Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the Library, 251 South "A" Street and the City Clerk's Office, 305 West Third Street during customary business hours. The agenda reports are on the City of Oxnard web site at www.ci.oxnard.ca.us.

CITY OF OXNARD CALIFORNIA

AGENDA

OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
*OXNARD FINANCING AUTHORITY
*OXNARD HOUSING AUTHORITY
Regular Meetings
City Council Chambers, 305 West Third Street, Oxnard
April 24, 2012
6:30 P.M.

A. ROLL CALL/POSTING OF AGENDA

The Oxnard Financing Authority and the Oxnard Housing Authority will not meet because there are no items requiring consideration on this date.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

C. CLOSED SESSION - (Please see page 5 for a description of closed session items)

D. OPENING CEREMONIES – 7:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Commendation to The Martin V. and Martha K. Smith Foundation

2. SUBJECT: Presentation of Commendation to Robert Holden for 15 Years of Exemplary Service to the City of Oxnard

3. SUBJECT: Presentation to Andres Fernandez, Downtown Safety Team

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

City of Oxnard internet address: www.ci.oxnard.ca.us.

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

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. A person not able to address the legislative body at this time because the thirty minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the City Manager/ Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing. The presiding officer shall limit public comments to three minutes.

G. REVIEW OF INFORMATION/CONSENT AGENDA

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

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

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

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meeting of the Oxnard Community Development Successor Agency for February 28, 2012, March 6, 20 and 27, 2012, April 3, 10 and 17, 2012; and Minutes of the Special Meeting of the Oxnard Community Development Successor Agency for February 14, 2012. (001)
   Legislative Body: CC Contact: Daniel Martinez Phone: 385-7803

City Manager Department

2. SUBJECT: Agreements for City Council Review. (015)
   RECOMMENDATION: Pursuant to Ordinance 2835, approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than $25,000 but less than $250,000.
   Legislative Body: CC Contact: Karen Burnham Phone: 385-7430

City Treasurer Department

3. SUBJECT: Quarterly Investment Report for the Third Quarter F/Y 2011-2012. (017)
   RECOMMENDATION: Accept the quarterly Investment Report for the Third Quarter F/Y 2011-2012
   Legislative Body: CC Contact: Danielle M. Navas Phone: 385-7810

Public Works Department

4. SUBJECT: Sewer Main Replacement at Driffill School. (025)
RECOMMENDATION: 1) Authorize Public Works staff to develop an agreement with the Oxnard School District for the City to pay the District for replacement of a City of Oxnard sewer main at Driffill Elementary School located at 910 South 'E' Street, such agreement to be brought back to Council for approval at a future date; and 2) Approve a Special Budget Appropriation of $100,000 from the Wastewater Collection Operating Fund Balance to the Driffill Elementary School Sewer Line Replacement Project.
Legislative Body: CC Contact: Lou Balderrama Phone: 340-5358

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

Development Services Department

1. SUBJECT: Tentative Map No. 5885 – Planning & Zoning Permit No. 10-300-05 (Tentative Subdivision Map) Located at 2600 Challenger Place and 150, 300, 350 & 400 Discovery Drive. Filed by Valerie Draeger,Triliad Development Inc., on behalf of PEGH Investments L.L.C.). (029)
RECOMMENDATION: Adopt a resolution approving the Tentative Subdivision Map for Tract No. 5885 (Planning & Zoning Permit No. 10-300-05), subject to the conditions set forth in Planning Commission Resolution No. 2012-03.
Legislative Body: CC Contact: Brian Foote Phone: 385-8312

L. PUBLIC HEARINGS – 7:15 P.M.

City Treasurers Department

1. SUBJECT: Resolution Establishing Administrative Fees for Tobacco Retailer Permits. (049)
RECOMMENDATION: Adopt a resolution establishing administrative fees for the issuance of tobacco retailer permits by the City of Oxnard Treasury Department/License Division.
Legislative Body: CC Contact: Tammy M. Gutierrez Phone: 385-8156

Development Services Department

2. SUBJECT: Planning and Zoning Permit Nos. 02-640-01 (Specific Plan), 02-570-04.
RECOMMENDATION: Continue to June 5, 2012.
Legislative Body: CC Contact: Chris Williamson Phone: 385-8156

M. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

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

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
   RECOMMENDATION: Receive and consider report.
   Legislative Body: CC/SA Contact: Karen Burnham Phone: 385-7430

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

O. REPORTS

Community Development Department

1. SUBJECT: Appointment to Oversight Board. (053)
   RECOMMENDATION: 1) That the Mayor, with the approval of city council, appoint a member from the recognized employee organization representing the largest number of former Redevelopment Agency employees employed by the Successor Agency to the Oversight Board, pursuant to the provisions of Health and Safety Code section 34179(a)(7); and 2) That the Community Development Commission Successor Agency ("Successor Agency"), adopt a Resolution approving an administrative budget for the period February 1, 2012 through June 30, 2012.
   Legislative Body: CC/SA Contact: Kymberly Horner Phone: 385-7853

P. 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.

Q. APPOINTMENT ITEMS

R. STUDY SESSION

Finance Department

1. SUBJECT: Requests for Proposal, Qualifications, and Bids (059)
   RECOMMENDATION: Receive a presentation on the use of Requests for Proposal (RFP), Qualifications, (RFQ) and Bids (RFB).
   Legislative Body: CC Contact: James Cameron Phone: 385-7461

S. 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.

C. CLOSED SESSION - (Continued from page 1)

1. CONFERENCE WITH LABOR NEGOTIATOR

CC Instructions to negotiators, Karen Burnham, Interim City Manager, and Michelle Tellez, Human Resources Director, regarding salaries, salary schedules and compensation paid in the form of fringe benefits for employees represented by the Service Employees International Union (SEIU), Local No. 721 and other matters within the scope of representation.

The Interim City Manager and the Human Resources Director requested that these items be discussed in closed session under the Brown Act exception of Conference with Labor Negotiator. The purpose of the closed session is for the City Council to review the status of negotiations and to provide instructions to negotiators.

T. ADJOURNMENT

AGENDA ITEM NO.
I-1

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Special Meeting
February 14, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:05 p.m., the special meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers, concurrently with the City Council and Housing Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, and Carmen Ramirez were present. The Deputy Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim Executive Director; Alan Holmberg, General Counsel; Curtis Cannon, Community Development Director; Grace Magistrale Hoffman, Deputy Executive Secretary; and Kymberly Horner, Redevelopment Project Manager.

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, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individual presented comments Larry Stein. The Community Development Director reviewed reasons for "Amending the Enforceable Obligation Payment Schedule" item to be on the agenda and outlined several contracts.

I. INFORMATION/CONSENT AGENDA

Oxnard Community Development Commission Successor Agency

5. SUBJECT: Adoption of a Draft Recognized Obligation Payment Schedule ("ROPS") Pursuant to the Provisions of ABx1 26. (041)
RECOMMENDATION: The Community Development Commission Successor Agency ("Successor Agency") in accordance with the requirements of ABx1 26, passed by the State legislature on June 15, 2011, and signed into law by the Governor on June 29, 2011, adopt **Resolution No. 1** approving a Draft ROPS, setting forth a schedule of payments for obligations of the Successor Agency.*

DRAFT

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended. (MacDonald/ Holden) Ayes: Pinkard, MacDonald, Flynn, Ramirez, and Holden. *Councilmember Flynn stated his negative position on line item 27 and 28 and abstain on item number 83.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

1. SUBJECT: Accept a Verbal Report on the Establishment of a Regular Meeting Schedule for the Community Development Successor Agency ("Successor Agency").
   RECOMMENDATION: Adopt the regular meeting schedule of the Oxnard City Council as the successor agency's regular meeting schedule
   ACTION: Approve recommendation (Holden/MacDonald), unanimously.

2. SUBJECT: Cancellation of the Regular Meetings Scheduled for February 28, 2012. (065)
   RECOMMENDATION: Cancel their regular meetings scheduled for February 28, 2012.
   ACTION: Approve recommendation (Holden/Pinkard), unanimously.

CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY

At 9:21 p.m. the joint meetings with the City Council, Housing Authority and Financing Authority concluded.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:21 p.m., the Community Development Commission Successor Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
February 28, 2012

The regular scheduled meeting was cancel by the Commissioners on February 14, 2012.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
March 6, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:34 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers, concurrently with the City Council and Housing Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, and Carmen Ramirez were present. The Deputy Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Edmund F. Sotelo, Executive Director; Alan Holmberg, General Counsel; Karen Burnham, Assistant Executive Director; Curtis Cannon, Community Development Director; Grace Magistrale Hoffman, Deputy Executive Secretary; and Kymberly Horner, Redevelopment Project Manager.

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, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individual presented comments Larry Stein. The Community Development Director reviewed reasons for "Amending the Enforceable Obligation Payment Schedule" item to be on the agenda and outlined several contracts.

I. INFORMATION/CONSENT AGENDA

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

DRAFT

O. REPORTS

Community Development Department

2. SUBJECT: Affordable Housing Loan Agreement for ED-KOH (RiverPark Lots 3, 11, 12 and 17A – Letter Agreement #3). (103)
RECOMMENDATION: That City Council and Successor Agency: 1) Approve and authorize the Mayor and Chairperson of the Successor Agency to execute the Letter Agreement #3 (Attachment 1) and direct the Community Development Director (or designee) to prepare and execute an amendment to the Loan Agreement in conformance with the Letter Agreement #3, in a form acceptable to the City Attorney. 2) Authorize the City Manager and Community Development Director (or designees), with approval from the City Attorney and the Successor Agency Counsel, to revise and sign all documents necessary and appropriate to carry out and implement the Letter Agreement #3, and to administer the obligations, responsibilities and duties of the City and Successor Agency pursuant to those documents.
DISCUSSION: The Community Development Director reviewed the conditions: 1) to sell the property; 2) affordable housing requirements; 3) different developers of the development; and 4) the affordable housing density. The Planning and Environmental Services Manager reviewed future planning meetings and requirements for public notice.

The following individuals provided comments: Cheryl Pease; Ellie Smith; Orlando Dozier; Pat Brown; Bert Perello; and Larry Stein.

ACTION: Moved to postpone this item and have dialog with developer (Ramirez/Flynn) Ayes: Ramirez and Flynn. Noes: Holden, Pinkard and MacDonald. Approve as recommended (Holden/Pinkard) Ayes: Holden, Pinkard and MacDonald. Noes: Flynn and Ramirez.

CITY COUNCIL

At 9:25 p.m. the joint meeting with the City Council concluded.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:25 p.m., the Community Development Commission Successor Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
March 20, 2012

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
March 27, 2012

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 City Council and Housing Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, and Carmen Ramirez were present. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim Executive Director; Alan Holmberg, General Counsel; Karen Burnham, Assistant Executive Director; Curtis Cannon, Community Development Director; Grace Magistrale Hoffman, Deputy Executive Secretary; and Kymberly Horner, Redevelopment Project Manager.

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, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

FINANCING AUTHORITY

At 8:02 p.m., the joint meeting with the Financing Authority concluded.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

HOUSING AUTHORITY

At 8:51 p.m. the joint meeting with the Housing Authority concluded.

DRAFT

M. REPORT OF SECRETARY

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
   RECOMMENDATION: Receive and consider report.
   DISCUSSION: The Community Development Director commented on communications with other cities and recent State assembly actions.

At 9:03 p.m., Mayor Holden left the meeting and Mayor Pro Tem Pinkard presided.

Comments from Vincent Daly. The City Attorney reviewed the Wagon Wheel situation and working with Oversight Committee.

ACTION: Received report and provided comments to staff.

CITY COUNCIL

At 9:26 p.m. the joint meeting with the City Council concluded.

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:26 p.m., the Community Development Commission Successor Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DR. IRENE G. PINKARD
Vice-Chairperson

RAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
April 3, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:07 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers, concurrently with the City Council. Commissioners Thomas E. Holden, Bryan A. MacDonald, Timothy B. Flynn, and Carmen Ramirez were present. Vice-Chairperson Irene G. Pinkard was absent. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim Executive Director; Alan Holmberg, General Counsel; Curtis Cannon, Community Development Director; Grace Magistrale Hoffman, Deputy Executive Secretary; and Kymberly Horner, Redevelopment Project Manager.

