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
February 4, 2014

A. ROLL CALL/POSTING OF AGENDA

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

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

C. CLOSED SESSION

D. OPENING CEREMONIES – 6:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Commendation to Mary Kay Rummel, the First Poet Laureate of Ventura County.

2. SUBJECT: Presentation of Employee of the Year.

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. TRANSMITTAL OF INFORMATION ONLY ITEMS

H. INFORMATION/CONSENT PUBLIC HEARINGS

I. PUBLIC HEARINGS

J. APPOINTMENT ITEMS

K. REPORTS

City Manager Department

1. SUBJECT: Operation of the Oxnard Public Access Channel (OPAC). (001)
RECOMMENDATION: Receive the information and options presented on the Oxnard Public Access Channel (OPAC) and provide direction to staff.
Legislative Body: CC Contact: Christina Aerenlund Phone: 385-7593

Finance Department

2. SUBJECT: Performing Arts and Convention Center Transition to the General Fund. (021)
RECOMMENDATION: Receive a report and provide direction of the option to transition the Performing Arts and Convention Center (PACC) from an enterprise fund to the General Fund.
Legislative Body: CC Contact: James Cameron Phone: 385-7461

Housing Department

3. SUBJECT: Eligible Uses For Program Income and Re-Programmed Community Development Block Grant Funds. (025)
RECOMMENDATION: Direct staff to appropriate CDBG Program income and Re-Programmed funds to a project specific within previously approved 2013-2014 Direct Benefit Activities/Capital Improvement Projects.
Legislative Body: CC Contact: William Wilkins Phone: 385-8094

L. 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.

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

N. PUBLIC COMMENTS ON REPORTS

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

O. 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.

P. STUDY SESSION

Q. 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.

R. 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.

S. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for January 7 and 14, 2014; Minutes of the Special Meetings of the Oxnard City Council for January 10 and 13, 2014. (027)
   RECOMMENDATION: Approve.
   Legislative Body: CC Contact: Daniel Martinez Phone: 385-7803

City Manager Department

2. SUBJECT: Agreements for City Council Review. (043)
   RECOMMENDATION: Pursuant to Ordinance 2835 and Resolution 13,932, 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 Second Quarter F/Y 2013-2014. (047)
   RECOMMENDATION: Accept the Quarterly Investment Report for the Second Quarter F/Y 2013-2014.
   Legislative Body: CC Contact: Danielle M. Navas Phone: 385-7810

Human Resources Department

4. SUBJECT: Request to Adjust the Non-Represented Confidential Group Salary/Step Plan. (055)
   RECOMMENDATION: Approve the establishment and implementation of step schedule to be effective the first pay period in January 2014.
   Legislative Body: CC Contact: Michelle Tellez Phone: 385-7590

T. ADJOURNMENT

CITY OF
OXNARD
CALIFORNIA

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

Prepared By: Christina Aerenlund, Public Information Officer Agenda Item No. K-1

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

DATE: January 21, 2014

TO: City Council

FROM: Karen Burnham
Interim City Manager

SUBJECT: **Operation of the Oxnard Public Access Channel (OPAC)**

RECOMMENDATION

That the City Council receive the information and options presented on the Oxnard Public Access Channel (OPAC) and provide direction to staff.

SUMMARY

BACKGROUND

On December 6, 2011, City Council authorized the City Manager to execute a Memorandum of Understanding (MOU) for Operation of the Oxnard Public Access Channel (OPAC) with La Fuerza Latina Health Association (LFLHA). After the necessary documentation was submitted by LFLHA, the MOU became effective on August 15, 2012. From the inception of the contract, LFLHA was not responsive to the requisites of the Memorandum of Understanding (MOU) and did not finalize the Policies and Procedures Manual (the "Manual") in time for City Council approval.

On July 30, 2013, after receiving an outline of the history and status report of the OPAC operation and subsequently, due to LFLHA's non-responsiveness to the MOU, City Council referred the matter to the Cultural Arts Committee. The Cultural Arts Committee is comprised by Mayor Pro Tem Carmen Ramirez and Councilmember Dorina Padilla.

The matter of the OPAC operations was agendized at the September 9, 2013 Cultural Arts Committee regular meeting. During the discussion and review at that meeting, the Cultural Arts Committee determined that OPAC did not fall within their purview. Mayor Pro Tem Ramirez requested that the matter be agendized for a future City Council meeting to provide further opportunity for the Councilmembers to receive input and provide further direction to staff.

There are at least two entities interested in the operation of the OPAC and there may be other interested parties of which staff is unaware.

On November 26, 2013 staff met with Mr. George Sorkin, Mr. Steve Nash and Mr. Dennis O'Leary of the Oxnard Media Access Channel (OMAC) and on November 27, 2013 with Mr. Bob Allen and Mr. Harry Abraham-Castillo of Gold Coast Media Group. After lengthy discussion during which staff provided additional information, staff made available copies of documents used in the prior process which would potentially assist in the groups developing future proposals. These documents included the Guidelines for Proposals and the Memorandum of Understanding (MOU) with LFLHA.

The following are some of City Council's options:

- Direct staff to initiate a new Request for Proposal process (RFP/RFQ) using the guidelines that were previously provided.
- City Council can appoint a specific entity as the OPAC operator.
- Provide direction to staff regarding other alternatives_Council decides to pursue.

FINANCIAL IMPACT

There is no financial impact at this time.

ca.

Attachment #1 – OMAC Statement of Interest
Attachment #2 - Letter from Gold Coast Media Group
Attachment #3 – Memorandum of Understanding (MOU)
Attachment #4– Guidelines for Proposals

Oxnard Media Access Channel inc. PEG

Vision Statement

The Oxnard community is an amazing diverse mixture of cultures, religions, and interests. We propose to make connections between our constituencies and develop a pathway to produce programming that features the issues, interests, education, and entertainment of, and for our community. Our vision is to share our commonalities and diversity with the larger community via training, media technology and telecommunications.

Mission Statement,

Our mission is to provide the community with access to the **Oxnard Media Access Channel TV**. Facilitate communication through multimedia dialogue within the City of Oxnard. Collaborate with local government, schools, and the public for the presentation of public programming to inform, educate, and, entertain our community. Provide training on the use of multimedia technology, audio, video equipment and skills for producing high quality programming.

Our Core Business Model

The **Oxnard Media Access Channel TV** is committed to the establishment of well-managed government, education and public access television in Oxnard. The Oxnard Public Access Channel operates transparently, with the belief that the best outcomes will be achieved through a community-managed, resource-sharing system. We seek to develop a shared network with the capacity to archive Government, School, and Public programming and develop a permanent history of media, meetings, history, arts, and, the culture of The City of Oxnard.

Structure & Opperations

We have a seven-member board of directors selected form a diverse cross section of the community. The duty of the board is to direct policy changes, raise funds, and establish board governance. The Oxnard Public Access Channel will operate as a 501-C3 Non Profit Corporation. All board members are volunteers elected from the community, and the Chairman of the Board serves at the pleasure of the board. The Chairman will hire a Chief Operations/Executive Officer, and staff. As the channel develops and defines need for staffing positions the composition of the staff will be developed by the Board of Directors.

Beyond paid staff there will be opportunity for participation by members of the community as volunteers, as well as interns from our educational network. Volunteers will be rewarded for their services with membership benefits, and additional education opportunities, and recognition.

Groups And Organizations We Serve

We have the support of 70 laity, professional, and service organizations. Programming needs to display accomplishments of the cities departments, such as promotion of recycling methods for the MRF, Energy Efficiency through Green Team Activities, City Planning initiatives, New Parks and Senior Services, Library Services, Streets and Allies improvement, Tree Programs, etc. We are dedicated to show casing of Oxnard's schools academic, sports, and scholastic organizations programs and activities.

Communications

Communications are as much a part of life to day as your family car. Even children in elementary school carry smart phones, and have never known life without Internet access, and Personal Computers. The need for our children to be able to participate in the multi-media information age is essential to the development of a strong, educated, well informed community. These skills will attract high paying jobs to our community. If in the past the strength of the local economy was based on manufacturing jobs, today's job market is based on our ability to communicate.

Recently we met with the Oxnard College Media Department and discussed goals they have. One goal was to develop a program that would allow students to develop media literacy beginning from their very first days in elementary school and continuing on through high school and on into their college experience. This would give the children in our community the learning advantage to have the skills to find well paying jobs.

Public access TV provides the infrastructure. We are the road. We provide the public with the access to the communications channel. Producers provide the content or programs, and we provide the services, the training, the equipment, and the software to place the programs on the air. A second goal of Oxnard College is to develop a shared network designed to provide the ability for the community Public, Government, and Education to develop a means to share recourses on an information super structure that will allow the city to come together to develop resources that we otherwise would need to duplicate in each sector. The Oxnard Schools have a fiber optic network, which we will need to connect the shared network. There are three access points at Oxnard College, Oxnard High School and at the City to the Time

Warner system. Oxnard College has a studio which they are willing to share, and have the know how to setup, teach, and advise on the administration of the shared network system.

What does this contribute to the community the P in PEG. Here is an opportunity for the city to showcase Oxnard, and how we are progressing in our journey to gentrification of the city. And at the same time creating real life skills to improve the lot of the citizenry so as the City improves so does the destiny of its constituents so they do not loose their community through the betterment process.

The support of community information is vital to a strong economy. Knowledge of what is going on in Oxnard is foremost in the cities ability to develop resources to regain a healthy revenue base. Voting Registration, Health Care Services, Services For Seniors, Child Care Resources, Educational Resources, New and Redevelopment, Transportation, Recycling, Water, Parks, Cultures, and Commerce are but a few issues needed to be disseminated through programming. The opportunities for benefits are endless, the need is obvious, the message is clear.

I can be reached at **805 509-2614**.
We hold our meetings at 7:00 PM every Thursday,
We meet at, CET: Center for Employment Training is at 761 S. C Street, Oxnard 93030.

Thank You,

George Sorkin, Board Chairman OMAC inc.

11/27/2013

Harry Abraham-Castillo / Bob Allen
Gold Coast Media Group
3600 Harbor Blvd. Suite 249
Oxnard, CA 93035

Christina Aerenlund
Communication and Public Information Manager
Communication and Public Information Office
City of Oxnard

Dear Christina

Thank you for including us in your schedule today. We recognize this is a busy week due to the Thanksgiving holiday, and we value the time that you have set aside to meet with us. We realize that nearly five years have elapsed since Oxnard's public access TV station went off the air and there is renewed interest from the city to launch this community channel once again as part of the spectrum space that has been set aside by Time Warner Cable and Verizon-Fios, designated as Channel 25 and Channel 38 respectively. We are delighted to hear that the City of Oxnard is contemplating to renew this important service for the community and we wanted to inform you that we are very interested in participating in the process.

We imagine that such a process will probably start with the release of a Request For Proposals from the City (RFP), or a similar process to evaluate the potential for success of all interested parties, and we are assembling a group that must certainly includes the credentials, expertise, and resources to guarantee a successful execution of a channel launch and subsequent flawless operation on behalf of the city.

THE INITIAL GROUP:

Even though our group (temporarily named the GCMG group for the purpose of this letter) is in its initial stages of formation, we already boast an impressive list of credentials that we'll briefly summarize in this letter, and extensively describe within the vetting procedure.

- Bob Allen brings to the table an unprecedented toolset of **Hyper-Local News Expertise** that is unmatched by any other organization within Ventura County. Since 2008 via his KADY-TV streaming network, Mr. Allen has single handedly become the leading *"purely local source of good news coverage for the City of Oxnard"* and surrounding entities. The channel's launch will be expedited and the content of its programming will be focused from the get go because his organization is already covering the city's community events on a regular basis, and his network has accumulated an extensive library of local affairs content that could be quickly adapted and readied for broadcast.

- Harry Abraham-Castillo is a new resident of our community that boasts enormous credentials of more than 25 years in television operations, content development/production, Latino broadcasting, media sponsorship/sales, and the launch of new television channels. His **Broadcast Executive Curriculum** is probably unrivaled by any other resident within our community. He has been the programming force behind the launch of the most important Spanish-Language TV Networks in the USA and TV stations in Southern California including Telemundo, Azteca America, the Azteca Mexico DTH channel exclusive to DirecTV, KVEA, KWHY, KRCA, with more than 8,000 hours of TV programming bearing his name as creator, producer, or executive producer. Abraham-Castillo is also an Emmy award winning news writer. His credential toolset will assure that the launch becomes a reality, the channel develops into a self-sustainable operation, and the project becomes a showcase model enviable by other city governments.
- Elizabeth Wolfel-Campos is an independent consultant to our group due to her current duties coordinating the affairs of the Downtown Oxnard Business Association. Her **Community Roots** encompassing many generations of her family in Oxnard and her indisputable acumen in **Local Public Affairs** make her an invaluable asset to focus the journey of our operation towards those specific areas where information and dialogue are highly desirable and necessary in order to empower the betterment of our community.

