

MINUTES  
OXNARD CITY COUNCIL  
FINANCE AND GOVERNANCE COMMITTEE  
Regular Meeting  
February 11, 2020

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 9:32 a.m., Chair Flynn called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Members Gabriela Basua, Bert E. Perello, and Chair Tim Flynn were present.

Staff members present were Shiri Klima, Deputy City Manager; Stephen M. Fischer, City Attorney; Alexander Nguyen, City Manager; Kevin Riper, Chief Financial Officer; Rosemarie Gaglione, Public Works Director; Darwin Base, Fire Chief; Keith Brooks, Chief Information Officer; Donna Ventura, Assistant Chief Financial Officer; Jim Costello, Financial Analyst II; and Michelle Ascencion, City Clerk.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from Ray Blattel (parking and bicycle helmet enforcement).

C. CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the minutes of the January 28, 2020 regular meeting as presented.

*It was moved by Member Perello, seconded by Member Basua, to approve the minutes as presented.*  
VOTE: Basua, Flynn, and Perello voted in favor; the motion carried 3-0.

D. REPORTS

Finance Department

1. SUBJECT: FY 2019-20 Budget Mid-Year Review.

RECOMMENDATION: That the Finance and Governance Committee:

1. Receive an update on the latest FY 2019-20 revenue and expenditure projections for major funds, and authorize staff to make the presentation to City Council, incorporating any updates or new information that may arise in the interim;
2. Recommend that City Council approve for the Information Technology Fund (731) a budget appropriation request in the amount of \$297,828.17 for prepayment of FY 2020-21 vendor costs;
3. Recommend that City Council approve for the Golf Course Operating Fund (651) a full-year revenue estimate of \$4,259,666 ("Non-departmental – American Golf

Corporation (AGC)”) and a full-year budget appropriation request in the amount of \$4,136,638 (“Golf Course – AGC”);

4. Recommend that City Council approve for the Customer Billing Operations Fund (725) a budget appropriation request in the amount of \$300,000 to reflect the current allocation of bank charges; and

5. Recommend that City Council approve a resolution amending the position control resolution for Information Technology.

The Chief Financial Officer and Chief Information Officer gave a report. Public comments were received from Ray Blattel and Jim Lavery. Discussion ensued among the Committee and staff.

*It was moved by Member Perello, seconded by Member Basua, to approve the recommended action as presented. VOTE: Basua, Flynn, and Perello voted in favor; the motion carried 3-0.*

2. SUBJECT: Preview of City’s Online Financial Transparency Portal.

RECOMMENDATION: That the Finance and Governance Committee receive a preview of, provide feedback on, and authorize staff to present to the Council regarding the City of Oxnard’s Online Financial Transparency Portal.

The Assistant Chief Financial Officer and Financial Analyst II gave a report. Discussion ensued among the Committee and staff.

*It was moved by Member Basua, seconded by Member Perello, to approve the recommended action as presented. VOTE: Basua, Flynn, and Perello voted in favor; the motion carried 3-0.*

E. ITEMS FOR FUTURE AGENDAS

The Deputy City Manager announced that a report from the internal auditor on the whistleblower program update, Environmental Resources cash handling audit, and overtime audit, will come to the Committee in March.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Flynn adjourned the meeting at 10:50 a.m.

  
MICHELLE ASCENCION, CMC  
City Clerk

 3/24/20  
TIM FLYNN  
Chair