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, followed by a moment of silence for Raymond Teran.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

DRAFT

M. REPORT OF SECRETARY

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
   RECOMMENDATION: Receive and consider report, provide suggestions for Ventura County Board of Supervisors final County appointment to Oversight Board.
   DISCUSSION: The Community Development Director updated the City Council/Community Development Commission Successor Agency on the process.

   Comments received from Pat Brown and Bert Perello.

   ACTION: Received the report.

CITY COUNCIL

At 8:42 p.m. the joint meeting with the City Council concluded.

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 8:42 p.m., the Community Development Commission Successor Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

RAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
April 10, 2012

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
Regular Meeting
April 17, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:05 p.m., the regular meeting of the Oxnard Community Development Commission Successor Agency convened in the Council Chambers concurrently with the City Council. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, and Carmen Ramirez were present. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim Executive Director; Alan Holmberg, General Counsel; Curtis Cannon, Community Development Director; Grace Magistrale Hoffman, Deputy Executive Secretary; and Kymberly Horner, Redevelopment Project Manager.

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, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
RECOMMENDATION: Receive and consider report.
DISCUSSION: The Interim City Manager reported that the Oversight Board would be meeting on April 25, 2012.
ACTION: Received the report and provided comments.

DRAFT

CITY COUNCIL

At 8:31 p.m. the joint meeting with the City Council concluded.

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

CITY OF
OXNARD
CALIFORNIA

Meeting Date: 4/24/2012

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

Prepared By: Karen R. Bunham, Interim City Manager Agenda Item No. I-2

Reviewed By: City Manager KRB City Attorney AT Finance JC Other *(Specify)*

DATE: April 18, 2012

TO: City Council

FROM: Karen R. Burnham, Interim City Manager
City Manager's Office

SUBJECT: **Agreements for City Council Review**

RECOMMENDATION

That City Council, pursuant to Ordinance 2835, 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.

DISCUSSION

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

FINANCIAL IMPACT

Funding information is included on the attached list.

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

NOTE: Copies of the agreement/contracts and change orders/amendments on the list are available in the City Clerk's Office after 8:00 a.m. on Friday prior to the Council meeting.

Item No.	Type	Department/Contact	Vendor/Agreement No.	Description/Purpose	Amount		
1	**Agreement**	**Public Works**	**Prime Time Enterprises**	**Back-Up Washing Services for City**	**$50,000**		
		Michelle Johnson	Agreement No. 5762-12-PW	**Vehicles and Equipment**			
		315-6369		To provide back-up washing services for			
				City vehicles, trash enclosures, and affixed			
				sidewalk containers. Annual cost $25,000,			
				not to exceed $50,000 for a two-year period.			
				Total Amount of Contract: $50,000			
				Funding Source: Varies			
2	**Amendment**	**City Manager's Office**	**Barbara Marquez O'Neill**	**Oxnard Alliance for Community Strength**	**$8,333**		
		Grace Magistrale	Agreement No. 5028-10-CS	Amendment allows for a two month extension			
		Hoffman		for services to further the goals of the Oxnard			
		385-7445		Alliance for Community Strength. The purpose			
				of the Alliance is to facilitate violence			
				prevention efforts.			
				Total Contract Amount: $109,333			
				Funding Source: General Fund			

ATTACHMENT 11
PAGE 1 OF 1

CITY OF OXNARD CALIFORNIA

Meeting Date: 4/24/12

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

Prepared By: Danielle M. Navas Agenda Item No. I-3

Reviewed By: City Manager JRB City Attorney Finance BD Other *(Specify)*

DATE: April 10, 2012

TO: City Council

FROM: Danielle M. Navas, City Treasurer Danielle M Navas

SUBJECT: **Quarterly Investment Report for the Third Quarter F/Y 2011-2012**

RECOMMENDATION

That City Council accept the quarterly Investment Report for the Third Quarter F/Y 2011-2012.

DISCUSSION

The City Treasurer will continue to provide this quarterly report to keep you informed of the status of the investment portfolio, however, it is no longer required by state law. This is one of many previously reimbursable state mandated items not required due to lack of state funding. The Investment Policy was presented to City Council with the Annual Report of Investment Policy on September 27, 2011. The City of Oxnard Treasurer's Office Market Report as of March 31, 2012 is provided as Attachment 1. The source of the market values is Sungard, the vendor of the City's investment reporting system. Investments in the City's portfolio meet the requirements of the City of Oxnard's adopted investment policy. Detailed information regarding individual investments is maintained in the City Treasurer's Office.

The following statistics provide a summary on the status of the portfolio as of March 31, 2012:

Original cost of investments	$ 118,011,453	Book Value
Total to be received at maturity	$ 118,000,000	Par Value
If sold on March 31, 2012	$ 118,571,875	Market Value
Gain/ (Loss) if sold on March 31, 2012	$ 560,422*	

*All investments purchased are held to maturity. Sufficient liquidity is maintained for unexpected needs so that sale of an investment is not necessary. Any gain or loss related to changing market value is only a "paper" gain or loss, not an increase or decrease in the funds of the City.

Total earnings (3rd quarter)	$ 420,764	
Average yield (3rd quarter)	1.39%	(for the month 1.27%)
Average days to maturity (3rd quarter)	777	(for the month 780 days)

The quarterly average yield on the portfolio was 1.39 percent compared with the Local Agency Investment Fund (LAIF) yield of .39 percent for the same period. The LAIF portfolio is comprised of public funds invested on a short-term basis with priority of safety first followed by need for liquidity and yield, the priorities of the City Treasurer's Investment Policy.

The federal funds rate remains unchanged at .00 to .25 percent.

In compliance with California Government Code section 53646, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted and anticipated expenditure requirements for the next six months.

FINANCIAL IMPACT

None at this time.

Attachment #1 –Investment Inventory as of March 31, 2012
Attachment #2 – Benchmark Rate Comparison

Inventory by Market Value

CITY OF OXNARD
TREASURER'S OFFICE
AS OF DATE: 3/31/12

Run Date: 4/2/2012 4:44:45 PM

Inv. No.	Description	CUSIP	Purchase / Maturity	Coupon / YTM TR	Current Par /Share / Current Book	Market Value / Market Price	Curr Accr Int / Price Source
Inv Type: 12 FEDERAL HOME LOAN BANK BONDS							
16849	FHLB	313370KU1	08/16/2010	1.500000	2,000,000.00	2,047,500.00	10,250.00
			11/28/2014	1.500000	2,000,000.00	102.375000	SUNGARD
16862	FHLB	313370ZX9	09/20/2010	1.125000	2,000,000.00	2,026,250.00	687.50
			12/30/2013	1.125000	2,000,000.00	101.312500	SUNGARD
16867	FHLB	3133716T8	10/15/2010	1.500000	2,000,000.00	2,011,875.00	13,833.33
			04/15/2015	1.500000	2,000,000.00	100.593750	SUNGARD
16878	FHLB	313372QK3	02/17/2011	2.600000	2,000,000.00	2,108,125.00	8,955.56
			01/29/2016	2.600000	2,000,000.00	105.406250	SUNGARD
16891	FHLB	313373YB2	06/13/2011	1.150000	2,000,000.00	2,003,750.00	6,900.00
			06/13/2014	1.150000	2,000,000.00	100.187500	SUNGARD
16893	FHLB	313374FC9	06/29/2011	1.220000	2,000,000.00	2,003,750.00	6,235.56
			12/29/2014	1.220000	2,000,000.00	100.187500	SUNGARD
16897	FHLB	313374T42	07/29/2011	1.500000	2,000,000.00	2,021,875.00	5,166.67
			07/29/2015	1.500000	2,000,000.00	101.093750	SUNGARD
16913	FHLB	313378CB5	02/17/2012	.600000	2,000,000.00	1,988,125.00	1,466.67
			07/30/2015	.600000	2,000,000.00	99.406250	SUNGARD
16916	FHLB	313378C33	03/07/2012	1.240000	2,000,000.00	1,989,375.00	1,653.33
			03/07/2017	1.240000	2,000,000.00	99.468750	SUNGARD
			Subtotal	**1.381667**	**18,000,000.00**	**18,200,625.00**	**55,148.62**
				1.381667	**18,000,000.00**	**101.114583**	
Inv Type: 13 FEDERAL NATIONAL MORTGAGE ASSN							
16854	FNMA	31398A3G5	09/08/2010	1.500000	2,000,000.00	2,040,000.00	1,916.67
			09/08/2014	1.500000	2,000,000.00	102.000000	SUNGARD
16858	FNMA	3136FPEW3	09/16/2010	1.500000	2,000,000.00	2,043,125.00	8,750.00
			12/16/2014	1.500000	2,000,000.00	102.156250	SUNGARD
16860	FNMA	3136FPEX1	09/17/2010	1.125000	2,000,000.00	2,022,500.00	6,500.00
			12/17/2013	1.125000	2,000,000.00	101.125000	SUNGARD
16874	FNMA	3136FPYC5	11/30/2010	1.450000	2,000,000.00	2,003,750.00	9,747.22
			11/30/2015	1.450000	2,000,000.00	100.187500	SUNGARD
16885	FNMA	3136FRGM9	04/27/2011	2.250000	2,000,000.00	2,003,125.00	19,250.00
			04/27/2016	2.250000	2,000,000.00	100.156250	SUNGARD
16886	FNMA	3136FRGM9	04/27/2011	2.250000	2,000,000.00	2,003,125.00	19,250.00
			04/27/2016	2.250000	2,000,000.00	100.156250	SUNGARD
16899	FNMA	3136FRP80	08/26/2011	1.050000	2,000,000.00	2,003,125.00	2,158.33
			08/24/2015	1.050000	2,000,000.00	100.156250	SUNGARD
16900	FNMA	3136FRZ97	08/29/2011	1.000000	2,000,000.00	2,006,250.00	2,055.56
			08/24/2016	1.000000	2,000,000.00	100.312500	SUNGARD
16903	FNMA	3136FRY98	09/19/2011	1.000000	2,000,000.00	2,001,875.00	5,666.67

ATTACHMENT 1
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Inventory by Market Value