THE MISSION

It is our intention to launch and operate a public access television channel on behalf of the City of Oxnard that proudly enriches the lives of its residents. We intend to develop a programming grid that will:

- Showcase the positive contributions of residents, businesses, government, and land. The channel must be a source of community pride displayed on-air and on-line.
- Empower community residents with a powerful communication channel to voice their contributions. The channel must become a helpful forum that propels local businesses, employment, and education.
- Represent Multicultural Diversity by displaying essential programming that responds to the ethnic diversity of our residents, and by incorporating content that resonates with the Latino majority as well as the other ethnicities prevalent within our neighborhoods.
- Entertain, since financial self-sustainability in television media can only be achieved by developing a healthy foundation of steady viewership in order to satisfy the requirements imposed by advertisers and sponsors. The channel must secure and develop content that is tailored to the local consumer and is competitive to the other channel options available to the local viewer in order to avoid the failing propositions that have contributed to the extinction of the vast majority of community access television operations in the country.

THE REQUEST

We understand that you are probably at the initial stages of developing a list of requirements for the selection of a channel operator. It is our goal to put forward a gold standard as it relates to the response to an RFP or any other process selected by the city for the vetting of prospective operators. We would like to request immediate access to compressive documentation that could assists us in the development of accuracy within our proposal and subsequent business plan. There are three crucial aspects to this equation where we have been unable to identify appropriate responses, and we respectfully request the assistance of your office in order to identify this information:

- Inventory: In the events that followed DIVCA when the operation of the OPAC programming was ceased by TWC, there was probably an existing inventory of audio/ broadcast equipment, transportation, tools, materials, facilities, support, that weretransferred, assigned, or promised by TWC to the city for the purpose of the transition, and we would like to identify such an inventory.
- Library: When the OPAC operation was conducted by TWC, we understand that a substantial amount of video content was broadcast on behalf of the city. This content is incredibly valuable for the creation of TV anthological programming that reminisces to the early broadcast efforts by the city, and we would like to identify if there is an existing library of this material that could be utilized by the new channel operator
- Funding: Last but not least, the initial stages for the launch of a new channel operation are costly, and advertisers and sponsors tend to respond well after they have been able to evaluate several months of on-air operations. We would like to identify the particulars regarding initial contributions that the city will provide to the operator and that originated from the fund contributed by the cable operators to be set aside to assist the city on its transition to operating the channel independently.

We thank you once again for your time and support, and we look forward to egress successful from the channel operator selection process. Please keep us informed regarding any developments related to that procedure.

Respectfully,

Harry Abraham-Castillo
Gold Coast Media Group
Oxnard, California
818-430-2779
harry@altamira.tv

Bob Allen
Gold Coast Media Group
Oxnard, California
805-824-1534
boballen@kadytv.com

COPY

MEMORANDUM OF UNDERSTANDING FOR OPERATION OF OXNARD'S PUBLIC ACCESS CHANNEL

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into this **15th** day of **August**, **2012** by and between the City of Oxnard, California, a municipal corporation, (the "City"), and **La Fuerza Latina Health Association**, a California public benefit corporation and recognized 501(c)(3) tax-exempt organization in good standing (Federal Employer Identification Number **45-4766615**, "Operator"), whose address is **650 Meta Street, Oxnard, CA 93030**.

RECITALS

WHEREAS, public access channels are available for use by the general public, but are not mandated by Federal or State law. Rather, they are a right given to the City, as the franchising authority, which it may choose to exercise;

WHEREAS, unlike commercial television, the content of public access programming is intended to serve the City's residents and is only limited by the Federal, State and local rules and regulations, including that the programming be noncommercial;

WHEREAS, Oxnard's Public Access Channel ("OPAC") is designated as Time Warner NY Cable LLC d/b/a Time Warner Cable Channel 25 and Verizon California, Inc. Channel 38, to give members of the Oxnard community the opportunity to write, produce, direct, and perform their own cable television programs free of charge. People who normally are not allowed easy access to the mass media find a powerful resource for local expression through public access. It is intended that a majority of public access programs transmitted on OPAC be produced locally by non-professionals;

WHEREAS, the City currently has sole control over the programming that appears on OPAC pursuant to California Public Utilities Code § 5870 and 47 USC § 531;

WHEREAS, production of non-governmental programming that is locally produced and is relevant to the residents of the City is of substantial benefit to its citizens;

WHEREAS, the City lacks the resources to produce and manage non-governmental local programming and wishes to utilize Operator's services to improve the quality and quantity of locally produced programming that appears on OPAC and facilitate access, training, education and support to the Oxnard community;

WHEREAS, the City believes that entering into a pilot program with Operator is the appropriate mechanism to determine whether authorizing a private party to provide such services is the best method to meet the City's needs;

WHEREAS, Operator has expertise in operating public access television facilities and producing local programming;

WHEREAS, Operator has proposed to operate OPAC and assist City residents in producing programming on a trial basis; and

WHEREAS, Operator intends to fund OPAC operations and programming through underwriting, advertising, and sponsorship recognition.

NOW, THEREFORE, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

A. Scope of Services.

Operator shall perform the following services (hereinafter the "Services") in a professional manner:

1. Hours of Programming. Operator shall air on OPAC at least 56 hours per week of video programming (the "Programming"). When calculating the hours of the Programming that Operator airs, advertising, underwriting, or sponsorship recognition shall be considered Programming for these purposes if it does not exceed 6 minutes per 30-minute transmission. For example, if Operator adds 6 minutes of advertising, underwriting or sponsorship recognition to a Programming segment that is 24 minutes in length, then Operator shall be considered to have aired 30 minutes of Programming. The Programming must be "non-commercial" within the meaning of California Public Utilities Code § 5870, of particular interest to Oxnard residents, and distinct from any programming which would appear on traditional commercial television.

2. Direct Contact With State Video Franchisees. Operator shall take all steps reasonably necessary to ensure that the Programming is timely and properly carried on OPAC by Time Warner NY Cable LLC d/b/a Time Warner Cable and Verizon California, Inc., ("State Video Franchisees") when such service becomes technically available. This includes arranging with the State Video Franchisees for the installation of any facility necessary for Operator to transmit the Programming to the State Video Franchisees to be aired on OPAC, timely transmitting the Programming, and promptly notifying the City if a State Video Franchisee fails to timely or professionally air the Programming. Operator shall ensure Programming is transmitted in a format compatible with each State Video Franchisee's system, or in an industry standard format, in accord with California Public Utilities Code § 5870(g)(1).

3. Facility to Produce Quality Local Programming. Operator shall make available to the organizations and individuals specified in Paragraph A(9) of this MOU the necessary equipment, resources and training to produce Programming and use OPAC to effectively convey their messages. Operator acknowledges that a State Video Franchisee is under no obligation to make available production facilities or equipment, including the facility located at 721 Maulhardt Avenue Oxnard, CA. 93030. The Programming must be of a contemporary quality and of the highest standard for non-commercial television material, and shall be produced in partnership with Oxnard residents and/or community organizations in order to promote civic dialogue on issues of importance to members of the Oxnard community. Operator shall conduct outreach to the various segments of the public in a way which encourages a diversity of programming to meet the needs of the Oxnard community

4. Preemption of Programming. Notwithstanding any other provision of this MOU, if the City wishes to override any Programming to provide information, news, or programming which the City reasonably deems to be of broad community interest, which includes, but is not limited to a transmission of any City Council meeting, or meeting of any other governmental body, the City may do so. If this occurs, then Operator's obligation to air 56 hours of

Programming per week is decreased by the total length of time that the City overrides any Programming pursuant to this Paragraph A(4).

5. City Has Discretion to Remove Programming. If, in its sole and unfettered discretion, the City determines that particular Programming is not consistent with the terms of this MOU, the City may unilaterally require Operator to not air that Programming. If the City opts to require Operator to not air that Programming, and there is substantial evidence that the City's decision was reasonable, then the prohibited Programming shall not count toward the minimum requirement to air 56 hours per week of Programming.

6. Compliance with Laws and Local Regulations. All Programming and all of Operator's operations must comply with all federal, state, and local laws, regulations and authorities addressing access or transmission requirements, including 18 USC § 1468 regarding distribution of obscene material over a cable system.

7. Compliance with Policies and Procedures Manual. Within six (6) months of the date this MOU is approved by the City Council of the City, Operator shall submit for City review and approval a policies and procedures manual (the "Manual"), which shall include non-discriminatory practices for the use and access to facilities and resources designated for the production of Programming and ensure Oxnard residents have fair and equitable access to and use of OPAC facilities and services free of charge. The Manual shall also provide policies for the scheduling of Programming transmitted on OPAC, including scheduling priority for locally-produced Programming, The City or Operator may amend the Manual from time to time, and any such amendments shall take effect thirty (30) days after adoption by the City Council. Prior to the effective date of an amendment to the Manual, any actions taken by Operator that are consistent with the prior Manual procedures, but inconsistent with said amendment, shall not constitute a material breach of this MOU. Thereafter, Operator shall fully comply with the amended Manual.

8. Non-Offensive and Non-Partisan. The Programming must be non-offensive to the reasonable viewer. Political issues may be discussed as part of the Programming, so long as such Programming is non-partisan and objective in its presentation of the issues. In no event shall any advertising, underwriting or sponsorship recognition in any way relate to any political matter, including any campaign, unless doing so is legally required and Operator notified the City in writing that it is legally required to allow such advertising, underwriting or sponsorship recognition.

9. Locally Produced. One hundred percent (100%) of all Programming shall be "locally produced video programming" as that term is defined in California Public Utilities Code § 5870(d)(2), with the City of Oxnard as the applicable franchise area.

10. Community Bulletin Board and Online Resource. Operator shall air information on OPAC about City services and Oxnard community events using a text and graphics community bulletin board to display messages to the public. Messages should address events and activities of interest to the Oxnard community and must meet all applicable policies and procedures set forth in the Manual. Operator shall update community bulletin board information on a weekly basis. The community bulletin board shall also advertise the OPAC Programming schedule. Operator shall also develop an online resource (i.e., website) that provides detailed and updated news and information regarding OPAC, including outreach, trainings, facilities, services, and Programming schedule. Operator shall investigate and pursue alternative methods to transmit OPAC Programming, such as internet-based distribution.

B. Grants, Funding, Advertising, Underwriting or Sponsorship Recognition.

Operator shall diligently pursue available grants and funding to pay for facilities, equipment, equipment maintenance, utilities, staff, and organizing volunteers for OPAC. To fund OPAC-related activities, Operator may interrupt Programming for a maximum of six minutes of every 30 minute segment of Programming with "advertising, underwriting, or sponsorship recognition" within the meaning of California Public Utilities Code § 5870(b). If and when, in a particular quarter, after expenses, Operator makes a profit from "advertising, underwriting or sponsorship recognition," Operator may keep those profits to the extent that doing so would not cause Operator to have, calculated since the inception of the MOU, obtained a profit from operating pursuant to this MOU. To the extent that there are any excess profits, such profits shall be deposited with the City for use only for activities authorized by California Public Utilities Code § 5870.

C. Management Standards and Provision of Information.

Operator shall maintain generally accepted accounting, budgeting, and business systems and practices for the operation, protection, investment, oversight and management of OPAC resources. At such times and in such forms as the City may require, the City shall be promptly furnished with such statements, records, reports, data and information, as the City may request pertaining to matters covered by this MOU, including State and Federal tax returns filed by Operator, as well as documents governing Operator's operations, such as Operator's bylaws, rules and procedures for the production of Programming, and policies relating to advertising, underwriting or sponsorship recognition. The City shall have the right to audit all information reasonably related to this MOU. Unless authorized by the City, Operator will not release any information concerning the work product including any reports or other documents prepared pursuant to the MOU until the final product is submitted to the City. Unless expressly waived by the City in writing, Operator shall provide to the City the following documentation on a quarterly basis:

1. Programming: Listing of the Programming (including identification of locally produced Programming), and other relevant activities.
2. Income Statement: An income statement detailing OPAC's activities.
3. Balance Sheet: A balance sheet detailing OPAC's activities.
4. Organizational charts detailing management responsibilities.
5. Projections: A written summary of projected income, funding strategies, operating expenses, and Programming.
6. Performance Reports: Written report detailing compliance with the requirements and purposes of this MOU.

