneration equipment, biosolids dewatering equipment, pumping facilities, and the plant control system.

The master plan consultant also recommended that the City immediately address all failing infrastructure before tackling the longer term wastewater treatment plant upgrades.

OWTP Rehabilitation

In 2015, the City Council selected AECOM Technical Services, Inc. (AECOM) to perform a feasibility study and begin preliminary and final design for critical infrastructure improvements for facilities that are in danger of failure as well as long-term upgrades at the wastewater treatment plant.

The status of the most urgent projects is the following:

1. Design 95% complete
 - a. Cogeneration rehabilitation
 - b. Bio-solids processing rehabilitation
2. Preliminary design complete
 - a. Biotower demolition
 - b. Primary clarifier rehabilitation

- c. Activated sludge control system upgrade
- d. Digester rehabilitation

The AECOM Team has also performed various condition assessments, evaluations, data review, and preliminary design activities as part of the OWTP Improvements Phase 2A project. These efforts have resulted in a better understanding of existing facility condition, seismic requirements, and capacity of existing treatment units; thereby allowing the AECOM Team to refine three alternatives available to the City for the long-term upgrades at the wastewater treatment plant.

Each alternative considered incorporates conversion of the existing secondary treatment process to a Membrane Bioreactor (MBR) treatment system. MBR is a current state-of-the-art technology for secondary treatment that is typically considered for new wastewater treatment plants and major upgrades. The MBR process consists of activated sludge reactors that use membrane filtration for solids separation. The membranes utilize polymeric filtration media with pore sizes ranging from 0.04 (hollow fiber) to 0.4 microns (flat sheet) to separate solids from the treated effluent. These systems are used to replace the secondary sedimentation and filtration steps normally associated with the activated sludge process.

MBR is particularly applicable at the OWTP for two main reasons:

1. The City's recycled water treatment facility (AWPF) requires a two-step filtration process – microfiltration (MF) followed by reverse osmosis (RO) due to the quality of the water entering the AWPF. Use of MBR at the OWTP will allow the City to skip the MF step at the AWPF and thereby significantly reduce the treatment cost.
2. The OWTP's existing secondary sedimentation basins can be repurposed for other treatment system uses providing a considerable capital cost savings versus building new structures.

The next phase of the project will to complete the designs for the remaining urgent projects, refine the options for stop-gap and mid-term rehabilitation projects, and develop final cost estimates.

STRATEGIC PRIORITIES

This agenda item supports the Infrastructure and Natural Resources strategy. The purpose of the Infrastructure and natural Resources strategy is to establish, preserve and improve out infrastructure and natural resources through effective planning, prioritization, and efficient use of available funding. This item supports the following goals and objectives:

Goal 4. Ensure proper construction and maintenance of infrastructure to provide maximum benefit with lowest life cycle cost following CIP plans.

Wastewater Treatment Plant Improvements Project Update (15/20/15)

October 18, 2016

Page 5

Objective 4a. Implement CIP plans.

FINANCIAL IMPACT

There is no financial impact associated with the acceptance of this report. Construction cost estimates for each project will be presented in the next report.