CITY OF OXNARD
TREASURER'S OFFICE
AS OF DATE: 3/31/12

Run Date: 4/2/2012 4:44:45 PM

Inv No.	Description	CUSIP	Purchase / Maturity	Coupon / YTM TR	Current Par / Share / Current Book	Market Value / Market Price	Curr Accr Int / Price Source
			06/19/2015	1.000000	2,000,000.00	100.093750	SUNGARD
16907	FNMA	3136FTFH7	10/26/2011	1.250000	2,000,000.00	2,007,500.00	10,763.89
			10/26/2015	1.250000	2,000,000.00	100.375000	SUNGARD
16910	FNMA	3136FTVJ5	12/28/2011	1.125000	2,000,000.00	2,006,875.00	5,812.50
			12/28/2016	1.125000	2,000,000.00	100.343750	SUNGARD
16914	FNMA	3136FTL98	02/22/2012	1.200000	2,000,000.00	1,993,125.00	2,600.00
			02/22/2017	1.200000	2,000,000.00	99.656250	SUNGARD
			Subtotal	**1.391667**	**24,000,000.00**	**24,134,375.00**	**94,470.84**
				1.391667	**24,000,000.00**	**100.559896**	
Inv Type: 17 FEDERAL FARM CREDIT BANK BONDS							
16642	FFCB	31331XVH2	05/25/2007	4.875000	2,000,000.00	2,002,500.00	45,770.83
			04/12/2012	5.070151	1,998,286.10	100.125000	SUNGARD
16883	FFCB	31331KHF0	04/25/2011	1.620000	2,000,000.00	2,001,250.00	14,040.00
			04/25/2014	1.620000	2,000,000.00	100.062500	SUNGARD
16888	FFCB	31331KLP3	06/06/2011	1.180000	2,000,000.00	2,002,500.00	7,538.89
			06/06/2014	1.180000	2,000,000.00	100.125000	SUNGARD
16889	FFCB	31331KLP3	06/06/2011	1.180000	2,000,000.00	2,002,500.00	7,538.89
			06/06/2014	1.180000	2,000,000.00	100.125000	SUNGARD
16901	FFCB	31331KXC9	09/06/2011	1.500000	2,000,000.00	2,009,375.00	2,083.33
			09/06/2016	1.500000	2,000,000.00	100.468750	SUNGARD
16902	FFCB	31331KXC9	09/06/2011	1.500000	2,000,000.00	2,009,375.00	2,083.33
			09/06/2016	1.500000	2,000,000.00	100.468750	SUNGARD
16905	FFCB	31331KG61	10/19/2011	1.290000	2,000,000.00	2,005,625.00	11,610.00
			10/19/2015	1.290000	2,000,000.00	100.281250	SUNGARD
16908	FFCB	31331KL24	10/26/2011	1.540000	2,000,000.00	2,010,625.00	13,261.11
			10/26/2016	1.540000	2,000,000.00	100.531250	SUNGARD
16911	FFCB	31331K5T3	01/11/2012	1.020000	2,000,000.00	1,999,375.00	4,533.33
			01/11/2016	1.020000	2,000,000.00	99.968750	SUNGARD
16917	FFCB	3133EAJX7	03/28/2012	1.140000	2,000,000.00	2,003,750.00	190.00
			03/28/2016	1.140000	2,000,000.00	100.187500	SUNGARD
			Subtotal	**1.684227**	**20,000,000.00**	**20,046,875.00**	**108,649.71**
				1.703727	**19,998,286.10**	**100.234375**	
Inv Type: 23 OTHER GOVERNMENT AGENCIES							
16906	FHLMC	3134G2Y89	10/24/2011	1.000000	2,000,000.00	2,003,750.00	8,722.22
			04/24/2015	1.000000	2,000,000.00	100.187500	SUNGARD
16909	FHLMC	3134G22G6	11/09/2011	1.750000	2,000,000.00	2,003,125.00	13,805.56
			11/09/2016	1.750000	2,000,000.00	100.156250	SUNGARD
16912	FHLMC	3134G3GP9	01/11/2012	1.250000	2,000,000.00	2,004,375.00	5,555.56
			01/11/2017	1.250000	2,000,000.00	100.218750	SUNGARD

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ATTACHMENT 1
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Inventory by Market Value

CITY OF OXNARD
TREASURER'S OFFICE
AS OF DATE: 3/31/12

Run Date: 4/2/2012 4:44:45 PM

Inv. No.	Description	CUSIP	Purchase / Maturity	Coupon / YTM TR	Current Par / Share / Current Book	Market Value / Market Price	Curr Accr Int / Price Source
16915	FHLMC		02/24/2012	.850000	2,000,000.00	2,000,000.00	1,747.22
			02/24/2016	.850000	2,000,000.00	100.000000	BOOK
			Subtotal	**1.212500**	**8,000,000.00**	**8,011,250.00**	**29,830.56**
				1.212500	**8,000,000.00**	**100.140625**	
Inv Type: 81 MUNICIPAL BONDS							
16873	MUNI	544587US5	11/23/2010	3.185000	1,000,000.00	1,000,000.00	13,270.83
			11/01/2013	3.185000	1,000,000.00	100.000000	BOOK
			Subtotal	**3.185000**	**1,000,000.00**	**1,000,000.00**	**13,270.83**
				3.185000	**1,000,000.00**	**100.000000**	
Inv Type: 85 DEPOSIT NOTES							
16692	MTN	36962G2L7	03/17/2008	5.000000	2,000,000.00	2,001,562.50	47,500.00
			04/10/2012	4.100229	2,008,172.23	100.078125	SUNGARD
16706	MTN	084670AS7	01/15/2008	4.750000	2,000,000.00	2,010,000.00	35,888.89
			05/15/2012	4.104863	2,005,793.83	100.500000	SUNGARD
16844	MTN	36962G4L5	07/08/2010	3.500000	2,000,000.00	2,126,250.00	17,888.89
			06/29/2015	3.500000	2,000,000.00	106.312500	SUNGARD
16868	MTN	931142CX9	10/25/2010	1.500000	2,000,000.00	2,040,937.50	13,000.00
			10/25/2015	1.510420	1,999,200.44	102.046875	SUNGARD
			Subtotal	**3.689825**	**8,000,000.00**	**8,178,750.00**	**114,277.78**
				3.305448	**8,013,166.50**	**102.234375**	
Inv Type: 99 PASSBOOK INTEREST							
16434	LOCAL AGENCY INVEST		07/01/2002	.380000	39,000,000.00	39,000,000.00	37,461.72
			04/01/2012	.380000	39,000,000.00	100.000000	BOOK
			Subtotal	**.380000**	**39,000,000.00**	**39,000,000.00**	**37,461.72**
				.380000	**39,000,000.00**	**100.000000**	
Grand Total			**Count 41**	1.264486	118,000,000.00	118,571,875.00	453,110.06
				1.241691	118,011,452.60	100.484640	

***Includes Accrued Discount:** **$15,286.54**
Earned Interest Yield This Period: **1.27%**

"Per Government Requirements, there are adequate funds available to meet budgeted and actual expenses for the next thirty days"

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ATTACHMENT 1
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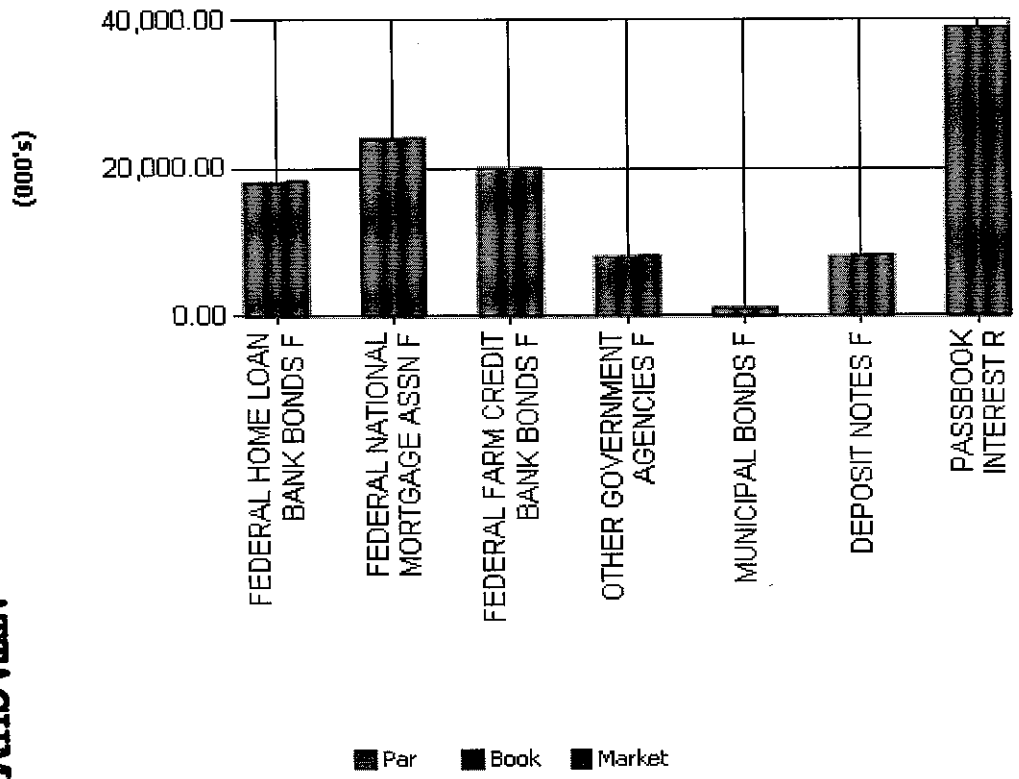
Inventory by Market Value

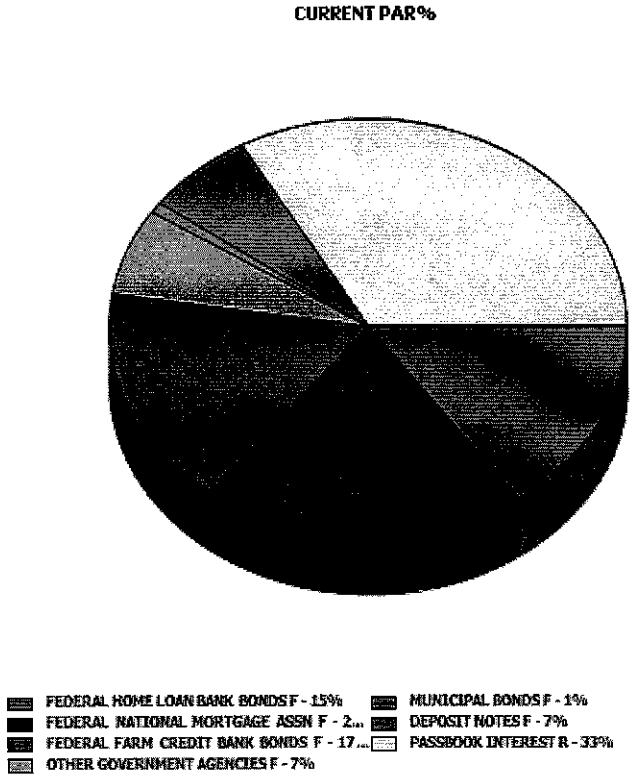
CITY OF OXNARD
TREASURER'S OFFICE
AS OF DATE: 3/31/12

Run Date: 4/2/2012 4:44:45 PM

Assets	Current Par	Current Book	Market	MKT/Book	Yield
FEDERAL HOME LOAN BANK BONDS F	18,000,000.00	18,000,000.00	18,200,625.00	101.11%	1.38%
FEDERAL NATIONAL MORTGAGE ASSN F	24,000,000.00	24,000,000.00	24,134,375.00	100.56%	1.39%
FEDERAL FARM CREDIT BANK BONDS F	20,000,000.00	19,998,286.10	20,046,875.00	100.24%	1.70%
OTHER GOVERNMENT AGENCIES F	8,000,000.00	8,000,000.00	8,011,250.00	100.14%	1.21%
MUNICIPAL BONDS F	1,000,000.00	1,000,000.00	1,000,000.00	100.00%	3.19%
DEPOSIT NOTES F	8,000,000.00	8,013,166.50	8,178,750.00	102.07%	3.31%
PASSBOOK INTEREST R	39,000,000.00	39,000,000.00	39,000,000.00	100.00%	0.38%
Totals	118,000,000.00	118,011,452.60	118,571,875.00	100.47%	1.24%

Asset Allocation





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ATTACHMENT 1
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CITY OF OXNARD BENCHMARK COMPARISON
VS. LAID AND 2-YR TREASURIES
as of March 31, 2012

FISCAL YEAR		CITY	LAIF	2 YR TREASURY	
2004/05	12 mo avg	2.78	2.17	3.08	FY
				2.38	Calendar
2005/06	12 mo avg	3.70	3.84	4.46	FY
				3.85	Calendar
2006/07	12 mo avg	4.24	5.11	4.81	
2007/08	12 mo avg	4.68	3.11	3.08	
2008/09	12 mo avg	3.79	2.16	1.51	
2009/10	12 mo avg	2.34	0.65	0.86	
2010/11	12 mo avg	2.02	0.49	0.55	
SUBTOTAL - 7 Years		**23.55**	**17.53**	**18.35**	
Annual Average (7 years)		**3.36**	**2.50**	**2.62**	

Quarterly Average FY 2011-12	*CITY*	*LAIF*	*2 YR TREAS*
First Quarter	*1.50*	*0.38*	*0.28*
Second Quarter	*1.46*	*0.38*	*0.26*
Third Quarter	*1.39*	*0.39*	*0.28*
Fourth Quarter			

CITY = CITY OF OXNARD
LAIF = STATE LOCAL AGENCY INVESTMENT FUND
2 YR TREASURY = U S GOVERNMENT TREASURY BILLS - 2 YR MATURITY

ATTACHMENT 2
PAGE 1 OF 1

CITY OF OXNARD CALIFORNIA

Meeting Date: 04/24/2012

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

Prepared By: Lou Balderrama, City Engineer Agenda Item No. I-4

Reviewed By: City Manager [signature] City Attorney [signature] Finance [signature] Public Works

DATE: April 16, 2012

TO: City Council

FROM: Rob Roshanian, Interim Public Works Director [signature]
Public Works

SUBJECT: Sewer Main Replacement at Driffill School

RECOMMENDATION

That City Council:

1. Authorize Public Works staff to develop an agreement with the Oxnard School District for the City to pay the District for replacement of a City of Oxnard sewer main at Driffill Elementary School located at 910 South 'E' Street, such agreement to be brought back to Council for approval at a future date.