In addition, Operator shall provide to the City by January 31 of each year this MOU is in effect, an annual report that shall include, but not be limited to, a summary for the prior calendar year of Operator's budget, Programming produced, public outreach efforts, and any other indicators of services provided; and projections and goals for the current calendar year.

D. Record Retention.

Records shall be maintained by Operator in accordance with applicable law and requirements prescribed by the City with respect to all matters covered by this MOU. Except as otherwise authorized by the City, such records shall be maintained for a period of three (3) years. All documents provided to the City pursuant to this MOU shall be considered Public Records.

E. Term.

This MOU shall be effective on the first date that signatures of authorized representatives are affixed to this MOU (the "Effective Date"). This MOU shall terminate three (3) years after the Effective Date, provided the City Council has approved the Manual within one (1) year after the Effective Date. If the City Council has not approved the Manual within such time, this MOU shall terminate one (1) year after the Effective Date. Upon termination of this MOU, Operator shall cease to be City's designee for purposes of providing public access Programming pursuant to California Public Utilities Code § 5870(b) and shall have no right to transmit Programming on OPAC.

F. Effect on Future Negotiations.

The parties agree that in no event shall the existence of this MOU suggest that the City will in the future opt to authorize any party, including Operator, to create Programming to appear on OPAC. Operator, on behalf of itself, and any party providing Services pursuant to this MOU, expressly disclaims any right, either by law or equity, to obtain any recompense regarding any City decision on whether and how to provide any Programming at the termination of this MOU, regardless of any future oral communications between the parties.

G. Personnel.

1. Operator Provides Own Personnel. Operator represents that it has, or will secure at its own expense, all personnel required in performing all of the Services required under this MOU. Any work performed by such personnel shall be considered as completed by independent contractors and not by employees of the City.

2. Services Provided Only by Operator. All the Services required hereunder will be performed by Operator or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such Services.

H. Insurance and Indemnification.

1. Insurance Required. Operator shall obtain and maintain during the performance of the Services under this MOU the insurance coverage as specified in Exhibit INS-B, attached hereto and incorporated herein by this reference, issued by a company satisfactory to the City's Risk Manager, unless the Risk Manager waives, in writing, the requirement that Operator obtain and maintain such insurance coverage. Such insurance shall also include broadcasting liability (media perils) coverage with liability limits in amounts not less than two million dollars ($2,000,000) per occurrence insuring against claims arising from broadcast, utterance, dissemination, or publication of any kind by any method, including but not limited to claims for libel, slander, defamation or any invasions of rights or privacy. Operator shall, prior to performance of any services, file with the Risk Manager evidence of insurance coverage required

by this Paragraph H(1) as specified in Exhibit INS-B. Evidence of insurance coverage shall be forwarded to the Risk Manager, addressed as specified in Exhibit INS-B. Maintenance of proper insurance coverage by Operator is a material element of this MOU. Operator's failure to maintain or renew insurance coverage or to provide evidence of renewal may be considered as a material breach of this MOU.

2. Indemnity. Operator agrees to indemnify, hold harmless and defend City, its City Council, and each member thereof, and every officer, employee, representative or agent of City, from any and all liability, claims, demands, actions, damages (whether in contract or tort, including personal injury, death at any time, or property damage), costs and financial loss, including all costs and expenses and fees of litigation or arbitration, that arise directly or indirectly from any acts or omissions related to this MOU performed by Operator or its agents, employees, subconsultants, subcontractors, consultants and other persons acting on Operator's behalf. This agreement to indemnify, hold harmless and defend shall apply whether such acts or omissions are the product of active negligence, passive negligence, or acts for which Operator or its agents, employees, subconsultants, subcontractors, consultants and other persons acting on Operator's behalf would be held strictly liable.

I. Publication, Reproduction and Use of Material.

Operator shall hold the copyright for all Programming. The City shall have an unrestricted license to broadcast, publish, disclose, distribute and otherwise use, in whole or in part, any Programming prepared under this MOU. Such license will continue after the termination of the MOU.

J. Termination for Cause.

If, through any cause, Operator fails to fulfill in a timely and proper manner its obligations under this MOU or if Operator violates any of the covenants, agreements, or stipulations of this MOU, the City may provide Operator with written notice of such violation(s). If Operator fails to diligently pursue a cure of all such violation(s) within fourteen (14) days of its receipt of such notice, or if, for any reason, all such violation(s) are not cured within thirty (30) days of receipt of the written notice, the City may terminate this MOU by giving ten (10) days written notice to Operator of such termination and specifying the effective date of such termination. In this event, Operator shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this MOU by Operator.

K. Miscellaneous Provisions

1. Independent Contractor. Neither Operator, its affiliates, subsidiaries, or any other party related to Operator, including any of their employees, agents or assigns, shall be considered to be employees of the City of Oxnard for any purpose whatsoever. Rather, Operator, and any other party performing any duty relating to this MOU shall be an independent contractor. Operator further agrees that neither it nor its employees, agents or assigns are entitled to any benefits from the City unless expressly authorized pursuant to this MOU.

2. Discrimination Prohibited. In performing the Services required hereunder, Operator shall not discriminate against any person on the basis of race, color, religion, sex,

national origin or ancestry, age, physical handicap or disability, as defined in the Americans With Disabilities Act, gender, veterans status, sexual orientation, gender identity or medical condition.

3. Assignment. Operator shall not assign any interest in this MOU and shall not transfer any interest in this MOU (whether by assignment or notation), without the prior written consent of the City.

4. Construction and Severability. If any part of this MOU is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this MOU so long as the remainder of the MOU is reasonably capable of completion.

5. Notices.

Any notices to Operator may be delivered personally or by mail addressed to **La Fuerza Latina Health Association**, **650 Meta Street, Oxnard, California, 93030** Attention: **Roberto S. Juarez, CEO.**

Any notices to City may be delivered personally or by mail addressed to City of Oxnard, City Manager's Communication and Public Information Office, 300 W. Third Street, Fourth Floor, Oxnard, California 93030, Attention: Christina Aerenlund, Public Information Officer.

6. Entire MOU. This MOU contains the entire MOU of the parties and supersedes any and all other agreements or understandings, oral or written.

7. Amendment. City and Operator agree that the terms and conditions of the MOU may be reviewed or modified at any time. Any modifications to this MOU, however, shall be effective only when agreed upon in writing by both the City and Operator.

8. Authority. The person signing this MOU for Operator hereby represents and warrants that he/she is fully authorized to sign this MOU on behalf of Operator and to bind Operator to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the City and Operator have executed this MOU as of the date first above written.

CITY OF OXNARD	OPERATOR – LA FUERZA LATINA HEALTH ASSOCIATION, INC
______________________________	______________________________
Dr. Thomas E. Holden, Mayor	Roberto S. Juarez, CEO
ATTEST:	
______________________________	
Daniel Martinez, City Clerk	
APPROVED AS TO FORM:	APPROVED AS TO INSURANCE:
______________________________	______________________________
Alan Holmberg, City Attorney	James Cameron, Risk Manager

APPROVED AS TO CONTENT:	APPROVED AS TO CONTENT:
________________________________	________________________________
Karen Burnham, Interim City Manager	Christina Aerenlund, PIO Project Manager

PURPOSE OF PUBLIC ACCESS

The purpose of the Public Access Television is to encourage and support the production of quality community television programs, and to make it easier for individuals or groups to use cable telecommunications to share information and to enrich the lives of Oxnard residents. Programs may include specials, short series, weekly or daily programs.

Individuals, non-profit organizations, community groups, educational organizations, and production companies who would meet the general criteria for producing and broadcasting programming for the public access television would be encouraged to submit their programs for airing. Programs must be suitable for broadcast on the public access channel. Training would be made available to qualify public access users in order to use the facilities and equipment

OPERATOR FUNCTIONS:

Responsible for program production and management of the public access facilities

- Devise, establish and administer reasonable rules, regulation, policies and procedures pertaining to the use and scheduling of public access facilities and channel. Said regulations, policies and procedures shall assure that no censorship or control over programming content of the public access facility or channel exists except as necessary to comply with FCC prohibition of material that is (1) obscene; (2) contains commercial advertising; (3) constitutes conduct of a lottery; or (4) violates a valid law or regulation.

- Prepare, such regular or special reports as may be required or desirable

- Develop and obtain sources of funding, such as foundation, federal or state grants to further the Public Access Channel functions.

- Perform other functions relevant to the public access facilities and channel as may be appropriate.

- Develop a budget on an annual basis for review by the City

- Develop an on-going programming schedule which will outreach to and benefit the residents of the City of Oxnard

- Have available production facilities available at no or reduced cost to the City's residents.

PROPOSALS

All proposals shall include the following information and comply with the associated page limit restrictions.

1) Cover Letter – 1-page maximum cover letter signed by the officer of the entity, binding the entity to all of the commitments made in the submittal
2) Entity Background – 2-page maximum background on the entity and its associates' specialties. One (1) additional page may be included to highlight the background of any proposed sub-consultant and one (1) page shall provide evidence of the entities not-for-profit status (within the City of Oxnard requirements)
3) Previous Experience – 3-page maximum summary of the entity's experience in working with PEG Channels and governmental agencies. References must be included
4) Project Approach – 3 page maximum summary of the proposed approach to developing strategy(ies) and comprehensive understanding of the challenges associated with the operation, management and programming of the Public Access Channel
5) Proposed Personnel – 1-page maximum resumes for each of the 3 leading staff members that will be performing the majority of Public Access Channel Operations/management/programming. Resumes for corporate leadership should not be included unless said individuals will be performing substantial work in the operations of Public Access Channel
6) Cost Estimate/Budget – 1-page maximum cost estimate. The operator candidate should provide the estimated labor hours (both one-time and on-going), hourly rates for assigned individuals, and other related expenses. The costs shall be broken down for the first year which will involve the most one-time costs to develop the policies, rules, regulations, procedures, and programming schedule. The second year shall include the on-going costs associated with the operation/management/programming of the Public Access Channel. Also, include the costs of any associated materials and resources needed.

EVALUATION CRITERIA
Each entity's response will be evaluated upon the following criteria

1) Experience & Staffing (45%) – The entity's previous experience with TV Channel operations/management/programming and qualifications and depth of the staff that will perform the on-going work.
2) Project Approach (25%) – The entity's understanding of the Public Access Channel operations/management/programming and issues and the ability to provide goals and policies to further the Oxnard Community Public Access Channel's interests.
3) Funding Plan (30%) – The entity's plan for obtaining funds to support the proposed level of effort.

SELECTION PROCESS
Proposals will be ranked on qualifications and the City may choose to interview one or more of the top ranked entities. Qualified entities will be scheduled for interview at the conclusion of the review process. However, at its sole discretion the City may dispense with interviews and select an entity to perform the function of Public Access Channel 25 Operator.

The City reserves the right to reject any and all proposals solely at their discretion.

The City of Oxnard will utilize the following schedule for the selection process:

Deadline to submit questions about the proposals	February 25, 2011
Deadline for response from City to Questions	March 3, 2011
Proposal Submittal Deadline	March 25, 2011
Interview of Finalists	TBD
Recommendation or Operator to Council	TBD (Mid April?)

CITY OF
OXNARD
CALIFORNIA

Meeting Date: 2 / 4 / 14

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

Prepared By: James Cameron Agenda Item No. K-2

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

DATE: January 24, 2014

TO: City Council

FROM: James Cameron James Cameron
Chief Financial Officer

SUBJECT: Performing Arts and Convention Center Transition to the General Fund

RECOMMENDATION

That City Council receive a report and provide direction of the option to transition the Performing Arts and Convention Center (PACC) from an enterprise fund to the General Fund.

DISCUSSION

The PACC is accounted for as an enterprise fund with an annual subsidy from the General Fund to meet operational costs. Because revenues are market driven to a greater extent than other enterprise funds, changing economic and market conditions have had a significant impact. While the General Fund has contributed between $900,000 and $1 million annually for many years, the recession and evolving market for event space has negatively impacted revenues, resulting in the $1.6 million fund shortfall.

The PACC is operated by the Oxnard Performing Arts Center Corporation (OPACC). The City entered into an agreement with the OPACC in 2000 for a ten year term. Although the PACC is reported in the City's Comprehensive Annual Financial Report as an enterprise fund with an independent board and separate banking and payroll, the significant contribution of City funds relative to revenues generated from events, calls into question the appropriateness of the current structure. The agreement with the OPACC has not been renewed. The City continues to own the land and buildings and budgets 10.5 City positions. Additional positions for operations and events are hired separately and paid separately. The attached PACC Fund Summary provides historical financial data.

It is common for convention centers to require a subsidy from a city's general fund. This is based on a comparison of various cities where subsidies ranged from 20% to 50% of operating costs. In the case of Oxnard the subsidy is about 70%. There are not many options for addressing the recurring operating shortfall.