2. Approve a Special Budget Appropriation of $100,000 from the Wastewater Collection Operating Fund Balance to the Driffill Elementary School Sewer Line Replacement Project.

DISCUSSION

The Oxnard School District (District) is soliciting bids for building and ground improvements at Driffill Elementary School. The District anticipates project construction at the site in June 2012. The improvements to Driffill School include resurfacing an open area that lies over an easement for a City of Oxnard sewer line. The City operations staff video inspected the sewer line and determined it was deteriorated beyond its useful life and needed replacement.

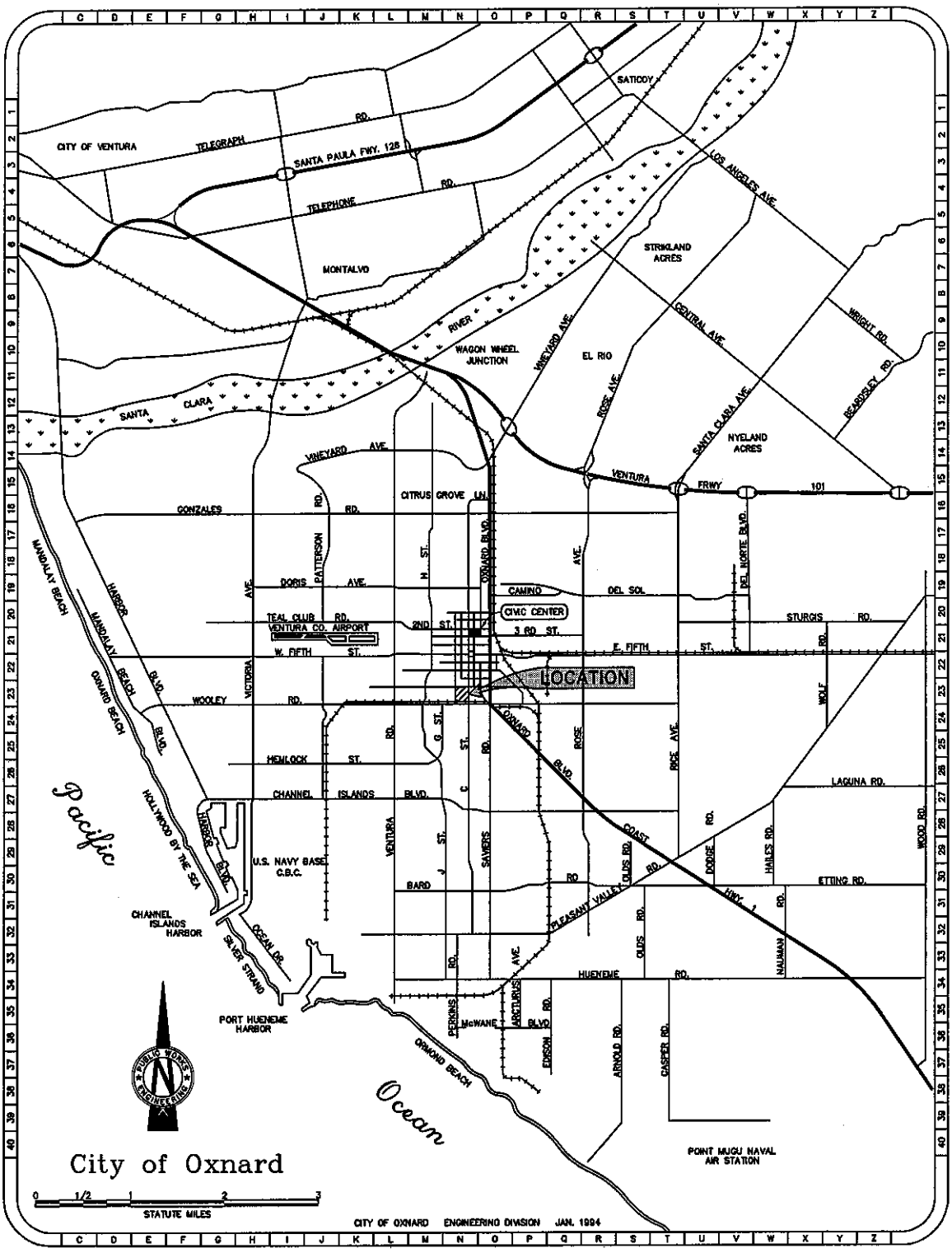
City and District staff have developed a conceptual plan for a joint project, subject to the approval of the City Council and the District. The City will design and provide the sewer replacement plans to the District and the District will include replacement of the sewer line as an item of work in their project. The District is currently soliciting bids for their school improvement project and it is time critical for the City to incorporate the sewer line replacement as an addendum to the Districts solicitation. The City of Oxnard will have an opportunity to either approve the bid for the specific sewer line replacement item or reject it if the costs are unreasonable. The District can award its improvements without any impact to their schedule. If awarded, the sewer line replacement will be coordinated with the other site improvements. The City will reimburse the District for the costs of the sewer line replacement. Driffill Elementary School will utilize the new sewer main at the completion of their improvements, and the City will benefit by not having to perform maintenance over a newly paved surface. The sewer line also provides service to an area north of the school site.

The scope of work for the sewer line replaces approximately 500 feet of an existing sewer main crossing through Driffill School's playground area and parking lot, and construction of two manholes. The sewer line is within a recorded easement retained by the City when the alley was vacated at the time that Driffill School was constructed. The estimated cost for the sewer line including administration, design, preparation of plans, labor and materials, inspection and contingencies is $100,000. The new line to be installed will be an 8-inch polyvinyl chloride (PVC) pipe. If approved, the joint project benefits the City by potentially saving costs of approximately $22,000 in permitting, mobilization, and project management.

FINANCIAL IMPACT

The attached Special Budget Appropriation allocates $100,000 from the Wastewater Collection Operating Fund Balance to the Driffill Elementary School Sewer Line Replacement Project No. 126101.

Attachment #1 - Location Map – Driffill Elementary School Sewer Line Replacement
#2 – Special Budget Appropriation



DRIFFILL SCHOOL SEWER REHAB

Attachment No. 1
Page 1 of 1

REQUEST FOR SPECIAL BUDGET APPROPRIATION

Department: Public Works **Date:** April 24, 2012

Project/Program Manager: Rob Roshanian **Phone:** 7682

Reason for Appropriation:

To provide funding for a sewer line main replacement at Driffill Elementary School (new project) from Wastewater Collection Fund Balance.

Accounts and Descriptions		**AMOUNT**
Fund:	**W/W COLLECTION OPERATING (611)**	
Expenditures/Transfers Out		
Driffill Elementary School (Project 126101)		
611-6607-826.86-06	CAPITAL OUTLAY / MACHINERY & EQUIPMENT NEW	100,000
	Sub-total Expenditures	100,000
	Net Change to Fund Balance	**(100,000)**

Approvals

Department Director _____

Chief Financial Officer _____

City Manager _____

Attachment No. 2
Page 1 of 1

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

CITY OF OXNARD CALIFORNIA

Meeting Date: 04 / 24 / 2012

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

Prepared By: Brian Foote, AICP, Associate Planner BF Agenda Item No. K-1

Reviewed By: City Manager JEB City Attorney SMF Finance AR Other *(Specify)*

DATE: April 16, 2012

TO: City Council

FROM: Susan L. Martin, AICP, Planning Manager SM
Development Services Department

SUBJECT: **Tentative Map No. 5885 – Planning & Zoning Permit No. 10-300-05 (Tentative Subdivision Map) Located at 2600 Challenger Place and 150, 300, 350 & 400 Discovery Drive. Filed by Valerie Draeger, Triliad Development Inc., on behalf of PEGH Investments L.L.C.**

RECOMMENDATION

That City Council adopt a resolution approving the Tentative Subdivision Map for Tract No. 5885 (Planning & Zoning Permit No. 10-300-05), subject to the conditions set forth in Planning Commission Resolution No. 2012-03.

DISCUSSION

The subject property is located at the northeast corner of East Fifth Street and Rice Avenue (see Attachment 1), approximately 32 gross acres in size, and vacant and unimproved except for the Jim Hall Kart Racing School on the easterly half of the property. The subject property is bounded by Fifth Street to the south, Rice Avenue to the west, and Sturgis Road to the north. A tentative map is requested to subdivide the property into six parcels varying in size between 2.4 and 10.8 acres each for future industrial development, plus one common lot for drainage and right-of-way purposes (see Attachment 2). No development is proposed at this time. The proposal conforms to the 2030 General Plan, zoning, and development standards applicable to the subject property.

At the Planning Commission hearing on March 15, 2012, the Commissioners had questions about future vehicle traffic, and commented favorably about the potential for future industrial development and employment opportunities, the potential for expansion of existing Oxnard businesses, compatibility with adjacent industrial development, and compatibility with the future State Route 1 designation along Rice Avenue. There were no speakers from the general public.

The Planning Commission adopted Resolution No. 2012-03 recommending that the City Council approve the proposed tentative map, and recommended adoption of Mitigated Negative Declaration No. 11-04 in accordance with the California Environmental Quality Act (CEQA). No potentially significant environmental impacts were identified, and mitigation measures will be applicable to the project. The

mitigation measures will be applicable for the future development of each lot, such as monitoring of on-site grading activities, construction of off-site roadway improvements, and payment of applicable development impact fees. The Planning Commission staff report, resolution, and meeting minutes are attached (Attachments 4, 5, 6).

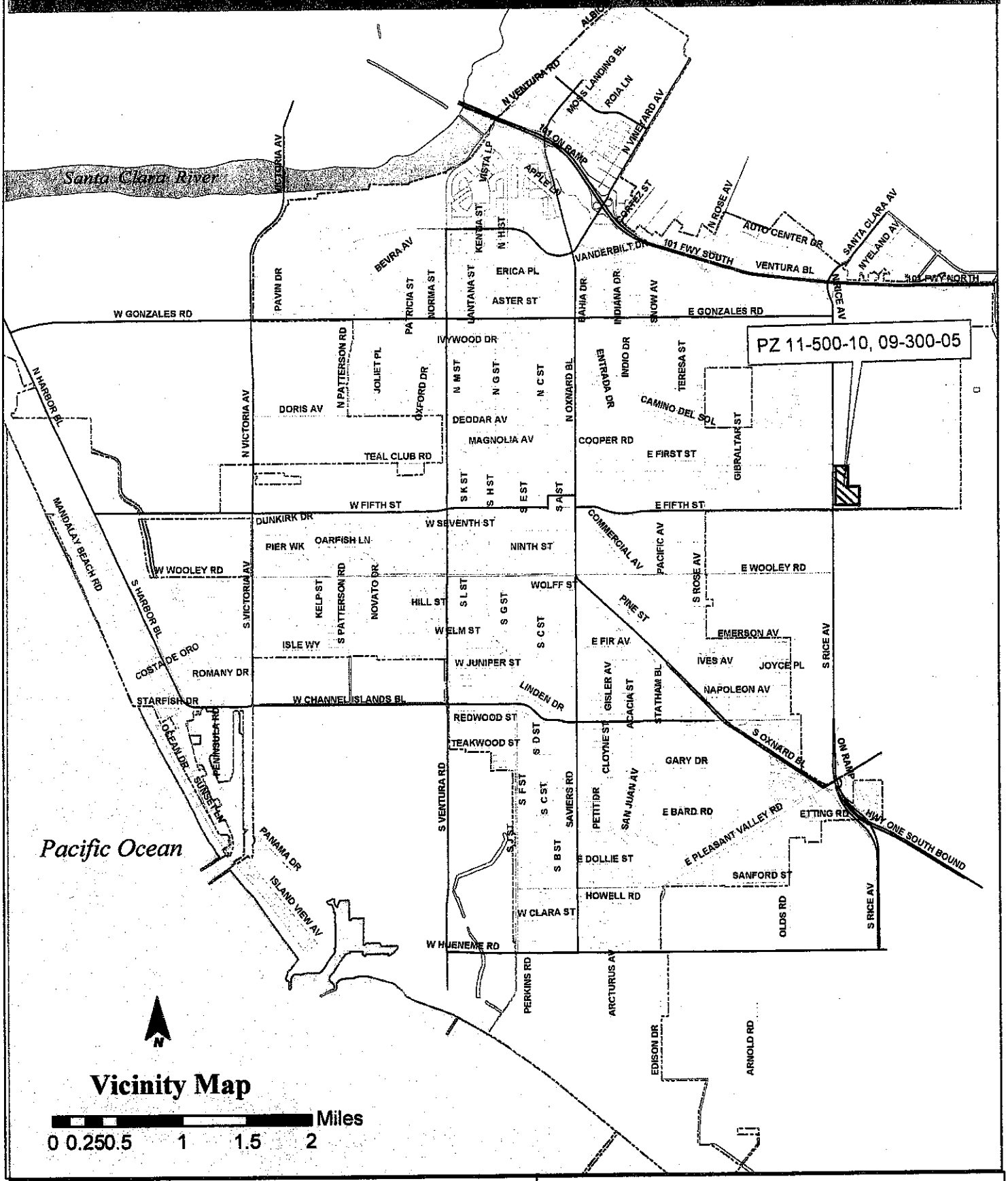
FINANCIAL IMPACT

At the time of future development, the applicable impact fees will be assessed and paid prior to issuance of building permits, including the traffic impact fee and Public Art Program fee. This project will result in various financial benefits to the City, including additional property taxes after future development.

Attachment 1 - Location Map
2 - Tentative Subdivision Map for Tract No. 5885
3 - City Council Resolution, Tentative Subdivision Map
4 - Planning Commission Minutes
5 - Planning Commission Resolution
6 - Planning Commission Staff Report

Note: Attachment 6 has been provided to the City Council under separate cover. Copies are available for review at the Circulation Desk in the Library after 6:00 p.m. on Thursday prior to the Council meeting, and at the City Clerk's Office after 8:00 a.m. on the Friday prior.

Vicinity Map



Oxnard Planning

November 8, 2011

PZ 11-500-10, 09-300-05
Location: 2600 Challenger Pl
APN: 216016040
Triliad Development Inc.

ATTACHMENT 1

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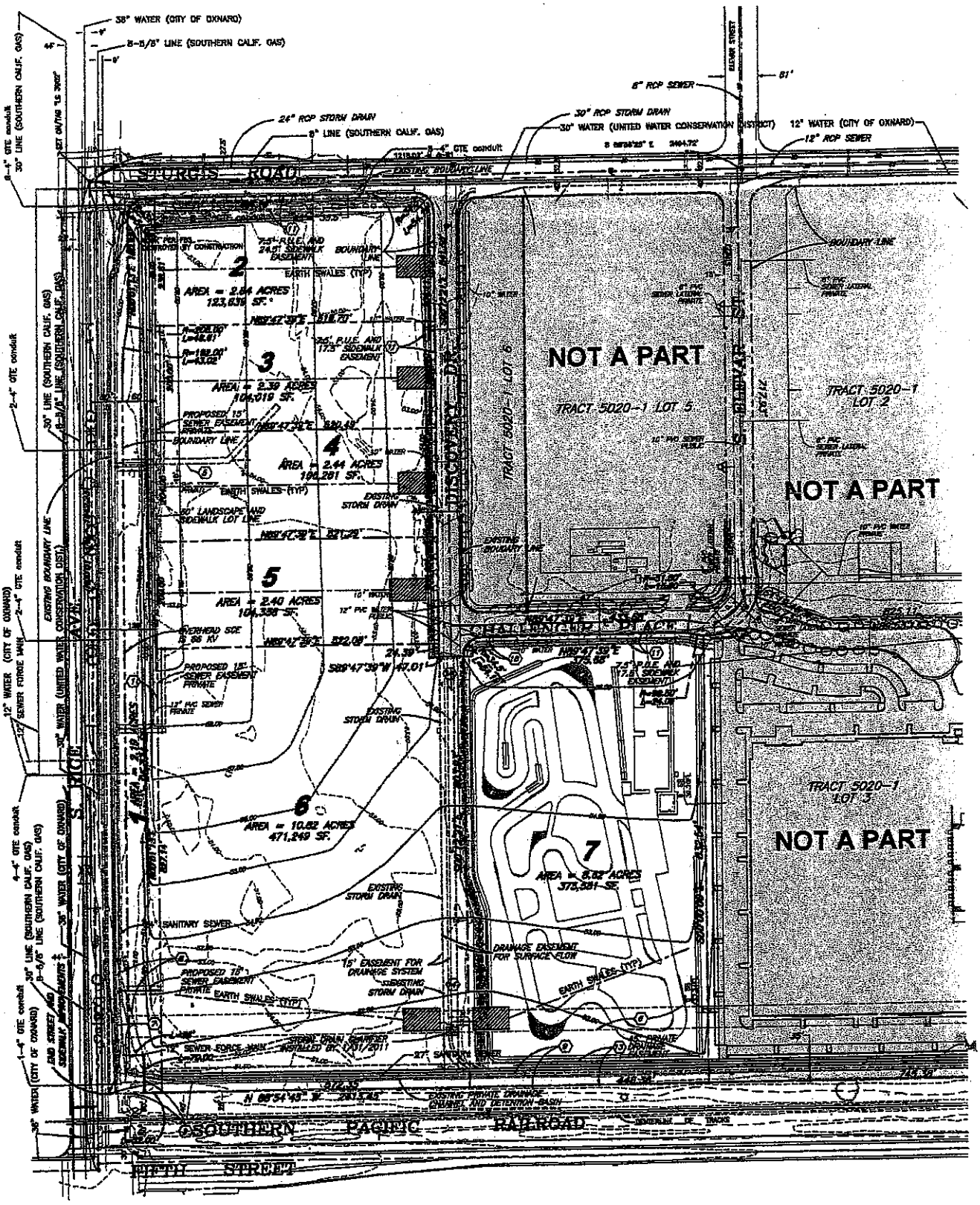

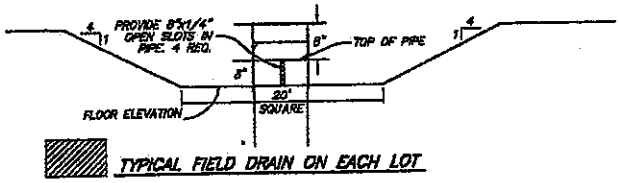

TYPICAL FIELD DRAIN ON EACH LOT

STORM WATER QUALITY

EACH LOT OF THIS PROJECT WILL BE DESIGNED TO MEET REQUIREMENTS OF THE VENTURA COUNTY MUNICIPAL STORMWAT PERMIT UNDER THE EFFECTIVE DATE CLAUSE OF (CAS004002, ORDER R4-2010-0108) BOARD ORDER THE PROJECT IS SUBJECT TO MEETING THE REQUIREMENTS OF THE 2002 TECHNICAL MANUAL AND RELATED VENTURA COUNTY STORMWATER QUALITY URBAN IMPACT MANAGEMENT PLAN (SQUIMP) THIS INCLUDES THE CONTROL MEASURES SPECIFIED IN THE 2001 TECHNICAL GUIDANCE MANUAL FOR TREATMENT CONTROL MEASURES. THOSE MEASURES INCLUDE SITE DESIGN, SITE-SPECIFIC SOURCE CONTROL AND TREATMENT CONTROL MEASURES. THE MINIMIZE IMPERVIOUS SURFACES TO THE MAXIMUM EXTENT PRACTICABLE, TREATMENT CONTROL MEASURES SHALL BE ON THE USE OF BIO-FILTRATION BASED TREATMENT CONTROLS, SUCH AS BIO-FILTRATION GARDENS, BYPASS SHALL BE ON THE USE OF BIO-FILTRATION BASED TREATMENT CONTROLS, SUCH AS BIO-FILTRATION GARDENS, PERVIOUS CONCRETE/PAVERS, GRASSY SWALES, ALTERNATIVE OR PROPRIETARY TREATMENT CONTROLS NOT DESCRIBED IN THE TECHNICAL MANUAL MAY BE CONSIDERED ON A CASE-BY-CASE BASIS PROVIDED THE PROJECT PROPONENT CAN DEMONSTRATE THAT TREATMENT EQUIVALENT TO APPROVED METHODS IS ACHIEVABLE AND THE CITY ENGINEER APPROVES THE ALTERNATIVE CONTROL MEASURE.

ATTACHMENT 2

PAGE 1 OF 1

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 10-300-05 (TENTATIVE SUBDIVISION MAP) FOR TRACT NO. 5885, TO SUBDIVIDE A 31.7-ACRE PROPERTY INTO SIX INDUSTRIAL PARCELS PLUS ONE COMMON LOT, LOCATED AT 2600 CHALLENGER PLACE AND 150, 300, 350 & 400 DISCOVERY DRIVE (APN: 216-0-160-405), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY TRILIAD DEVELOPMENT INC., ON BEHALF OF PROPERTY OWNER PEGH INVESTMENTS L.L.C., 270 CONEJO RIDGE AVENUE, SUITE 200, THOUSAND OAKS, CALIFORNIA 91361-4944.

WHEREAS, City Council has carefully reviewed Planning & Zoning Permit No. 10-300-05 (Tentative Map No. 5885) located at 2600 Challenger Place and 150, 300, 350 & 400 Discovery Drive, filed by Valerie Draeger, Triliad Development, Inc., designated agent for PEGH Investments L.L.C.; and

WHEREAS, the City Council has carefully reviewed Planning Commission Resolution No. 2012-03, recommending approval of the Tentative Map, subject to certain conditions; and

WHEREAS, the City Council finds that the Tentative Map complies with all requirements of the Subdivision Map Act and the Oxnard City Code; and

WHEREAS, the City Council finds that the Tentative Map, the proposed site, and the design and improvement of the development requested are consistent with the General Plan; and

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

WHEREAS, the City of Oxnard Planning Manager has determined that, with the incorporation of certain mitigation measures, there is no substantial evidence that the project may have a significant effect on the environment; and

WHEREAS, Planning Manager has also determined that a mitigated negative declaration should be adopted for the project; and

WHEREAS, in accordance with the California Environmental Quality Act ("CEQA"), an initial study and proposed mitigated negative declaration (MND No. 11-04) for the project was prepared, notice that the City proposes to adopt MND No. 11-04 was provided to the public as required by the State CEQA Guidelines, and a period for public review of MND No. 11-04 was provided as required by Section 15073 of the State CEQA Guidelines; and

WHEREAS, the City Council has considered MND No. 11-04, together with any comments received during the public review process, and finds on the basis of the whole record before it (including the initial study and any comments received) that with the imposition of the mitigation measures as conditions of approval, there is no substantial evidence that the project will have a significant effect on the environment, and further finds that MND No. 11-04 reflects the independent judgment of the City; and

WHEREAS, the documents and other materials that constitute the record of proceedings upon which the decision to adopt MND No. 11-04 is based are located in the Planning Division of the City of Oxnard, and the custodian of the record is the Planning Division Manager; and

NOW, THEREFORE, the City Council of the City of Oxnard resolves that MND No. 11-04 and the mitigation monitoring/reporting program for the changes to the project imposed as conditions of project approval are hereby adopted, and Tentative Subdivision Map for Tract No. 5885 is hereby approved, subject to the conditions set forth in Planning Commission Resolution No. 2012-03.

PASSED AND ADOPTED this day of , 2012, by the following vote:

AYES:

NOES:

ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Alan Holmberg, City Attorney

MINUTES

OXNARD PLANNING COMMISSION
REGULAR MEETING
March 15, 2012

A. ROLL CALL

At 7:00 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers. Commissioners Stephen Huber, Anthony Murguia, Gilbert Guevara, Saul Medina, Vincent Stewart, and Steven Nash were present. Chairman Murguia presided and called the meeting to order. Staff members present were: Susan Martin, Planning Manager, Paul Wendt, Senior Civil Engineer; Jason Samonte, Traffic Engineer; Stephen Fischer, Assistant City Attorney; Chris Williamson, Principal Planner, Brian Foote, Associate Planner; Senior Officer Cliff Waer, Police; and Lori Maxfield, Recording Secretary.