On April 23, 2013, the PACC financial status was discussed by Council. At that time, Council discussed the transition to the General Fund. Because of the ongoing need to subsidize the PACC and no viable solution to the existing shortfall, staff supports the transition of the PACC to the General Fund as of the start of the 2014-15 fiscal year. If Council supports this option, staff will initiate the steps needed for the transition, including evaluating the appropriate level of service and establishing the appropriate classifications staffing the PACC, including a manager level employee. This transition will result in the General Fund fully absorbing the existing shortfall; however, it would provide City Council with direct oversight of the PACC similar to any other City program.

Alternatively, Council has the option of renewing the agreement with OPACC and continuing to account for the PACC as an enterprise fund. This would require an increase to the annual subsidy of at least $100,000 beginning with the current fiscal year and a one-time transfer from the General Fund of $1.6 million.

FINANCIAL IMPACT

Both options will impact the General Fund by $1.6 million as well as any additional requirements for annual costs to operate the facility. The option to transition to the General Fund would provide greater control and financial management in the future.

Attachment: PACC Cash Flow Analysis

Performing Arts and Convention Center Fund
Cash flow Analysis
Excluding Year-end Cash Balance Transfer*
($ thousands)

	2009	2010	2011	2012	2013
Cash & Cash Equivalents July 1	-	(1,032)	(1,183)	(1,422)	(1,519)
Revenues	485	513	439	546	485
Payments					
To Suppliers	(1,219)	(412)	(503)	(490)	(418)
To employees	(1,272)	(1,200)	(1,123)	(1,094)	(1,057)
Net Cash from Operations	(2,006)	(1,099)	(1,187)	(1,038)	(990)
Non-Operating Sources and Uses					
Interest on Investments	-	-	-	(7)	(10)
Net Transfers From/(To) other Funds	982	948	948	948	905
Purchases of Capital Assets	(8)	-	-	-	-
Net Cash Non-Operating	974	948	948	941	895
Net Increase/(Decrease) in Cash	(1,032)	(151)	(239)	(97)	(95)
Cash & Cash Equivalents June 30	(1,032)	(1,183)	(1,422)	(1,519)	(1,614)

* Year-end cash balance transfers are recorded as "Due to other funds" or "Due from other funds" required to cover cash shortfalls.

Attachment /
Page 1 of 1

CITY OF
OXNARD
CALIFORNIA

Meeting Date: 02 / 04 / 2014

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

Prepared By: William E. Wilkins Agenda Item No. K-3

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

DATE: January 6, 2014

TO: City Council

FROM: William E. Wilkins, Housing Director

SUBJECT: **Eligible Uses For Program Income and Re-Programmed Community Development Block Grant Funds**

RECOMMENDATION

That City Council direct staff to appropriate CDBG Program income and Re-Programmed funds to a project specific within previously approved 2013-2014 Direct Benefit Activities/Capital Improvement Projects.

DISCUSSION

During the meeting of December 10, 2013, City staff asked the City Council to approve a special budget appropriation of $300,000 from the Community Development Block Grant fund for the Campus Park Gymnasium rehabilitation project. Since the City Council previously approved a $500,000 allocation for Campus Park in the Annual Action Plan of 2013-2014, the City Council directed City staff to review all current CDBG Direct Benefit Activities/ Capital Improvement projects and identify alternative projects. Additionally, the City Council requested that staff define and provide the source of funds for "program income and re-programmed funds."

In compliance with the City Council's directive, City staff reviewed all Fiscal Year 2013-2014 CDBG Funding requests, recommendations and approvals for the Direct Benefits Activities/Capital Improvement Projects.

- Public Works submitted a request of $650,000 for streets and alleys. However, staff recommended an allocation of $213,825 for the project; leaving a difference of $436,175. A substantial portion of the difference could be addressed by utilizing the $300,000 being reprogrammed. However, the Public Works Project Manager would have to accomplish two things: first a request for the funds would have to be made; secondly, Public Works would have to have a shovel ready project to ensure utilization of the funds within a reasonable (12 months) timeframe.

- Parks submitted two requests: a $435,000 request for Beck Park was not approved by City Council. If the City Council wishes to appropriate the funds to Beck Park at this point, it would require an Amendment to the Annual Action Plan for Fiscal Year 2013-2014. The Amended 2013-2014 Annual Action Plan would be submitted to the U. S. Department of Housing & Urban Development for review and approval. The entire process from start to finish would take approximately 60-90 days.
- The second request submitted by Parks was for the Campus Park Gymnasium rehabilitation project for $500,000. Unforeseen structural, flooring and heating conditions required a request for an additional $300,000. This request was denied by City Council on December 10, 2013.

The other Direct Benefits Activities/Capital Improvement Projects submitting requests for funds were: Habitat for Humanity (homeowner rehabilitation); Code Compliance (staff); and the City's Affordable Housing Programs (First-Time Homebuyer Program, Mobile Home Rehabilitation, Single Family Rehabilitation).

It is important for City Council to note that Community Development Block Grant funds have federal expenditure timelines and requirements. HUD will review the performance of the participating jurisdiction/the City of Oxnard, to determine whether the City is carrying out its' CDBG activities in a timely manner. The expenditure timeliness rate is reviewed by HUD on a quarterly basis and requires the participating jurisdiction to meet the 1.5 standard expenditure rates by sixty (60) days prior to the end of the Fiscal Year. On May 1, 2014, the amount of entitlement grant funds available to the City, under the grant agreement, should be no more than 1.5 times the FY 2013-2014 grant, or $3,278,678.

So, the unintended consequences of not appropriating the requested $300,000 to Campus Park for the remodel project, is that City Council may be asked to redirect/reprogram the approved $500,000 in the FY 2013-2014 Annual Action Plan to a "shovel ready" project.

On June 11, 2013, staff presented an estimate of how much would be available during the coming fiscal year from reprogrammed funds and program income; the amounts given were $470,583 and $13,000 respectively. The reprogrammed funds are derived from completed projects, or projects that were unable to move forward as a result of unforeseen circumstances. Program income is a direct result of repayments made by participants receiving funding for various programs (i.e. first-time homebuyers program, mobile home replacement, etc.).

FINANCIAL IMPACT

There is no financial impact in the general fund.

AGENDA ITEM NO.
S-1

MINUTES

OXNARD CITY COUNCIL
Regular Meeting
January 7, 2014

A. ROLL CALL/POSTING OF AGENDA

At 5:02 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Community Development Commission Successor Agency. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The Deputy City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Karen Burnham, Interim City Manager; Stephen Fischer, Interim City Attorney; James Cameron, Chief Financial Officer; Kymberly Horner, Interim Redevelopment Services Manager; and Lyn Bennett, Deputy City Clerk.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 5:04 p.m. the City Council recessed to allow for a closed session of the Community Development Commission Successor Agency.

D. OPENING CEREMONIES

At 6:06 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Community Development Commission Successor Agency. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided Additional staff members present were: Daniel Martinez, City Clerk; Jeri Williams, Police Chief; William "Bill" Wilkins, Housing Director; Matthew Winegar, Development Services Director; Rob Roshanian, Interim Public Works Director; Michelle Tellez, Human Resources Director; Martin Erickson, Deputy City Manager; Grace Magistrale Hoffman, Deputy City Manager; Ashley Golden, Acting Planning and Environmental Services Manager; Anthony Emmert, Water Resources Manager; Karl Lawson, Compliance Services Manager; Cynthia Daniels, Project Manager; and Todd Housley, Environmental Resources Manager.

E. CEREMONIAL CALENDAR

ITEMS REMOVED FROM AGENDA

The Council concurred to remove K-2 and M-2 from agenda.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Martin Jones; Peggy Rivera; Harold Ceja; Steve Nash; Larry Stein; Francine Castanon; Pat Brown and Rebecca Ralph.

H. INFORMATION/CONSENT PUBLIC HEARINGS

ACTION: Mayor Flynn declared the public hearing open.
DISCUSSION: The City Clerk reported on posting, publication and that there were no written communications received.

Development Services Department

1. SUBJECT: Planning and Zoning Permit No. 12-500-07 (Special Use Permit), Located at 2121 North Oxnard Boulevard. Filed by Nils Johnson, Johnson & Muller Architects, on Behalf of Property Owner Leasing Corporation of America. (019)
RECOMMENDATION: Adopt **Resolution No. 14,450** approving Planning and Zoning Permit No. 12-500-07 (Special Use Permit), subject to the findings and conditions set forth in Planning Commission Resolution No. 2013-29.
DISCUSSION: The Acting Planning and Environmental Services Manager commented: the signage, landscape improvements, construction of side walk and lighting (spill) impact.

   Public comments were received from Pat Brown; Larry Stein and Dan Pinedo.

   The City Council commented on: enhancement to Oxnard Boulevard; neighborhood input and the lighting of the development on the street/neighbors.

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

S. INFORMATION/CONSENT AGENDA

6. SUBJECT: Vista Urbana/RiverPark: Consent to Proposed Amendments to Assignment and Assumptions Agreements between RiverPark A, LLC and Aldersgate Investment, LLC. Filed by Aldersgate Investment, LLC, 300 Esplanade Drive, Suite 1550, Oxnard, CA 93036. (229)
RECOMMENDATION: Consent to the proposed amendments and authorize the Mayor, or designee, to take such actions and execute such documents as are necessary to effectuate such consent on behalf of the City.
DISCUSSION: The Development Services Director outlined the request of developer to amend the agreement and City's affordable housing objections. The Compliance Services Manager reviewed first-time homebuyer restrictions; income level of homebuyers; Regional Housing Needs Allocation (RHNA) requirements and the application review process.

   Public comments were received from: Orlando Dozier; J Refugio Marquez De Alba; Tammy Velasquez; Leonard Cervantes; Sarfaz Patel; Mizella Haywood; Gustavo Bucio; Shahla Rashidian; Tara DePueda; Gloria Valencia; Henry Casillas; Dr. Pauline Mercado; Pat Brown; Josh Mateo; Matthew Klinfeiter; Justin Glenn; Larry Stein; Francine Castanon; Jose Espinosa; Eduardo Gritther-Encinas; Dan Frost; Tara Eisenhauer and Felix Eisenhauer.

   The City Council discussed: demand for affordable housing; homebuyer restrictions; the application process; and

RECESS

At 9:19 p.m. the Council recessed and at 9:21 p.m. the Council reconvened.

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

RECESS

At 9:22 p.m. the Council recessed and at 9:27 p.m. the Council reconvened.

G. TRANSMITTAL OF INFORMATION ONLY ITEMS

Finance Department

1. SUBJECT: Monthly Budget Status Report for the Period Ending November 30, 2013. (001)
   RECOMMENDATION: Receive Report.
   DISCUSSION: The Chief Financial Officer briefly reviewed the current financial system and stated golf course information would be forthcoming.

   Public comments received from: Larry Stein.

   ACTION: Received report.

I. PUBLIC HEARINGS

J. APPOINTMENT ITEMS

K. REPORTS

Finance Department

1. SUBJECT: Annual Report for Development, Connection and Improvement Fees for the Year Ended June 30, 2013. (079)
   RECOMMENDATION: Receive and file the Annual Report for Development, Connection and Improvement Fees for the year ended June 30, 2013 in accordance with Government Code Section 66006.
   DISCUSSION: The Chief Financial Officer commented on projected: debt service, types of fees, revenue streams and capital improvement fees. The Interim Public Works Director stated building permit fees are paid at the time that building permits are pulled.

   Public comments received from: Larry Stein and Daniel Lechliter.

   The Councilmembers discussed development fees, collection fees, water connection fees, proper ratio of fees and the creation of local jobs.

   ACTION: Receive report.

Finance Department

2. SUBJECT: Comprehensive Annual Financial Report for Fiscal Year 2012-13. (091)
RECOMMENDATION: Receive and file the City of Oxnard Comprehensive Annual Financial Report (CAFR) for Fiscal Year 212-2013.
ACTION: Removed from agenda.

Q. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from: Project Manager (S-4) and Environmental Resources Manager (S-7).

S. INFORMATION/CONSENT AGENDA

City Manager Department

2. SUBJECT: Agreements for City Council Review. (135)
RECOMMENDATION: 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.*(Only S-2(1)).