B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

Commissioner Nash led the pledge of allegiance.

C. PUBLIC COMMENTS

D. READING OF AGENDA

Planning Manager Martin reviewed the agenda including staff's recommendation to continue Item G-2 (PZ 11-500-07) off calendar; and continue Item G-3 (PZ 08-550-03) to April 5, 2012.

MOTION Commissioner Nash moved and Commissioner Guevara seconded a motion to continue Item G-2 (PZ 11-500-07) off calendar; and continue Item G-3 (PZ 08-550-03) to April 5, 2012. The question was called and the motion carried 6-0-1, Commissioner Mullin absent.

E. CONSENT AGENDA

1. APPROVAL OF MINUTES – February 2, 2012

MOTION Commissioner Nash moved and Commissioner Huber seconded a motion to approve the minutes of February 2, 2012 as presented. The question was called and the motion carried 6-0-1, Commissioner Mullin absent.

F. CONTINUED PUBLIC HEARINGS

1. PLANNING AND ZONING PERMIT NO. 10-300-05 (Tentative Subdivision Map), a request to subdivide approximately 32 acres into seven parcels varying in size between 2.19 and 10.82 acres each, for future industrial development consistent with the M-1-PD zone. No development is

proposed at this time. There is no substantial evidence that the proposed project may have a significant effect on the environment, and a mitigated negative declaration (MND # 11-04) will be adopted. Located at 2600 Challenger Place and 150, 300, 350 & 400 Discovery Drive. Filed by Valerie Draeger, Triliad Development, Inc., on behalf of owner PEGH Investments LLC, 270 Conejo Ridge Ave., Suite 200, Thousand Oaks, CA 91361-4944.
PROJECT PLANNER: Brian Foote

Associate Planner Foote presented the staff report including the surrounding uses; no development is currently proposed; and Mitigated Negative Declaration 11-04 with traffic study, archaeological survey, air quality, hydrology and drainage, and geotechnical engineering report. He also displayed the location, vicinity, General Plan, zoning; and tentative maps.

Traffic Engineer Samonte explained the basis for the increase in traffic.

Chairman Murguia opened the public testimony.

Ms. Valerie Draeger, Triliad Development, gave a brief presentation.

Chairman Murguia closed the public testimony.

MOTION Commissioner Nash moved and Commissioner Stewart seconded a motion to adopt a resolution recommending City Council approval of PZ 10-300-05, a Tentative Subdivision Map to allow subdivision of approximately 32 acres on vacant land into six parcels for future industrial development plus one common lot, located at 2600 Challenger Place and 150, 300, 350, and 400 Discovery Drive, subject to certain findings and conditions. The question was called and the motion carried 5-1-1, Commissioner Medina voting no, Commissioner Mullin absent.

NEW PUBLIC HEARINGS

1. PLANNING AND ZONING PERMIT NO. 11-550-1 (Major Modification), a request for approval of a major modification to Special Use Permit No. 04-500-28, to remove one interior wall between dining rooms and relocate one existing bar in Ruby's Café. The project site is located at 348 and 350 South Oxnard Boulevard. The project is exempt from environmental review pursuant to Sections 15301 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Coastal Architects, on behalf of property owner Guadalupe Martinez, 505 South A Street, Suite #200, Oxnard, CA 93030.
PROJECT PLANNER: Brian Foote

Associate Planner Foote presented the staff report including surrounding uses; parking study; access/exit doors; occupancy limits; Police Department not opposed to the project; and Condition No. 50 to be deleted. He also displayed the location, General Plan, and zoning maps; aerial and site photos; aerial photo of parking facilities; existing and proposed floor plans; interior photos;

Chairman Murguia opened the public testimony.

RESOLUTION NO. 2012 – 03

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD RECOMMENDING CITY COUNCIL APPROVAL OF PLANNING AND ZONING PERMIT NO. 10-300-05 (TENTATIVE SUBDIVISION MAP) TO ALLOW SUBDIVISION OF APPROXIMATELY 32 ACRES OF VACANT LAND INTO SIX PARCELS FOR FUTURE INDUSTRIAL DEVELOPMENT PLUS ONE COMMON LOT, LOCATED AT 2600 CHALLENGER PLACE AND 150, 300, 350 & 400 DISCOVERY DRIVE (APN 216-0-160-405), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY VALERIE DRAEGER, TRILIAD DEVELOPMENT INC., 270 CONEJO RIDGE AVENUE, SUITE 200, THOUSAND OAKS, CA 91361.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 10-300-05, filed by Valerie Draeger, Triliad Development Inc., in accordance with Chapter 15 of the Oxnard City Code; and

WHEREAS, said Tentative Subdivision Map was referred to various public utility companies, City departments and the Development Advisory Committee for recommendations; and

WHEREAS, in accordance with the California Environmental Quality Act, the Planning Commission considered the project Initial Study, together with any comments received during the public hearing process, finds on the basis of the whole record before it that with the imposition of mitigation measures as conditions of approval, there is no substantial evidence that the project will have a significant effect on the environment, further finds that the Initial Study reflects the independent judgment of the City, and adopts the Mitigated Negative Declaration; and

WHEREAS, the documents and other materials that constitute the record of proceedings upon which the decision to adopt the Mitigated Negative Declaration is based are located in the Planning Division of the City of Oxnard, and the custodian of the record is the Planning Manager; and

WHEREAS, the Planning Commission has held a public hearing at which it received and considered oral and written testimony on the addendum to Mitigated Negative Declaration No. 11-04 for the proposed project; and

WHEREAS, the comments of the Planning Commissioners, members of the public, and interested groups and agencies have been adequately responded to; and

WHEREAS, the documents and other materials that constitute the record of proceedings upon which the decision to adopt the addendum is based are located in the Planning Division of the City of Oxnard, and the custodian of the record is the Planning Manager; and

WHEREAS, the Planning Commission finds that the Tentative Map complies with all requirements of the Subdivision Map Act and the Oxnard City Code; and

WHEREAS, the Planning Commission finds that the Tentative Map, the proposed site, and the design and improvement of the development requested are consistent with the General Plan; and

WHEREAS, the Planning Commission finds that the proposed site is suitable for the type and density of development requested and is not likely to cause substantial environmental damage, serious public health problems or conflict with any publicly acquired easements or access; and

WHEREAS, the Planning Commission finds that the proposed division of land complies with the requirements established by the Subdivision Map Act and Chapter 15 of the Oxnard City Code, including but not limited to requirements as to area, improvement and design, floodwater drainage control, appropriate improved public roads, sanitary disposal facilities, water supply availability and environmental protection; and

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

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby recommends to the City Council the approval of the tentative subdivision map, subject to the following conditions:

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

Note: The abbreviations below identify the City department or division responsible for determining compliance with these standard conditions. The first department or division listed has responsibility for compliance at plan check, the second during inspection and the third at final inspection, prior to issuance of a certificate of occupancy, or at a later date, as specified in the condition. If more than one department or division is listed, the first will check the plans or inspect the project before the second confirms compliance with the condition. The italicized code at the end of each condition provides internal information on the source of each condition: Some are standard permit conditions (e.g. *G-1*) while some are taken from environmental documents (e.g. *MND-S2*).

DEPARTMENTS AND DIVISIONS			
CA	City Attorney	PL	Planning Division
DS	Dev Services/Eng Dev/Inspectors	TR	Traffic Division
PD	Police Department	B	Building Plan Checker
SC	Source Control	FD	Fire Department
PK	Landscape Design	CE	Code Compliance

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, *G-1*).

2. This permit is granted for the plans dated January 4, 2012, ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning Manager or a major modification to the plans is approved by the Planning Commission. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. A major modification shall be required for substantial changes or increases in such items. (PL, *G-2*)

3. This permit shall automatically become null and void 36 months from the date of its issuance, unless Developer has diligently developed the proposed project, as shown by the issuance of a grading, foundation, or building permit and the construction of substantial improvements. (PL, *G-3*)

4. All required off-site and on-site improvements for the project, including structures, paving, and landscaping, shall be completed prior to occupancy unless the Development Services Manager allows Developer to provide security or an executed agreement approved by the City Attorney to ensure completion of such improvements. (DS, *G-4*)

5. By commencing any activity related to the project or using any structure authorized by this permit, Developer accepts all of the conditions and obligations imposed by this permit and waives any challenge to the validity of the conditions and obligations stated therein. (CA, *G-5*)

6. Developer agrees, as a condition of adoption of this resolution, at Developer's own expense, to indemnify, defend and hold harmless the City and its agents, officers and employees from and against any claim, action or proceeding to attack, review, set aside, void or annul the approval of the resolution or any condition attached thereto or any proceedings, acts or determinations taken, done or made prior to the approval of such resolution that were part of the approval process. Developer's commencement of construction or operations pursuant to the resolution shall be deemed to be an acceptance of all conditions thereof. (CA, *G-6*)

7. Any covenants, conditions, and restrictions (CC&Rs) applicable to the project property shall be consistent with the terms of this permit and the City Code. If there is a conflict between the CC&Rs and the City Code or this permit, the City Code or this permit shall prevail. (CA, *G-7*)

8. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, *G-8*)

9. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, *G-12*)

10. Developer shall not permit any materials classified as flammable, combustible, radioactive, carcinogenic or otherwise potentially hazardous to human health to be handled, stored or used on the project property, except as provided in a permit issued by the Fire Chief. (FD, *G-13*)

11. If Developer, owner or tenant fails to comply with any of the conditions of this permit, the Developer, owner or tenant shall be subject to a civil fine pursuant to the City Code. (CA, *G-14*)

PLANNING STANDARD CONDITIONS

12. Developer shall provide for dust control at all times during project property preparation and construction activities. (B/DS, *PL-13*)

13. Prior to issuance of building permits, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, *PL-16*).

PLANNING SPECIAL CONDITIONS

14. An approved tentative map shall expire thirty-six (36) months after its approval, unless an extension is applied for and approved by the City Council pursuant to Section 15-46 of the City Code. (PL)

DEVELOPMENT SERVICES STANDARD CONDITIONS

15. Developer shall pay plan check and processing fees in effect at the time of construction plan submittal and shall pay development fees, encroachment permit fees, and other applicable fees in effect at the time the City issues building permits. (DS-1)

16. Developer shall have the site improvement plans prepared on standard Development Services Division mylars by a civil engineer licensed in the State of California. The plans shall incorporate recommendations from soil engineering and geology reports. Prior to issuance of a grading permit, improvement plans must be approved by the City Engineer and the original ink-on-mylar plans filed with the Development Services Division. (DS-3)

17. Developer shall submit improvement plans and drainage calculations that demonstrate that storm drainage from the project property and all upstream areas will be safely conveyed to an approved drainage facility. The design and conveyance route shall be compatible with the City's Master Plan of Drainage and shall be approved by the City Engineer prior to approval of improvement plans. (DS-4)

18. Developer shall remove and replace all improvements that are damaged during construction. (DS-6)

19. Developer shall enter into an agreement, approved as to form by the City Attorney, to install and construct all public improvements required by this permit and by the City Code and shall post security satisfactory to the Finance Director, guaranteeing the installation and construction of all required improvements within the time period specified in the agreement or any approved time extension. (DS-14)

20. A civil engineer licensed in the State of California shall prepare the public improvement plans and documents for this project in accordance with City standards and shall submit all such plans to the City Engineer. Such plans and documents shall include, but not be limited to, grading, street, drainage, sewer, water and other appurtenant improvement plans; a master utility plan showing the layout and location of all on-site and off-site utility improvements that serve the project; construction cost estimates, soils reports, and all pertinent engineering design calculations. City will not accept an application for the final map or parcel map for the project or issue a grading, site improvement or building permit until the City Engineer has approved all improvement plans. (DS-15)

21. Prior to issuance of a site improvement permit, Developer shall provide to the Development Services Division a compact Disc (CD) containing digital copies of the final subdivision map, address map, and civil improvements drawings in DWG format. Prior to improvement bond release, Developer shall provide an updated CD containing all changes that occur during construction. (DS-16)