4. SUBJECT: Appropriate Budget and Award Contract to Berry General Engineering Contractors Inc. for Specification No. DS14-04 –Ventura Blvd. Park & Ride Lot and Pedestrian Facilities. (157)
RECOMMENDATION: 1) Award the contract and authorize the purchasing agent to execute an agreement with Berry General Engineering Contractors Inc. (A-7642) as the lowest responsible and responsive bidder in the amount of $150,430 for Specification No. DS14-04 for Ventura Blvd. Park & Ride Lot and Pedestrian Facilities; and 2) Appropriate $232,200 for Specification No. DS14-04 from the Air Pollution Buy-down Fund balance to the "Park & Ride Lot" project for improvements at Ventura Boulevard southeast of Santa Clara Avenue and west of Nyeland Avenue.

Public Works Department

7. SUBJECT: Agreement with Select Staffing for Contract Labor Services at the Del Norte Regional Recycling and Transfer Station. (253)
RECOMMENDATION: Approve and authorize the Mayor to execute an agreement with Select Staffing (A-7632) for an amount not to exceed $1,600,000 for contract labor services at the Del Norte Regional Recycling & Transfer Station.

8. SUBJECT: Agreement with Qualified Vendors to Buy Recyclable Material at the Del Norte Regional Recycling and Transfer Station. (275)
RECOMMENDATION: Approve and authorize the Purchasing Agent to execute agreements with vendors to buy recyclable material from the Del Norte Regional Recycling & Transfer Station (Del Norte Facility).

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended for (S-2(01), S-4, S-7, S-8) only. (MacDonald/ Ramirez) Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald.

COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

At 10:05 p.m. the joint meetings with the Community Development Commission Successor Agency concluded.

S. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for November 19, December 3 and 10, 2013; Minutes of the Special Meeting of the Oxnard City Council for July 23, and December 2, 2013; Minutes of the Regular Meetings of the Oxnard Community Development Successor Agency for December 3 and December 10, 2013. (109)
RECOMMENDATION: Remove from agenda.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (135)
RECOMMENDATION: Remove from agenda except S-2(01).

Development Services Department

3. SUBJECT: Agreement for On-Call Traffic Engineering Services. (139)
RECOMMENDATION: Remove from agenda.

5. SUBJECT: Ordinance Regarding Building Regulations. (175)
RECOMMENDATION: Remove from agenda.

9. SUBJECT: Approval of Award of Contract to Granite Construction Company for PW13-08 Victoria Avenue Improvement Project. (287)
RECOMMENDATION: Remove from agenda.

INFORMATION/CONSENT AGENDA ACTION: Concurred to remove (S-1), (S-2(a, b, c, d, e, f, g and h)), (S-3), (S-5) and (S-9) from the agenda.

O. PUBLIC COMMENTS ON STUDY SESSION

P. STUDY SESSION

Development Services Department

1. SUBJECT: Pre-Application Review (PZ 13-600-01) of a Request to Change the General Plan and Zoning Designations for Four Properties at the Intersection of Oxnard and Statham Boulevards. Filed by Troy Bemis on Behalf of Statham Oxnard, L.P. (099)
RECOMMENDATION: Review and provide preliminary comments on a pre-application to change the General Plan and Zoning Designation of four properties at the intersection of Oxnard and Statham Boulevards.

DISCUSSION: The Acting Planning and Environmental Services Manager briefly outlined the pre-application of Statham Oxnard, L.P. for proposed zone change to "general commercial" and zone change would coincide with the General Plan.

Troy Bemis, Statham Oxnard, LP and Steve McCoy, Halama LLC provided reasons for requested zone change.

Public comments received from: Larry Stein and Pat Brown.

The Council discussed several issues including development standards; parking needs; community input and zone change of McDonald's Restaurant (zone change of all four street corners).

ACTION: Provided comments to staff.

L. PUBLIC COMMENTS ON REPORTS

1. SUBJECT: Verbal Update on the Materials Recycling Facility (MRF).
RECOMMENDATION: Receive and consider verbal report.
DISCUSSION: The Environmental Resources Manager updated the Council on hiring of personnel, equipment, regulation requirements and upcoming "zero" rate recycling program.

Public comments received from: Juan Delgado.

The City Council commented on positive efforts of the transfer process.

ACTION: Provided comments to staff.

M. REPORT OF CITY MANAGER

1. SUBJECT: Approval of Increase for Interim City Attorney Stephen Fischer. (093)
RECOMMENDATION: Approve and authorize a salary increase for Stephen Fischer based upon his assumption of the duties of City Attorney in an upgraded capacity.
DISCUSSION: The Human Resources Director reviewed the temporary salary of an interim position and evaluation process of the interim "City Attorney".

Public comments received from: Larry Stein;

The Council discussed: pay of "interim" positions and need to appoint permanent positions.

ACTION: Moved to approve 20% wage increase to be retroactive to when duties started. (Ramirez/ MacDonald) Ayes: Perello, Ramirez, MacDonald and Padilla. Noes: Flynn.

City Clerk Department

2. SUBJECT: Appointment of Citizen Advisory Groups. (095)
RECOMMENDATION: 1) That the Mayor, with approval of the City Council, appoint: (a) Three members to the Commission on Homelessness, (b) One member to the Senior Services Commission; and 2) That the City Council appoint: (a)Two members to the Community Relations Commission.
ACTION: Removed from agenda.

N. CITY COUNCIL/BUSINESS/COMMITTEE REPORTS

The Council commented on: upcoming meeting regarding information on "entitlement" grants; establishment of the Gold Coast Transit District (bus system); "Affordable Care Act" information being presented; Ventura County Community Foundation Scholarship Program; placement of notices in newspapers; address wage issues of the City Manager and City Attorney; and having a Homelessness Commission retreat.

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

T. ADJOURNMENT

At 11:30 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ	TIM FLYNN
City Clerk	Mayor

MINUTES

OXNARD CITY COUNCIL
Regular Meeting
January 14, 2014

A. ROLL CALL/POSTING OF AGENDA

At 5:02 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Community Development Commission Successor Agency. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Karen Burnham, Interim City Manager; and Stephen Fischer, Interim City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 5:03 p.m. the City Council and Successor Agency recessed to a closed session, pursuant to Government Code section 54956.9(d)(1), to confer with its attorneys. The title and case number of the litigation being discussed is City of Bellflower, et al. v. Ana Matosantos, et al., Sacramento County Superior Court Case No. 34-2012-80001269.

The City Council also recessed to a closed session, pursuant to Government Code section 54956.9(d)(4), based on existing facts and circumstances, to decide whether to initiate litigation in one potential case.

At 6:02 p.m. the City Council and Successor Agency reconvened and the Interim City Attorney reported on directions received from the City Council and Successor Agency.

D. OPENING CEREMONIES

At 6:03 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Community Development Commission Successor Agency and Housing Authority. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: James Cameron, Chief Financial Officer; James Williams, Fire Chief; William "Bill" Wilkins, Housing Director; Matthew Winegar, Development Services Director; Jason Benites, Assistant Police Chief; Lou Balderrama, City Engineer; Chris Williamson, Principal Planner; Todd Housley, Environmental Resources Manager and Ruth Hopkins, Housing Project Manager.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Steve Nash; Jim Mitstead; Terry Rosinson; Mario Quintana; Derek Doler; Ralph James; Theadora Daritt-Cornyn; Orlando Dozier; George Corkin; Dan Pinedo; Darlene Miller and Juan Delgado.

I. PUBLIC HEARINGS

Mayor Flynn opened the public hearing. The City Clerk reported on publication and that there were no written communications received.

Housing Department

1. SUBJECT: Issuance of Housing Authority Multifamily Housing Revenue Bonds for Terraza de Las Cortes Project. (019)
RECOMMENDATION: 1) Hold a public hearing regarding the issuance of up to $12,000,000 of multifamily housing revenue bonds by the Housing Authority to finance the construction and development by Terraza de Las Cortes, L.P., of the Terraza de Las Cortes Project; and 2) Adopt **Resolution No. 14,451** approving the issuance of bonds by the Housing Authority for the purpose of financing the Terraza de Las Cortes Project.
DISCUSSION: The Housing Project Manager outlined the request of "issuing bonds" for Los Cortes Project; "in-lieu" account balance; and stated there was "no" City liability for bonds.

   Public comments were received from Butch Gray.

   ACTION: Close the public hearing. (Perello/Ramirez) Ayes: Ramirez; MacDonald, Padilla, Perello and Flynn. Approved as recommended (MacDonald/Padilla) Ayes: Ramirez; MacDonald, Padilla, Perello and Flynn.

S. INFORMATION/CONSENT AGENDA

Housing Department

8. SUBJECT: Property Exchange Agreement between the City of Oxnard and the Housing Authority of the City of Oxnard exchanging City Property commonly referred to as APN 201-0-090-115 ("City Property") for a portion of Housing Authority Property commonly referred to as APN 201-0-080-020 and APN 201-0-100-020 ("Authority Property"). (225)
RECOMMENDATION: Approve the Property Exchange Agreement and authorize the Mayor and the Chairperson to execute the Property Exchange Agreement between the City and the Housing Authority.

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

HOUSING AUTHORITY

At 6:59 p.m., the joint meeting with the Housing Authority concluded.

G. TRANSMITTAL OF INFORMATION ONLY ITEMS

H. INFORMATION/CONSENT PUBLIC HEARINGS

ACTION: Mayor Flynn declared the public hearing open.
DISCUSSION: The City Clerk reported on posting, publication and that there were no written communications received.

Development Services Department

1. SUBJECT: Planning and Zoning Permit No. 13-580-03 (Zone Text Amendment), Amendment to City Code Section No. 16-177 of the Business and Research Park Zone. Filed by Colby Young, Pacifica L32, LLC, 1775 Hancock Street, Suite 200 San Diego, California 92110. (001)
RECOMMENDATION: Approve the first reading by title only and subsequent adoption of an ordinance approving Planning and Zoning Permit No. 13-580-03 (Zone Text Amendment) amending City Code Section 16-177 to allow "Residential Care Facilities for the elderly when compatible with the surrounding land uses" as a related use within the Business and Research Park (BRP) zone.
DISCUSSION: The Principal Planner reviewed the proposed amendment zone change for a "residential care facility" at the site.

   Colby Young, Pacifica Senior Living, commented on security of the proposed facility, estimated cost to live at the proposed facility and other aspects of living at the facility.

   The Council discussed several issues including zoning of proposed site, the entities of the living facility (security and medical assistance) and being near the highway.

   Public comments were received from George Miller.

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

J. APPOINTMENT ITEMS

K. REPORTS

Development Services Department

1. SUBJECT: Review of Northeast Community Specific Plan (NECSP) Environmental Impact Report (EIR) Fire Station Mitigation. (025)
RECOMMENDATION: Receive and file a report reviewing the sequence of California Environmental Quality Act (CEQA) documents and actions related to NECSP EIR mitigation measure PS-1, construction of a fire station.
DISCUSSION: The Principal Planner outlined the NSCSP development and changes to Fire Station requirements.

   The Fire Chief commented on the response of Firefighters; housing building requirements and the success of the smoke/CO detector program.

   Public comments were received from: Larry Stein.

   The Council discussed: location of fire stations; cost of building a fire station; services provided by Fire Department and future community development.

   ACTION: Receive report and provided comments.

Finance Department

2. SUBJECT: Comprehensive Annual Financial Report for Fiscal Year 2012-13. (067)
RECOMMENDATION: Receive and file the City of Oxnard Comprehensive Annual Financial Report (CAFR) for Fiscal Year (FY) 2012-13.
DISCUSSION: The Chief Financial Officer reviewed the CAFR including local job data, credit card use, grant receivables, use of service fund, past actions of Councils and improvements in national economy.

Public comments were received from: Larry Stein, Jim Lavery and George Miller.

The Council discussed: the service level to the community; funding of the golf course and PAC; City liabilities; bond rating and the time to have a "public" report available.

ACTION: The City Council provided comments and directions to staff.

L. PUBLIC COMMENTS ON REPORTS

1. SUBJECT: Verbal Update on the Materials Recycling Facility (MRF).
RECOMMENDATION: Receive and consider verbal report.
DISCUSSION: The Environmental Resources Manager updated the MRF transformation process including hiring of personnel, evaluation of equipment, data information and updating the lighting of facility.

The Council discussed several issues including: 1) the need to have community educational goals (more high school & college degrees within the community); 2) providing information to the community; and 3) receiving new equipment at MFR.

ACTION: The City Council provided comments and directions to staff.

COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

At 9:52 p.m., the joint meeting with the Community Development Commission Successor Agency concluded.

L. REPORT OF CITY MANAGER

1. SUBJECT: Correspondence from the Mayor. (Mayor Flynn). (073)
DISCUSSION: Mayor Flynn discussed several issues including services provided to community, City Manger/City Attorney selection process, and District Attorney's investigation findings.

The City Attorney cautioned Mayor Flynn regarding any "action" that may be taken by the City Council.

Public comments were received from: Larry Stein, Francine Castanon and Juan Delgado.

The Council discussed: the selection process of the City Manager/City Attorney; educational issues (including meetings with school agencies), and working with staff to move issues forward.

ACTION: Councilmembers provided comments to staff.

O. STUDY SESSION

P. PUBLIC COMMENTS ON STUDY SESSION

Q. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from: City Clerk (S-1); Community Development Director (S-4); Human Resources Director/Chief Financial Officer (S-9) and City Engineer (S-12).

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Pat Brown (S-4).

S. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for November 19, December 3 and 10, 2013; Minutes of the Special Meeting of the Oxnard City Council for July 23, and December 2, 2013. (075)
   RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (105)
   RECOMMENDATION: 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.

Development Services Department

3. SUBJECT: Vacation of a Public Service Easement within the Artisan Apartment Project Located at the Southeast Corner of Gonzales Road and Williams Drive. (109)
   RECOMMENDATION: Adopt **Resolution No, 14,452** vacating the public service easement for waterline purposes recorded as document 20120813-00142116-0.

4. SUBJECT: Planning and Zoning Permit No. 13-682-01 (Ventura County Point of Interest No. 10) Former Colonial House Motel and Restaurant site, 701-747 N. Oxnard Blvd. Filed by Coastal Architects 505 S. A Street, Suite 200 Oxnard, CA 93030. (113)
   RECOMMENDATION: Adopt **Resolution No, 14,453** upholding the City of Oxnard Cultural Heritage Board's recommendation to designate property known as the former Colonial House Motel and Restaurant site, located at 701-747 North Oxnard Boulevard, as Ventura County Point of Interest No. 10.

5. SUBJECT: Request for Cooperative Work Agreement with the California Department of Finance (DOF) for Funding for the Rice Avenue/Santa Clara Avenue Interchange Improvements at U.S. Highway 101. (149)

RECOMMENDATION: Approve and authorize the Mayor to execute the request for a time extension to June 30, 2016 as a cooperative work agreement (CWA) with the California Department of Finance (DOF) in the amount of $1,611,941 for the Rice Avenue/Santa Clara Avenue Interchange Improvements at U.S. Highway 101.

6. SUBJECT: Agreement for On-Call Traffic Engineering Services. (153)
RECOMMENDATION: Approve and authorize the Mayor to execute an agreement with RBF Consulting, A Baker Company (6332-13-DS) in an amount not to exceed $700,000 for on-call traffic engineering services.

7. SUBJECT: Ordinance Regarding Building Regulations. (171)
RECOMMENDATION: Approve the first reading by title only and subsequent adoption of **Ordinance No 2879** repealing and reenacting Articles II through XI, XV, and XVI of Chapter 14 of the Oxnard City Code, pertaining to the California Building Code, California Residential Code, California Green Building Standards Code, International Property Maintenance Code, Uniform Code for the Abatement of Dangerous Buildings, California Historical Building Code, California Electrical Code, California Existing Buildings Code, California Mechanical Code, California Referenced Standards Code, California Plumbing Code, Fire Codes, and Fire Sprinklers.

Human Resources Department

9. SUBJECT: Inclusion of Pay Rates for City Manager and City Attorney in Posted Compensation Plan. (235)
RECOMMENDATION: Approve and authorize the inclusion of the pay rates for the City Manager and the City Attorney in the City's posted compensation plan beginning with fiscal year 2009-10 as attached.

Police Department

10. SUBJECT: Police Storefront Project at 5240 Seaglass Way (RiverPark/Collections). (241)
RECOMMENDATION: 1) Approve and authorize the City Manager to execute a contract in the amount of $187,020 for tenant improvements to a police substation located at 5240 Seaglass Way, Oxnard, pursuant to the terms in the existing lease agreement (A-7623); and 2) Approve a special budget appropriation in the amount of $335,000 from fund balance in Riverpark Community Facilities District to cover expenditures for tenant improvements and purchases of infrastructure, equipment, and furnishings.

Public Works Department

11. SUBJECT: Watersheds Coalition of Ventura County Proposition 84 Integrated Regional Water Management Plan Implementation Grant Round 1 Ventura County Regional Urban Landscape Efficiency Project. (245)
RECOMMENDATION: 1) Approve and authorize the Mayor to execute the Proposition 84 Integrated Regional Water Management Subgrant Agreement (Agreement No. A-7634) in the amount of $1,462,418 with the County of Ventura on behalf of the Watersheds Coalition of Ventura County for the component project Ventura County Regional Urban Landscape Efficiency Program; 2) Approve and authorize the Mayor to execute the Proposition 84

Ventura County Regional Urban Landscape Efficiency Program Project Participant Agreement (A-7531) with the City of Camarillo, City of Simi Valley/Ventura County Waterworks District Number 8, Camrosa Water District, Casitas Municipal Water District, and Ventura County Water Works Districts Numbers 1, 17 19 and the Lake Sherwood Community Services District; and 3) Authorize the City Manager to appropriate the required budgets consistent with the grant requirements including $228,000 from the Water Fund Balance.

12. SUBJECT: Approval of Award of Contract to Granite Construction Company for PW13-08 Victoria Avenue Improvement Project. (357)
RECOMMENDATION: Approve and authorize the Mayor to execute Contract with Granite Construction Company (A-7626) in the amount of $867,399 for Project Specification No. PW13-08 for the construction of sidewalk and drainage improvements and modification of striping to provide for three Northbound through lanes and a bike lane along Victoria Avenue from Gonzales Road to Gum Tree Street.

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

L. REPORT OF CITY MANAGER

The Interim City Manager stated that staff would investigate having a ribbon-cutting ceremony for the MRF and updated the Council on "utility assistance" program.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

Councilmembers commented on: upcoming Martin Luther King Jr. march/event; future discussion of funding "cultural arts" activities; train service along coast (MacDonald); visit to the former Halaco site; information needed on Agromin site at Ormond Beach; and needed information on "waste" injection well on the Oxnard plain.

T. ADJOURNMENT

At 11:07 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

MINUTES

OXNARD CITY COUNCIL
Special Meeting
January 10, 2014

A. ROLL CALL/POSTING OF AGENDA

At 1:13 p.m., the special meeting of the Oxnard City Council convened at the Oxnard Advanced Water Purification Facility, 5700 South Perkins Road, Oxnard. Councilmembers Carmen Ramirez, Bryan A. MacDonald and Bert Perello were present. Councilmembers Tim Flynn and Dorina Padilla were absent. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Pro Tem Ramirez presided and called the meeting to order. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Staff members present were: Daniel Martinez, City Clerk; Matthew Winegar, Development Services Director; Rob Roshanian, Interim Public Works Director; Grace Magistrale Hoffman, Deputy City Manager; Martin Erickson, Deputy City Manager and Anthony Emmert, Water Resources Manager and Chris Williamson, Principal Planner. Guests from other agencies included Molly O'Brien, U.S. Senator Feinstein Office; Rafi Nazarians, U.S. Senator Boxer Office; Carina Armenta and Sandra Delgado, Congresswoman Brownley's Office; and Carla Castilla, California Senator Jackson Office.

B. PUBLIC COMMENTS

The following individuals provided comments: Larry Stein and Steve Nash.

C. CITY COUNCIL BUSINESS

1. SUBJECT: Tour and Discussion of the AWPF and Halaco EPA Superfund Site.
   RECOMMENDATION: Tour and Discussion of the AWPF and Halaco EPA Superfund Site (6200 South Perkins Road), with officials from other governmental agencies.
   DISCUSSION: The Water Resources Manager explained process to build the facility, capabilities of the facilities and future use of the facility. A tour was provided of the water facility by City staff.

At 2:28 p.m., Mayor Flynn was present and presided. At 2:47 p.m., the group went to 6200 South Perkins to observe the former Halaco site.

Councilmembers discussed the need to clean-up the site with the representatives of the other agencies.

D. ADJOURNMENT

At 3:08 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ City Clerk	TIM FLYNN Mayor

MINUTES

OXNARD CITY COUNCIL
Special Meeting
January 13, 2014

A. ROLL CALL/POSTING OF AGENDA

At 5:02 p.m., the special meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Commission Development Commission Successor Agency. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Friday at the City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Karen Burnham, Interim City Manager; Stephen Fischer, Interim City Attorney; James Cameron, Chief Financial Officer; Grace Magistrale Hoffman, Deputy City Manager; Martin Erickson, Deputy City Manager; and Kymberly Horner, Interim Redevelopment Services Manager.

B. PUBLIC COMMENT

Public comments were received from Steve Nash. The Interim City Attorney discussed legal requirements of describing closed session items.

C. CLOSED SESSION

At 5:10 p.m., the City Council and Successor Agency recessed to a closed session, pursuant to Government Code section 54956.9(d)(1), to confer with its attorneys. The title and case number of the litigation being discussed is SOCM I, LLC v. City of Oxnard, et al., Ventura County Superior Court, Case No. 56-2012-00427637-CU-MC-VTA.

At 7:02 p.m., the Council and Commission Development Commission Successor Agency reconvened and the Interim City Attorney announced directions had been provided by Council.

D. ADJOURNMENT

At 7:02 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ City Clerk	TIM FLYNN Mayor

CITY OF
OXNARD
CALIFORNIA

Meeting Date: 02/04/2014

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. Burnham, Interim City Manager Agenda Item No. 5-2

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

DATE: January 16 , 2014

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

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 10:00 a.m. on Thursday prior to the Council meeting.

City Manager Contract List for 02/04/2014

Item	Type	Department/Contact	Vendor/Agreement Number	Description/Purpose	Amount
A	Original Agreement	**Development Services - Traffic Eng. & Operations** Jason Samonte 385-7872	**Iteris, Inc.** Agreement No. 6422-13-DS	**ITS Operations and Maintenance Services Agreement** On-call agreement for the maintenance and repair of the ITS fiber optic network. Iteris, Inc. was the designer of the ITS network. It is a common practice to contract with the same firm responsible for the design or installation of a new system to provide ongoing maintenance for several years. Rather than an amendment to the existing agreement, staff is recommending a separate agreement. This agreement is for three years and actual costs will depend on repair and maintenance requirements, but not to exceed the contract amount. **Total Contract Amount: $100,000** **FundingSource: Circulation Sys. Impr. Fees**	**$100,000**
B	Original Agreement	**Water Resources** Anthony Emmert 207-1669	**Dukes Root Control** Agreement No. 6478-13-PW	**Root Control** Three year chemical treatment agreement to prevent root intrusion throughout the City's Wastewater Collection System and Las Posas Estates, which has been a part of the City's system since 1964. Following a competitive Request for Bid process, Duke's Root Control, Inc. was the only bidder and was awarded the contract based on industry standards and costs. **Total Contract Amount: $176,500** **FundingSource: Wastewater Collection Operating Funds**	**$176,500**
C	Amendment	**Community Development - Special Projects/CDC Operations** Kymberly Horner 385-7853	**HdL Coren & Cohen** Agreement No. 6183-13-CD Amendment 1	**Property Tax Services/Preparation of Property Management Plan** The consultant provides property tax services in conjunction with the dissolution of the Redevelopment Agency/Community Development Commission. The consultant is assisting in the development of the Long-Range Property Management Plan and will assist in the disposition of agency-owned properties. Funds to cover the consultant's fees have been approved in conjunction with the ROPs 13-14A and 13-14B. **Total Contract Amount: $48,000** **FundingSource: Successor Agency Redvelopment Property Tax Trust Fund**	**$24,000**

ATTACHMENT 1
PAGE 1 OF 2

City Manager Contract List for 02/04/2014

Item	Type	Department/Contact	Vendor/Agreement Number	Description/Purpose	Amount
D	Amendment	**City Attorney**	**Buynak Farber Archbald & Spray**	**First Amendment to Agreement for Legal Services**	$75,000
		Stephen Fischer/LeAnne Daly	Agreement No. 6114-13-CA	First Amendment to Agreement for Legal Services. This contract was entered into in order to continue working with Naomi Dewey, formerly of the firm Hardin & Coffin, LLP, which has dissolved. The contract reflects the same economical rates as the prior contract with Hardin & Coffin, LLP. This amendment is to include an additional approved attorney and increase the total to a not to exceed amount by $75,000 to cover foreseable expenses in the resolution of current cases.	
		385-7483	Amendment 01	**Total Contract Amount: $100,000**	
				FundingSource: Public Liability Fund	
E	Amendment	**Public Works**	**Commercial Cleaning Systems**	**Custodial Services for Public Works**	$135,000
		Anthony Emmert	Agreement No. A-7600	To expand the scope of services to provide custodial services to the Del Norte Regional Recycling and Transfer Station beginning February 1, 2014. The First Amendment also updates the contract to reflect the appropriate cost of consumables. Following a competitive Request for Bid process, Commercial Cleaning Systems provided the lowest total bid and was awarded the contract.	
		207-1669	Amendment	**Total Contract Amount: $520,000**	
				FundingSource: Solid Waste Operating Fund	

ATTACHMENT 1
PAGE 2 OF 2

CITY OF
OXNARD
CALIFORNIA

Meeting Date: 2/04/14

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 *DMNavas* Agenda Item No. S-3

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

DATE: January 15, 2014

TO: City Council

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

SUBJECT: Quarterly Investment Report for the Second Quarter F/Y 2013-2014

RECOMMENDATION

That City Council accepts the quarterly Investment Report for the Second Quarter F/Y 2013-2014.