22. Developer shall process permanent master planned improvements that are eligible for reimbursement in accordance with City policies, resolutions, and ordinances in effect at the time of recordation of the final map or parcel map or if there is no such map, then at the time of public improvement plan approval. (DS-17)

23. Developer agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Developer's expense, City and its agents, officers and employees from and against any claim, action or proceeding commenced within the time period provided for in Government Code Section 66499.37, to attack, review, set aside, void or annul the approval of this resolution or to determine the reasonableness, legality or validity of any condition attached thereto. City shall promptly notify Developer of any such claim, action or proceeding of which City receives notice, and City will cooperate fully with Developer in the defense thereof. Developer shall reimburse City for any court costs and attorney's fees that City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Developer of the obligations of this condition. Developer's acceptance of this resolution or commencement of construction or operations under this resolution shall be deemed to be acceptance of all conditions thereof. (DS-18)

24. Developer shall provide all necessary easements for streets, highways, alleys, sidewalks, breezeways, parkways, landscaping, utilities, drainage facilities, and other improvements as required by City. If such easements cannot be obtained from the property owner by negotiation, City may acquire them at the expense of Developer by exercise of the power of eminent domain. Developer shall bear all costs of eminent domain proceedings, including appraisal, acquisition, attorney's fees, and court costs. Before City issues a site improvement permit, Developer shall dedicate all required easements to City. (DS-19)

25. Developer shall remove graffiti from the project, including graffiti on offsite public infrastructure under construction by Developer, within 24 hours of its appearance. If Developer fails to remove graffiti in accordance with this condition, the City may at the discretion of the Development Services Manager issue a stop work order until such time as the graffiti is removed. (DS-20)

26. The conditions of this resolution shall prevail over all omissions, conflicting notations, specifications, dimensions, typical sections, and the like, that may or may not be shown on the improvement plans. (DS-21)

27. Developer shall pay the cost of all inspections of on-site and off-site improvements. (DS-22)

28. Developer shall be responsible for all project-related actions of Developer's employees, contractors, subcontractors, and agents until City accepts the improvements. (DS-23)

29. Prior to beginning construction, Developer shall designate in writing an authorized agent who shall have complete authority to represent and to act for Developer. The authorized agent shall be present at the work site whenever work is in progress. Developer or the authorized agent shall make arrangements acceptable to City for any emergency work. When City gives orders to the authorized agent to do work required for the convenience and safety of the general public because of inclement weather or any other cause, and the orders are not immediately acted upon by the authorized agent, City may do or have such work done by others at Developer's expense. (DS-24)

30. Prior to approval of the final map or parcel map, Developer shall provide the City Engineer with written evidence from the Ventura County Clerk's Office that Developer has executed and filed with the Clerk all certificates, statements and securities required by Government Code Sections 66492 and 66493. (DS-26)

31. "Standard Specifications for Public Works Construction," latest edition, and any modifications thereto by City, and City of Oxnard Standard Land Development Specifications and all applicable City Standard Plans, shall be the project specifications, except as noted otherwise on the approved improvement plans. City reserves the right to upgrade, add to, or revise these specifications and plans and all other City ordinances, policies, and standards. If the improvements required of this project are not completed within 12 months from the date of City's approval of the improvement plans, Developer shall comply with and conform to any

and all upgraded, additional or revised specifications, plans, ordinances, policies and standards. (DS-27)

32. Developer shall retain a Civil Engineer licensed in the State of California to ensure that the construction work conforms to the approved improvement plans and specifications and to provide certified "as-built" plans after project completion. Developer's submittal of the certified "as-built" plans is a condition of City's final acceptance of the project. (DS-29)

33. All grading shall conform to City's grading ordinance and any recommendations of Developer's soils engineer that have been approved by the City Engineer. Developer shall conform to all applicable notes specified on the site improvement/grading plan cover sheet and grading permit. (DS-30)

34. In order to mitigate any potential flooding or erosion affecting adjacent properties and public rights-of-way, Developer shall construct required drainage facilities concurrently with the rough grading operations, or with prior approval of the City Engineer, provide interim drainage improvements on a temporary basis. (DS-31)

35. Storm drain, sewer and water facilities shall conform to applicable City Master Plans. Developer shall prepare plans for these facilities in accordance with City's engineering design criteria in effect at the time of improvement plan submittal. Developer shall submit plans with pertinent engineering analyses and design calculations for review and approval by the City Engineer prior to issuance of a site improvement permit. (DS-34)

36. Each lot shall drain into a street, alley, or approved drain so that there will be no undrained depressions. (DS-35)

37. By title sheet dedication at the time of filing the subdivision map, Developer shall dedicate all water rights for the project property to City. (DS-39)

38. Developer shall install water mains, fire hydrants and water services in conformance with City Standard Plans and specifications as directed by the City Engineer. (DS-41)

39. Prior to designing the water system for the project, Developer shall have a certified fire flow test performed to determine existing water pressure and flow characteristics. The water system shall be designed to allow for a 10 psi drop in the static water pressure measured during the fire flow test. After construction and before City issues a certificate of occupancy, the City Engineer may require a second test. Before performing the tests, Developer shall obtain permits from the City Engineer. Developer shall have all tests certified by a mechanical, civil, or fire protection engineer and provide written results of all tests to the City Engineer. (DS-47)

40. Developer shall construct all street and road improvements in conformance with the City Code, the City's 2030 General Plan, and any applicable specific plan. (DS-48)

41. Developer shall dedicate and improve to City standards all sidewalks, parkways, streets, alleys, and street appurtenances. City will name all streets in accordance with adopted City guidelines. (DS-49)

42. Street and road improvements shall conform to City standards and policies. Improvements shall include upgrading of existing pavement along the project frontage to City standards by removing and replacing or overlaying, as directed by the City Engineer. (DS-51)

43. Developer shall improve all streets, alleys, sidewalks, curbs, and gutters adjacent to the project in accordance with City standards, as necessary to provide safe vertical and horizontal transitions. (DS-52)

44. Developer shall provide soils reports, "R" value tests, and compaction tests for all streets. Determination of the actual structural sections shall be based on City's design procedure, applying the appropriate traffic index specified in City standards. (DS-53)

45. Developer shall install all water, gas, sewer, storm drain, electrical, cable television, and telephone lines before any paving is placed. (DS-54)

46. Prior to release of the final map or parcel map for recordation, Developer shall provide the City Engineer with a 100-scale base map for addressing purposes. The map shall be drawn on 18-inch by 24-inch mylar and shall show the standard address map title block, north arrow, street names, tract number, phase boundary and lot numbers. The City will assign all addresses. (DS-56)

47. Prior to release of the final map or parcel map for recordation, Developer shall post a bond or other security satisfactory to the City Attorney, guaranteeing that all monuments will be set as required by the Government Code and the City Code. (DS-57)

48. Developer shall submit a landscape irrigation plan prepared by a licensed professional, showing proper water meter size, backflow prevention devices, and cross-connection control. (DS-59)

49. As part of the master utility plans, Developer shall submit a street lighting plan. On City's approval of the plan, Developer shall install streetlights in accordance with the plan. (DS-60)

50. Developer shall be responsible for and bear the cost of replacement of all existing survey monumentation (e.g., property corners) disturbed or destroyed during construction, and shall file appropriate records with the Ventura County Surveyor's Office. (DS-64)

51. Developer shall provide adequate vehicle sight distance as specified by CalTrans specifications at all driveways and intersections. (TR-71)

52. Developer, property owner or tenant shall participate in a Traffic Management Association (TMA) if one is formed and shall implement and participate in all programs and strategies established by the TMA. This condition shall be included in all leases and rental agreements for the project property. (TR-72)

53. Developer shall install bike racks in accordance with City standards at locations approved by City Traffic Engineer. (TR-73)

54. Prior to issuance of a building permit, all traffic signal, pavement marking and sign plans shall be prepared by a registered California traffic engineer and approved by the City Engineer prior to issuance of a grading, site improvement or a building permit. (TR-74)

55. Prior to issuance of an encroachment permit, Developer's shall obtain City's approval of a contractor qualified to install traffic signals, pavement markings and signs. (TR-76)

56. In non-residential developments where fifty or more persons are employed, Developer shall include a transportation information center stocked with bus schedules, rideshare information, and related information on alternative methods of transportation. Developer or owner shall update such information at least once a month. (TR-77)

57. Developer shall pay to the County of Ventura a road mitigation fee in accordance with the agreement between the City and the County of Ventura. Proof of payment shall be provided to the Development Services Division prior to issuance of a building permit. (DS-105)

DEVELOPMENT SERVICES SPECIAL CONDITIONS

58. Subdivider shall dedicate a waiver of direct access (ingress and egress) rights to Rice Avenue from proposed lots 1 through 6. The dedication and acceptance shall occur on the final map. (DS)

59. Subdivider shall include on the final map the dedication of a non-exclusive sidewalk easement to City that encompasses the sidewalk along Rice Avenue. (DS)

60. Prior to, or concurrent with, recordation of the final map, Subdivider shall execute a Stormwater Acceptance Deed to perpetually accept stormwater runoff from Rice Avenue onto private property. In lieu of this deed, Subdivider may construct and dedicate a separate stormdrain system for dedication to the City. Deed shall include a standard hold harmless clause providing the City within indemnification for any damage caused by directing drainage onto private property. (DS)

61. Future projects within this subdivision are eligible to provide stormwater quality in accordance with the requirements of the July 2000 Municipal Separate Storm Sewer System (MS4) and associated 2002 TGM based on the exception criteria included in the 2010 MS4 permit and associated 2011 Technical Guidance Manual (TGM). (DS)

62. All future projects within this subdivision shall design proposed site improvements to promote significant infiltration as required by the 2002 TGM. (DS)

63. Subdivider shall provide sediment removal from stormwater runoff by constructing sediment basins designed to meet or exceed the standards of Fact Sheet SE-2 Sediment Basin distributed by CASQA on each lot. Alternative means of sediment removal may be approved by the Development Services Manager. (DS)

64. Developer shall widen northbound Rice Avenue to provide three 12-foot wide northbound through lanes, an 8 foot wide northbound bike lane, curb, gutter and a 6 foot wide meandering sidewalk. Improvements shall be modified at the intersection of Sturgis Road to include a 12 foot wide dedicated right turn pocket with the bicycle lane reduced to 6 feet wide. These improvements shall extend from Sturgis Road to the north property line of the railroad right-of-way. Final design is subject to approval of the City Traffic Engineer. The design and construction of the Rice Avenue improvements is not required until such time as a permit or other grant of approval for development of the first of Lots 1 through 6 is proposed. When a permit or other grant of approval for development of the first of Lots 1 through 6 is proposed, the entire Rice Avenue widening shall be completed. If Developer chooses to defer Rice Avenue improvements, Developer shall record a document providing notice to future purchasers of Lots 1 through 6 of this deferred improvement requirement. Developer shall enter into a subdivision improvement agreement and post security in accordance with Subdivision Map Act Section 66462 prior to recordation of the final map whether the improvements are proposed for immediate improvement or are deferred into the future. (TR/DS)

STORMWATER QUALITY CONDITIONS

65. Prior to issuance of a grading permit or commencement of any clearing, grading or excavation, Developer shall provide the City Engineer with a copy of a letter from the California State Water Resources Control Board, Storm Water Permit Unit assigning a permit identification number to the Notice of Intent (NOI) submitted by Developer in accordance with the NPDES Construction General Permit. Developer shall comply with all additional requirements of the General Permit, including preparation of a Stormwater Pollution Prevention Plan (SWPPP). The SWPPP shall identify potential pollutant sources that may affect the quality of discharges to stormwater and shall include the design and placement of recommended Best Management Practices (BMPs) to effectively prohibit pollutants from the construction site entering the storm drain system. Developer shall keep the SWPPP updated to reflect current site conditions at all times and shall keep a copy of the SWPPP and the NOI on the site and make them available for City or designated representative to review upon request. (DS-86)

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 15th day of March, 2012, by the following vote:

AYES: Commissioners: Nash, Stewart, Guevara, Huber, Murguia

NOES: Commissioner: Medina

ABSENT: Commissioner: Mullin

Anthony R. Murguia, Chair

ATTEST:
Susan L. Martin, Secretary

ATTACHMENT 5
PAGE 11 OF 11

CITY OF OXNARD CALIFORNIA

Meeting Date: 04/24/2012

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

Prepared By: Tammy M. Gutierrez Agenda Item No. L-1

Reviewed By: City Manager City Attorney Finance Other *(Specify)*

DATE: April 9, 2012

TO: City Council

FROM: Tammy M. Gutierrez, Treasury Supervisor
Treasury Department

SUBJECT: **Resolution Establishing Administrative Fees for Tobacco Retailer Permits**

RECOMMENDATION

That City Council adopt a resolution establishing administrative fees for the issuance of tobacco retailer permits by the City of Oxnard Treasury Department/License Division.

DISCUSSION

Section 11-372 (B) of the Oxnard City Code, adopted March 6, 2012, requires that tobacco retailer permit fees be set by resolution of the city council. The Treasury Supervisor calculated the expense of issuing and renewing a tobacco retailer permit based on employee wage rates and fringe benefits and determined that the cost of processing a tobacco retailer permit application is $69.00 and the cost of renewing a tobacco retailer permit is $51.00.

FINANCIAL IMPACT

There are an estimated 190 tobacco retailers operating in Oxnard. Accordingly, the increased revenue would be approximately $ 13,110 in the Fiscal Year 2012-2013.

TG

Attachment #1 – Resolution
Attachment #2 – Fee Study

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD ESTABLISHING ADMINISTRATIVE FEES FOR TOBACCO RETAILER PERMITS

WHEREAS, section 11-372(B) of the Oxnard City Code, introduced as Ordinance No. 2854 for first reading on February 14, 2012, and adopted on March 6, 2012 , provides that the administrative fees for processing tobacco retailer permits will be set by resolution of the city council; and

WHEREAS, administrative fees for processing tobacco retailer permits reflect the actual cost of processing such permits; and

WHEREAS, the Treasury Supervisor has provided a fee summary, setting out the basis on which the fees adopted herein were calculated; and

WHEREAS, notice was given of the proposed adoption of this resolution and a public hearing was held thereon, as required by law.

NOW, THEREFORE, the City Council of the City of Oxnard finds that the fees adopted by this resolution are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits, as set out in the fee summary provided by the Treasury Supervisor.

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

The following fees, referred to in section 11-372(B) of the Oxnard City Code, adopted March 6, 2012, are set in the following amounts:

Tobacco Retailer permit fee	$69
Tobacco Retailer permit renewal fee	$51

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ATTACHMENT 1
PAGE 1 OF 2

PASSED AND ADOPTED this ____day of _____, 2012 by the following vote:

AYES:
NOES:
ABSENT:

_____
Dr. Thomas E. Holden, Mayor

ATTEST:

_____
Daniel Martinez, City Clerk

APPROVED AS TO FORM:

_____
Alan Holmberg, City Attorney
4.17.12

ATTACHMENT 1
PAGE 2 OF 2

TOBACCO RETAILER PERMIT FEES (Proposed)

ORIGINAL APPLICATION FEE					COST ROUNDED
Job Title		Avg Time Spent to Issue Permit	Fully Loaded Hourly Rate	Total Cost to Issue an Entertainment Permit	
Treasury Supervisor		.50 hr	$44.88	$22.44	
Police Officer III		.50 hr	$74.44	$37.22	
Sr. Document Publishing Specalist		.25 hr	$37.43	$9.36	
TOTAL COST				**$69.02**	**$69.00**

ANNUAL RENEWAL FEE					
Job Title		Avg Time Spent to Issue Permit	Fully Loaded Hourly Rate	Total Cost to Issue an Entertainment Permit	
Treasury Supervisor		.50 hr	$44.88	$22.44	
Police Officer III		.25 hr	$74.44	$19.00	
Sr. Document Publishing Specialist		.25 hr	$37.43	$9.36	
TOTAL COST				**$50.80**	**$51.00**

ATTACHMENT 2
PAGE 1 OF 1

CITY OF OXNARD CALIFORNIA

Meeting Date: 04 /24/12

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

Prepared By: Kymberly Horner K.H. Agenda Item No. O-1

Reviewed By: City Manager City Attorney Finance Other N/A

DATE: April 24, 2012

TO: City Council
Community Development Commission Successor Agency

FROM: Curtis P. Cannon, Community Development Director Kymberly Horner (for)
Community Development Department

SUBJECT: **Appointment to Oversight Board and Adoption of Successor Agency Budget**

RECOMMENDATION

1. That the Mayor appoint, with the approval of City Council, a member from the recognized employee organization representing the largest number of former Redevelopment Agency employees employed by the Successor Agency to the Oversight Board, pursuant to the provisions of Health and Safety Code section 34179(a)(7).

2. That the Community Development Commission Successor Agency ("Successor Agency"), adopt a Resolution approving an administrative budget for the period February 1, 2012 through June 30, 2012.

DISCUSSION

As previously reported to the City Council, each Successor Agency has an Oversight Board established pursuant to the provisions of Health and Safety Code section 34179(a). That Board contains two members appointed by the Board of Supervisors, a member of a special district, a member appointed by the Superintendent of Education, and a member appointed by the Chancellor of California Community Colleges, by the County Board of Supervisors. In addition, the Mayor may appoint, without restriction, one member. The Mayor may also appoint a member from the recognized employee organization representing the largest number of former Community Development Commission employees employed by the Successor Agency at the time of appointment.

To date, five of the seven appointments were made to the Oversight Board. The current appointments left to be made are the County Board of Supervisors Public at Large appointee and the City of Oxnard appointee to represent the former redevelopment agency employees. With respect to the former redevelopment agency employee appointment, Health and Safety Code section 34179(a)(7) specifically requires one member representing employees of the former Redevelopment Agency be appointed by the Mayor or Chairman of the Board of Supervisors, as the case may be, from the recognized employee

organization representing the largest number of former Redevelopment Agency employees employed by the Successor Agency at that time.

The largest organization is the Service Employees International Union ("SEIU") which employed two members, which worked for the Community Development Commission.

On March 27, 2012, Successor Agency staff sent a letter to SEIU asking for assistance in contacting SEIU members for the Mayor's consideration. Attachment No. 1 is a list of the potential appointees. Staff is recommending that an appointment by the Mayor be made by April 24, 2012, in order for that appointee to attend the first Oversight Board meeting, which is proposed to be held on April 25, 2012.

ABx1 26 requires that the Successor Agency adopt an administrative budget and that it be approved by the Oversight Board and submitted to the California State Department of Finance. Successor agencies are entitled to an administrative allowance, subject to approval of the oversight board. The administrative allowance is up to five percent (5%) of the eligible property tax allocated to the successor agency for FY 2011-12 and three percent (3%) each year thereafter. The amount shall not be less than $250,000 for any fiscal year unless agreed to by the successor agency. Staff recommends approving the attached Resolution containing the Successor Agency administrative budget for the time period of February 1, 2012 – June 30, 2012.

FINANCIAL IMPACT

The recommended administrative budget is $980,450.

Attachment 1 - Oversight Board Potential Appointee List
2 - Resolution

OVERSIGHT BOARD APPOINTEE CONSIDERATION LIST

1. RHEA VOLL, SEIU PRESIDENT
2. MARIA HERRERA, SECRETARY II SUCCESSOR AGENCY
3. REBECCA GUEVARA, PERMIT TECHNICIAN

Attachment 1

CITY OF OXNARD COMMUNITY DEVELOPMENT
COMMISSION SUCCESSOR AGENCY

RESOLUTION NO. _____

RESOLUTION OF THE CITY OF OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY ADOPTING THE AGENCY'S BUDGET FOR THE PERIOD OF FEBRUARY 1, 2012 THROUGH JUNE 30, 2012

WHEREAS, AB1x 26 requires the Community Development Commission Successor Agency ("Successor Agency") to adopt an administrative budget for the period of February 1, 2012 through June 30, 2012, to be approved by the Oversight Board of the Successor Agency and submitted to the Department of Finance by April 15, 2012; and

WHEREAS, the Executive Director has prepared the Successor Agency budget for the Board of Directors of the Successor Agency for its review; and

WHEREAS, the Successor Agency Board acknowledges its interest in enabling the Executive Director to conduct the Agency's business in the most efficient and effective manner possible; and

WHEREAS, all necessary changes and modifications have been made to said budget pursuant to AB1x26; and

WHEREAS, the Successor Agency Board of Directors has examined the budget and finds that it is a sound plan for the operations of the Successor agency.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Successor Agency that:

Section 1. The Board of Directors has studied the budget and finds that it is a sound plan for the operations of the Successor Agency and the budget is hereby adopted as presented. The budget schedule is attached hereto as "Exhibit A" and made a part hereof.

Section 2. The Successor Agency Director or designee is authorized to make non substantial changes of the budget and changes necessary and appropriate to ensure the budget complies with the ABx1 26 requirements.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

Dr. Thomas E. Holden
Successor Agency Board Chair

ATTEST:

Daniel Martinez
Successor Agency Secretary Designate

APPROVED AS TO FORM:

Alan Holmberg
Successor Agency General Counsel

Exhibit A

Successor Agency Budget
Period February 1, 2012 - June 30, 2012

	Total Due February 1, 2012 June 30, 2012	January	February	March	April	May	June	Total
Personnel Services	360,450.00		72,090.00	72,090.00	72,090.00	72,090.00	72,090.00	360,450.00
Materials and Supplies	5,000.00		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	5,000.00
Contracts and Services	125,000.00		25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00
Maintenance Services	27,500.00		5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	27,500.00
Other Services	125,000.00		25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00
Fixed Charges	337,500.00		67,500.00	67,500.00	67,500.00	67,500.00	67,500.00	337,500.00
Total	**980,450.00**		**196,090.00**	**196,090.00**	**196,090.00**	**196,090.00**	**196,090.00**	**980,450.00**

CITY OF OXNARD CALIFORNIA

Meeting Date: 4/24/12

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

Prepared By: James Cameron Agenda Item No. R-1

Reviewed By: City Manager City Attorney Finance Other *(Specify)*

DATE: April 12, 2012

TO: City Council

FROM: James Cameron
Chief Financial Officer

SUBJECT: **Requests for Proposal, Qualifications, and Bids**

RECOMMENDATION

That City Council receive a presentation on the use of Requests for Proposal (RFP), Qualifications (RFQ), and Bids (RFB).

DISCUSSION

Council has asked staff to prepare a presentation on the use of Requests for Proposal (RFP), Qualifications (RFQ), and Bids (RFB). The attached matrix provides a summary of these contracting processes.

FINANCIAL IMPACT

None.

JC:tr

Attachment - Matrix of RFPs, RFQs and RFBs

Matrix of RFP, RFQ, and RFB

	Purpose/Use	Selection Basis
Request for Proposals (RFP)	- Contracting for professional and other services and certain equipment - Price is negotiated	Qualifications of proposer and quality of proposal in meeting requirements
Request for Qualifications (RFQ)	- Similar to RFP - Used to gather vendor information to generate a pool of prospects meeting technical criteria - Final selection through RFP, but may lead to direct negotiations	Short list based on technical criteria
Request for Bids (RFB)	- Contracting for equipment, supplies, trade services, and public projects (construction) - Bids based on defined product specifications or plans and specifications for construction	Lowest price of responsible responsive bidders

Tools / Apps

Help Desk
PhoneBook
City Clerk
Map Services
Document Imaging
Municipal Code Book

CityNet Home » Tools / Apps » City Clerk Tools

City Council Agenda Item Request Form

Thank you. Your Agenda Item Request was submitted to the City Clerk's office.

Attached is the Agenda Item Request you submitted.

City Council Meeting Date:
Apr 24, 2012

Department/Division:
Finance

Governing Body:
CC

Agenda Subject:
Requests for Proposal, Qualifications, and Bids

Agenda Recommendation:
That City Council receive a presentation on the use of Requests for Proposal (RFP), Qualifications, (RFQ) and Bids (RFB).

Contact Person:
James Cameron

Contact Phone:
7461

Support Staff:
Tamara Reese

Support Staff Phone:
7475

Agenda Type:
Study Session

Attach Sep. Cover?
No

Make a New Agenda Item Request