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 October 1, 2013. The City of Oxnard Treasurer's Office Market Report as of December 31, 2013 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 Dec. 31, 2013:

Original cost of investments	$ 77,983,880	Book Value
Total to be received at maturity	$ 77,985,000	Par Value
If sold on Dec. 31, 2013	$ 77,015,048	Market Value
Gain/ (Loss) if sold on Dec. 31, 2013	$ (968,832)*	

*All investments purchased are held to maturity. Sufficient liquidity is maintained for unexpected needs so that sale of an investment may not be 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 (2nd quarter)	$ 200,574**	
Average yield (2nd quarter)	.96%	(for the month .99%)
Average days to maturity (2nd quarter)	1157	(for the month 1208 days)

The quarterly average yield on the portfolio was .96 percent compared with the Local Agency Investment Fund (LAIF) yield of .26 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 Dec. 31, 2013
Attachment #2 – Benchmark Rate Comparison

OXNARD

Inventory by Market Value

As Of Date: 12/31/2013

Date Basis: Settlement

City of Oxnard - Treasurer's Office

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							
16924	FHLB	313379J34	06/06/2012	1.150000	2,000,000.00	1,988,040.00	1,597.22
			06/06/2017	1.160322	1,999,300.66	99.402000	SUNGARD
16938	FHLB	313381RE7	01/30/2013	1.000000	2,000,000.00	1,956,360.00	8,388.89
			01/30/2018	1.000000	2,000,000.00	97.818000	SUNGARD
16951	FHLB	313383AV3	06/12/2013	1.000000	2,000,000.00	1,939,060.00	1,055.56
			06/12/2018	1.000000	2,000,000.00	96.953000	SUNGARD
16952	FHLB	313383A68	06/13/2013	1.080000	2,000,000.00	1,944,800.00	1,080.00
			06/13/2018	1.080000	2,000,000.00	97.240000	SUNGARD
16954	FHLB	313383HQ7	06/27/2013	1.200000	2,000,000.00	1,965,720.00	266.67
			06/27/2018	1.200000	2,000,000.00	98.286000	SUNGARD
16955	FHLB	313383HQ7	06/27/2013	1.200000	2,000,000.00	1,965,720.00	266.67
			06/27/2018	1.200000	2,000,000.00	98.286000	SUNGARD
			Subtotal	**1.104997**	**12,000,000.00**	**11,759,700.00**	**12,655.01**
				1.106717	**11,999,300.66**	**97.997500**	
Inv Type: 13 FEDERAL NATIONAL MORTGAGE ASSN							
16923	FNMA	3136G0KQ3	05/25/2012	1.200000	2,000,000.00	1,995,520.00	2,533.33
			05/23/2017	1.200000	2,000,000.00	99.776000	SUNGARD
16931	FNMA	3136G0ZG9	08/28/2012	1.150000	2,000,000.00	1,987,460.00	7,858.33
			08/28/2017	1.150000	2,000,000.00	99.373000	SUNGARD
16935	FNMA	3136G02U4	11/14/2012	.625000	2,000,000.00	1,990,640.00	1,631.94
			11/14/2016	.625000	2,000,000.00	99.532000	SUNGARD
16936	FNMA	3136G04S7	11/21/2012	.750000	2,000,000.00	1,988,600.00	5,416.67
			02/21/2017	.750000	2,000,000.00	99.430000	SUNGARD
16939	FNMA	3135G0TV5	01/30/2013	1.030000	2,000,000.00	1,956,160.00	8,640.56
			01/30/2018	1.030000	2,000,000.00	97.808000	SUNGARD
16942	FNMA	3136G1BK4	02/05/2013	1.000000	2,000,000.00	1,954,260.00	8,111.11
			02/05/2018	1.000000	2,000,000.00	97.713000	SUNGARD
16947	FNMA	3136G1LE7	05/15/2013	1.010000	1,000,000.00	970,030.00	1,290.56
			05/15/2018	1.010000	1,000,000.00	97.003000	SUNGARD
16948	FNMA	3135G0XG3	05/21/2013	1.000000	1,000,000.00	971,270.00	1,111.11
			05/21/2018	1.000000	1,000,000.00	97.127000	SUNGARD
			Subtotal	**.965714**	**14,000,000.00**	**13,813,940.00**	**36,593.61**
				.965714	**14,000,000.00**	**98.671000**	
Inv Type: 17 FEDERAL FARM CREDIT BANK BONDS							
16928	FFCB	3133EAP28	08/22/2012	1.100000	2,000,000.00	1,988,360.00	7,883.33
			08/22/2017	1.100000	2,000,000.00	99.418000	SUNGARD
16929	FFCB	3133EAP28	08/22/2012	1.100000	2,000,000.00	1,988,360.00	7,883.33

ATTACHMENT 1
PAGE 1 OF 4

OXNARD

Inventory by Market Value

As Of Date: 12/31/2013

Date Basis: Settlement

City of Oxnard - Treasurer's Office

Inv. No.	Description	CUSIP	Purchase / Maturity	Coupon / YTM TR	Current Par /Share / Current Book	Market Value / Market Price	Curr Accr Int / Price Source
			08/22/2017	1.100000	2,000,000.00	99.418000	SUNGARD
16933	FFCB	3133EA3J5	10/10/2012	.900000	2,000,000.00	1,947,560.00	4,050.00
			10/10/2017	.900000	2,000,000.00	97.378000	SUNGARD
16934	FFCB	3133EA4H8	10/11/2012	.820000	2,000,000.00	1,973,060.00	7,744.44
			07/11/2017	.820000	2,000,000.00	98.653000	SUNGARD
16940	FFCB	3133ECEQ3	02/06/2013	1.100000	2,000,000.00	1,962,020.00	8,861.11
			02/06/2018	1.100000	2,000,000.00	98.101000	SUNGARD
16941	FFCB	3133ECEQ3	02/06/2013	1.100000	2,000,000.00	1,962,020.00	8,861.11
			02/06/2018	1.100000	2,000,000.00	98.101000	SUNGARD
16944	FFCB	3133ECL44	04/11/2013	1.000000	2,000,000.00	1,945,660.00	4,444.44
			04/11/2018	1.000000	2,000,000.00	97.283000	SUNGARD
16949	FFCB	3133ECQ56	05/22/2013	1.080000	2,000,000.00	1,935,360.00	2,340.00
			05/22/2018	1.080000	2,000,000.00	96.768000	SUNGARD
16950	FFCB	3133ECRP1	06/11/2013	1.150000	1,250,000.00	1,220,487.50	798.61
			06/11/2018	1.150000	1,250,000.00	97.639000	SUNGARD
16953	FFCB	3133ECSQ8	06/25/2013	1.375000	2,000,000.00	1,964,900.00	458.33
			06/25/2018	1.375000	2,000,000.00	98.245000	SUNGARD
16957	FFCB	3133ECY57	08/28/2013	1.580000	2,000,000.00	2,004,440.00	10,796.67
			08/28/2017	1.580000	2,000,000.00	100.222000	SUNGARD
16958	FFCB	3133ECYG3	08/28/2013	2.125000	2,000,000.00	2,004,860.00	14,520.83
			08/28/2018	2.125000	2,000,000.00	100.243000	SUNGARD
16962	FFCB	3133EDCJ9	12/26/2013	1.180000	2,000,000.00	1,987,700.00	327.78
			09/26/2017	1.180000	2,000,000.00	99.385000	SUNGARD
			Subtotal	**1.202277**	**25,250,000.00**	**24,884,787.50**	**78,969.98**
				1.202277	**25,250,000.00**	**98.553614**	

Inv Type: 23 OTHER GOVERNMENT AGENCIES

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	3134G3PE4	02/24/2012	.850000	2,000,000.00	2,000,000.00	5,997.22
			02/24/2016	.850000	2,000,000.00	100.000000	UPRICE
16922	FHLMC	3134G3UQ1	05/15/2012	1.150000	2,000,000.00	1,993,300.00	2,938.89
			05/15/2017	1.150000	2,000,000.00	99.665000	SUNGARD
16927	FHLMC	3134G3ZR4	08/07/2012	1.000000	2,000,000.00	1,974,080.00	8,000.00
			08/07/2017	1.000000	2,000,000.00	98.704000	SUNGARD
16945	FHLMC	3134G42G2	04/30/2013	1.050000	2,000,000.00	1,940,720.00	3,558.33
			04/30/2018	1.050000	2,000,000.00	97.036000	SUNGARD
16956	FHLMC	3134G4CS5	07/25/2013	1.800000	2,000,000.00	1,974,100.00	15,600.00
			07/25/2018	1.800000	2,000,000.00	98.705000	SUNGARD
			Subtotal	**1.170000**	**10,000,000.00**	**9,882,200.00**	**36,094.44**
				1.170000	**10,000,000.00**	**98.822000**	

ATTACHMENT 1
PAGE 2 OF 4

OXNARD

Inventory by Market Value

As Of Date: 12/31/2013

Date Basis: Settlement

City of Oxnard - Treasurer's Office

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: 60 NEGOTIABLE CERTIFICATE OF DEPO							
16959	NCD	17284CTY0	11/14/2013	2.150000	245,000.00	245,000.00	692.71
			11/14/2018	2.150000	245,000.00	100.000000	BOOK
16960	NCD	0606247G2	11/12/2013	2.200000	245,000.00	245,000.00	738.36
			11/13/2018	2.200000	245,000.00	100.000000	BOOK
16961	NCD	795450RJ6	11/13/2013	2.000000	245,000.00	245,000.00	657.81
			11/13/2018	2.000000	245,000.00	100.000000	BOOK
			Subtotal	**2.116667**	**735,000.00**	**735,000.00**	**2,088.88**
				2.116667	**735,000.00**	**100.000000**	
Inv Type: 85 DEPOSIT NOTES							
16943	MTN	25468PCV6	03/05/2013	1.100000	2,000,000.00	1,970,760.00	1,833.33
			12/01/2017	1.100000	2,000,000.00	98.538000	SUNGARD
			Subtotal	**1.100000**	**2,000,000.00**	**1,970,760.00**	**1,833.33**
				1.100000	**2,000,000.00**	**98.538000**	
Inv Type: 86 DEPOSIT NOTES QUARTERLY							
16932	MTN	36962G5Y6	06/07/2012	1.450000	2,000,000.00	1,968,660.00	2,413.90
			05/30/2017	1.456211	1,999,578.88	98.433000	SUNGARD
			Subtotal	**1.450000**	**2,000,000.00**	**1,968,660.00**	**2,413.90**
				1.456211	**1,999,578.88**	**98.433000**	
Inv Type: 99 PASSBOOK INTEREST							
16434	LOCAL AGENCY INVEST		07/01/2002	.260000	12,000,000.00	12,000,000.00	11,728.93
			01/01/2014	.260000	12,000,000.00	100.000000	BOOK
			Subtotal	**.260000**	**12,000,000.00**	**12,000,000.00**	**11,728.93**
				.260000	**12,000,000.00**	**100.000000**	
Grand Total			**Count 38**	1.008052	77,985,000.00	77,015,047.50	182,378.08
				1.008476	77,983,879.54	98.756232	

***Includes Accrued Discount:** **$479.54**

Earned Interest Yield This Period: **0.99%**

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

ATTACHMENT 1
PAGE 3 OF 4

OXNARD

Inventory by Market Value

As Of Date: 12/31/2013

Date Basis: Settlement

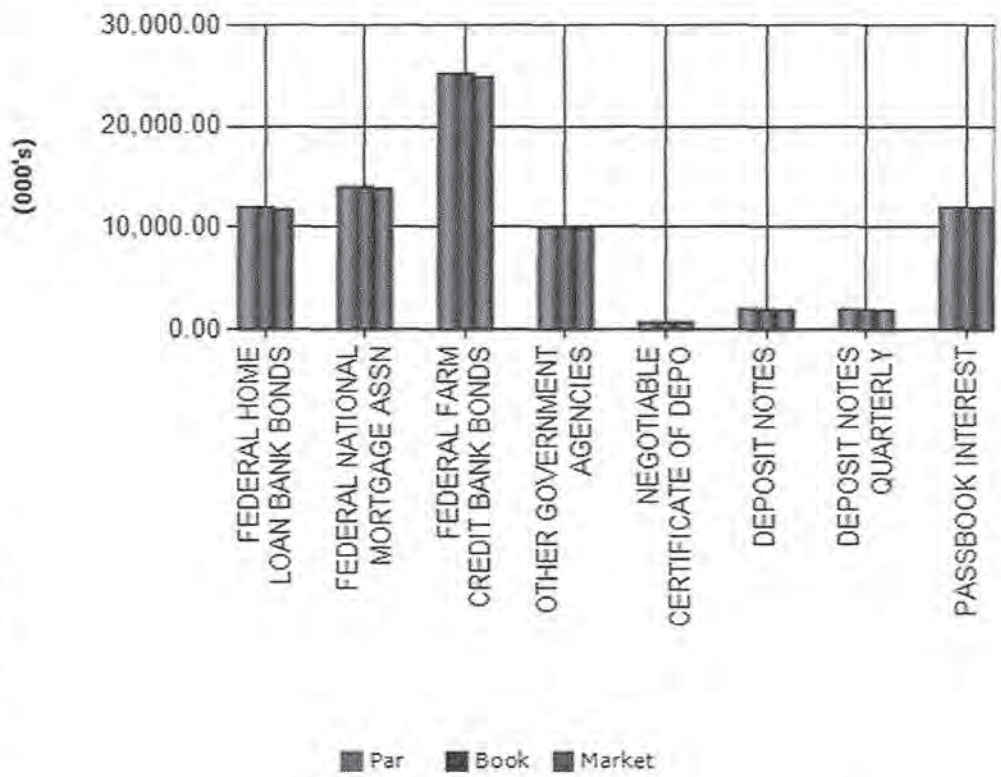
Run: 01/02/2014 05:44:48 PM

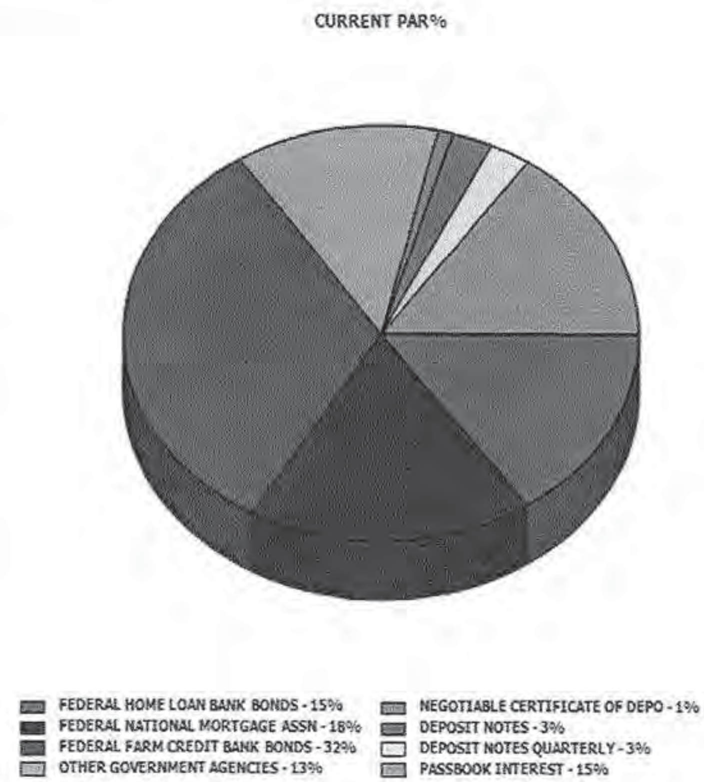
Reporting Currency: Local

City of Oxnard - Treasurer's Office

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Yield
FEDERAL HOME LOAN BANK BONDS	12,000,000.00	11,999,300.66	11,759,700.00	98.00%	1.11%
FEDERAL NATIONAL MORTGAGE ASSN	14,000,000.00	14,000,000.00	13,813,940.00	98.67%	0.97%
FEDERAL FARM CREDIT BANK BONDS	25,250,000.00	25,250,000.00	24,884,787.50	98.55%	1.20%
OTHER GOVERNMENT AGENCIES	10,000,000.00	10,000,000.00	9,882,200.00	98.82%	1.17%
NEGOTIABLE CERTIFICATE OF DEPO	735,000.00	735,000.00	735,000.00	100.00%	2.12%
DEPOSIT NOTES	2,000,000.00	2,000,000.00	1,970,760.00	98.54%	1.10%
DEPOSIT NOTES QUARTERLY	2,000,000.00	1,999,578.88	1,968,660.00	98.45%	1.46%
PASSBOOK INTEREST	12,000,000.00	12,000,000.00	12,000,000.00	100.00%	0.26%
Totals	**77,985,000.00**	**77,983,879.54**	**77,015,047.50**	**98.76%**	**1.01%**

Asset Allocation





ATTACHMENT 1
PAGE 4 OF 4

CITY OF OXNARD BENCHMARK COMPARISON
VS. LAIF AND 2-YR TREASURIES
as of December 31, 2013

FISCAL YEAR		CITY	LAIF	2 YR TREASURY
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
2011/12	12 mo avg	1.34	0.38	0.28
2012/13	12 mo avg	0.91	0.25	0.30
SUBTOTAL - 7 Years		**19.32**	**12.15**	**11.39**
Annual Average (7 years)		**2.76**	**1.74**	**1.63**
Quarterly Average FY 2013-14		*CITY*	*LAIF*	*2 YR TREAS*
	First Quarter	*2.40*	*0.27*	*0.36*
	Second Quarter	*0.96*	*0.26*	*0.33*
	Third Quarter			
	Fourth Quarter			
		3.36	*0.53*	*0.69*

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: 02 / 04 /2014

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

Prepared By: Cathy Kinney, Executive Assistant ______ Agenda Item No. S-4

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

DATE: January 30, 2014

TO: City Council

FROM: Michelle Téllez, Director of Human Resources

SUBJECT: **Request to Adjust the Non-Represented Confidential Group Salary/Step Plan**

RECOMMENDATION

That City Council approve the establishment and implementation of step schedule to be effective the first pay period in January 2014.

DISCUSSION

The Confidential Group is composed of nineteen (19) support staff that is designated Confidential within the meaning of the City Code Section 3-37 (D). Absent this Confidential designation, the job classifications in which these employees work would be included in the SEIU, Local 721, bargaining unit.

The significant changes to salary and/or benefits received by the two miscellaneous (non-safety) bargaining groups is captured in the chart below. The Confidential Group falls within the category of miscellaneous (non-safety) employees.

	CONFIDENTIAL	**SEIU**	**IUOE**
	2007 - 2014	**2014**	**2014**
Steps Received	No steps	5% Steps effective 2014	5% Steps
Medical Cafeteria	$200.00 bi-weekly	$332.01 bi-weekly **(9.5% increase in 2008)**	$217.08 bi-weekly
Salary Increase	**0%**	1.5% April 2012	2% Jan. 2012; 3% Jan. 2013; 3% Jan. 2014

Please note that the Police and Fire groups, including the two Management groups, received the same 2%, 3%, 3% increases that the IUOE bargaining group received.

The Confidential Group is the only group of hourly employees that have had no increase in salary and benefits since 2007.

To address parity and equity issues, the Confidential Group requests the establishment and implementation of steps for the Group retroactive to the first pay period in January 2014 as set forth in the attached proposed Step Schedule. The step increase will be based on the employee's service date.

FINANCIAL IMPACT

The cost of this recommendation in the current fiscal year is \$18,400, including \$16,600 from the General Fund, and \$71,800 for FY 2014-15 (\$64,700 General Fund). If approved, these amounts will be included in future budget recommendations.

Attachment #1 – Step Schedule
#2 – List of Confidential Classifications

Proposed Confidential Group Step Schedule

	Current Range		Steps											
	Bottom	Top	1	2	3	4	5	6	7	8	9	10	11	12
C10	13.1757	21.0813	13.1757	13.8345	14.5262	15.2525	16.0151	16.8159	17.6567	18.5395	19.4665	20.4398	21.4618	22.5349
C15	14.2871	22.8594	14.2871	15.0015	15.7515	16.5391	17.3661	18.2344	19.1461	20.1034	21.1086	22.1640	23.2722	24.4358
C20	14.7632	23.6212	14.7632	15.5014	16.2764	17.0902	17.9448	18.8420	19.7841	20.7733	21.8120	22.9026	24.0477	25.2501
C25	15.2873	24.4596	15.2873	16.0517	16.8542	17.6970	18.5818	19.5109	20.4864	21.5108	22.5863	23.7156	24.9014	26.1465
C30	15.8745	25.3993	15.8745	16.6682	17.5016	18.3767	19.2956	20.2603	21.2733	22.3370	23.4539	24.6266	25.8579	27.1508
C35	16.9857	25.4133	16.9857	17.8350	18.7267	19.6631	20.6462	21.6785	22.7625	23.9006	25.0956	26.3504	27.6679	29.0513
C40	17.6383	28.2214	17.6383	18.5202	19.4462	20.4185	21.4395	22.5114	23.6370	24.8189	26.0598	27.3628	28.7309	30.1675
C50	18.873	30.1968	18.873	19.8167	20.8075	21.8479	22.9402	24.0873	25.2916	26.5562	27.8840	29.2782	30.7421	32.2792
C55	19.0493	30.479	19.0493	20.0018	21.0019	22.0519	23.1545	24.3123	25.5279	26.8043	28.1445	29.5517	31.0293	32.5808
C60	19.2756	30.841	19.2756	20.2394	21.2513	22.3139	23.4296	24.6011	25.8311	27.1227	28.4788	29.9028	31.3979	32.9678
C65	20.6106	32.9769	20.6106	21.6411	22.7232	23.8593	25.0523	26.3049	27.6202	29.0012	30.4512	31.9738	33.5725	35.2511
C67	21.0736	33.6538	21.0736	22.1273	23.2336	24.3953	25.6151	26.8958	28.2406	29.6527	31.1353	32.6921	34.3267	36.0430
C67	21.0736	33.6538	21.0736	22.1273	23.2336	24.3953	25.6151	26.8958	28.2406	29.6527	31.1353	32.6921	34.3267	36.0430
C69	22.3719	35.759	22.3719	23.4905	24.6650	25.8983	27.1932	28.5528	29.9805	31.4795	33.0535	34.7062	36.4415	38.2635
C70	24.1008	38.5713	24.1008	25.3058	26.5711	27.8997	29.2947	30.7594	32.2974	33.9122	35.6079	37.3883	39.2577	41.2205
C72	24.0558	38.4893	24.0558	25.2586	26.5215	27.8476	29.2400	30.7020	32.2371	33.8489	35.5414	37.3184	39.1844	41.1436
C75	24.6393	40.4894	24.6393	25.8713	27.1648	28.5231	29.9492	31.4467	33.0190	34.6700	36.4035	38.2236	40.1348	42.1416
C80	26.5108	42.4174	26.5108	27.8363	29.2282	30.6896	32.2240	33.8352	35.5270	37.3034	39.1685	41.1270	43.1833	45.3425
C85	27.8363	44.5382	27.8363	29.2281	30.6895	32.2240	33.8352	35.5270	37.3033	39.1685	41.1269	43.1832	45.3424	47.6095

ATTACHMENT #1
PAGE 1 OF 1

List of Classifications in the Confidential Group

		# in Position
C80	Accountant II	1
C67	Accounting Technician	1
C70	Administrative Assistant	3
C70	Administrative Legal Assistant	1
C25	Administrative Legal Secretary I	0
C35	Administrative Legal Secretary II	1
C50	Administrative Legal Secretary III	1
C15	Administrative Secretary I	1
C30	Administrative Secretary II	1
C40	Administrative Secretary III	0
C70	Administrative Services Assistant	2
C60	Administrative Technician	0
C67	Employee Relations Coordinator	0
C80	Executive Assistant I	0
C85	Executive Assistant II	1
C70	Human Resources Technician	0
C10	Office Assistant I	0
C20	Office Assistant II	0
C75	Paralegal	1
C72	Safety Specialist	0
C65	Sr. Administrative Legal Secretary	0
C55	Sr. Administrative Secretary	1
C75	Sr. Human Resources Coordinator	3
C69	Workers' Comp Specialist	1

ATTACHMENT # 2
PAGE 1 OF 1